



INTERNATION OF THE PRODUCTION

DEPARTMENT OF INFORMATION TECHNOLOGY

RULES GOVERNING THE OPERATION OF THE ADVISER-TEACHER INSTITUTION

FOR THE POSTGRADUATE PROGRAMME "ETHICS IN INFORMATION TECHNOLOGY"

(Decision 3rd Assembly of the Department of Informatics 11/10/2023, academic year 2023-2024)

A. Objectives and responsibilities of the institution of the Adviser - Professor

In the context of better support for students during their academic careers, it is proposed to extend the institution of the advisor-teacher, which is already successfully implemented in the undergraduate programme, to all Postgraduate Programmes of the Department of Computer Science. It should be noted that the introduction of the institution of the advisor-teacher in the postgraduate programmes is a mandatory criterion for the evaluation of the quality of the programmes of study according to the NIFAE.

The proposed responsibilities of the consultant-professor are summarised below:

- Providing clarifications on the content of the courses and the ways of using the Department's infrastructure (e.g. laboratories, secretariat, etc.).
- Providing advice on curriculum structure and course content and the knowledge required to follow specific courses.
- Providing advice on the content of elective courses, with the aim of selecting courses that are closer to the student's personal and academic interests.
- Providing support for any problems (e.g. personal, academic, etc.) that affect students during their studies and seeking, in collaboration with the Secretariat or the Department Assembly, advice on possible ways to better deal with them.
- Providing advice on the choice of a thesis topic.
- Provision of guidelines for doctoral studies in the Department, in Greece and/or abroad.
- Providing information on career prospects after graduation (professional opportunities in the public and private sectors, freelance work, jobs abroad).

B. introduction of the institution of the Advisor - Professor in the MSc courses of the Department of Informatics of the Ionian University

At the beginning of each academic term it is proposed to appoint for each admitted student of the MSc courses of the Department of Informatics (including MSc courses for which the Department of Informatics is the supervising department) an advisor - professor, who should be one of the faculty members and / or HODs of the Department *who provide teaching work in the MSc*. A student's advisor-teacher remains the same until the completion of his/her studies. The responsibilities of each Advisor - Professor are specified in the previous section. The Advisor - Professor will provide advisory services and will try, as far as possible, to give or suggest solutions to any problems that arise for the students assigned to him/her. In no case, however, shall he/she be obliged to guarantee in advance a solution to any problem. The Departmental Assembly shall oversee the functioning of the institution.

The assignment of students to each advisor - professor is proposed to be done by the Department's Secretariat on the basis of the surname of each registered student (e.g. from Alexakis - Georgiadis) at the beginning of each academic year of the Postgraduate Studies Programme (October or February depending on the month of the beginning of teaching of the courses in each MSc). The number of students must be evenly distributed among all faculty members and / or HODs of the Department who provide teaching work in the MSc. In case of absence of an Advisor - Professor for a long period of time (e.g. due to educational leave, health problem, etc.), the Department Secretariat, after approval by the Department Assembly, should assign a new Advisor - Professor to the students of the absent faculty member/HRD member. The assignment shall be made by equal distribution of students to the remaining Advisor - Professor.

For the students already enrolled in the operating MSc courses in the Department of Computer Science, it is proposed to make an equal distribution among the faculty members of the Department of Computer Science as follows:

- For registered postgraduate students in MSc courses where lectures/courses are still being conducted, it is proposed that the distribution per advisor - professor be made equally based on the student's surname as mentioned above.
- For registered postgraduate students registered in a MSc who are in the process of preparing a thesis, it is proposed that the allocation per advisor - professor be based on the existing assignment of students to a specific supervisor for their thesis.

In exceptional cases and if there are serious reasons, a student may request a change of his/her advisor - professor. A student who wishes to do so must apply to the Department Secretary explaining the reasons. The possibility of granting the student's request will be considered by the Department Assembly.

In case of a positive approval of the institution of the Advisor - Professor by the Department of Informatics, the following actions must be carried out:

- Update of the curriculum regulations regarding the establishment and operation of the institution of the Advisor - Professor in the MSc courses of the Department of Computer Science.
- Informing students about the launch of the institution and updating the Department's website and the individual websites of the MSc programmes.