

T. C.
KİLİS 7 ARALIK UNIVERSITY
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES
TASK DESCRIPTION FORM

Duty	Vice-dean
A	RESPONSIBILITIES
01	Follow-up and control of the articles to the Senate and the Rectorate
02	Examining the decisions submitted to the Faculty Administrative Board
03	Checking the Scientific Study and Functioning of the Departments
04	Control of the physical structure of the building and monitoring its development
05	Follow-up of the staff
06	Organization of social events
07	Student Council elections etc.
08	Solving problems about students
09	To chair the Scholarship Commission.