

# INTERNATIONAL HISARLI AHMET SYMPOSIUM ORGANIZATION CHART

## **HONORARY BOARD (HB)**

The HB consists of those who support the symposium financially and morally, and a member from the family of Hisarlı.

## **EXECUTIVE BOARD (EB)**

The EB is the highest scientific/artistic executive body of the symposium. The EB determines the symposium theme and the chairman of the Scientific Committee. It decides by evaluating the suggestions and criticisms about the symposium date, place, content, and all organizations within the scope of the symposium. The EB can assist the chairman of the Scientific Committee in her/his work and can recommend members selection to the Scientific Committee. The EB ensures the compliance of the symposium with scientific/artistic principles by checking the compliance of the process with all criteria. The chairman of the Organizing Committee and the president of the Kütahya Fine Arts Association are the regular member of the EB. Other members are elected by the EB upon the recommendation of the regular members or those who served as the chairman of the Scientific Committee at the International Hisarlı Ahmet Symposium.

## **ORGANIZATION COMMITTEE CHAIRMAN (OCc)**

The OCc is responsible for all components and processes of the symposium. However, summary paper and full text are not included in the evaluating, routing, and acceptance/rejection processes of the OCc. The OCc does not participate in Scientific Committee voting. Ensures the healthy functioning of the symposium components s/he is responsible for, especially the Organizing Committee of which s/he is the chairman. The OCc is elected with the approval of the Executive Committee of a person directly proposed by the current the OCc. If there is no proposal or the presidency is vacant, the Executive Board elects a new OCc.

## **SCIENTIFIC COMMITTEE CHAIRMAN (SCc)**

The SCc is responsible for all academic affairs and the functioning of the symposium. Ensures the healthy functioning of the Scientific Board. Forwards the abstracts and full texts of the papers coming from the Secretariat to the relevant Scientific Committee members according to their contents, and receives the evaluation results together with the reports, if any, from the members of the Scientific Committee and forwards them to the Secretariat for announcement/notification. Within the scope of the symposium program, the panel, conference, seminar, workshop, etc. activities, invited speaker, opening-closing presentation, etc. academic organizations are determined, and the academic process is carried out with the approval of the Executive Board. The SCc works in full harmony with the chairman of the Organizing Committee and the Secretariat. The chairman of the Scientific Committee is determined by the Executive Committee by the symposium theme.

## **ORGANIZATION COMMITTEE (OC)**

The OC plans and conducts the symposium in a healthy way, all administrative activities and carries out technical work such as hospitality, accommodation, promotion, supply of equipment, presentation, location determination and system installation, food and beverage, use of virtual media, expenditure, accounting, orientation, service procurement, etc. Members of the OC are elected upon the recommendation of the chairman of the OC and the approval of the Executive Board.

## **SECRETARIAT (Sec.)**

The Sec. provides all communication, correspondence, and post-traffic of the symposium. The Sec. collects the abstracts and full texts of the papers, examines them in terms of form, and checks whether the applicants act by the posting rules. The appropriate ones are forwarded to the chairman of the Scientific Committee. The Sec. is responsible for the printing and publishing process of the abstract book and the proceedings. The Sec. works in full collaboration with the chairman of the Scientific Committee and the chairman of the Organizing Committee. A Secretary is elected to the Secretariat upon the recommendation of the chairman of the Organizing Committee and the approval of the Executive Board, and a member is elected with the recommendation of the Secretary, the approval of the President of the Organizing Committee, and the approval of the Executive Board.

## **SCIENTIFIC COMMITTEE (SC)**

The SC evaluates the abstracts and full texts of the papers within the framework of an objective perspective, academic/professional knowledge, and universal science/art norms and decides to accept or reject them to be presented/published at the symposium. Members of the SC are elected upon the recommendation of the chairman of the SC and the decision of the Executive Board. Members consist of experts in their fields, whose academic/professional activities and publications directly overlap with the symposium theme.