



## **Medical School Board: Definition, composition of members and duties**

### **A- Definition: School Education Council**

Pursuant to Article 15 of the Executive Regulations of Universities and Educational Institutions of the country, Resolution No. 684 of the Supreme Council of the Cultural Revolution dated 10/12/2010, the Educational Council of the School was formed in the Medical School of Shahid Sadoughi University of Medical Sciences in Yazd with 3 or more departments:

- 1- Dean of the School
2. School assistants
- 3- Heads of School departments
- 4- Two top professors selected by the dean of the School

### **B- Duties of the Educational-Research Council of the School**

- 1- Planning to create the executive grounds for the approvals announced by the vice chancellors for education and postgraduate education and research.
- 2- Formulation of educational and research policies of the faculty according to the educational and research policy of the institute for approval by the competent authorities.
- 3- Reviewing and compiling innovative educational plans of the faculty and referring them to specialized educational councils and postgraduate studies, research and technology of the institute.
- 4- Reviewing and compiling evaluation plans for the educational and research activities of the School and proposing it to the specialized educational councils and postgraduate studies and research and technology of the institute.
- 5- Coordination between groups and departments in presenting joint courses.
- 6- Making executive decisions for coordination and timing of teaching and research in the School or.
- 7- Examining and determining the need of the School for a new School member and proposing it to the council of the institute to complete the faculty members of each group.

- 8- Examining and proposing the student admission capacity to the Vice Chancellor for Education and Graduate Studies of the institute
- 9- Reviewing and commenting on the cases that the dean of the School refers to the council
- 10- Examining the requests for study opportunities and proposing it to the council of the institute
- 11- Cooperating with the Vice Chancellor of the School to create the ground for the implementation of the approvals of the School Council and the decisions of the Board of Directors.
- 12- How to implement the curricula codified in the relevant ministry within the framework of approvals
- 13- - Presenting and implementing appropriate short-term and medium-term informal educational plans
- 14- Supervising educational regulations
- 15- Reviewing and commenting on the issues that the School council or the School vice chancellor refers to the council
- 16- Examining the quality of education in the School and examining the quality of education of the faculty members and presenting it to the School council
- 17- Examining the proposal for establishing new courses and courses in the School
- 18- Reviewing the texts of pamphlets and books submitted by the faculty members in terms of compliance with the approved topics and presenting the result to the School council.
19. - Reviewing and approving the invitation of foreign professors in the required fields according to the proposal of the educational departments and approving the School to present to the legal authorities.
- 20- Examining and confirming the scientific qualification of the applicants for membership in the School faculty membership, which must be referred to the educational council through the head of each School after the approval of the relevant department.

The composition and duties of the School Education Council have been approved by the University Education Council and have been provided to the School of Medicine for implementation.

**Approval number of the University Educational Council Approval and notification of the University Vice Chancellor**