

College Council and Its Responsibilities

College council has the following responsibilities:

1- scientific specializations:

- a. Make a plan for A.B and M.A. rules of acceptance.
- b. Make plans for scientific researching and translation, provide everything for complete learning and provide complete staff.
- c. Make plans for opening new departments and scientific sections and suggestion merging.
- d. Support department`s plan for inviting visited professors.
- e. Approval of the theses` titles and selecting the councils that are responsible for final exam and co-supervisors .
- f. Directing effort towards opening postgraduate studies.

2- Administrative Specialization:

- A. Granting agreement concerning the moving of officials and instructors between colleges of the university.
- B. Supervision over the college affairs and caring for any cultural activity.
- C. Preparing the college`s staff of the next year before the completing the studying year. Providing studying license inside country for the staff of colleges depending on the suggestion of the departments.

- D. Suggestion of scientific lending of instructors` service and granting them opportunities for study abroad depending on the proposals of department.
- E. Agreement on discharging the teaching staff member inside and outside the country in accordance with regulations.
- F. Approving change of the titles of technicians and administrative staff appointed in the faculty in accordance with the rules and regulations.
- G. The council is authorized to constitute committees that help in performing the scientific, administrative, financial and educational tasks.
- H. Imposing discipline punishments on students in accordance with approved rules.
- I. Considering all other affairs directed by the dean.
- J. Supervising the execution of the regulations and rules regarding scientific and administrative tasks along with students' activities.
- K. Nominating teaching staff members and lecturers for high studies according to the durations and need decided by the departments and branches.
- L. Making recommendations concerned with the affairs directed from the minister or the university president.
- M. Suggesting a plan to rehabilitate scientific and administrative staff.
- N. Suggesting a plan for dual cultural affairs.

3. Financial specializations:

- A. Suggesting a plan for the annual budget and annual importing system along with annual investment plan.
 - B. Recommendation about approving concluding accounting for the faculty.
 - C. Approval on dedicating movable and immovable properties around (50%) from university president authorities according to the rules.
 - D. Approving decisions of the committees related to cancelling, evaluating, renting and selling governmental movable and immovable properties in accordance with decree (32- 1986)
 - E. Approving on preparing designs, maps and quantity charts for the works and projects within the normal or investment budget and contracting on executing it in accordance with the rules and regulations.
4. The council has the right to authorize the faculty dean.

Twenty second issue: authorities of the dean

- a. Supervising the undergraduate and high studies in order to achieve the goals set in this law and constant enhancement for the ideological, scientific and educational status.
- b. Approving the recommendations of the councils of departments and branches.
- c. Approving the distribution of the subjects and course units on the teaching staff members and lecturers and constituting committees to examine theses and appoint their dates.

- d. Applying rules related to organizing scientific and educational affairs and the decisions issued by the faculty.

2. Administrative and financial specialties

- a. Applying teachings, rules and laws related to administrative and financial affairs.
- b. approving the recommendations of the committees in the faculty.
- c. approving registrations of students for studies.
- d. approving purchasing and importing lab tools and other required stuff; journals, books and according to the rules.
- e. approving on issuing financial rewards for non-appointed persons who train and teach in the faculty, and for those who supervise theses and participate in the committees of the comprehensive exam and viva committees according to the rules.

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council**