



**GİRESUN
ÜNİVERSİTESİ**

**GUIDE TO PREPARING A UNIT
ACTIVITY REPORT**

THE PROCESS OF PREPARING THE UNIT ACTIVITY REPORT AND EXPLANATIONS

Pursuant to Article 41 of Law No. 5018, senior managers and spending authorities allocated budgetary appropriations are required to prepare an annual activity report as part of their accountability obligations. Additionally, based on the unit activity reports prepared by the spending authorities, the senior manager must compile an administrative activity report reflecting the results of the administration's operations and disclose it to the public.

Article 19 of the "Regulation on Activity Reports to Be Prepared by Public Administrations," prepared by the General Directorate of Budget and Financial Control, defines the format of unit and administrative activity reports. At our university, in accordance with the provisions of the "Regulation on Activity Reports to Be Prepared by Public Administrations," the "Guide for Preparing Unit Activity Reports" has been developed to detail unit activity reports, reorganize the Administrative Activity Report to cover all of our university's activities, and facilitate the process of preparing activity reports for our units. The points to be considered when preparing the relevant report are listed below:

1. Activity reports shall be prepared using clear, understandable, and simple language to ensure that relevant parties and the public are informed. Activity reports must be prepared in a manner that allows for year-over-year comparisons.
2. The guide includes tables to be filled out by the relevant units. In the unit activity reports they prepare in accordance with the content, units must include the tables for which they are responsible.
3. Although not included in this guide, if there are data forms used by our units for different subjects and areas, they may be used in unit activity reports. However, they must be used in a format consistent with this guide.
4. To ensure that the "physical areas table" (an example of which is provided in the guide) accurately reflects actual values, spending units must have their current values (MEK-SIS) verified by the Directorate General of Construction and Technical Affairs.
5. After filling out the sections for which they are responsible **in Word format** and providing the necessary explanations, they must submit the document via official correspondence to the Directorate General for Strategic Development (or via email tosgdb@giresun.edu.tr).
6. Units must follow a specific standard when naming their Word files.
Example:
File prepared in Word:
Strategy Development Directorate 2025 Activity Report.docx
7. It is a legal requirement for Expenditure Units to attach the Internal Control Assurance Statement, signed by the Financial Services Unit Manager, to the end of their Word file.

8. Department Activity Reports must be prepared and submitted to the Office of the Director General for Strategic Development at the Rector's Office no later than February 5, 2025.
9. The forms will be completed by the units listed below the tables in this guide.
10. For any questions regarding the preparation of activity reports, please contact Seyfi Göktekin, Branch Manager of the Strategic Management and Planning Directorate within the Office of the Rector's Strategic Development Directorate.

Office of Strategic Development



**GİRESUN
ÜNİVERSİTESİ**

**TURKISH AND FOREIGN LANGUAGE APPLICATION AND RESEARCH CENTER
(TÖMER)**

ACTIVITY REPORT

2025

Giresun

TABLE OF CONTENTS

EXECUTIVE SUMMARY	1
I- GENERAL INFORMATION.....	2
A-Mission and Vision	2
B-Authority, Duties, and Responsibilities.....	2
C-Information Regarding Administration	4
1- Physical Structure.....	4
2- Organizational Structure.....	9
3- Information and Technological Resources.....	10
4- Human Resources	13
5- Services Offered	25
6- Management and Internal Control System.....	37
D-Other Matters.....	39
II- PURPOSE AND OBJECTIVES.....	43
A-Purpose and Objectives	43
B-Basic Policies and Priorities.....	43
C-Other Matters.....	43
III- INFORMATION AND EVALUATIONS REGARDING ACTIVITIES.....	43
A-Financial Information.....	43
1- Budget Implementation Results.....	44
2- Notes to the Basic Financial Statements.....	49
3- Results of the Financial Audit.....	49
4- Other Matters	50
B-Performance Information.....	51
1- Activity and Project Information.....	51
2- Performance Results Table	57
3- Evaluation of Performance Results.....	59
4- Evaluation of the Performance Information System.....	59
5- Other Matters.....	59
IV- EVALUATION OF INSTITUTIONAL CAPABILITY AND CAPACITY.....	60
A-Strengths	60
B-Weaknesses.....	60
C-Evaluation.....	60
V- RECOMMENDATIONS AND MEASURES.....	60
INTERNAL CONTROL ASSURANCE STATEMENT	61

TABLES

Table 1: Regulatory Analysis Table

Table 2: Total Area/Ownership Status

Table 3: Distribution of Indoor Areas by Purpose of Use Table 4: Number of Educational Areas

Table 5: Distribution of Educational Areas Table 6: Cafeteria

Table 7: Snack Bars/Cafeterias

Table 8: Guesthouses and Staff Housing Table 9: Meeting and

Conference Rooms Table 10: Sports Facilities

Table 11: Service Areas Table 12: Vehicles

Table 13: Facilities, Machinery, and Equipment Group Table 14: Vehicles Group

Table

Table 15: Fixed Assets Group Table 16: Software and

Computers

Table 17: Software Programs Used by Our University Table 18: Distribution of Library Resources

Table 19: Library Resource Usage Data Table 20: Total Staff Distribution

Table 21: Distribution of Administrative Staff Table 22: Distribution of

Academic Staff Table 23: Distribution of Academic Staff by Unit

Table 24: Distribution of International Academic Staff by Unit

Table 25: Overseas and Domestic Assignments of Academic Staff Table 26: Domestic Assignments of Academic

Staff

Table 27: Distribution of Academic Staff Appointed at Our University Under Article 2547/35 Table 28: Academic Staff at Our University

Appointed Under Article 2547/40-A

Assignments

Table 29: Distribution of Contracted Academic Staff Table 30: Distribution of Academic

Staff by Age

Table 31: Distribution of Academic Staff by Length of Service Table 32: Distribution of Administrative

Staff

Table 33: Educational Background of Administrative Staff

Table 34: Distribution of Administrative Staff by Length of Service

Table 35: Disability Rate, Disability Group, and Educational Status of Staff with Disabilities Table 36: Staff and

Temporary Workers

Table 37: Academic Unit Information

Table 38: Distribution of Residents in Medical Specialization Training Table 39: Student

Numbers

Table 40: Distribution of Students Graduating from Master's and Doctoral Programs Table 41: Graduate Program Admission Status

Table 42: Student Quotas and Enrollment Rates

Table 43: Number of Students Transferring to Our University Table 44: Number of International

Students

Table 45: Student Data

Table 46: Student Clubs and Social Activities Table 47: Statistical Information on Giresun

University Hospitals

Table 48: Ongoing Lawsuits Table 49: Concluded
 Lawsuits Table 50: Enforcement Proceedings
 Table 51: Ongoing Investigations
 Table 52: Number of Recipients of Service, Science and Arts, Incentive, and Achievement Awards Table 53: Protocols,
 Contracts, and Cooperation Agreements
 Table 54: Corporate Social Responsibility Projects and Activities Carried Out in 2020 Table 55: Occupational Health and Safety Training
 Programs for the 2020 Period
 Table 56: Education, Consulting, Course, and Certification Programs Table 57: Results of
 Preliminary Financial Control by Year Table 58: Distribution of Audits Conducted
 Table 59: Distribution of Monitoring Activities Conducted
 Table 60: Erasmus Statistical Data by Academic Year Table 61: Universities with Erasmus Coordination
 Agreements Table 62: Information on Incoming Students Under the Farabi Exchange Program Table 63:
 Universities with Which Farabi Exchange Program Agreements Have Been Signed Table 64: Exchange Numbers
 for the Mevlana Program
 Table 65: Universities with Which Protocols Have Been Signed Under the Mevlana Exchange Program Table 66:
 Budget Transactions for Exchange Programs by Year Table 67: YÖK Scholarship Program
 Table 68: YUDAP Program
 Table 69: Strategic Objectives and Targets
 Table 70: Execution of the 2020 Budget According to the Second Level of the Economic Classification
 Table 71: Share of the Budget Within the Initial Appropriation at the First Level of the Economic Classification Based on the 2020 Initial Appropriation
 Table 72: Budget Expenditures at the First Level of the Economic Classification Based on the Total 2020 Appropriation
 Table 73: Share of Expenditures at the First Level of the Economic Classification in the 2020 Budget Within Total Expenditures
 Table 74: Schedule B
 Table 75: Budget Development by Year Table 76: Other Tables for 2020
 Table 77: Activity Information Table Table 78: Scholarships
 Awarded to Students
 Table 79: Number of Students Receiving Psychological Counseling Services Table 80: Athlete
 Information
 Table 81: Distribution of Publications by Index and Unit Table 82: Citation Rates
 Table 83: Giresun University-Affiliated Publications Listed in Citation Indexes by Year Table 84: Number of Faculty Members Serving as Editors and
 Reviewers
 Table 85: Status of Investment Project Implementation Table 86: Number of
 Scientific Research Projects
 Table 87: Strategic Plan Performance Indicators

UNIT / SENIOR MANAGEMENT PRESENTATION

As the Giresun University Center for Turkish and Foreign Language Application and Research, we aim to teach Turkish to international students enrolled in undergraduate and graduate programs at the university, provide internships for students graduating from the Departments of Turkish Language and Literature, Turkology, and Philology who are interested in teaching Turkish and foreign languages; share the latest developments in language teaching, as well as the methods and techniques employed, with the academic community; prepare audio-visual textbooks and materials; and organize scientific meetings, conferences, and seminars.

In this context, I am proud to share with you the 2025 GRÜ TÖMER Activity Report, which summarizes the work we have carried out by ensuring that expenditures are made effectively and efficiently within the framework of the provisions of the Budget Law enacted each year, and by utilizing our resources and capabilities in the most appropriate manner. I would like to thank my colleagues who contributed to the preparation of this report, and I hope it will be useful to our internal and external stakeholders.

Assoc. Prof. Dr. Osman ALBAYRAK, Center Director

I- GENERAL INFORMATION ON

A- Mission and Vision Mission

To provide the necessary infrastructure and technical equipment for teaching Turkish and foreign languages; to teach Turkish to foreigners and compatriots from the Turkic Republics, related communities, and other countries; to engage in education, research, practical applications, and publishing activities; and to lead efforts in this field.

Vision

To become a respected and leading institution—first in the Black Sea region, then in the countries bordering the Black Sea, and ultimately worldwide—in the teaching of Turkish and other world languages by utilizing methods and technologies appropriate to the needs of the modern era.

B- Authority, Duties, and Responsibilities Authority

The Director of our Research Center is Lecturer Dr. Osman ALBAYRAK. Management
Our Board consists of Lecturer Osman ALBAYRAK, Prof. Dr. Müzeyyen ALTUNBAY, Dr. Lecturer Ülkü KARA, Dr. Lecturer Fikret USLUCAN, and Dr. Lecturer Halis GÖZPINAR.

Advisory Board

Assoc. Prof. Dr. Mustafa ALTUN (Sakarya University), Assoc. Prof. Dr. Mustafa KURT (Gazi University), Assoc. Prof. Dr. Nezir TEMÜR (Gazi University), Assoc. Prof. Dr. Kamil İŞERİ (Dokuz Eylül University), Prof. Dr. Ahmet GÜNGÖR (Giresun University), Asst. Prof. Dr. Funda UZDU (Dokuz Eylül University)

Establishing the working environments for students, academic, and administrative staff; preparing the academic calendar and weekly course schedules; carrying out necessary procedures regarding the assignment of staff to be hired; quota proposals regarding the departments and courses planned to be opened, as well as the students and course participants to be admitted to these departments and courses; procedures related to academic and administrative staff and students,

Responsibilities

No. 2547 No. Higher Education Law and No. No. State Civil and internal assignments that ensure the functioning of units; to make appointments to departments that have been activated in accordance with Article 21 of Law No. 2547; and to ensure that civil servants carry out procedures to be conducted between other public or private institutions and organizations through the Rector's Office, "Functions in the personnel, student affairs, document registration, inventory, accounting, procurement, examination, and secretarial offices that must be established pursuant to Article 38 of Decree No. 124, which has the force of law, regarding the Administrative Organization of Higher Education Governing Bodies and Higher Education Institutions; submitting requests for personnel appointments and assigning work duties in accordance with Articles 51 and 52 of Law No. 2547;

GRÜ TÖMER's areas of activity include teaching Turkish to international students enrolled in undergraduate and graduate programs at the university; Providing internships for students who have graduated from the Departments of Turkish Language and Literature, Turkology, and Philology for the purpose of teaching Turkish and foreign languages; sharing the latest developments in language teaching, as well as the methods and techniques employed, with the academic community; preparing audio-visual textbooks and materials; and organizing scientific meetings, conferences, and seminars.

Responsibilities

Our Center's Director bears responsibility for ensuring that expenditures are carried out effectively and efficiently within the framework of the provisions of the Budget Law issued annually, and, as the authorized spending officer pursuant to Article 31 of Law No. 5018 on Public Financial Management and Control, is accountable in this regard.

● Regulations and Guidelines

(The regulations and guidelines published by our university and applied in the operations of all our units are listed in the table below.)

Table 1: Regulatory Analysis Table

No. No.	Title of Legal Regulation	Date Published/ Updated Date	Senate Resolution Number
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

This table will be completed under the coordination of the General Secretariat and the Legal Advisory Office.

C- Administrative Information

1- Physical e Structure

1.1- General Distribution of Real Estate

Table 2: Total Area/Ownership Status

Campus Name	Ownership Status (m²)			Year
	University	Treasury	Other	Total Area (m²)
TOTAL				

This table will be completed by the Directorate of Construction and Technical Affairs in accordance with MEK-SIS data.

1.2- Distribution of Enclosed Areas by Purpose of Use

Table 3: Distribution of Enclosed Areas by Purpose of Use

Campus	Service Area (m²)								Total Service
Name	Education	Health	Housing	Nutrition	Culture	Sports	Information Technology and Research	Other	Field
TOTAL									

This table will be completed by the Directorate of Construction and Technical Affairs in accordance with MEK-SIS data.

1.3- Fields of Study

Table 4: Number of Educational Areas

Educational Area	Capacity	Capacity	Capacity	Capacity	Capacity	Capacity	Total
	0-50	51-75	76-100	101-150	151-250	251 and above	
Amphitheater							
Class	8						8
Workshop							
Other (...)							
TOTAL	8						8

This table will be completed by all Education Units and the Directorate of Construction and Technical Affairs.

Table 5: Distribution of Educational Areas

Educational Area		Capacity 0-50 (m²)	Capacity 51-75 (m²)	Capacity 76-100 (m²)	Capacity 101-150 (m²)	Capacity 151-250 (m²)	Capacity 251-Over (m²)	Total (m²)
Amphitheater								
Class		86						774
Workshop								
Conference Room								
Other (.....)								
Laboratories	Education Lab.							
	Health Lab.							
	Research Lab.							
	Other (.....)							
TOTAL		86						774

This table is to be completed by all Educational Units and the Directorate of Construction and Technical Affairs.

1.4—Social Areas

1.4.1. Dining Halls, Cafeterias, and Snack Bars

Table 6: Dining Hall

Student and Staff Dining Hall	Number	Indoor Area (m ²)	Capacity (People)
.....Campus			
.....Campus			
.....Campus			
.....Campus			

This table will be completed by all Academic Units and the Directorate of Health, Culture, and Sports.

Table 7: Cafeteria/Canteen

Capacity			

This table must be completed by all Educational Units and the Directorate of Health, Culture, and Sports.

Table 8: Guesthouses and Staff Housing

Guesthouses and Staff Housing	Number	Floor Area (m ²)	Capacity (Persons)
Guesthouses			
Staff Housing			

This table is to be completed by the Directorate General of Administrative and Financial Affairs and the Directorate General of Health, Culture, and Sports.

Table 9: Meeting and Conference Rooms

Meeting/Hall/Auditorium Name	Capacity (People)	Meeting Rooms (Number)	Conference Halls (Number)	Amphitheater (Number)	Number of Activities	Total
	TOTAL					

This table will be completed by all Educational Units and the Directorate of Health, Culture, and Sports.

Table 10: Sports Facilities

	Outdoor/Indoor	Number	Area (m ²)

This table will be completed by the Directorate of Health, Culture, and Sports.

Table 11: Service Areas

Usage Area	Number of Offices	Area (m ²)	Number of Staff
Academic Staff	3	120	8
Administrative Staff	1	30	1
TOTAL	4	150	9

This table must be completed by all units. The Directorate of Construction and Technical Affairs will include all university-wide information.

1.5- Vehicles

Table 12: Vehicles

VEHICLES			
Type of Vehicle	Ownership Status (Owned / Leased)	Capacity	Number
Passenger Car			
Minibus			
.....			
.....			
.....			
.....			
.....			
.....			
Total			

This table will be completed by the Directorate General of Administrative and Financial Affairs.

1.6- List of Movable Assets

(The tables below will be completed by all units by downloading the “Product Quantity Report” found under “Management Reports” in the KBS Movable Assets Transaction System.)

Table 13: Facilities, Machinery, and Equipment Group Table

No	Unit of Measure Code	Expenditure Unit Name	Asset Group	Asset Name	Total	
1	28,728		253.2.5.7	Uninterruptible Power Supplies		
2	28,728		253.3.2.1.1	Refrigerators		
3	...					

This table must be completed by all units.

Table 14: Vehicles Group Table

No	Counting Unit Code	Expenditure Unit Name	Movable Property Group	Asset Name	Total
1	28,728		253.2.5.7	Uninterruptible Power Supplies	
2	28,728		253.3.2.1.1	Refrigerators	
3	...				

This table must be completed by all units.

Table 15: Fixed Assets Group Table

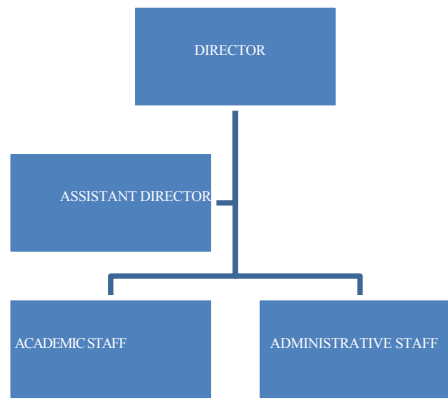
No	Quantity Code	Expenditure Unit Name	Fixed Assets Group	Asset Name	Unit of Measure	Total
1	28728	TÖMER	255.1.2.1-1	OTHER MUSICAL INSTRUMENTS	UNIT	1
2	28728	TÖMER	255.2.1.1.1.1-8	FLAGS AND BANNERS	UNIT	2
3	28728	TÖMER	255.2.1.1.1.3-4	COMPUTER CASES	UNIT	1
4	28728	TÖMER	255.2.1.1.2-33	SCREENS	UNIT	1
5	28728	TÖMER	255.2.1.1.5-21	LAPTOPS	UNIT	10
6	28728	TÖMER	255.2.1.1.5-13	EMBEDDED COMPUTERS	UNIT	1
7	28728	TÖMER	255.2.1.1.5-5	EMBEDDED COMPUTERS	UNIT	1
8	28728	TÖMER	255.2.1.3.99-1	EMBEDDED COMPUTERS	UNIT	1
9	28728	TÖMER	255.2.2.1.3-46	OTHER COMPUTER-ASSISTED DEVICES	UNIT	3
10	28728	TÖMER	255.2.2.1.8-49	LASER PRINTERS	UNIT	1
11	28728	TÖMER	255.2.3.1-13	MULTIFUNCTION PRINTERS	UNIT	1

12	28728	TÖMER	255.2.5.1.1-8	PHOTOCOPIER	UNITS	1
13	28728	TÖMER	255.2.5.1.1-48	PROJECTORS AND PROJECTIONS	UNITS	3
14	28728	TÖMER	255.2.5.1.1-50	PROJECTORS AND PROJECTIONS	UNITS	3
15	28728	TÖMER	255.2.5.1.1-22	PROJECTORS AND PROJECTIONS	UNITS	1
16	28728	TÖMER	255.2.5.2.1-6	PROJECTORS AND PROJECTIONS	UNITS	2
17	28728	TÖMER	255.2.5.2.3-1	MUSIC PLAYERS AND RECORDERS	UNITS	10
18	28728	TÖMER	255.2.5.2.99-13	VIDEOS	UNITS	1
19	28728	TÖMER	255.2.5.4.2-11	OTHER AUDIO AND VIDEO DEVICES AND EQUIPMENT	UNITS	2
20	28728	TÖMER	255.2.99.7.1-1	CAMERAS	UNITS	1
21	28728	TÖMER	255.3.1.1.1-12	SEALS	UNITS	2
22	28728	TÖMER	255.3.1.2.2-11	FILE CABINETS	UNITS	1
23	28728	TÖMER	255.3.1.2.3-33	MEETING TABLES	UNITS	1
24	28728	TÖMER	255.3.1.3.1-53	WORK DESKS	UNITS	1
25	28728	TÖMER	255.3.1.3.1-8	WORK CHAIRS	UNITS	1
26	28728	TÖMER	255.3.1.3.1-27	WORK CHAIRS	UNITS	4
27	28728	TÖMER	255.3.1.3.1-48	WORK CHAIRS	UNITS	7
28	28728	TÖMER	255.2.5.2.3	WORK CHAIRS	UNITS	1

This table must be completed by all units.

2- al Structure

As of February 25, 2025, operations are being carried out by 1 Center Director, 1 Instructor, 3 Salaried Faculty Members, and 1 Supervisor. The allocation of academic and administrative staff positions for our Center for the year 2025 is planned.



3- Information and Technological Resources 3.1— IT Resources

(In this section, data regarding your unit's IT resources (software and computers) must be presented in the table below.)

Table 16: Software and Computers

Type	For Educational Purposes (Number)	For Academic Use (Number)	For Healthcare (Units)	Administrative Use (Units)	Total
Software					
Desktop Computers	2			2	4
Laptops		10			10
Other Computers and Servers					

This table must be completed by all departments.

Table 17: Software Programs Used by Our University

Software Programs in Use	User Units	Technical Information and Features of the Software	Areas of Use

--	--	--	--

This table will be completed by the Office of Information Technology.

3.2. Library Resources

Table 18: Distribution of Library Resources

		Central Library	Unit Library
Collection Type		Number of collections in ...	Number of collections in ...
Printed Books			
e-Books	Purchased		
	Subscription		
	Donation		
Journal/e-journal	Total		
	Print (Subscription)		
	Hardcover		
	E-journals		
Thesis	Institutional e-subscription		
	Total		
	Print (Open Access)		
	Thesis		
Audio-Visual Resources	DVD		
	Collection for the Visually Impaired		
Manuscript			
Rare Printed Work			
Digitized			
Number of Databases	Purchased		
	Subscription		
	Donation		
	EKUAL		
	Total		

This table will be completed by all academic units on a unit-by-unit basis and by the Directorate of Library and Documentation on a university-wide basis.

Table 19: Library Resource Usage Data

Central Library			Unit Library	
Seating Capacity		Number of People		
Number of Library Members	Academic Staff	Number of People		
	Administrative Staff	Number of People		
	Student	Number of People		
Number of Books Checked Out	Academic Staff	Number		
	Doctoral Student			
	Master's Students			
	Undergraduate			
	Administrative Staff			
	Other			
To GRÜ Number of Publications Submitted	Articles			
	Books (Loans)			
Number of Publications Sent from GRÜ	Articles			
	Books (Loans)			

This table will be filled out by all academic units on a unit-by-unit basis and by the Directorate of Library and Documentation on a university-wide basis.

4- Human Resources

(Information regarding the unit's human resources at the end of the fiscal year—including employment status, service classes, and position titles—is provided, and the table is evaluated separately.)

Table 20: Total Staff Distribution

		Permanent Staff								4-d Permanent Workers*							
		Academic Staff		Administrative Staff		Temporary Workers		Contract Staff		Security Services		Cleaning Services		Other Services		Grand Total	
		Number	Distribution %	Number	Distribution %	Number	Distribution %	Number	Distribution %	Number	Distribution %	Number	Distribution %	Number	Distribution %	Number	Distribution %
Number of Employees	Women	2018	4	45												4	45
		2019	4	45												4	45
		2020	2	35												2	35
	Male	2018	5	55												5	55
		2019	5	55												5	55
		2020	4	65												4	65
	Total	2018	9													9	
		2019	9													9	
		2020	6													9	

This table will be completed by all units and the Office of Personnel (PDB + separately on behalf of the entire university).

Table 21: Distribution of Administrative Staff Table

Management Staff	Male			Female			2024 Total	Percentage (%)
	2023	2024	2025	2023	2024	2025		
Rector								
Vice Rector								
Advisor to the Rector								
Secretary General								
Assistant Secretary General								
Dean								
Associate Dean								
Director of the Institute								
Assistant Director of the Institute								
College Director								
Assistant Director of the College								
Center Director								
Assistant Center Director								
Coordinator								
Assistant Coordinator								
Chief Medical Officer								
Assistant Chief Medical Officer								
Working Capital Operations Manager								
Department Head								
Legal Counsel								
Faculty Secretary								
Institute Secretary								
College Secretary								
Branch Manager								
Chief								
Other (Please specify)								
Total								

This table will be completed by the Office of Personnel.

4.1- Academic Staff

Table 22: Distribution of Academic Staff

Job Classification		Year 2025		Number of Academic Staff by			Growth Rate Rate (%)	Staff Distribution Percentage %
		Year						
		Women	Men	2023	2024	2025		
Faculty Member	Professor							
	Associate Professor							
	Assistant Professor							
Research Assistant						1		
Instructor	Instructor							
Total								

This table will be completed by all academic units based solely on data from 2020. The Office of Human Resources will complete the table for the entire university based on data from the past three years.

Table 23: Distribution of Academic Staff by Unit

[illegible]

This table will be completed by the Office of Human Resources based on the list of all units at the university.

4.1.1 - International Academic Staff

Table 24: Distribution of Academic Staff by Unit

Department at Our University	Title	Country of Origin	Number

This table will be completed by the Office of Human Resources on a university-wide basis.

4.1.2- Assignments of Academic Staff

4.1.2.1—Domestic and International Assignments of Academic Staff

Table 25: Overseas and Domestic Assignments of Academic Staff

Service Classification		Overseas Assignments 2547/39			Domestic Assignments 2547/39			Total		
		2023	2024	2025	2023	2024	2025	2023	2024	2025
Faculty Member	Professor									
	Associate Professor									
	Assistant Professor									
Research Assistant										
Instructor	Instructor									
	Other									
Total										

This table will be completed by the Office of Human Resources on a university-by-university basis.

4.1.2.2—Domestic Assignments of Academic Staff

Table 26: Domestic Assignments of Academic Staff

		Number		
Title		2023	2024	2025
Faculty Member	Professor			
	Associate Professor			
	Assistant Professor			
Research Assistant				
Instructor				
Total				

This table will be completed by the Office of Human Resources on a university-by-university basis.

4.1.2.3—Academic Staff Assigned to Our University from Other Universities

Table 27: Distribution of Academic Staff Assigned to Our University Pursuant to Article 2547/35

Title	Department/Field of Work	Number
		Total

This table will be completed by the Office of Human Resources on a university-by-university basis.

Table 28: Assignments of Academic Staff at Our University in Accordance with Article 2547/40-A

University of Origin	Professor	Associate Professor	Assistant Professor	Instructor
Total				

This table will be completed by the Office of Human Resources on a university-by-university basis.

4.1.3 - Contracted Academic Staff

Table 29: Distribution of Contracted Academic Staff

Title		2023			2024			2025			Distribution Ratio %
		Women	Men	Total	Women	Men	Total	Women	Men	Total	
Faculty Member	Professor										
	Associate Professor										
	Assistant Professor										
Research Assistant											
Instructor											
Total											

This table will be completed by the Office of Human Resources on a university-by-university basis.

4.1.4- Age Distribution of Academic Staff

Table 30: Age Distribution of Academic Staff

	25 Years and Under		Ages 26–30		Ages 31–35		Ages 36–40		Ages 41–45		Ages 46–50		Ages 51–55		Age 56 and older		Total	
	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%
Professor																		
Associate Professor																		
Assistant Professor																		
Research Assistant																		
Instructor																		
Total		100.00		100.00		100.00		100.00		100.00		100.00		100.00		100.00		100.00

This table will be completed by the Office of Human Resources on a university-by-university basis.

4.1.5 - Distribution of Academic Staff by Length of Service

Table 31: Distribution of Academic Staff by Length of Service

Title	Gender	5 Years or Less		6–10 Years		11–15 Years		16–20 Years		21–25 Years		26–30 Years		31–35 years		36–40 Years		41 and older		Total	
		Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%
Professor	Women																				
	Men																				
	Total																				
Associate Professor	Women																				
	Men																				
	Total																				
Assistant Professor	Women																				
	Men																				
	Total																				
Research Assistant	Women																				
	Men																				
	Total																				
Instructor	Women																				
	Men																				
	Total																				
Total	Women																				
	Men																				

This table will be completed by the Office of Human Resources on a university-by-university basis.

4.2—Administrative Staff

Table 32: Distribution of Administrative Staff

Service Classification	Authorized Positions						Total			Staff Distributi on
	Women	Men	Women	Men	Women	Men				
	2023		2024		2025		2023	2024	2025	
General Administrative Services	1		1		1		1	1	1	
Health Services Class										
Technical Services Class										
Education and Teaching Services										
Legal Services										
Religious Services Class										
Support Services										
Total	1									100.0

This table will be filled out by all units based solely on 2020 data. The Office of Personnel will compile all university data final three years as a will be .

4.2.1—Educational Background of Administrative Staff

Table 33: Educational Status of Administrative Staff

Staff		Elementary School		High School		Associate's Degree		Bachelor's Degree		Master's and Doctorate		Total	
		Number	Distribution Percentage (%)	Number	Distribution Percentage (%)	Number	Distribution Percentage (%)	Number	Distribution Percentage (%)	Number	Distribution Percentage (%)	Number	Distribution Percentage (%)
General Administrative Services Class	Male												
	Women												
	Total												
Health Services Class	Male												
	Women												
	Total												
Technical Services Class	Male												
	Women												
	Total												
Education and Teaching Services Class	Male												
	Women												
	Total												
Legal Services Class	Male												
	Women												
	Total												
Religious Services Class	Male												
	Women												
	Total												
Support Services Class	Male												
	Women												
	Total												
Total	Male												
	Women												
Total													

This table will be completed by the Office of Human Resources on a university-by-university basis.

4.2.2 Length of Service of Administrative Staff

Table 34: Distribution of Administrative Staff by Length of Service

Permanent Staff		5 Years or Less		6–10 Years		11–15 Years		16–20 Years		21–25 Years		26–30		30 Years and Over		Total	
		Number	Distributi on Rate (%)	Number	Distributi on Rate (%)	Number	Distributi on Ratio (%)	Number	Distributi on Ratio (%)	Number	Distribut ion Ratio (%)	Number	Distribut ion Ratio (%)	Number	Distributi on Ratio (%)	Number	Distributi on Ratio (%)
General Administrative Services Class	Men																
	Women																
	Total																
Health Services Class	Men																
	Women																
	Total																
Technical Services Class	Men																
	Women																
	Total																
Education and Teaching Services Grade	Men																
	Women																
	Total																
Legal Services Class	Men																
	Women																
	Total																
Religious Services Class	Men																
	Women																
	Total																
Support Services Class	Men																
	Women																
	Total																
Total	Men																
	Women																
Total																	

This table will be filled out by the Office of Human Resources on a university-by-university basis.

4.2.3—Administrative Staff with Disabilities

Table 35: Disability Rate, Disability Group, and Educational Status of Staff with Disabilities

Criteria		Women			Men			Total			Distribution Ratio
		2023	2024	2025	2023	2024	2025	2023	2024	2025	
Disability	40–60										
	61–80										
	81–100										
	Total										
Education	Elementary School										
	High School and Equivalent										
	Community College (2-Year)										
	College (4-Year)										
	Graduate										
	Total										

This table will be completed by the Office of Human Resources on a university-by-university basis.

4.3—Workers

Table 36: Staff and Temporary Workers

Staff	Unit	Filled			Vacant				Total		Occupancy Rate (%)	Distribution Ratio (%)
		2023	2024	2025	2023	2024	2025	2023	2024	2025		
4/A Permanent Staff	Private Budget											
	Revolving Capital											
	Total											
4/B Contractual Staff	Private Budget											
	Revolving Capital											
	Total											
Temporary Workers	Private Budget											
	Revolving Capital											
	Total											
I/D Permanent Employees	Private Budget											
	Revolving Capital											
	Total											
Grand Total	Special Budget											
	Revolving Capital											
	Total											

This table will be completed by the Office of Human Resources on a university-by-university basis.

5- Services Offered

5.1- Educational Services

Table 37: Academic Unit Information

Academic Units		Number of Academic Units	Number of Programs	Number of Students		
				Female	Male	Total
College	Program					
	Double Major					
	Minor					
Graduate School	Master's Degree					
	Doctorate					
	Doctorate Linked to a Bachelor's Degree					
Conservatory	Department					
	Program					
	Double Major					
College	Minor					
	Program					
	Double Major					
Vocational College	Minor					
	Department					
	Program					
Total						

This table will be completed by all educational units based solely on 2020 data. The Office of Student Affairs will complete the table based on data from the entire university.

Table 38: Distribution of Those Undergoing Specialized Medical Training

Unit	Individuals Undergoing Medical Residency Training				Those Undergoing Subspecialty Training			
	2023	2024	2025	Growth Rate (%)	2023	2024	2025	Growth Rate (%)
Faculty of Medicine Staff								
International Status								
Ministry of Health								
Total								

This table Student Affairs Office Office by university will .

5.1.1—Number of Students

Table 39: Student Numbers

GİRESUN UNIVERSITY	Number of Full-Time Students				Number of Evening Program Students				Total
	Students with Turkish Citizenship		International Students		Students with Turkish Citizenship		International Students		
	Girls	Male	Girls	Male	Girls	Male	Girls	Male	
COLLEGES	Girls	Male	Girls	Male	Girls	Male	Girls	Male	
FACULTY OF EDUCATION									
FACULTY OF SCIENCE AND LETTERS									
GÖRELE FACULTY OF FINE ARTS									
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES									
FACULTY OF ISLAMIC STUDIES									
FACULTY OF ENGINEERING									
FACULTY OF HEALTH SCIENCES									
FACULTY OF SPORTS SCIENCES									
FACULTY OF MEDICINE									
Tirebolu Faculty of Communication									
FACULTY OF TOURISM									
STATE CONSERVATORY									
BULANCAK KADİR KARABAŞ VOCATIONAL HIGH SCHOOL									
GÖRELE UBYO									
Şebinkarahisar Vocational High School									
FACULTY OF MARITIME STUDIES									
FACULTY OF DENTISTRY									
COLLEGE OF CIVIL AVIATION									
SCHOOL OF FOREIGN LANGUAGES									
TOTAL (Undergraduate Programs)									

INSTITUTES									
INSTITUTE OF NATURAL SCIENCES (Doctoral)									
INSTITUTE OF NATURAL SCIENCES (Graduate)									
INSTITUTE OF HEALTH SCIENCES									
INSTITUTE OF SOCIAL SCIENCES (Doctoral)									
INSTITUTE OF SOCIAL SCIENCES (Graduate)									
TOTAL (Graduate Programs)									
VOCATIONAL COLLEGES									
ALUCRA TURAN BULUTÇU VOCATIONAL SCHOOL									
DERELİ Vocational School									
ESPIYE VOCATIONAL SCHOOL									
Eynesil Kamil Nalbant Vocational School									
KEŞAP Vocational School									
HEALTH SERVICES VOCATIONAL SCHOOL									
Social Sciences Community College									
Şebinkarahisar Social Sciences Vocational School									
Şebinkarahisar Technical Sciences Vocational School									
Technical Sciences Vocational School									
Tirebolu Mehmet Bayrak Vocational School									
BULANCAK INDUSTRIAL ARTS VOCATIONAL SCHOOL									
PIRAZIZ Vocational School									
TOTAL (Associate Degree Programs)									
GRAND TOTAL									

This table will be completed by the Office of Student Affairs on a university-by-university basis.

Table 40: Distribution of Students Graduating from Master's and Doctoral Programs

Institute	Master's Graduates Number of Students		Doctoral Number of Students	Doctoral Graduates Students Number
	Thesis-Based	Non-Thesis		
Institute of Natural Sciences				
Institute of Health Sciences				
Institute of Social Sciences				

This table will be completed by the Office of Student Affairs on a university-by-university basis.

Table 41: Graduate Program Admission Status

	Number of Applicants (a)	Number of Students Admitted (b)	Admission Rate (b)/(a)
Master's Degree			
Doctoral			

This table will be completed by the Office of Student Affairs on a university-by-university basis.

5.1.2—Student Quotas and Enrollment Rate

Table 42: Student Quotas and Enrollment Rates

Faculty/College/Vocational School	Undergraduate/Associate Degree Placement Exam Quota	Bachelor's /Associate Degree Placement Exam: Students Placed	Remaining Vacancies	Occupancy Rate (%)
Faculty of Education				
Alucra Community College				
Total				

This table will be filled out by the Office of Student Affairs on a university-by-university basis.

5.1.3—Number of Students Transferring to Our University Through Horizontal Transfer

Table 43: Number of Students Transferring to Our University

Faculty/Institute/College/Vocational School	Number of Students Transferring from Other Institutions			Percentage Increase
	2023	2024	2025	

This table will be completed by the Office of Student Affairs on a university-by-university basis.

5.1.4—Number of International Students

Table 44: Number of International Students

Unit	Male			Female			Total			Growth Rate (%)	Percentage of Total (%)
	2023	2024	2025	2023	2024	2025	2023	2024	2025		
Colleges											
Institutes											
Colleges											
Community Colleges											
Total											100.00

This table will be completed by the Office of Student Affairs on a university-by-university basis.

5.1.5—Student Data

Table 45: Student Data

Unit/Department	Number of Faculty Members (a)	Number of Students (b)	Number of Graduates (c)	b/a	c/b
Faculty of Education					
Alucra Community College					
Total					

This table will be filled out by the Office of Student Affairs on a university-by-university basis.

5.1.6—Student Clubs

Table 46: Student Organizations and Social Activities

Serial No.	Groups	Number of Members	Number of Social Activities	Growth Rate (%)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				

This table will be completed by the Directorate of Health, Culture, and Sports on a university-by-university basis.

5.2 Health Services

Newly Opened Units at the Hospital (Units or departments newly opened in 2025 will be listed in this section. Information regarding the hospital's historical development, organizational structure, and infrastructure status must be provided.)

5.2.1 – Giresun University Hospitals Statistical Information

Table 47: Statistical Information on Giresun University Hospitals

Departments	Number of Beds	Number of Patients	Number of Tests
Emergency Department Services			
Intensive Care			
Outpatient Clinic			
Number of Outpatient Clinic Patients			
Laboratory services			
Radiology Unit Services			
Services provided by the Nuclear Medicine Department			
Inpatients			
Number of surgeries			
Major surgeries			
Moderate Surgeries			
Minor surgeries			
Group A Surgeries			
Group B Surgeries			
Group C Surgery			
Group D Surgery			
Group E Surgery			
Other Outpatient Surgeries			
Bed Occupancy Rate (%)			

To be prepared by the Health Research and Application Center or the Chief Medical Officer's Office of the University Teaching and Research Hospital; additions and deletions may be made to the table to reflect the current situation.

5.3—Administrative Services

5.3.1. Judicial and Administrative Judicial Services

Table 48: Pending Cases

Plaintiffs	Transfer	Filed	Total	Resolved	Pending (Administrative Court)	Pending (on Appeal)
Academic Staff						
Administrative Staff						
Student						
University						
Non-University						
Total						

This table will be completed by the Legal Advisory Office on a university-by-university basis.

Table 49: Concluded Cases

Plaintiffs	Won	Lost	Total	Win Rate
Academic				
Administrative				
Student				
University				
Non-University				
Total				

This table will be completed by the Legal Advisory Office on a university-by-university basis.

Table 50: Enforcement Proceedings

Plaintiffs	Transfer	Filed	Total	Collections	Pending
Number of Files					
Amount in Collection					

This table will be filled out by the Legal Advisory Office on a university-by-university basis.

5.3.2. Ongoing Investigations

Table 51: Ongoing Investigations

Type of Investigation	Period	Opened	Total	Concluded	Ongoing
Preliminary Investigation					
Disciplinary Investigation					
Criminal Investigation					
Disciplinary and Criminal Investigation					
Initiated by the Rector's Office (Student)					
Referred to the School (Student)					
Referred to the Unit (Academic + Administrative staff)					
Grand Total					

This table will be completed by the Legal Advisory Office on a university-by-university basis.

5.4—Other Services

Work performed by the unit in 2025 that falls outside its scope of duties, as well as activities not defined above, will be included in this section.

Table 52: Number of Individuals Receiving Service, Science and Arts, Incentive, and Achievement Awards

Award Type	2024
Science Incentive Award	
Award for Contribution to Education	
Community Service Award	
TÜBİTAK Award	
TÜBA Award	
Total Awards	

This table must be completed by all educational units.

Table 53: Protocols/Contracts and Cooperation Agreements

No.	Name of Institution/Organization	Content of the Agreement	Date Signed
1			
2			
3			
4			
5			
6			
7			
8			

This table will be completed by the Office of the Secretary-General and the Office of the President in coordination with the universities.

Table 54: Social Responsibility Projects and Activities Carried Out in 2025

[illegible]

This table will be completed by all units.

Table 55: Occupational Health and Safety Training Programs for the 2025 Period

Training Name	Training Hours	Number of Participants	Unit Conducting the Training

This table will be completed by the Occupational Health and Safety Coordination Office.

Table 56: Training, Consulting, Course, and Certification Programs

Program	Program Hours	Number of Participants		
		In-House	External	Total
.....Trainer Training Program				
.....Certification Program				
.....Course				
.....Consulting Service				

This table will be completed by the Occupational Health and Safety Coordination Office.

6- Management and Internal Control

We ensure that expenditures included in the budget for the services carried out at our center are managed properly during the operational phase. The Directorate ensures the proper management and supervision of current staff; it directs personnel so that the Coordinator and administrative staff can perform their duties efficiently and effectively; and it carries out the necessary measures to ensure that staff are mindful of conducting business and transactions—whether within or outside our Directorate—in accordance with the principles of financial transparency and accountability, with a focus on accountability.

6.1. Preliminary Financial Control Activities

Table 57: Results of Pre-Financial Control by Year

Notes	Year	Payment Order Document (Unqualified)	Written Favorable Opinion Inquired	Grand Total	Increase Rate
File Sent for Preliminary Financial Review					
Files for Which a Favorable Opinion Was Issued					
Files for Which a Favorable Opinion Was Not Issued					

This table will be completed by the Directorate General for Strategy Development.

6.1. Internal Audit Activities

Table 58: Distribution of Audits Conducted

Seria I No.	Audit Number	Audited Unit/Relevant Unit	Audit Subject	Audit Report Date
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

This table will be completed by the Internal Audit Unit.

Table 59: Distribution of Completed Monitoring Activities

Serial No.	Audit Number	Name of Follow-Up	Unit Subject to Monitoring	Dates of Monitoring
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

This table will be completed by the Internal Audit Unit.

6.2. External Audit

(Our units will not conduct an assessment in this section. This section will be prepared by the Directorate General for Strategic Development in collaboration with the General Secretariat.)

D- Other Matters

(Under this heading, other topics not covered in the sections above but deemed necessary for explanation by the unit are summarized.)

1. Erasmus Program

(In this section, the Erasmus Coordination Office will provide a brief introduction to the Erasmus Program, an overview of the activities carried out within the office, and general information on financial matters. The table below will then be completed.)

.....
.....

Table 60: Erasmus Statistical Data by Academic Year

	2022	2023	2024
Outgoing Student Study Mobility			
Outgoing Student Internship Mobility			
Outgoing Staff Teaching Mobility			
Outgoing Staff Training Mobility			
Incoming Student Study Mobility			
Incoming Student Internship Mobility			
Incoming Staff Teaching Mobility			
Incoming Staff Training Mobility			
Total number of mobility activities			
Number of Active Agreements			

Table 61: Universities with Erasmus Coordination Agreements

No.	University Name	Country	Date of Protocol Signing
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

2- Farabi Exchange Program

In this section, the Farabi Coordination Office will provide a brief introduction to the Farabi Exchange Program, information on the activities carried out by the office, and general information on financial matters. The table below will then be filled out.

Table 62: Information on Incoming Students Under the Farabi Exchange Program

Beneficiaries	Department	Total Semester	Home University
Incoming Student			
Outgoing Student			

Table 63: Universities with Farabi Exchange Program Agreements

No.	Universities with Signed Protocols
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

3- Mevlana Exchange Program

In this section, the Mevlana Coordination Office will provide a brief introduction to the Mevlana Exchange Program, information on the activities carried out by the office, and general information on financial matters. The table below will then be completed.

Table 64: Mevlana Program Exchange Numbers

	2023	2024	2025
Number of Incoming Mevlana Students			
Number of Outgoing Mevlana Students Number of Incoming Mevlana Faculty Members			
Number of Faculty Members Sent Under the Mevlana Program			

Table 65: Universities with Mevlana Exchange Program Agreements

No.	University	Country	Date
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Table 66: Budget Transactions for Exchange Programs by Year

Exchange Programs	Years	Initial Amount	Amount Spent
Erasmus Exchange Program*	2023		
	2024		
	2025		
Farabi Exchange Program**	2023		
	2024		
	2025		
Mevlana Exchange Program***	2023		
	2024		
	2025		

This table will be filled out by the relevant departments.

3- YÖK Scholarship Program

Table 67. YÖK Scholarship Program

	Undergraduate	100/2000 Doctoral
Number of Fields in the Scholarship Program		
Number of Students		
Expenditures		

This table will be completed by the Office of Student Affairs.

Table 68. YUDAP Program

Budget			
Number of Outgoing Students	In 2020, YÖK From	From Previous Years Carried Over	Spent

II- PURPOSE AND OBJECTIVES

Since its establishment, GRÜ TÖMER has been growing and developing year after year thanks to the exceptional efforts and dedication of its faculty and staff. The number of students, which was 18 in 2012, the year it was founded, has been increasing every year. In addition to the increase in student numbers, the diversity of the student body has also grown. Students from the Turkic Republics, as well as from Arab and African countries, continue to study at our center. For this reason, we are placing greater emphasis on advertising, promotional activities, and summer school programs. As of 2025, the number of students who have learned Turkish at GRÜ TÖMER and earned a diploma has reached 1,600. Helping our university gain an international identity is one of our center's goals.

Starting with the 2024–2025 academic year, the addition of Academic Turkish courses to the TÖMER curriculum aims to enhance the academic success of students beginning their university education.

Goals and Objectives

Table 69: Strategic Objectives and Targets

Strategic Objectives	
Strategic Objective 1	Objective-1
	Target-2
	Target 3
Strategic Objective 2	Objective-1
	Target-2
	Target 3

This table will be completed by the Directorate of Strategy Development on a university-by-university basis.

A- Core Policies and Priorities

This section will be completed by the Directorate of Strategic Development on a university-by-university basis.

B- Other Matters

Our center's administration is committed to first completing the process of identifying the expectations of students, faculty, and administrative staff, and then determining its development path by evaluating these findings.

III- INFORMATION AND EVALUATIONS REGARDING ACTIVITIES

Information and evaluations regarding activities: This section provides detailed financial and performance information. This section will be completed by the Directorate of Strategic Development on a university-by-university basis.

A- Financial Information

Since there were no budget items open regarding sources such as current transfers and capital expenditures in 2025, there is no data available on the use of these resources.

No internal audit was conducted in our department for the year 2025. However, audits related to external financial audits were conducted by the Court of Accounts on all units, including ours.

1- Budget Implementation Results

Table 70: Execution of the 2025 Budget According to the Second Level of Economic Classification

Code	Economic Classification	2025 Initial Appropriation	Added During 2025	2025 Reductions During	Total Appropriation for 2025	Total Expenditures for 2025	Balance for 2025	Ratio of Expenditures to Total Appropriations (%)
01	PERSONNEL EXPENSES							
01.1	Civil Servants							
01.2	Contract Staff							
01.3	Workers							
01.4	Temporary Staff							
01.5	Other Staff							
02	Social Security and Unemployment Insurance Contribution Expenses							
02.1	Civil Servants							
02.2	Contract Staff							
02.3	Workers							
02.4	Temporary Staff							
02.5	Other Staff							
03	EXPENSES FOR THE PURCHASE OF GOODS AND SERVICES							
03.1	Purchases of Goods and Materials for Production							
03.2	Purchases of Goods and Materials for Consumption							
03.3	Travel Expenses							
03.4	Mission Expenses							
03.5	Service Procurements							
03.6	Representation and Promotion Expenses							
03.7	Expenses for the Purchase, Maintenance, and Repair of Tangible Assets							
03.8	Real Estate Maintenance and Repair Expenses							
05	CURRENT TRANSFERS							
05.1	Operating Losses							
05.3	Transfers to Nonprofit Organizations							

05.4	Transfers to Households							
06	CAPITAL EXPENSES							
06.1	Purchases of Finished Goods							
06.3	Acquisitions of Intangible Assets							
06.4	Real Estate Acquisitions and Expropriation							
06.5	Real Estate Capital Production Expenses							
06.6	Major Repair Expenses for Movable Assets							
06.7	Major Repair Expenses for Real Estate							
	TOTAL							

This section will be completed by the Directorate of Strategy Development on a university-by-university basis.

Table 71: Share of the Budget Initial Appropriation at the First Level of Economic Classification Based on the 2025 Initial Appropriation

ECONOMIC CLASSIFICATION OF EXPENDITURES		INITIAL APPROPRIATION (TL)	SHARE IN THE 2020 BUDGET (%)
1	Personnel Expenses		
2	Social Security Contributions		
3	Purchases of Goods and Services		
5	Current Transfers		
6	Capital Expenditures		
TOTAL			

Table 72: Budget Outcomes at the First Level of Economic Classification Based on the Total Appropriation for 2025

ECONOMIC CLASSIFICATION OF EXPENDITURES		YEAR-END TOTAL APPROPRIATION	SHARE OF TOTAL APPROPRIATION (%)
1	Personnel Expenses		
2	Social Security and Development Contribution Expenses		
3	Purchases of Goods and Services		
5	Current Transfers		
6	Capital Expenditures		
TOTAL			

Table 73: Share of First-Level Expenditures in the Economic Classification of the 2025 Budget Within Total Expenditures

ECONOMIC CLASSIFICATION OF EXPENDITURES		YEAR-END TOTAL EXPENDITURE (TL)	SHARE OF TOTAL EXPENDITURE (%)
1	Personnel Expenses		
2	Social Security and Development Contribution Expenses		
3	Purchases of Goods and Services		
4	Current Transfers		
5	Capital Expenses		
TOTAL			

This section Strategy Development Department Directorate by university will .

Table 74: Schedule B (1/2)

SCHEDULE B													
ECO.CODE.				DESCRIPTIONS	Treasury Assistance	OWN REVENUES						TOTAL	
I	II	III	IV			Other Operating Expenses	Research Income (DÖS E+	Rental Income	SKS Own Revenue	Summer School	Second		Non-Thesis
03				Entrepreneurship and Property Income									
				Revenues from the Sale of Goods and Services									
		1		Revenue from Sales of Goods									
			01	Sales of Specifications, Printed Documents, and Forms									
		2		Service Revenues									
			29	Revenue from Undergraduate Education									
			31	Revenues from Second-Shift Programs									
			32	Summer School Revenues									
			33	Revenue from Non-Thesis Master’s Programs									
			38	Dormitory Room Fee Revenues									
			40	Parking Lot Operations Revenue									
			99	Other Service Revenues									
				Rental Revenue									
		1		Real Estate Rentals									
			04	Sports Facility Rental Income									
			05	Rental Income from Cultural Facilities									
			99	Other Real Estate Rental Income									

This section will be completed by the Directorate of Strategy Development on a university-by-university basis.

Table 74: Schedule B (2/2)

Table 74. Schedule B (2/2)

SCHEDULE B												
ECO.CODE.				DESCRIPTIONS	Treasury Assistance	OWN REVENUES						TOTAL
I	II	III	IV			Other Operating Expenses	Research Income (DÖS E+)	Rental Income	SKS Own Revenue	Summer School	Second	
04 Donations and Aid Received and Special												
	2			Administrations Included in the Central Government Budget.								
		1		Current								
			01	Treasury Assistance								
		2		Capital								
			01	Treasury Assistance								
05 Other Revenues												
	1			Interest Income								
		9		Other Interest								
			01	Interest on Receivables from Individuals								
			03	Deposit Interest								
	2			Contributions Received from Individuals and Organizations								
		6		Shares Belonging to Special Budget Agencies								
			16	Share of Research Project Revenues								
	9			Other Miscellaneous Revenues								
		1		Other Miscellaneous Revenues								
			01	Cash Collateral to Be Recorded as Income								
			03	Letters of Guarantee to Be Recorded as Income								
			19	Revenue from Student Contribution Reimbursements								
INSTITUTION TOTAL												

This section will be completed by the Directorate of Strategic Development on a university-by-university basis.

1.1-Budget Expenditures

Since there are no budget items with deficits related to sources such as current transfers and capital expenditures in 2025, there is no data available regarding the use of these resources.

2- Explanations Regarding Basic Financial Statements

(This section includes the unit balance sheet, statement of operating results, statement of budget execution results, cash flow statement, and other tables deemed necessary, and provides changes in the significant items of these tables along with related analyses, explanations, and comments.)

2.1. Budget Size Table

Table 75: Development of the Budget by Year

Explanation			2023	2024	2025
YÖK + Budget of All Universities	Budget with Cuts	(a)			
	Allocation				
University Budget		(b)			
Share of the University Budget in the Total (%)		(b)/(a) *100			

2.2. Other Tables

Table 76: Other Tables for 2025

Explanation			Personnel Expenses	Social Security Contributions	Expenses for the Purchase of Goods and Services	Current Transfers	Capital Expenditures
YÖK+ Universities	Discontinued	(a)					
University Budget	Budget Appropriation	(b)					
University Budget		(b)/(a) *100					

3- Results of the Financial Audit

No internal audit was conducted in our department for the year 2025. However, audits related to external financial audits were conducted by the Court of Auditors on all units, including ours.

4- Other Matters

Our center's administration will continue its efforts to complete the study aimed at identifying the expectations of students, academic staff, and administrative personnel, and to improve our current budget in line with these expectations based on an evaluation of the resulting data.

B- Performance Information

Pursuant to Article 18/c of the Regulation on Activity Reports to Be Prepared by Public Administrations, under the heading “Performance Information,”

- the activities and projects carried out by the unit in accordance with its strategic plan and performance program,
- the status of achievement of the performance targets and indicators included in the performance program, along with the reasons for any deviations,
- other performance information and related evaluations.

1- Activity and Project Information

Under this heading, detailed explanations regarding the activities and projects carried out during the year to which the activity report pertains, as well as their results, shall be provided.

1.1. Activity Information

1.1.1- National and International Scientific Meetings

Table 77: Activity Information Table

ACTIVITY TYPE	NUMBER
Symposiums and Conferences	
Conferences	
Panel	
Seminar	
Open Session	
Talk	
Theater	
Concert	
Exhibition	
Book Signing	
Tournament	
Technical Tour	
Educational Seminar	
Entertainment/Festival-Type Event	
Academic Council	
Career Day	
.....	

To be completed by all units (excluding department heads).

1.1.2—Scholarships and Counseling Services Provided to Students

Table 78: Scholarships Awarded to Students

	2023			2024			2025		
	Hours	Number of People	Fee	Hours	Number of People	Fee	Hours		Fee
Meal Scholarship									
Part-Time Scholarship									
YÖK Scholarship									

This table will be filled out by the Directorate of Health, Culture, and Sports.

Table 79: Number of Students Receiving Psychological Counseling Services

Notes		Female		Male		Total	
Health Services	Number of Applications						
	Number of Appointments						

This table will be completed by the Center for Psychological Counseling, Practice, and Research.

1.1.3—Sports Activities

Under this heading, detailed explanations regarding the activities and projects carried out during the year to which the activity report pertains, as well as their results, will be provided.

Table 80: Athlete Information

Explanations	Sports Participated In	Competitions	Number of	National
	Number of	Number of Participants	Number	Athlete
Student				
Staff				
Total				

This table will be completed by the Directorate of Health, Culture, and Sports on a university-by-university basis.

1.2. Information on Publication-Related Activities

Table 81: Distribution of Publications by Index and Unit

[illegible]

This table must be completed by all academic units.

Table 82: Citation Rates

Review/Article				International Collaborative Review/Article	
Indexing System	Number	Scientific Publication Score	Total number of citations to GRÜ publications in the relevant year	Number	Scientific publication score of international collaborative publications
SCI					
SSCI					
AHCI					

This table must be completed by all academic units.

Table 83: Giresun University-Affiliated Publications Listed in Citation Indexes by Year

	Year	Articles	Review	Other Publications	Total
Indexed in WOS (SCI, SSCI, and A&HCI)	2024				
	2025				
All WOS indexes (SCI, SSCI, A&HCI, ESCI, CPCI, BKCI)	2024				
	2025				
Scopus	2024				
	2025				

This table must be completed by all academic units.

Table 84: Number of Faculty Members Serving as Editors and Reviewers

Units	Number of Faculty Members Serving as Editors/Reviewers	Number of Books for Which Faculty Members Served as Editors or Reviewers	Number of Faculty Members Serving as Journal Reviewers	Number of Journals Reviewed
TOTAL				

This table must be completed by all educational units.

1.4. Project Information

Table 85: Status of Investment Projects

Sector: Higher Education					
Project No.	Project Name	Characteristics	Project Budget	Actual Expenditures	Completion Rate

This table will be completed by the Directorate of Construction and Technical Affairs.

Table 86: Number of Scientific Research Projects

Year	Projects	Projects Carried Over from the Previous Year (A)			Projects Added During the Year (B)		Total (A+B)		Projects Completed/Cancelled/Suspended During the Year	
		Budget Unit	Number of Projects	Project Budget	Project Count	Project Budget	Project Number	Project Budget	Number of Projects	Project Budget
2024	Treasury*	₺								
	EU	€								
	TÜBİTAK	₺								
	Santez	₺								
	Research Project	₺								
	Revolving Capital	₺								
		₺								
	Other	€								
		\$								
		£								
2025	Treasury*	₺								
	EU	€								
	TÜBİTAK	₺								
	Santez	₺								
	Research Project	₺								
	Revolving Capital	₺								
		₺								
	Other	€								
		\$								
		£								

This table will be filled out by BAP.

Giresun University 2025–2029 Strategic Plan included in Our University
 LIST OF **PERFORMANCE INDICATORS** will be included in this section.

Table 87: Strategic Plan Performance Indicators

GİRESUN UNIVERSITY 2020-2024 STRATEGIC PLAN PERFORMANCE INDICATORS		
No.	Performance Indicator	2025 Achievement Ratio
1	PG1.1.1: University enrollment rate	
2	PG1.1.2: Student retention rate	
3	PG1.1.3: Percentage of undergraduate students graduating within the standard time frame	
4	PG1.2.1: Number of minor programs	
5	PG1.2.2: Number of students graduating from minor programs	
6	PG1.2.3: Number of dual major programs	
7	PG1.2.4: Number of students graduating from dual major programs	
8	PG1.3.1: Average success ranking of students admitted to university department programs with the highest scores	
9	PG1.3.2: Number of students who ranked in the top 20,000 on university entrance exams and chose to attend the university	
10	PG1.3.3: Ratio of the number of foreign students to the total number of students	
11	PG1.3.4: Number of students participating in international exchange programs	
12	PG1.3.5: Number of students coming from international exchange programs	
13	PG2.1.1: Student satisfaction level	
14	PG2.1.2: Administrative staff satisfaction level	
15	PG2.1.3: Faculty satisfaction level	
16	PG2.1.4: Level of satisfaction among external stakeholders	
17	PG2.1.5: Graduate student satisfaction level	
18	PG2.2.1: Number of weekly teaching hours per faculty member	
19	PG2.2.2: Number of students per faculty member	
20	PG2.2.3: Number of students per faculty member	
21	PG2.2.4: Ratio of administrative staff to students	
22	PG2.2.5: Ratio of administrative staff to faculty	
23	PG2.3.1: Number of national scientific events	
24	PG2.3.2: Number of international scientific events	
25	PG2.3.3: Number of faculty members who traveled abroad for short-term research purposes	
26	PG2.3.4: Number of faculty members who went abroad for extended periods for research purposes	
27	PG2.3.5: Percentage of faculty members participating in international exchange programs	
28	PG2.4.1: Ratio of administrative staff receiving in-service training to the total administrative staff	
29	PG2.4.2: Number of faculty members participating in the trainer training program	
30	PG2.4.3: Number of international scientific events in which faculty members actively participated	
31	PG3.1.1: Number of interdisciplinary graduate programs	
32	PG3.1.2: Number of students enrolled in interdisciplinary graduate programs	
33	PG3.1.3: Number of interdisciplinary R&D projects	

34	PG3.1.4: Percentage of students who complete interdisciplinary programs	
35	PG3.2.1: Percentage of faculty members participating in R&D projects	
36	PG3.2.2: Number of incentive awards received at the national level	
37	PG3.2.3: Number of incentive awards received at the international level	
38	PG3.2.4: Number of publicly funded research projects completed	
39	PG3.2.5: Number of completed internationally funded research projects	
40	PG3.3.1: Number of graduate programs	
41	PG3.3.2: Percentage of graduate students	
42	PG3.3.3: Percentage of students who complete graduate programs	
43	PG3.3.4: Percentage of graduate theses published	
44	PG3.4.1: The University's ranking among state universities in Turkey according to the URAP index	
45	PG3.4.2: Number of publications in national scientific journals per faculty member	
46	PG3.4.3: Number of citations per faculty member	
47	PG3.4.4: The ratio of publications with at least one citation to the total number of publications	
48	PG3.4.5: Number of papers presented at national scientific events per faculty member, where faculty members actively participated	
49	PG3.5.1: The university's ranking in international academic rankings	
50	PG3.5.2: Number of publications in international scientific journals per faculty member	
51	PG3.5.3: Number of citations per faculty member	
52	PG3.5.4: Ratio of publications receiving at least one citation to the total number of publications	
53	PG3.5.5: Number of papers presented at international scientific events per faculty member, in which faculty members actively participated	
54	PG4.1.1: Number of events organized for the benefit of the community	
55	PG4.1.2: Number of social responsibility projects	
56	PG4.1.3: Number of meetings or events organized or conducted in collaboration with NGOs and industrial organizations	
57	PG4.1.4: Ratio of the number of accessible buildings to the total number of buildings	
58	PG4.2.1: Number of events—such as fairs and open houses—held on and off campus to promote the university	
59	PG4.2.2: Total number of activities related to environmental awareness	
60	PG4.2.3: Number of informational meetings held with national and local media representatives	
61	PG4.2.4: Number of print and digital news stories published in national and local media about the University's activities	
62	PG4.2.5: Number of graduate theses prepared on the city of Giresun or the Black Sea region	
63	PG4.3.1: Number of completed entrepreneurship projects	
64	PG4.3.2: Number of services provided by laboratories to entities outside the university	
65	PG4.3.3: Number of courses focused on innovation and entrepreneurship	
66	PG4.3.4: Number of students who are members of student clubs or groups focused on entrepreneurship	
67	PG4.3.5: Number of students who have received an entrepreneurship certificate	
68	PG5.1.1: Size of educational space per student	
69	PG5.1.2: Office space per faculty member	
70	PG5.1.3: Office space per administrative staff member	
71	PG5.1.4: Research space per student	
72	PG5.1.5: Energy consumption cost per square meter in indoor areas.	
73	PG5.2.1: Number of courses offered via distance learning	

74	PG5.2.2: Number of course materials uploaded to the e-learning system	
75	PG5.2.3: Number of classrooms supported by technology-based systems	
76	PG5.3.1: Number of printed resources in the library	
77	PG5.3.2: Number of electronic resources in the library	
78	PG5.3.3: Number of digitized resources	
79	PG5.3.4: Number of electronic databases in the library	
80	PG5.3.5: Number of registered library users	
81	PG5.4.1: Number of licensed patents/utility models/designs	
82	PG5.4.2: Number of companies founded by faculty members or students	
83	PG5.4.3: Number of consulting services provided under university-industry collaboration	
84	PG5.4.4: Number of projects aimed at solving the province's current problems and enhancing the educational infrastructure at the university and other educational institutions	
85	PG5.4.5: Number of meetings, seminars, training sessions, career days, and project fairs held	

This section Strategy Development Department Directorate by university will .

NOTE: The “Budget Performance Indicator Results Form (Form-4),” to be obtained from the Budget Branch, will also be included in this section.

3- Evaluation of Performance Results

In the courses taught by faculty members in our department, the success rate ranges from 80% to 90%. To increase this success rate, innovations in both educational methods and technology are being implemented in teaching and learning.

4- Evaluation of the Performance Information System

There is currently no performance information system in place. Work has begun on its development, and it will reach a sufficient level to measure the targeted educational standards and success.

5- Other Matters

Our Directorate continues its dedicated efforts toward institutionalizing performance-based activities.

IV- 'S ASSESSMENT OF INSTITUTIONAL CAPABILITY AND CAPACITY

This section presents the results of the internal status assessment of units in terms of organizational structure, organizational capability, and technological capacity, as well as the strengths and weaknesses identified during the year.

A- Strengths

- Teaching staff coordination coordination among among among work in harmony with one another,
- The use of technological equipment in the field of education and instruction,
- Adopting an academically focused approach in the preparation of education and instruction plans and programs within the framework of Council of Europe criteria,

B- Weaknesses

- Our Directorate within teaching staff course in exchange in exchange for their teaching fees and the lack of permanent staff,
- TÖMER's lack of permanent classrooms, and the fact that the assigned classrooms are not suitable for foreign language instruction,
- The scarcity of artistic, social, cultural, and athletic activities
- The lack of sufficient resources to organize academic events such as conferences and symposia planned on topics related to education and teaching,

C- Evaluation of “ ”

V- RECOMMENDATIONS AND E MEASURES

- In line with the increasing number of students in our department, there has been a corresponding increase in workload and administrative tasks; therefore, it is considered more appropriate to hire permanent Turkish language instructors and increase the number of administrative staff.
- It is believed that the quality of education and instruction would improve further if our paid Turkish language instructors were also employed under contract.
- Considering that international students studying at our university impact our university's international ranking and promotion, it would be more beneficial to allocate a permanent educational space for TÖMER.

ATTACHMENTS

INTERNAL CONTROL ASSURANCE STATEMENT

(The Internal Control Assurance Statement must be submitted with a wet signature by the authorized spending officers to whom budget allocations have been made)

As the Authorized Spending Officer, within the scope of my authority;

I hereby declare that the information contained in this report is reliable, complete, and accurate.

I hereby report that the resources allocated to our spending unit from the administrative budget for the activities described in this report have been used effectively, economically, and efficiently; that, within the scope of my duties and authority, the internal control system provides sufficient assurance regarding the legality and regularity of administrative and financial decisions and related transactions; and that processes and controls are effectively implemented within our spending unit.

This assurance is based on the information and assessments available to me as the spending authority, as well as on matters within my knowledge, such as internal controls, internal audit reports, and reports from the Court of Accounts.

I hereby declare that I have no knowledge of any matters not reported here that would be detrimental to the interests of the administration.

.../.../2025

First Name Last Name
Title