



**Ministry of Education, Research, Youth and Sports**  
**UNIVERSITY OF MEDICINE AND PHARMACY FROM CRAIOVA**  
**RECTOR'S OFFICE**

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# **The Charter of**

**UNIVERSITY OF MEDICINE AND PHARMACY OF CRAIOVA**

**Craiova, 2011**

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## **General Rules**

### ***Preamble***

The University of Medicine and Pharmacy of Craiova was founded on basis of Law no. 119 of June 5, 1998, as published in Romania's Official Gazette on June 9, 1998, integrating all the forms of higher medical education that were authorised and accredited in the university centre of Craiova since 1970, in a unique academic institution, following the model of those already existing in Romania.

The Charter of the University of Medicine and Pharmacy from Craiova affirms and respects the academic liberties, the university autonomy and the development guidelines of higher education in Europe, as resulting from the international documents of reference (Magna Carta Universitatum ,Bologna, 1998; Declaration of European Education Ministers, Bologna, 1999, the releases of European meetings of higher education spokesmen, other references and sectoral directives of European Council regarding higher medical education).

The Charter respects and guarantees the application of the Romanian Constitution, of the Law of National Education published in Romania's Official Gazette, Part I, No. 18, on January 10, 2011, as well as other normative documents issued by the Ministry for Education, Research, Youth and Sports.

The stipulations of the Charter of the University of Medicine and Pharmacy of Craiova lie at the basis of:

- a) the principles, the rules and the organisation and operation rules of the institution;
- b) the rules of administration, management and protection of the assets and resources of the University;
- c) the ethical and professional duty code of the members of the academic community;
- d) the current decisions of the university structures having decision making competence;
- e) the application of the provisions at the entire level of the University;
- f) the methods for the implementation of international cooperation activities;
- g) the methods of collaboration with students' organisations and other legally set up professional organisations (including the teaching staff unions).

### ***Definitions and Abbreviations***

If not otherwise mentioned, in this text:

- "University" means the University of Medicine and Pharmacy of Craiova, or, in short, UMFCV;
- "Charter" means The Charter of UMFCV;
- "Senate" means the Senate of UMFCV;
- "Rector" means the Rector of UMFCV;
- "Administrative Board" means the Administrative Board of UMFCV or, in short, the CA;
- "President" means the President of the Senate of UMFCV;
- "Constitution " means the Romanian Constitution;
- "Regulations " means regulations that were approved by the decisional structures of the UMFCV and included in the Charter;
- "Senator" means a member of the UMFCV Senate;
- "Councillor" means member of the Faculty Council;
- "IOSUD" means an Institution Organising University PhD Studies;
- "MECTS" means the Ministry for Education, Research, Youth and Sports;
- "CNCS" means the National Council of Scientific Research;
- "LEN" means the Law of National Education, 2011.

## **Chapter I. General Provisions**

**Art. 1** The University of Medicine and Pharmacy of Craiova is a public institution of higher education, of common interest, with a legal status and for non-profit purposes, set up according to the law and with self-sufficiency according to the provisions of the Romanian Constitution, education laws and this Charter, operating independently from any ideological, political or religious requirements.

**Art. 2** In its relations with the society, the identity of the University of Medicine and Pharmacy of Craiova is given by its:

- a) Name: University of Medicine and Pharmacy of Craiova
- b) Symbol: seal, banner, formal attire (robe and cap), as established by the Senate
- c) Location: The Rector's office is at 2 Petru Rareş Street, zip code 200349, Craiova, Romania.

The holidays of the University of Medicine and Pharmacy of are celebrated annually in the first week of June, when scientific, cultural and social events are organised.

**Art. 3** The Charter is the document that provides for the University's mission, its academic principles and purposes, as well as its structure and organisation. It observes the principles written in The Universal Declaration of Human Rights, expresses its adhesion to the Magna Charta of European Universities, of Bologna, and it was drawn up according to Constitution and current national legislation.

**Art. 4** (1) UMFCV includes: faculties, study programmes, departments, subjects, doctoral schools, university clinics, research centres and service supplying units or other entities for production activities, knowledge and technology transfer. UMFCV can create, according to the law, the Charter and pursuant to the Senate's approval, individually or jointly, companies, foundations or associations. A prerequisite is that these entities contribute to increasing the institution's performances, without negatively influencing learning and research activities.

(2) UMFCV has its own space and disposes of a budget including the sums allocated by The Ministry of Education, Research, Youth and Sports, as well as its own resources.

**Art. 5** (1) The University of Medicine and Pharmacy Craiova is "an academic community" composed of students, teachers, researchers, physicians, pharmacists and trainees, along with technical and administrative personnel and other categories specified in Chapter 9 of the Charter.

(2) Retired tenured professors remain members of the university's community. However, they have no prerogatives or decisional competences.

(3) The fundamental qualities of the members of the academic community must be: professional competence, behavioural fairness, proper practical abilities, prestige and academic status, awareness of belonging to the noble family of national and European medical and pharmaceutical schools and international academic solidarity and fraternity.

(4) The community's members are provided with proper conditions for the development of their professional activity, according to their contractual relationship with the University.

(5) UMFCV protects the professional and human dignity of its community members.

(6) The academic community allows no discrimination for age, sex, ethnicity, social origin, political or religious orientation, or any other kind of discriminations.

(7) All the members of the academic community are to follow the decisions of the University management and of the public institutions authorized by law.

**Art. 6** (1) The academic space consists of all land, buildings, pre-clinical and clinical education spaces and all the other facilities required for education and research activities, as well as the administrative, residential, recreational, cultural and sports spaces of UMFCV.

(2) Spaces and related equipment belonging to the Ministry of Health and ministries with their own health network, or which are private properties where higher medical education activities take place, are subject to specific laws and regulations.

(3) Any activities that violate the rules of morality or which may endanger the health and physical or mental integrity of students, teaching staff, auxiliary and non-teaching staff, as well as activities of political and religious proselytizing are prohibited in all university areas.

(4) The university campus is inviolable and is protected under law. The police may only interfere in the university area with the permission or at the request of the Rector, the Administrative Board, the Senate or any other person authorized by those governing bodies. Rooms in hostels are granted the same legal protection. In case of emergency, ambulances and firemen may operate.

(5) Except for cases of force majeure, the access of the UMFCV community members in the university area may not be prohibited or restricted. The Senate may establish limited access during the night, on vacation or public holidays or in case of activities with specific access.

**Art. 7** The assets of the university consist of real rights on movable and immovable property, representing the material base of university, the rights on other sources of income, from intellectual property rights and legal rights of the University (including claims arising from contracts, agreements or judgments).

**Art. 8** University autonomy is guaranteed by the Constitution, education law and by the provisions of this Charter, and consists of the university's freedom of decision from the state or political organisations, regarding the institution's mission and strategy, the internal structure, scheduling, organisation, development and modernisation of the educational process, administrative and financial activities, and relationships with similar institutions in the country and abroad.

**Art. 9** Academic freedom means:

a) the right to select community members, according to the conditions set by the Senate;

b) the right of the academic community and its members to freely acquire, develop, share and disseminate knowledge through internal and external debates, educational activities, research and dissemination (conferences and public congresses, publishing, patenting, etc.);

c) the right to examine any topic in any field of fundamental medical or related sciences, as deemed necessary, subject to rules of ethics and specific ethical codes;

d) the right of the academic community as a whole and of each member to participate in educational, research and service activities of the University, as well as to organise and perform these activities.

**Art. 10** UMFCVV exercises public accountability by means of:

- Compliance of the entire university community with the legislation in force, the provisions of the Charter, of national and European policies regarding education

- Respect for the academic freedom of university community members;

- Respect and implementation for the regulations on quality education;

- Respect and enforcement of the rules on ethics and deontology, as contained in the university's own Code approved by its Senate;

- Efficient management of the resources;

- Ensuring the transparency of decisions and institutional activities.

**Art. 11** (1) Under the law and this Charter, the following structures operate within the University, besides the Senate:

a) The Commission for education, curriculum development and internal academic assessment;

b) The Scientific committee;

c) The Commission for institutional development;

d) The Commission for evaluation and quality assurance;

- e) The Commission for social student issues;
- f) The Committee for ethics and academic and scientific ethics
- g) The Commission for national partnerships and relationships with alumni;
- h) The Commission for transparency and institutional image;
- i) The Commission for relations, international academic cooperation and integration;
- j) The Commission for studies and lifelong training;

(2) Under the provisions of this Charter, specific regulations regarding the organisation and operation of UMFCV shall be developed and approved by the Senate, as mentioned in the Annexes to this Charter.

(3) Upon proposal of the Administrative Board or a third of the senators, other committees may also be established and / or other regulations may be developed which, pursuant to discussion and approval by the Senate, will be included in Part II, Annexes to this Charter.

**Art. 12** (1) The language of education in UMFCV is Romanian. As the case may be, modules and study programmes may be organised in foreign languages, compatible with the purposes and requirements of these programmes regarding the performance of medical professions in Romania and in Europe.

(2) Education in UMFCV is compatible with other universities in the country and abroad, based on the credit transfer system.

(3) The study programmes provided by UMFCV are open to all Romanian and foreign citizens, with no discrimination, so as not to contradict the Constitution, laws and this Charter.

**Art. 13** The general activity of UMFCV observes the following considerations:

(1) Scientific and educational activities contribute to a proper training of students and permanent education of teachers. They also involve the training of specialists by permanent qualification and a periodic refreshment of the knowledge of doctors and pharmacists, by organising intensive and effective postgraduate courses and internships. An increased exigency regarding student training and the value of teaching staff may be achieved by applying and improving the assessment of academic standards.

(2) Scientific work is done by promoting innovation in all areas, by providing material and funding research, actively using results, facilitating teacher participation in national and international scientific meetings, organising PhDs, publishing scientific journals and books.

(3) The teaching and scientific activity takes place in conditions of good medical practice, observing the rules and principles of medical ethics, deontology and the Hippocratic spirit.

## ***Chapter II. The Mission and Goals of the University of Medicine and Pharmacy of Craiova***

**Art. 14** The fundamental mission of the University of Medicine and Pharmacy of Craiova is the following:

(1) Basic university training, in medicine, dentistry and pharmacy, at the current level of knowledge, with full-time study programmes.

(2) The University trains specialists with higher education after the modern principle of co-direct participation in career path selection and development through an educational process able to stimulate thinking and creativity, providing them with real opportunities on the free labour market.

(3) Advanced graduate professional development, through permanent qualification professional master's programmes or doctoral and postdoctoral programmes.

(4) Training and professional development through permanent qualification, improvement courses, additional studies for specific certificates, lifelong medical and pharmaceutical education, congresses, conferences, scientific symposia and workshops.

(5) Promoting scientific research as a component of the core assets of all teachers.

(6) Providing services in specific components for both the community and society.

(7) The University is open to all sectors of society, by combining tradition and the constructive requirements of the development and modernization processes.

**Art. 15** The main objectives undertaken by UMFCV are the following:

- a) a continuous upgrade of the educational process by updating and improving curricula, syllabi and teaching methodology, to promote appropriate forms of training competences required by the health and community system;
- b) a continued implementation of internal management control systems, both at an academic and administrative level, based on principles and global quality and financial standards, compatible with the functional system of credit transfer education;
- c) a modernization methodology for the evaluation and recognition of the studies, using internationally accepted and proven systems in higher education;
- d) lifelong training for medical and pharmaceutical professionals;
- e) upgrading the system of training and use of formative and research staff;
- f) developing scientific research and creating specific research structures for a well-performing academic institution;
- g) providing the legal framework for providing health services in its competence profile for both the community, and society;
- h) promoting programs for scientific research, technological development, educational innovation, scientific and technical creation, technology transfer, with the university's own funds or through public-private, national and international cooperation;
- i) positioning the criteria for scientific competence-based teaching and assessment process and the promotion of teachers according to the principles of ethics and professional conduct;
- j) participation in educational, medical and international scientific research through grants, clinical trials, partnerships and bilateral agreements with universities and other prestigious institutions;
- k) the forms of cooperation referred to in H) and J) are determined by: inter-institutional agreements, collaborative framework conventions, memoranda of understanding, cooperation agreements, contracts for the execution of research projects and training;
- l) development of information and communications;
- m) modernising and diversifying student offers in the learning process;
- n) preserving, developing and modernising the learning and living conditions of the academic community members;
- o) protecting and developing the university assets;

**The Required Conditions for Entering Contracts with Public Institutions and Other Business Operators, for purposes of Basic and Applied Research Programmes, with a View to Increasing the Qualification of Higher Education Specialists.**

**Art. 16** (1) In order to accomplish the activities mentioned at Art. 14, UMFCV may participate, upon the Senate's approval, in cooperation with other academic, research and development institutions or business agents from the country and abroad, as a member – according to the law and to university autonomy – in a consortium based on activities of common interest.

(2) In order to fulfil the mission and institutional goals, the university may enter consortia with other institutions of higher education or with units of research or

development, under a partnership agreement, complying with the legislation and upon the Senate's approval.

(3) Any form of partnership shall promote the standards, mission and the strategic goals of the University. The main objectives of a partnership refer to:

(a) developing the collaboration with the most prestigious universities at a national and international level;

(b) participation in consortial structures, which promote study programmes and research projects compatible with those provided by UMFCV;

(c) supporting the members of academic community for an efficient involvement in the activities performed by professional and scientific associations established at a national and international level.

(d) strengthening partnerships with representative structures in the economic, social and institutional field.

(e) promoting cooperation with the economic and social actors, supporting specific programmes or sectors, proposed by the members of the university community.

(4) According to the results obtained in national or international competitions where research project tenders have been submitted, UMF Craiova signs contracts with various contracting authorities, as a project leader or partner, as the case may be, ensuring compliance with all the obligations and responsibilities, established by contract, regarding the contracting authorities and partners.

(5) For national international partnerships, a firm agreement, concluded in writing, signed and sealed by all partners, establishes the rights and obligations of UMFCV and contract partners, as well as the clauses on the assignment between contractors of rights on the research results.

(6) The main obligations of UMFCV, provided for in the research contracts are:

- to allocate the shared quota established by the contracting authority;
- to ensure the administrative and logistic support which is necessary in order to provide the contracts;
- to ensure the professional secret during the contract, and, as the case may be, to apply the provisions of the classified information system or of personal data protection;
- to ensure the application of ethics in research;
- to perform according to standards and within the activities provided in the contract
- to ensure the capitalization of R&D results.

(7) According to the legislation and the provisions of the contract, the research results obtained by UMFCV through the direct performance of the activities from the financing contract of a research-development contract, partially or fully funded from public funds, referring to industrial property and copyright belongs to the staff who executed the contract. In the case of national or international partnerships, the results of joint research are used according to the provisions of the firm cooperation agreement.

**Art. 17** (1) UMFCV awards graduate, postgraduate and master's degrees, postgraduate academic degrees, postgraduate specialisation diplomas, doctorate in science, certificates and attestations and their supplements, where necessary, in accordance with the law.

(2) UMFCV awards diplomas, honorary and scientific titles, in accordance with the law and its own regulations.

### ***Chapter III. University autonomy and academic freedom***

**Art. 18** The University of Medicine and Pharmacy Craiova is based on university autonomy, understood as a specific method in accordance with the principles enshrined in the *Magna Charta Universitatum*, the legal framework established by the Constitution, LEN and own regulations.

**Art. 19** (1) University autonomy consists of the right of the university to lead, to exercise its academic freedom without any ideological, political or religious influences,

to assume a set of competences, obligations and responsibilities in accordance with the national and strategic options and orientations of the higher education development, with the progress of science and technology, Romanian and universal civilization and culture.

(2) University autonomy is exercised in terms of public accountability.

**Art. 20** (1) The autonomy of the university is materialized in: self organising structures for education and research, financial and administrative autonomy, functional autonomy, teaching autonomy, jurisdictional autonomy.

(2) The University, faculties, departments and doctoral schools are regulated by the Senate, based on the existing legislation and its own decisions.

(3) By virtue of the university autonomy, authority in UMFCV may not be exercised by any representative of the state, or any governmental or non-governmental institutions, unless provided with approval by the Senate.

### ***Educational and Scientific Autonomy***

**Art. 21** Educational and scientific autonomy consist of:

a) conception, organisation, performance and constant improvement of the educational process in accordance with national and international standards;

b) choosing the most adequate forms and methods of academic and scientific activities, based on the accumulated experience and the available human and material resources;

c) teaching awarding teaching, academic and scientific titles;

d) granting awards and prizes in appreciation of special results achieved by persons, teams or institutes;

e) the organisation of faculties, curricula, departments, and programmes of post graduated studies and doctoral schools, according to the law;

f) the organisation of research and development units (institutes, centers, laboratories) or other entities providing services and activities for knowledge and technology transfer;

g) evaluation of the teaching and scientific research activities, based on standards adopted by the Senate and adoption of proper measures in order to meet these standards;

h) editing, publishing and distributing books, courses, research works, journals or other materials that support education and scientific research, and dissemination of results of university community members.

### **The Achievement of International Cooperation, Execution of Contracts and Participation in European and International Organisations**

**Art. 22** (1) Academic and scientific autonomy is manifested in the establishment of contracts and partners: university development and research institutions, business agents, companies, etc., compatible in terms of prestige, level of training and competent in order to perform common activities, academic and scientific contracts, consulting contracts, biological and medical products or new biotechnology etc., both nationally and internationally, according to the terms and conditions for national and international cooperation adopted and implemented by the Administrative Board of UMFCV at least 30 days before the beginning of the financial year.

(2) All the previously mentioned ways of cooperation are determined by: inter-institutional agreements, collaborative framework conventions, memoranda of understanding, cooperation protocols, bilateral agreements or contracts for the execution of research projects and training.

(3) UMFCV develops cooperation relations with European and international bodies, at an institutional level or by means of teachers (by adhesions or statements of accession or filling in forms), in international education and research organisations or regarding the

programmatic documents thereof: "CIDMEF-Conference Internationale des Doyens et des Facultes de Medecine d'Expression Francaise", "AEU-Association of European Institutions of higher Education", "AMEE-Association for Medical Education in Europe", "AMSE-Association of Medical Schools in Europe", "AUF-Agence Universitaire de la Francophonie" etc.

(4) UMFCV encourages as many teachers as possible to join scientific and professional associations, both national and international, including for management positions in these companies by providing points in the periodic evaluation file of teachers.

### **Organisational and Functional Autonomy**

**Art. 23** (1) The organisational and functional autonomy of UMFCV is materialised through:

- a) the right to establish, modify and improve its own structures, including management structures, according to the law;
- b) the development of codes, rules and its own methodology, respecting the legislation;
- c) establishing and applying the principles of its own assessment of work results in order to appreciate, promote and reward the academic community members;
- d) selection of teachers, researchers, students and auxiliary and non-teaching teaching staff;
- e) choosing management bodies in accordance with current legislation and free will of the academic community, developing teaching loads and organisational charts in accordance with the available human and financial resources, with the curricula and the legislation in force;
- g) the right to cover and evaluate the behaviour of the university community members;
- j) the right to initiate and perform, with the Senate's approval, any other activity in accordance with the law and international agreements;
- k) to organise scientific, cultural and sporting events and activities.

(2) The teaching staff is organised in faculties, departments and doctoral schools, in accordance with the teaching reports proposed by the leadership of departments, as approved by the Faculty Councils and by the Senate.

### **Administrative and Financial Autonomy**

**Art. 24** The administrative and financial autonomy of UMFCV is materialized by its right:

- a) to structure and organise its own financial and administrative services;
- b) to use and manage, according to priorities and decisions, the budget and financial resources available;
- c) to realize its income through scientific research activities and other benefits;
- d) to set taxes, in accordance with the law;
- e) to accept donations, goods of any kind submitted through bequests and sponsorships to benefit, with the Senate's approval;
- f) to provide scholarships and pay for them;
- g) to spaces available to manage the entire property, according to its needs;
- h) to direct investments and endowments;
- i) to organise public tenders in complete transparency and complying with the legislation in force;
- j) to make financial and banking operations with any partners, according to its needs;
- k) productive units and to organise health services that complement non-budget revenues, subject to the provisions of this Charter.

## **The Management and Protection of University Resources**

**Art. 25** UMFCV manages all its income in order to realize the mission and objectives assumed, according to the law.

**Art. 26** (1) The funding sources of UMFCV are own revenues, consisting of funds allocated from state budget and extra income.

(2) University funding from the state budget is based on the contract with the relevant Ministry. The contract is of two types:

a) Institutional agreement for basic finance, to fund student scholarships and social protection for the institutional development fund and to finance investment objectives;

b) Supplementary agreement, to finance capital repairs, endowments and other investment expenses and for subsidies for housing and food.

(3) Basic funding from the state budget is made on basis of an equivalent average cost per student, per area, per cycle, per study language. Basic funding is based on a multiannual principle, being ensured throughout a full cycle of studies. Complementary funding from the budget is done through subsidies for housing and food, funds allocated based on priorities and specific rules for endowments and other investment expenses and capital repairs and funds allocated on a competitive basis for the university scientific research.

(4) On basis of the quality criteria and standards established by CNFIS and approved by the Ministry, the University may benefit from additional funding that is provided from public funds of ministry, to foster excellence and university curricula.

(5) The funding of the university research is done under specific research&development law.

(6) The funds remaining at the end of the year from the budget execution stipulated in the complementary and institutional contract together with the university research related funds and non-budget revenues remain available to the University and are included in the next year university income and expenses budget, without budget amounts being payable to the State budget.

(7) The funds allocated from the state budget to the UMFCV, as basic finance, are distributed to autonomous faculties and departments, according to an algorithm approved by the Senate, considering the number of students and the annual average costs of schooling.

This algorithm will take into account the performance of the departments, resource allocation being done with priority to the best departments.

(8) Extra income obtained by faculties, departments and research& or other entities providing services or transfer of knowledge and technology are used by them, except for a share of up to 25-30% of indirect costs, approved by the Senate, at the proposal of the Administrative Board, whose amounts will be used for the general development of the institution, under the law.

(9) Revenues are used to ensure the wages of employees, staff incentives, development investments, endowments, and current repairs, modernisation and rehabilitation of areas of education, research and production, support for internal and external mobility, equipment and building maintenance, subscriptions, development of services for the smooth running of teaching and administrative processes, purchase of educational materials, micro-production and maintenance, scholarships etc.

**Art. 27** The Senate may approve of contracts of cooperation with public sanitary units, using the mutual interest of shares in revenues, to ensure optimum activity, infrastructure, medical equipment and access to medical information.

**Art. 28** The execution of the annual UMFCV budget is public.

**Art. 29** The Administrative Board is concerned with attracting funding contributions to the University, participating in joint programs and other productive operations, commercial and financial banking, respecting legal provisions in force.

### **Jurisdictional Autonomy**

**Art. 30** (1) The university's jurisdictional autonomy means the right to decide by its own governing bodies on how to develop and implement the University Charter, and in connection with all the problems related to its competence, under the law.

(2) Powers deriving from jurisdictional autonomy cannot be delegated (partially or totally) to bodies outside the University, regardless of their nature.

**Art. 31** The respect of the competences is guaranteed.

**Art. 32** In all the meanings of article 19 (1), the autonomy of UMFCV is achieved by specific competences established by rules of the Senate, of the Administrative Board, Rector, Vice-rectors, the Faculty Council, Dean, Vice Deans, Faculty and Senate and Committees and the Presidents thereof, the department directors of administrative services and directorates and other units serving the University.

**Art. 33** (1) **The Academic freedom** includes ensuring the freedom of expression in the scientific research and teaching process, in terms of establishing themes, choice of methods, processes and the results.

(2) The academic freedom ensures the students' right to freely choose the optional courses in the educational plans in accordance with the legal rules.

(3) The University Senate, the Administrative Board and the Faculty Councils may establish departments and research topics for teachers, depending on the community needs and opportunities outlined by the university.

**Art. 34** **The public accountability** of UMFCV deals with the following:

a) compliance with the legislation, its Charter, national and European policies in higher education;

b) application of regulations in force on quality assurance and assessment in higher education;

c) respect for the university policies of equity and ethics contained in the Code of ethics and professional conduct, approved by the University Senate, part of this Charter.

d) ensuring management efficiency, by an optimal use of the resources and public fund spending efficiency, according to the institutional contract;

e) ensuring transparency of all its decisions and activities, according to the legislation in force;

f) compliance with the academic freedom of teachers, teaching assistants and research staff, as well as the rights and freedoms of students;

g) the participation of every member of the academic community, through its work, to increasing the prestige of the institution;

(2) The failure to comply with the obligations contained in the concept of public liability shall be notified to the Ethics and Management Council, which suggests to the Ministry of Education, Research, Youth and Sports the application of the steps provided for under art.125 of The Law of National Education no. 1/2011.

### ***Chapter IV. Organisation and Operation Principles***

**Art. 35** (1) The University of Medicine and Pharmacy of Craiova promotes the principles of democracy and law supremacy, university autonomy and academic freedom, fundamental human rights.

(2) The university community is informed on a regular basis on the decisions of the Senate and Administration Board, as well as on the main activities and events of university life.

**Art. 36** (1) The University is open for every Romanian or foreign citizens, without discrimination.

(2) Admission to the University is made on the basis of open competition for every person who fulfils all the conditions stipulated in the legislation in force and rules of UMFCV, as approved by Senate.

(3) Once admitted, each individual may stay with the university provided that he/she complies with the relevant rules.

**Art. 37** (1) UMFCV works on basis of institutional development strategic plans, carried out for a period of 4 years, as approved and monitored by Senate.

(2) On basis of the strategic plan and changes adopted by Senate, it elaborates the "Annual operational plan" of UMFCV and of the academic structures.

(3) The evaluation of the institutional strategic plan implementation is done annually; the Rector presents to the Senate a stage report, submitting for approval and debates any proposals for amendments done by the Administrative Board.

**Art. 38** The formative work of University develops according to educational plans drawn up by Faculty Councils and approved by Senate, after the approval by the curriculum and quality education in the Faculty Councils.

**Art. 39** Teaching activity is inseparable from scientific research. The fundamental criteria for the evaluation of professional activity of teachers mandatorily have a teaching component and a scientific one. The selection and promotion of university teachers shall also be done according to medical criteria on professional experience, where appropriate.

**Art. 40** (1) Organisations and persons with leading positions are chosen according to own regulations and applicable law.

(2) The UMFCV Senate is the supreme leading organisation.

(3) In academic leading organisations, students are represented according to law.

(4) Decisions made by academic leading organisations are taken by the majority of votes of the members.

(5) The student vote is deliberative in all matters that concern it directly.

**Art. 41** With the approval of the Senate, associations, foundations, unions of diverse categories of staff and students may be formed in UMFCV, provided that their operation regulation is compatible with the provisions of the Constitution, the current legislation and present Charter.

**Art. 42** (1) The academic space of UMFCV cannot be used for activities of political parties or any other political activity.

(2) The academic community lies, in its whole, outside political activities and confrontations. The education and research process, proper to the University, is incompatible with any form of political manifestation or proselytization.

(3) Belonging to the academic community does not restrict the political activities of the university's members, as individuals, outside the academic space but compels compliance with legal incompatibility conditions.

**Art. 43** The University promotes cooperation with other universities in our country and abroad, that perform similar or complementary formative and research activities. It encourages the exchange of students and professors, in terms of mutual recognition of skills.

**Art. 44** Students are teaching partners in the training of specialists with superior training. The statement of students, expressed through their authorized representatives, or through validated surveys, as well as through current evaluation of the teaching activity provided by the UMFCV regulations, represents important means of self control, feedback and improvement of academic activity.

**Art. 45** Fair promotion and representation of the interests of the University and defence of its prestige represent vital duties for all the members of the academic community.

**Art. 46** (1) The teaching and researching activity of professors and scientists will be evaluated periodically.

(2) The results of the teaching and scientific activities in colleges, departments and disciplines are made public through annual self-assessment reports.

(3) The Senate will periodically evaluate the activity of college structures: colleges, departments, commissions, groups, according to standards set by the Ministry of

Education, Research, Youth and Sports and the agencies designated by it and the Committee of Evaluation and Quality Assurance of UMFCV.

(4) The Senate will analyse and approve, both during authorisation after the end of the initial activity cycle, for purposes of accreditation, new forms of education and curricula.

**Art. 47** (1) The UMFCV Senate may award honorific titles. The UMF Senate is authorised to award the titles of “Doctor Honoris Causa” or “Visiting Associate Professor”. These titles may be awarded to persons with special contributions in the field of science, technique, culture, spirituality or to prominent personalities of scientific or public life with outstanding results towards UMFCV, according to the Regulation to grant honorary titles.

(2) The UMFCV Senate may also award the honorific title of “Professor Emeritus”, for teaching and research excellency, to professors having reached the retirement age.

(3) The Senate, based on professional performance criteria and financial situation may approve the continuation of activity of certain professors or researchers after retirement, based on a contract with a determined period of one year, with the possibility of annual extension according to this Charter, with no age limit, according to law and this Charter.

**Art. 48** Professors may exercise teaching, research and professional activities outside the University, according to the law without affecting the normal development of their main activity, based on a request to this purpose.

**Art. 49** (1) UMFCV promotes partnership with other high education institutions in the country and abroad for the mutual purpose of affirmation of national identity and Romanian creation, as well as development of international academic cooperation.

(2) UMFCV participates in European research project and educational competitions and their accomplishment, in international partnership. Moreover, UMFCV collaborates to accomplish projects financed by the EU structural funds to form human resources by specific modalities like the courses and the applications of the teachers from the EU universities or students, doctoral students and teaching staff mobilities in European universities.

## ***Chapter V. Structure of the University of Medicine and Pharmacy of Craiova***

**Art. 50** UMFCV includes: faculties, departments, subjects, doctoral schools, university clinics, other structures and functional entities for scientific research, orientation and professional training, services and technological transfer.

The University also includes functional structures providing administrative services, human resources, accounts, acquisitions, technical, administrative and social services.

**Art. 51** UMFCV contains the following universities and study programmes, organised in compliance with the general and sectorial regulations of the EU: The Faculty of Medicine – Medicine, Midwives, Nursing for general care-Craiova, Nursing for general care-Drobeta Turnu Severin and Balnear, Physical Therapy and Recovery, The Faculty of Dental Medicine – Dentistry and Dental Technique, The Faculty of Pharmacy – Pharmacy.

**Art. 52** UMFCV offers the opportunity of advanced academic graduate development, by additional master’s programmes, doctoral studies and postdoctoral programmes, as well as training and professional development for internship, training and specialization courses, complementary studies in order to obtain certificates and a lifelong medical and pharmaceutical education.

**Art. 53** The graduate training of the future specialists is done by the Department for trainees and lifelong training, which is subordinated to the Vice-rectorates.

**Art. 54** The university may set up, for an undetermined period of time and for projects, units of research-development with distinct budgets of revenues and expenses, whose own autonomy and statute are approved by the UMFCV Senate.

**Art. 55 (1) A Faculty** is a functional unit and contains one or more related study programmes.

(2) The faculties have their own admission and graduation conditions, as well as study programmes.

(3) The faculty also elaborates and manages study programmes.

(4) The faculty may include: at least one department, doctoral schools, postgraduate schools and university extensions responsible for the organisation of study programmes of different types and cycles.

(5) The faculty comprises: teaching staff and students, scientists, auxiliary staff and non-teaching staff.

(6) The teaching activity of the faculty is organised on years of study, teaching series and groups of students.

(7) The faculty has teaching, scientific, administrative and financial autonomy.

(8) The faculty is managed by the Faculty Council, chaired by the Dean, and elaborates its own rules of operation, part of the Organisation and functioning Statutes of the University (ROF) ensuring a good progress of study programmes, scientific research and academic life.

(9) A faculty is created, organised or liquidated at the request and with the approval of the University Senate. Such decision will be submitted to the Ministry of Education, Research, Youth and Sports, in order to update the Government decision concerning the structure of the higher education institution.

**Art. 56 (1) A department** is a functional academic unit ensuring the generation, transmission and valuation of the information in one or more study subjects.

(2) A department may include centres or research laboratories, workshops and laboratories of medical practice on simulators, post-university schools, university extensions or laboratories/centres/health care clinics.

(3) Departments are subordinated to faculties.

(4) A department is led by the department council, chaired by the department director.

(5) The competences and the specific targets that motivate the department's good-working are specified in detail in "The Rules concerning the organisation and proper operation of the University"(ROF), as approved by the Senate.

(6) The Department is established, organised, divided, merged or dissolved through a Senate's decision, upon the proposal of its respective Faculty Council.

**Art. 57 (1)** The research&development unit (the institute, centre or laboratory) is a structure whose main target is the activity of scientific research and is organised at the justified and documented proposal of the department, faculty or the Senate.

(2) Research&development units may function with financial support from the UMFCV budget, for a determined time period, based on the won research projects, or with non-budget financial support, as well as funding from providing consulting services or technology and knowledge transfer.

(3) A faculty may host both autonomous research&development units and units cooperating with other institutions' research&development units, according to the legislation in force.

(4) Research&development units may organise study programmes, graduate studies, master's programmes, doctoral schools and postdoctoral programmes, studies of specialisation, training courses, lifelong education and professional conversion courses, in compliance with legal regulations.

(5) A research unit functions based on its own Regulation, approved by the tutelary management structure corresponding to UMFCV, as endorsed by the UMFCV Senate.

**Art. 58 The Medical Education Centre (MEC)** is a functional structure of UMFCV, dedicated to the development and coordinated implementation of the training and teaching and academic improvement programmes, as well as cooperation with similar national and international structures.

MECE functions as part of the **Department for permanent qualification training and lifelong training** and cooperates with the **Counselling and Professional Guidance Centre (CPOC)**.

The Medical Education Centre, the Department for permanent qualification training and lifelong training and the Counselling and Professional Guidance Centre are organised and are working in accordance with the regulations approved by the Senate.

**Art. 59** (1) The University may offer paid services to third parties by setting up research&development units with their own budget of revenues and expenses, consulting structures, technological transfer, production and providing services, including specialized healthcare. For the specialized healthcare services supplied to patients, UMFCV may conclude a contract of providing services with the National House of Health Insurance and also with other public or private institutions. They may only operate autonomously, respecting their obligations to the University.

(2) The approval for setting up this type of units belongs to the Senate.

**Art. 60** (1) The leadership of UMFCV organises every 5 years at most the internal assessment and the classification of the departments on 5 levels of performance in education, research and, depending by case, the application of a good medical practice, based on a methodology framework elaborated by CNCS, adapted to the specificities of the institution, approved by the Commission for Evaluation and Quality Assurance and the Senate.

(2) Based on the evaluation results, at the proposal of the Rectorate, the Senate may dispose the reorganisation or the dissolution of poorly performing departments or structures without affecting the students' training.

**Art. 61** The setting up of a new faculty, study programme, department, subject, study programme in a foreign language and other forms of education, is to be approved by the Senate, and as appropriate, by the Ministry.

## ***Chapter VI. Organisation of Study Programmes***

**Art. 62** (1) The access to any of the study programmes organised by the UMFCV is made by a admission test organised according to the Rules of admission to specific study programmes.

(2) Admission rules are drawn up according to the framework methodology of the admission, as issued by the Ministry.

(3) The admission conditions, including the number of places, are made public every year by the University, at least 6 months before the admission test.

(4) UMFCV, according to the current legal provisions, may charge the applicants, an application fee for the organisation of the admission, in an amount approved by the Senate.

(5) UMFCV returns, within two working days from handing in the request and unconditionally, without any fee, the files of rejected candidates or any other candidates who give up their place gained by admission test, after the final results are published.

(6) A person accepted to an undergraduate, master's or doctoral study programme has the status of UMFCV student, respectively doctoral student, for the entire period of his/her presence in that programme, excluding the interruption periods.

**Art. 63** (1) The start of the university year takes place on the closest Monday after the 1st of October. Graduation festivities are organised annually.

(2)The academic year has 2 semesters; a semester usually has a length of 14-15 educational weeks followed by 3-4 weeks of examinations.

(3) The academic year structure and the calendar of the educational activities specific to every semester of study are approved by the Senate at least 3 months before the start of the year.

**Art. 64** (1) The medical higher educational process and the postgraduate programme take place in UMFCV's own establishments and in public and private sanitary units, in institutes, centres of diagnose and treatment, in clinics, laboratories and medical practice.

(2) According to the law, UMFCV may set up university clinics from one or more clinical wards from related specialities, in public or private hospitals, where educational and research activities of the university departments are organised.

**Art. 65** In UMFCV, education takes place by complying with the general and sectoral regulations of the European Union, as follows:

a) 6 years of study with at least 5,500 hours of theoretical activity and medical practice for the field of Medicine and Dental Medicine;

b) 5 years for the field of Pharmacy;

c) 4 years with at least 4,600 hours of training for the fields of Nursing for general care and Midwives;

d) 3 years for other fields of undergraduate study from the area of health.

**Art. 66** Every university year has 60 study credits, transferable in ECTS, summing up to a total of 360 ECTS credits at the end of the study years for the fields of Medicine and Dental Medicine, 300 ECTS credits for the field of Pharmacy, 240 ECTS credits for the fields of Nursing for general care and Midwives, and 180 ECTS credits for 3-year programmes, respectively.

**Art. 67** According to the general and sectoral recommendations of the EU, in the study programmes of Medicine, Dental Medicine and Pharmacy and according to Government Decision no. 1477/2003. art. 1, cycles I and II from the Bologna higher education system are cumulated.

**Art. 68** UMFCV organises undergraduate study programmes only in a full-time system.

**Art. 69** (1) UMFCV organises master's programmes with duration of 1-2 years with a number of 60-120 ECTS credits.

(2) According to the European regulations and the LNE framework, for the higher education study programmes organised by the UMFCV for duration of 5-6 years, the obtained degrees are equivalent to a master's degree.

**Art. 70** (1) UMFCV is accredited as an Institution Organising Doctoral Studies.

(2) The duration of the doctorate for the graduates of the medical and pharmaceutical higher education is 4 years, summing up 240 ECTS credits, including 60 ECTS credits for advanced studies in the doctoral school.

(4) The Institution is led by the Council for Doctoral Studies, respectively by the chairman of this council. The chairman's position is assimilated to a Vice-rector's position. The naming procedure of this position is ruled by the Rules for the organisation of doctoral studies.

(5) Doctoral studies are organised with funding from the state budget, by fee or from other legal sources and takes place in the doctoral school, based on LNE, on the Code of the doctoral studies, as approved by Government Decision, and also on its own Rules for the organisation of doctoral studies, based on the Institution's guidelines and the Rules of the doctoral school, enclosed to this Charter.

(6) Doctoral studies have duration of 4 years for the fields of Medicine, Dental Medicine and Pharmacy. In special situations, by approval from the University Senate, the duration of the doctorate may be extended by 1-2 years with the proposal of the doctoral supervisor and within the limit of the available finance. Doctoral studies may be interrupted for grounded reasons, according to the conditions established by the rules of organisation of doctoral studies. The duration of these studies is therefore extended according to the sum of the interruption periods.

(7) The doctoral programme takes place in a doctorate school under the coordination of a doctoral supervisor, and includes:

- A training programme based on doctoral studies;

- An individual program of scientific research.

(8) The duration of the training programme based on doctoral studies is 12 months and it consists of 60 credits. According to its in own Rules for the organisation of doctoral studies and according to the law, the doctoral school may recognise a previous doctoral training and other scientific research trainings taken in the country or abroad, in universities or in research centres of prestige, as well as the recognition of courses taken in a research master's degree.

(9) Doctoral studies may also be organised in a partnership, in which case the doctoral -student is performing his/her activity under the joint guidance of a doctoral supervisor from Romania and a doctoral supervisor from another country or under the joint guidance of two doctoral supervisors from different institutions from Romania, based on a written agreement between the involved institutions. The doctorate under joint supervision may be organised within the same institution if the leaders have different specialisations/ fields of study, or one of the supervisors turned 65, according to the provisions of art. 289. (4) of law No. 1/2011.

(10) The application for internal or external joint supervision of a PhD may be approved only if previously there was an agreement signed between UMFCV and the institution of the second supervisor.

(11) The joint supervision agreement will contain references to the guidance and evaluation of the PhD student by the supervisors, the use of the UMFCV Doctoral School Statute for the arrangement of PhD activity or other regulations, the mandatory nomination of a doctoral committee member belonging to the institution from which the PhD supervisor is requested, the possibility of including in the joint supervision a researcher or professor from the PhD supervisor's institution, the mandatory presence of the main supervisor in the public presentation of the PhD thesis, notes of the recognition of the doctoral studies from the country of origin of the PhD supervisor, ways of funding PhD research, clarifying issues related to copyright, conditions in which joint supervision may be interrupted, the name of the proposed research project, aspects related to the doctoral student's employment and compensation.

(12) The supervisor may supervise simultaneously no more than eight PhD students, with theses in different stages of completion, in only one institution (with the exception of joint supervision of doctoral studies) and only in the field of doctoral studies for which he/she is accredited.

(13) PhD supervisors may be persons who have obtained their right before the enforcement of Law no. 1/2011 (LEN), as well as persons who have obtained the certificate of empowerment, holding at least the position of senior lecturer and 3rd level researcher. Also, under the terms provided for by the law No. 1/2011, specialists having gained the legal right to supervise the doctorate in higher educational institutions or research development abroad may become leading advisers within IOSUD UMF Craiova.

**Art. 71** Master's programmes and doctoral studies are conducted in accordance with the *Rules of organisation and operation*, as approved by the Senate.

**Art. 72** (1) In postgraduate education, UMFCV organises training for permanent qualification for graduates of medicine, dentistry and pharmacy which provides training necessary to obtain one of the specialties included in the Classification of medical specialties, medical, dental and pharmaceutical care network.

(2) Admission to qualification programmes for the teaching staff of higher education in the health field is carried out under the same conditions as for any graduate of higher education in the field of health.

(3) Trainee doctors who occupy, through competition, a position of teaching assistant professor in higher educational institutions from the health field are continuing their training in permanent qualification.

(4) The organisation and funding of permanent qualification is regulated by specific normative acts developed by ministries and legal structures involved in this educational process.

**Art. 73** (1) Students admitted in UMFCV programmes are registered in the Academic Record Register, which is a component of Unique Academic Record Register of the Universities of Romania.

(2) UMFCV signs an agreement with every enrolled student.

(3) Provisions of the agreement may be amended only with the consent of the parties and may never change during the academic year.

**Art. 74** (1) During a programme of academic studies, the progress of students is appreciated by summative exams and formative, continued evaluation.

(2) UMFCV has an Evaluation Methodology for students approved by the University Senate.

(3) The results of an exam or evaluation may be cancelled by the Dean of the faculty, when it is proved that they have been obtained by fraud or in violation of the provisions of the code of ethics and professional conduct.

**Art. 75** (1) The completion of studies in UMFCV is differentiated according to the study programme attended, mainly based on written exams, practical tests and graduation paper, with public presentation.

(2) The Exams and degrees granted in case of success are:

a) Graduation exam for undergraduate academic studies in Medicine, Dentistry and Pharmacy, achieving the Bachelor's degree in the respective field, Master's Degree equivalent;

b) Graduation exam for undergraduate academic studies in Midwives, Nursing for general care, Balnear and Physical Therapy and Recovery and Dental Technicians, achieving the Bachelor's degree;

c) Dissertation exam for master's academic studies, achieving the Master's Degree;

d) Public presentation of the PhD thesis, after which the doctoral committee may propose the award of the title of Doctor of Science;

e) Certification exam for lifelong postgraduate training programs.

## ***Chapter VII. Decision Making Competences***

**Art. 76** (1) UMFCV runs according to its own regulations established and approved by the Senate or by the governing bodies of the structural components (faculties, departments) in accordance with the Constitution, LNE and this Charter.

(2) Based on the autonomy and academic freedom within the university community, through the structures and democratically elected leadership functions, a series of decisions are taken to achieve the mission and institutional goals.

(3) Decisions approved in accordance with the Charter may be immediately and unconditionally implemented or they are considered proposals to extra-community bodies, as required by law and are applied only after their approval.

**Art. 77** In the field of education and research activity within the university community, decisions are made regarding:

a) Defining and redefining the mission of the University;

b) Plans and education programmes (curricula)

c) Tuition;

d) Establishment or cancellation of faculties, departments, Bachelor's degree programmes, master's degree programmes, doctoral schools, postdoctoral programmes, lifelong training and operational services;

e) Research programmes and allocation of resources to achieve them;

f) Organisation of national and international scientific conferences;

g) Measures arising from periodic evaluation activities;

h) Granting Award and withdrawal of educational titles;

i) Award of PhD titles and honorary titles;

j) Regulating the behaviour of teachers, researchers, students and staff.

**Art. 78** In the field of selection and promotion of staff, the University community has the following privileges:

- a) Establishing the criteria for the selection and promotion of community members, in accordance with the legislation in force. The Faculty Councils shall establish the criteria and conditions of enrolment in the master's programme for graduates with bachelor's degree, who, by law, have this right;
- b) the contest organisation;
- c) according of scholarships, awards, training and research leaves, etc.

**Art. 79** To achieve its mission and objectives, the University community make decisions about:

- a) its own structures of organisation: universities, departments, other specific units;
- b) the collaboration agreements in the field of teaching and scientific with other national and international institutions;
- c) providing financial conditions so that the life and the activity of community members may take its normal course;
- d) using the financial resources in accordance with its priorities;
- e) taking the measures needed to generate income from specific activities (research, consulting, health services, expertise etc.).

### **The Execution of the University's Ownership on Assets**

**Art. 80** (1) The academic community ensures the development of assets by using assigned, attracted or obtained funds.

(2) The assets consist of buildings, lands, intangible, financial and non-financial equipment.

(3) All assets are recorded in the accounting of UMF Craiova and are reviewed periodically, as by law.

(4) The property rights on real estate, as well as other real rights of UMF Craiova are subject to the real advertising procedure provided by the special legislation in the field.

(5) Asset management is made, by law, by the Administrative Board, according to specific procedures.

(6) The donations and the possessions of any genre handed down by testamentary disposal which are subject to specific conditions or contracts will be subject to the Senate's approval.

(7) In the establishment of companies, foundations or associations, the university contributes exclusively with money, patents and other rights of industrial property.

(8) The University may agree by contract, to grant the right to manage and use real estate to the companies or associations in which is partner or stockholder or to the foundations in which has the quality of founder, upon Senate's approval. The right of use and management of public real estate may not be a contribution of the University to the authorised capital of a marketing company, foundation or association.

**Art. 81** (1) In the situations of litigation with other organisations, institutions or companies, the university appeals to legal means of action.

(2) If the decisions infringe the principles of university self-sufficiency, the University Senate addresses for resolution, through the Rector, to the competent authorities according to the law.

**Art. 82** This *Charter* establishes specifically the competences of decision of the management.

**Art. 83** The resolutions of the Senate, faculties and departments, and their councils, are taken by simple majority of votes ( a half plus one of all those present), provided that the number of those present represents at least 2/3 of the members of these organisations.

## **Chapter VIII. Management Structures and Positions of UMFCV**

**Art. 84** UMFCV works according to the principle of separation between academic and administrative functions.

**Art. 85** (1) In UMFCV, academic structures, in hierarchical order, are: the University Senate - represented by the Chairman, the Administrative Board- represented by the Rector, the Faculty Council - represented by the Dean, the Department Council represented by the Director of the department.

(2) In UMFCV, the management functions are: Rector, Vice-rectors and the general manager at the University, Dean and vice-deans in each faculty, department director.

(3) The office of Director of the Council for doctoral studies is equated to the function of Vice-rector and the Director of the doctoral school is treated as a director of department.

(4) The appointment of the Director of the Council for doctoral studies is by open competition.

(5) The membership of the Council for doctoral studies is obtained by vote which is universal, direct, secret, and equal by designation.

(6) Members of the doctoral school board are elected by universal vote which is secret, direct and equal and given by the leaders of the doctoral school.

(7) The PhD school Director is appointed by the Council for doctoral studies.

(8) The term of office of all the persons in management structures is 4 years.

(9) The term of office for students is equal to the duration of the university studies during the functioning period of the management structures, whether the studies continue from one cycle to another.

(10) The mandate of a management structure begins on the day after the expiry of the mandate of the old management structure.

(11) The mandate of the management structure:

a) The Rector's mandate begins on the date of the order of confirmation from the Minister of Education and stops when the new Rector is confirmed by the Minister.

b) The Vice-rectors' mandates begin upon validation of their appointment by the Senate and the Rector and stops when the mandate of the Rector who appointed them is over.

c) The Dean's office starts with the validation of his/her appointment by the Senate and stops with the validation of the new Dean.

d) The Vice-deans' mandates begin upon their validation by the Senate and he , and stop when the Dean who appointed them finishes his/her office.

e) The department director's mandate begins when the Rector appoints him/her and finishes when the Rector appoints a new director.

f) The management structures and functions, except for the rector, are confirmed by the Senate.

g) The term of office management and mandate as a member of governing structures is early terminated in the following situations: Termination of employment with the University in case of incompatibility according to Law no. 1/2011, in the event of resignation from office, in case of revocation, if a management takeover in another university occurs or if the person is missing from the university for a continuous period that exceeds 12 months.

h) Persons who occupy a leadership position can be removed from office as follows:

- The department director may be removed from the management of the Faculty Council, the dean's proposal or initiative of the department.

- The dean may be removed from office by the University Senate at the rector's proposal or at the initiative of two thirds of the members of the Faculty Council.

The dismissal of deans is made by the Faculty Council, in reply to the written proposal of the dean or rector.

A vice-rector may be dismissed by the Senate, on basis of a justified report made by the Administrative Board, in response to the rector's proposal.

i) Persons holding a mandate in leadership structures may be revoked as follows:

- in response to the initiative of at least a third of the members of the leadership structure of which the person is part (Senate, Faculty Council or the department/doctoral school board).

j) The situations in which individuals with leadership functions (except for the Rector), as well as the ones from the leadership structures, may be dismissed are:

- violation of the university ethics code and conduct;

- unexcused absence in more than three consecutive meetings or in four meetings in an academic year of the leadership structure they belong to;

- failure in fulfilling the attributions of their functions;

k) Revocation is made as follows:

- the written request of revocation is submitted to the University Senate or to the Faculty Council / department board by at least one third of the members of the respective structure or directly by the rector or dean, as appropriate;

- the hearing of the individuals is mandatory;

- the dismissal of the individuals designated personally is made directly by the rector or dean, accordingly.

**Art. 86** (1) Representativeness as per paragraph (7) of the Law 1/2011, in accordance with the article 207, is applied as follows:

a) The Senate consists of 30 teachers and 10 representatives of the students. The number of places allocated in the Senate for each Faculty is made proportionally, depending on the number of the tenured teachers in the faculties of the University. The representation ratio in the Senate for the 2012-2016 mandate is established on the 1st of October 2011, based on teaching reports for the 2011-2012 academic year and the number of students who applied to the studying programmes of each faculty, rounded;

b) In the Faculty of Medicine, the Faculty Council is made up of 30 teachers and 10 student representatives;

c) In the Faculty of Dental Medicine, the Faculty Council made of 10 teachers and 4 student representatives;

d) In the Faculty of Pharmacy, the Faculty Council made of 9 teachers and 3 student representatives;

e) The representation ratio is not modified during the mandate.

(2) Any person has the right to withdraw from the application for any function or any leadership structure, in every moment of the elective process.

(3) The teachers of the department, who make up the elective council, choose their own leading structures (departmental board), choose their department director and can propose candidates for the Faculty Council.

(4) The teachers of the Faculty, who make up the elective council, choose their own leading structures (the Faculty Council), and can propose candidates for the Senate of the University.

(5) The process of establishing and choosing leadership structures and functions in the university, faculty and departments is in accordance with the principle of representativeness of the faculty, department, studying programme or teaching lines, as it is the case, and it is described in detail in *The Rules on the Election of Leadership Structures and Functions in UMFCV*.

### **The UMFCV Senate**

**Art. 87** (1) The Senate, the supreme forum of decision-making and validation, is the highest authority in the university and represents the university community.

(2) Regulations, decisions of validation or invalidation adopted by the Senate are compulsory for all university community members, people and governing bodies within UMFCV.

(3) The permanent structures of the Senate shall be constituted according to specific business problems and are listed in Art. 11.

(4) The leadership of each committee is provided by a president, member of the Senate, proposed by the Senate President and approved by the Senate through open vote with simple majority.

(5) For problems that are not within the range of competence of the Permanent Committees or the Administrative Board, the Senate may set up special temporary committees. These commissions may be established by justified proposal of any member of the Senate.

**Art. 88** The main issues proposed for debate are related to: the institutional development strategy, the University Charter, regulations and procedures of organisation and operation, academic structure, research and development units, the project budget and budget execution, the assets of the institution, the validation of competitions for teaching and research positions, approvals of PhD supervisors or other problems that arise or are consistent with those mentioned above.

**Art. 89** (1) All the members of the university senate, without exception, will be established through universal direct and secret vote of all tenured teachers and researchers, respectively of all students, every 4 years, with right to successive renewal of up to two times.

(2) Of the total number of members of the Senate, at least 25% are student representatives.

(3) The criteria of representativeness for students in the Senate are: student representatives in each faculty and their number.

(4) Students choose their representatives in the University Senate, according to Law 1/2011, art. 208, paragraph 1.

(5) The Senator attribute is obtained by choosing the person by universal direct and secret vote of teachers and university researchers, and the students, for their representatives.

(6) In preparation for elections at university, an Electoral Bureau of the University is appointed, as well as one Electoral Bureau for each faculty.

(7) These bureaus are appointed after the elections at the department level, but at least 20 days before the election date at a faculty level and university level.

(8) The Electoral Bureau of the Faculty is designated by the Faculty Council, and the Electoral Bureau of the University by the University Senate.

(9) Candidates for the Faculty Council, the University Senate or Rector cannot belong to the electoral bureaus.

(10) The establishment, organisation and functioning of the electoral bureaus are detailed in the *Rules on the election of management structures and positions within UMFCV*.

**Art. 90** In accordance with LNE, the powers of the Senate are mainly the following:

1) It guarantees university autonomy and freedom;

2) It proposes and adopts, after public debate in the academic community, the University Charter and regulations, codes and methodologies developed under the Charter, and also any modifications of the latter;

3) It concludes the management contract with the Rector;

4) It approves the strategic Plan of institutional development and the annual operational Plan proposed by the rector;

5) It validates the elections and the public contests for structures and functions of academic and administrative leadership;

6) It controls the activity of the rector and of the Administrative Board through specialized committees;

7) It elaborates and approves after debate the Quality Assurance Code and the code of ethics and professional deontology of university;

- 8) It adopts the university code of students' rights and duties;
- 9) It approves the proposals of the rector and observes the legislation, the structure, administration and functioning of the university;
- 10) It proposes the establishment of new faculties and university programs ensuring the fulfilment of legal provisions for accreditation;
- 11) It approves the establishment, division, concentration or dissolution of departments, research unit, service supply or production units based on the proposals of the Faculty Councils, as approved by the Administrative Board;
- 12) It establishes the structure of the new faculties whose establishment was approved by the Ministry of Education, Research, Youth and Sports;
- 13) It approves and submits for the approval of the tutelary authorities the administrative structure and the period for courses of training, specialization, for complementary studies with a view to obtaining testimonials and medical and pharmaceutical education;
- 14) It approves the award of diplomas of merit, diplomas of honour, diplomas of excellence, jubilee diplomas etc. based on the proposals of the Faculty Councils and of the Administrative Board;
- 15) It approves the educational plans of faculties and doctoral schools;
- 16) It proposes to the tutelary ministry the number of places for all forms of education financed from the state budget and the tuition at the proposal of faculties;
- 17) It approves the establishment of faculty study groups, curricula, teaching series and students groups, in accordance with the quality standards;
- 18) It establishes the organisational regulations of admission and graduation, for all the educational cycles, in accordance with the methodological framework ordered by the Ministry of Education, Research, Youth and Sports;
- 19) It establishes the criteria of awarding the scholarships of merit, of study or of social support;
- 20) It validates the elections of the Faculty Councils, departments and their councils;
- 21) It decides if the rector shall hold office or shall be removed from office according to the laws;
- 22) It approves the methodology of contest and the results of the competition for teaching or research positions and periodically assesses human resources;
- 23) It awards the honorific titles of Doctor Honoris Causa and emeritus professor, based on the proposals of the Faculty Councils;
- 24) It approves, through an open recorded vote, the continuation of a teacher or researcher's work after retirement, according to the performance criteria adopted by the Senate;
- 25) It provides rewards and sanctions for the members of the university community;
- 26) It approves the UMFCV strategy of research-development and innovation and the annual plan of scientific research, elaborated by the Scientific Committee, which also assures their implementation;
- 27) It approves the establishment of scientific research units in the suborder of the university;
- 28) It approves the proposals of the Administrative Board regarding the proportions of allocations of the net income derived from research activities, expertise and services, for the development of their own research material base and for the compensation of the staff that performed the activity;
- 29) It establishes the profile of the fees charged by the University, their amount and the exemption from fees based on the recommendations of the Administrative Board;
- 30) It approves the organisational chart;
- 31) It validates the annual Rector's report regarding the state of the university;
- 32) It validates the formation of the Board of professional ethics and decides on the base of its recommendations in the cases of litigations concerning the activity of the University's employees;

33) It nominates the Director of the Department for resident training and continuous training, the editor of the magazine "Current Health Science Journal/ Medical Craiova", the Director of the Medical University Publishing House, usually for a period of 4 years;

34) It establishes the emblem, the seal, the banner and the ceremonial outfit of UMFCV;

35) It examines the candidates who are to participate in the competition for the appointment of the Rector which is a public contest and validates the candidatures for the election of a rector by secret and universal ballot, based on the result of the referendum for determining the way to nominate the rector;

36) Annually, it approves the structure of the academic year and the calendar of educational activities specific to the academic study semesters at all forms of education

37) It approves the methodology for expressing in conventional hours the activities contained in the standard teaching, provided for under art. 287, paragraph (2), letters c)-j) from LNE, based on study programmes, so that every hour of physical activity shall correspond to at least 0.5 conventional hours;

38) The Senate may approve the reduction of the teaching time with a maximum of 30% for the members of the staff who have management functions in the University or a position of guidance and control in the Ministry of Education, Research, Youth and Sports;

39) It approves the functions of the teaching staff and other categories of staff from the University;

40) It approves the Student Examination Methodology at in the subjects of the syllabus;

41) It approves the nominal composition of the contest commissions for the occupation of teaching and research vacancies, approved by the Faculty Councils;

42) It supervises that the procedures established by its own contest methodology for the occupation of teaching and research vacancies are followed and approves the report on the organised contests;

43) Based on its own academic necessities, the University Senate may approve, for a specified period, the invitation of some university professors and other specialists who are renowned in the medical field, from the country or abroad, as associate professors. In the case of specialists who are not renowned in the country, the University Senate approves, after an evaluation, the teaching position that corresponds to their performance, according to national standards;

44) It approves the system concerning the salary and obligations of the professors and lecturers or the grant directors who have a sabbatical year, under the law;

45) It confirms the chiefs of clinics designated by the Faculty Council and submits to the Health Ministry and other ministries the documents for approval for the teaching hospitals and clinics subordinated to the Ministries who have their own health network;

46) It may revoke from their position and from management structures any person, except the rector, under the terms and procedures specified in the University Charter;

**Art. 91** In the first meeting after its formation, the University Senate chooses, by secret ballot, a President who will conduct the Senate's meetings and will represent the Senate in relation to the Rector. The President of the University Senate has the following attributions:

1) Calling the Senate in ordinary and extraordinary meetings;

2) Negotiating and signing the management contract between the Rector and the Senate;

3) Conducting the works of the Senate and observing that the agenda is being followed;

4) Coordinating and participating in the development of the regulation of organisation and operation of the Senate;

5) Making nominal proposals to the Senate for the election of a Secretary of the Senate;

(6) Coordinating the intern organisation of the Senate on speciality committees and ensuring their operation;

(7) Coordinating and participating in the elaboration of the Senate's annual programme of activity and of the plan of the ordinary meetings;

(8) Coordinating the elaboration by the Senate of the University's programmatic documents: The university charter, The code of ethics and conduct, The rules on the organisation and operation of the University, The Quality Assurance Code;

(9) Coordinating the development of the methodology of approval, the methodology of selection and the methodology for the Rector's recruitment, by the Senate if it is necessary;

(10) Giving the word, moderating discussions, synthesizing the problems that were debated and submitting decisions for vote, if needed;

(11) Presenting an annual report about the Senate's activity and the realization of the decisions of the Senate;

(12) Sign documents prepared by the University Senate and Senate decisions.

**Art. 92** The Senate's organisation and operation are detailed in the *Rules of organisation and operation of structures and functions of the university management*, annexed to the Charter.

### **The Administrative Board**

**Art. 93** The Administrative Board is the governing body of UMFCV.

**Art. 94** (1) The structure of the Administrative Board includes the rector, the vice-rectors, the deans, the general manager and also a students' representative.

(2) The Administrative Board's activities and meetings are conducted by the Rector.

(3) If the Rector cannot participate in the meeting, he/she must name another member of the Administrative Board to be in charge.

(4) During the Administrative Board's meetings, the rector can invite other persons from the academic or administrative leadership and he may also invite legal experts of the University or any other person from the institution and even persons who are not part of the institution.

**Art. 95** The Administrative Board has the following **responsibilities**:

(1) It defines the institutional budget in operational terms;

(2) It defines the budget execution and the annual balance and sends them to the Senate for approval;

(3) It defines the annual schedule regarding public acquisitions and investments, which is then sent to the Senate for approval;

(4) It analyses the opportunity for building consortiums, based on partnership contracts, as well as the creation of commercial companies, foundations or associations by the University, individually or by association, in accordance with the law, and makes propositions regarding this to the Senate;

(5) It approves the competence committees tasked with the negotiation, evaluation and attribution of contracts regarding public acquisitions;

(6) It approves proposals for contests for teaching and research vacancies approved by the councils of different faculties;

(7) It considers the proposals for new study programmes and it formulates proposals regarding the termination of those study programmes which no longer match the mission of the university or which are academically and financially inefficient towards the university senate;

(8) It approves financial operations that go over the limits imposed by the university senate;

(9) It proposes to UMFCV long and medium term strategies in areas of interest to the university, to the University Senate;

(10) It cooperates with the vice-rectorates, the deans of faculties, the departments and the research units in order to achieve institutional objectives;

(11) It provides the link between UMFCV and MECTS, the central and local administration and also with public and private institutions;

(12) It analyses and decides upon cooperation with other universities, business units and other internal and international institutions;

(13) It discusses the proposals of the Committee of ethics and deontology, it decides upon them and the special cases are being forwarded to the Senate for finding a solution. When going beyond the LNE danger limit, a special case is declared;

(14) In cooperation with the Senate, it approves the international cooperation agreements;

(15) In cooperation with the Senate, it approves self-financing establishments of research units;

(16) It approves the award of salary levels and merit pays;

(17) It proposes to the Senate the appointment of new rooms and amphitheatres, in the memory of important personalities of the University;

(18) It can propose to the Senate diploma awarding, honour diplomas, excellence diplomas etc.;

(19) It calls, with rector's signature or his designated representative, the Senate for ordinary and extraordinary meetings. It prepares the needed documents for these meetings;

(20) It approves the University's rules of organisation and operation (ROF) and also the internal rules (ROI);

(21) It approves commissions for the admission exam, the graduation examination, master's or doctorate degree;

(22) It approves, according to the law, duration of non-paid holiday for tenured teachers who, by their own initiative, want to specialize or take part in a scientific research in Romania or abroad;

(23) It coordinates the activity of ensuring the material and financial conditions to create an optimal ratio between the theoretical and practical activities of students, aiming at supporting the graduates' professional integration;

(24) It makes an analysis about the economic and administrative management and suggests improvement ways to the Senate;

(25) It takes legal actions in case of deviations from University's internal rules, rules on the professional activity of students and also on other legislations approved by the Senate;

(26) It sets the usage of its own logos and emblems and decides upon their use, according to legal regulations;

(27) It informs the entire academic community about the Senate's and its own decisions;

(28) It exercises all the other attributions which it has according to the law and the Senate's decisions.

**Art. 96** The decisions of the Administrative Board are voted with an absolute majority and they are transmitted to the interested parties within 7 working days.

**Art. 97** (1) The leadership functions such as: Rector, Vice-rector, Dean, Vice-dean, Department director or Research&Development Unit / Micro-production Director cannot be cumulated.

(2) In case of a job vacancy in the leadership functions, partial elections or a public contest will be organised, within 3 months starting from the first vacancy day.

(3) Decisions of the Senate, Faculty Councils and departments are taken if voted by the majority of the present members, if they are at least 2 thirds of the total number. Members of these leading structures are legally entitled to deliberative vote.

(4) Research & development units are led by the directors of those units, according to the provisions of the Senate.

(5) UMFCV can develop, with the help of the Senate, consulting structures composed of representatives of institutions and health services, of the economic environment and personalities from the academic, cultural and external professional environment.

**Art. 98** (1) After the age of retirement, the occupation of any leadership positions in UMFCV is made in accordance with the laws in force.

(2) The members of the university community who exercise a leadership position or a public dignity will have their position reserved in the educational system.

(3) The persons occupying a leadership position or public dignity can't exert the position of Rector until they finish their mandate.

(4) The function of Rector is incompatible with occupying a political leadership post, until they finish their mandate.

(5) Managerial or public dignity can be combined with teaching and research functions.

(6) Simultaneous occupation is illegal for spouses and relatives up to the degree including for positions subordinated to one another, or under direct institutional assessment at any level in the same university.

(7) The mandates of those occupying leadership or administrative positions, at any level, ceases for people who have reached the retirement age.

### **The Rector**

**Art. 99** (1) The Rector is the coordinator and integrator of all the academic and administrative activities of UMFCV, officer of the institution and represents the university in legal relations with third parties.

(2) The rector represents the university in the relations with the Ministry, in the National Council of Rectors and in The Association of the Rectors of the Universities of Medicine and Pharmacy of Romania, and in the international organisations UMFCV is affiliated with.

(3) The rector leads the activity of the Administrative Board.

**Art. 100** (1) The Rector acts so as to respect and correctly and equally apply, for all community members the provisions of the Constitution and national laws, the provisions of the Charter and the rules of the University and the decisions taken by the Senate.

(2) The rector is responsible for his/her activities in front of the Senate, concluding, after confirmation by the Ministry, a contract of management, including management performance criteria and indicators, rights and obligations of the parties.

**Art. 101** (1) The rector is elected every 4 years by one of the following ways:

a) through universal, direct and secret vote of all teachers and researchers of the university and of the student representatives with the Senate and Faculty Councils;

b) based on a public contest, based on a methodology approved by the elected University Senate, according to the Law of National Education no. 1/2011. The members of the recruitment and selection committee are members of the newly elected senate and they must be at least 12, of which at least one representative of the university students or graduate students.

(2) The method of appointment of the rector, between those provided under par. (1), is established by referendum at the University, at least six months before each appointment of the rector, by universal, direct and secret vote of all tenured teachers and researchers and student representatives with the University Senate and Faculty Board.

(3) For the position of rector academic personalities or scientists from the country or abroad may candidate, who have the degree of associate professor or professor or an equivalent degree, according to Law no. 1/2011, par. 285 items (3) and (5), depending on the outcome of the referendum for choosing the appointment method of the rector. For the 2012-2016 term, the appointment method of the rector is based on general elections, by universal, direct, secret and equal rights.

(4) The methodology and timing of elections are determined by the University Senate and are made public at least 30 days before the election day.

(5) The appointed Rector is confirmed by order of the Ministry of Education, Research, Youth and Sports, according to the law.

(6) The mandate of the Rector starts on the date of the order of confirmation from the Ministry of Education and ceases on the date of issuance of the order of confirmation of the new Rector.

(7) The term of office of Rector is 4 years. The mandate can be renewed no more than one time, after further designation as Rector, under the present Charter.

(8) The Rector may occupy no more than two mandates, consecutive or not. However, this may not exceed 8 years in total.

(9) The confirmed rector concludes a contract with the Ministry of Education, Research, Youth and Sports.

**Art. 102** (1) The Rector acts so as to implement the provisions of the University Charter, regulations, codes and methodologies of UMFCV and decisions of the Senate.

(2) The Rector signs a management agreement with the Senate of UMFCV and is responsible in front of it.

(3) The Rector may delegate any of its powers to the Vice-rectors.

(4) When absent from the university, for good reasons, the Rector designates in writing, one of the Vice-rectors, as a replacement.

**Art. 103** The Rector has the following duties and powers:

(1) The Rector is the UMFCV credit entity and performs all the duties incumbent by law;

(2) He/she manages and performs the operative management of the university based on contract management;

(3) He/she negotiates and signs contract with the relevant ministry;

(4) He/she concludes the management contract with the University Senate;

(5) He/she calls vice-rectors and deans to organise a public selection;

(6) He/she submits for approval to the Senate the structure and operation rules of the university;

(7) He/she proposes the draft budget and the budgetary execution report for approval by the Senate;

(8) He/she presents in each April, to the validated Senate, a report on the university status, which, after validation by the Senate, is published on the website of the university and is sent to all interested parties;

(9) He/she leads the Administrative Board;

(10) He/she signs the documents for university administration;

(11) He/she signs for the University the collective labour contract and designates the members of the Parity Committee;

(12) He/she appoints and dismisses University staff at the proposal of the deans and the Administrative Board;

(13) He/she approves the registration and expel of students;

(14) He/she distributes powers and the right of signature for Vice-rectors;

(15) He/she chairs the competition committee for the General Manager position;

(16) He/she submits to the Senate for approval the institutional development strategic plan and operational plans;

(17) He/she may initiate proposals to amend or supplement the codes, methodologies and regulations on the organisation and operation of the University;

(18) He/she may call the University Senate;

(19) He/she may decide the changing of a doctoral supervisor, at the motivated request of the doctoral student and with the acknowledgement of the administration of the doctoral school;

(20) He/she may approve the entries for the contests held at the University, concerning the occupation of vacant teaching and research positions;

(21) He/she may name, at his/her discretion, the committees of the contests for the occupation of the vacant positions, the admission committees, and the study completion committees, as approved by the university senate;

(22) He/she may issue decisions concerning the occupation of positions, and award of university titles after they are approved by the university senate, as a result of the contests for the occupation of the vacant positions;

(23) He/she may approve the job descriptions for teaching personnel, the administrative and the research personnel;

(24) He/she may order the evacuation of students from their hostels, respecting the conditions provided by the University Charter and the Rules of operation of hostels;

(25) He/she may approve the interruption and resumption of studies;

(26) He/she signs the diplomas of university graduates;

(27) He/she may award merit pays and other salary increases, in accordance with the present legislation;

(28) He/she observes the development of association contracts, leasing contracts, renting contracts, loan related contracts and all other conventions in which the University is involved;

(29) He/she undertakes the necessary measures for the development and the assets and real estate of the University;

(30) He/she monitors, coordinates, and controls the construction of new institutions of study and research, and the modernization of the current ones, following the strategic and operational plans;

(31) He/she fulfils other duties designated by the university senate, in compliance to the management contract, the University Charter and the legislation in force;

**Art. 104** (1) In case the Rector cannot fulfil his/her duties for more than 1 month, the Senate will designate a temporary Rector, one of the Vice-rectors, but not for more than 3 months.

(2) The Rector may be revoked by the Ministry of Education, Research, Youth and Sports, in compliance to the proposition of the Council of Ethics and University Management, whilst consulting the university senate. After no more than 5 working days after the time of the revoke, the Senate will designate one of the Vice-rectors to represent UMFCV, and also to be a credit ordering entity, until the confirmation of a new Rector is given. After 3 months have passed since the Rector has been revoked, the Senate will finish designating a new Rector, in compliance to the University Charter, and will send the proposition to be confirmed by MECTS.

(3) The Rector may resign his position by writing a report to the Senate.

(4) The Rector may be dismissed from his position, by the Senate, with a majority vote of 2/3 of the Senate members, in the following circumstances:

- he/she does not respect the obligations assumed when signing the management contract with the Senate;

- he/she does not meet the performance indicators stipulated in the management contract;

- he/she violates the provisions of the University Charter.

### **Vice-rectors**

**Art. 105** (1) The Vice-rectors fulfil the assignments delegated by the Rector and the Administrative Board, either via written orders or the ones decided by the Senate.

(2) The Vice-rectors are designated by the Rector, after 30 days of the official confirmation of his/her position by the Ministry of Education, Research, Youth and Sports.

(3) The Vice-rectors are validated by the University Senate.

(4) The number of Vice-rectors is 3:

- A vice-rector with assignments in: academic management, graduate studies and quality assurance of the learning process;

- A vice-rector with assignments in: institutional management, student and trainee issues;
- A vice-rector with assignments in: scientific development, internal and international affairs.

(5) Each vice-rectorate is assigned 3 Senators who together with the vice-rector make up the operative work team. The 3 Senators are usually members of the specialised commissions of the Senate.

**Art. 106** Vice-rectors perform those functions delegated to them by the Rector by written order or as decided by the Senate, in the previously mentioned terms, for the areas of activity they are responsible for and which are included in the job description.

The main tasks of Vice-rectors are:

(1) coordinating the activity of academic and administrative departments directly subordinated to the university, the commission for evaluation and quality assurance and the scientific committee;

(2) coordinating the drafting of specific education and research activities and rules of organisation and operation of the administrative directions of the University;

(3) coordinating the planning and organisation of scientific events in the University;

(4) coordinating the development and implementation of scientific research in the University;

(5) organising and coordinating actions designed to further promote the image of the University in national and international economic and social environments and organising the international scientific participation of the University in scientific fairs and exhibitions, book fairs and educational offers, invention salons etc.;

(6) in accordance with strategic and operational plans, coordinating and controlling the elaboration of programmes on the development and modernization of equipment: education and practical training of students, scientific research, health services, providing social conditions for students and staff;

(7) The Board presents information and proposals about the activities it oversees, performs the duties and provisions established by the Administrative Board or by the Rector, for operatively solving current problems of the University;

(8) promoting the development of regional, national and international partnerships, with education and research institutions, with combined and integrated technical and scientific networking and platforms;

(9) promoting an increased visibility and impact of university education and research by publishing houses and journals currently recognized nationally and internationally and also by the quotation of these scientific publications, both in the institutional database and in the portals of dedicated bodies subordinated to the Ministry;

(10) making the connection with universities and other academic governance structures for the activities in the areas they coordinate.

**Art. 107** (1) Vice-rectors may resign their posts by submitting a written report to the Senate.

(2) The proposition that Vice-rectors should be suspended from office must be justified in writing and approved by a simple majority secret vote of the Senate.

(3) In case a vice-rector position becomes vacant, the Rector proposes a replacement to the Senate within 30 days.

### **The General Administrative Management**

**Art. 108** (1) The General Administrative Management integrates administrative, financial and accounting services and directorates of UMFCV, academic leadership, in the context of separation of administrative management.

(2) The GAM is organised in directions, services, departments and offices, which are included in an organisation designed by the general manager, endorsed by the Administrative Board and approved by the Senate;

(3) The GAM is subordinated to the UMFCV Senate and is headed by the General Administrative Manager.

**Art. 109** (1) The **General Administrative Manager** is a management, guidance and control entity of UMFCV;

(2) The General Administrative Manager is responsible for proper operation of the administrative and financial accounting of the University;

(3) The competences of the General Administrative Manager are exercised in the following areas: investment, finance, budget, and asset management, operation of administrative departments, secretariat, administrative management of faculties, library and campus of University;

(4) The responsibilities of the General Administrative Manager are specified in the job description approved by the Senate;

(5) The General Administrative Manager works under the authority of the Senate;

(6) The General Administrative Manager is a member of the CA;

(7) The General Administrative Manager position is occupied by a contest, organised by the Administrative Board of UMFCV. The chairman of the competition is the newly elected Rector of the University. The commission must include a representative of the Ministry of Education, Research, Youth and Sports. The contest is validated by the university senate and the appointment is made by the Rector;

(8) The maintenance of the General Administrative Manager, at the election of a new Rector, is based on a written agreement to support the executive management plan of the new Rector;

(9) The Rector may suspend the General Administrative Manager from office, for justified reasons, with the Senate's approval (open vote by simple majority of quorum);

#### **The Dean and the Faculty Council**

**Art. 110** (1) The Faculty Council (FC) organises and manages the entire activity of the faculty, being its political, deliberative and representative forum;

(2) The operative management is provided by the Faculty Dean.

**Art. 111** (1) The organisation and monitoring of the elections for the Faculty Council lie within the competence of the electoral commission respectively;

(2) The Faculty Council is elected by all tenured teachers, by secret and equal vote;

(3) The dean, vice-deans and department directors are members of the Faculty Council;

(4) From the total number of members of the Faculty Council, at least 25% are representatives of students;

(5) Students choose their representatives to the Faculty Council, according to Law no. 1/2011, Article 207, par. (5), lett. A);

(6) The Faculty Council is validated by the Senate on the first working session;

(7) In case of vacancy of a seat in the Faculty Council, it is occupied by the first candidate on the list who has not won a seat in the Council elections in the same department, in descending order of the number of votes;

(8) In case the place is not occupied pursuant to the previous paragraph, partial elections shall be organised. After establishing a new Council member, the Dean introduces him/her to the next meeting of the Faculty Council.

**Art. 112** The Faculty Council has the following duties:

1) approving, upon the Dean's proposal the structure, organisation and operation of the faculty;

2) elaborating the strategic development plan and the annual operational plans of the faculty and monitoring their implementation, as well as the scientific research plans managed by the university;

3) approving the training in existing study programmes and proposing the establishment of new ones;

4) proposing to the Senate the establishment, division, merger or abolition of departments;

- 5) establishing standing committees of the Council and approving their organisation and operation rules;
- 6) controlling the activity of the Dean and approving his/her annual reports on the general condition of the faculty, quality assurance and compliance with university ethics in the faculty;
- 7) considering and endorsing the reports and documentation for the evaluation and accreditation of academic study programmes;
- 8) establishing the criteria, standards, methodology and timetable for the periodic evaluation of teaching and research staff;
- 9) Evaluating the teaching and research activities of faculty periodically and taking the required measures;
- 10) proposing and / or providing rewards and sanctions for school staff;
- 11) organising courses to fill teaching positions and approving competition commissions;
- 12) approving the employment of associate teachers;
- 13) proposing the Senate to award the title of Emeritus Professor, or titles for excellency in teaching and research to university teachers who have reached retirement age, but also other honorary titles;
- 14) checking and approving the curricula and the teaching load of teaching and research staff, as drawn up by departments and doctoral schools and forwarding them to the Administrative Board;
- 15) approving commissions for admission to doctoral studies, doctoral dissertation committees and approving the award of the title of doctor in medical sciences;
- 16) validating the fulfilment of the election procedure for department directors;
- 17) proposing numbers of students in specific study programmes;
- 18) proposing the number of teaching groups and subgroups, and the structure of the academic year;
- 19) proposing specific conditions for admission to all levels of education and organising competitions for admission as appropriate;
- 20) approving the examination of students, and organising examination sessions;
- 21) reviewing and approving session extensions and re-examinations, as well as the re-examination committees proposed by the dean;
- 22) approving the examining boards appointed by the Dean for when the subject holder is absent;
- 23) approving the proposals on expelling students;
- 24) making proposals for different categories of scholarships for college students;
- 25) approving the composition of commissions for graduation examinations;
- 26) establishing specific criteria for inter-university transfer of students and endorsing transfer requests for different study programmes in the university;
- 27) approving the requests for the recognition or equivalence of studies, certificates and diplomas;
- 28) organising scientific meetings;
- 29) establishing, with the consent of the administration, collaboration agreements with institutions in the country or abroad;
- 30) examining and approving candidates for participation in the contest for selection of the Dean;
- 31) appointing the heads of clinics and submitting documentation for Senate confirmation;
- 32) setting out guidelines for work safety, fire safety and civil defence to be applied in university laboratories and areas;
- 33) making proposals for the dismissal of the Dean, vice-deans and department directors, under the established legal rules and the provisions of this Charter;
- 34) revoking the position of any person, as provided in the University Charter;

35) performing other duties as determined by University Charter or approved by the Senate and in accordance with the law.

**Art. 113** (1) The Dean represents the faculty and is responsible for the management and operative management of the faculty.

(2) The Dean is the president of the Faculty Council and a member of the Administrative Board of the University.

(3) The Dean is responsible to the faculty council, the Rector and the Academic Senate.

(4) The Dean is selected through public competition organised by the Rector of UMFCV and validated by the University Senate.

(5) The competition is open to individuals from the university or any university in the country or abroad who received a positive opinion upon hearing by the plenary council. The Faculty Council must approve at least two candidates.

(6) The term of office for a dean is four years. The mandate can be renewed after a new contest.

**Art. 114** The Dean has the following duties:

(1) Proposing the structure, organisation and operation of the faculty;

(2) Managing faculty council meetings and applying the decisions of the Rector, Administrative Board, the University Senate and Faculty Council;

(3) Submitting to the Faculty Council annually, no later than 10 March, a report on the state of the faculty;

(4) Periodically presenting activity reports to the Faculty Council;

(5) Submitting for the approval of the Faculty Council, draft curricula, teaching load and tuition figures;

(6) Submitting to the Faculty Council for approval, the faculty development strategy and annual operational plans;

(7) Ensuring coherence of action regarding the strategic development of the faculty;

(8) Together with the department directors, making decisions on the employment, continuous training, motivation, evaluation and contract termination for the faculty staff;

(9) Taking steps for a better use of budgetary funds and attracting non-budget funding sources;

(10) Approving proposals on the contests for department vacancies approved by the Council of the department and the Faculty Council and forwarding them to the Administrative Board;

(11) Approving the nominal composition of committees of competition for vacancies, and forwarding them to the Faculty Council and the University Senate;

(12) Chairing competition committees to fill vacancies in faculty structures;

(13) Randomly checking the teaching activity in the faculty and approving the teaching load of departments;

(14) Approving proposals of the department directors on the assessment of the professional performance of teachers and forwarding them to the Rector;

(15) Approving scheduling examinations and inspections and subsequent modifications of such appointments;

(16) Approving the proposals of teaching staff to perform hourly paid classes and forwarding them for approval at the University Senate;

(17) At least one month before the start of the academic year, providing the faculty departments and the deans of the faculties with subjects in the curriculum of the faculty in question, order forms, approved by the university management, with the teaching duties assigned to them, for purposes of elaboration of the teaching load;

(18) Recognising, upon request of the students, the credits obtained in other higher education institutions;

(19) Approving proposals of rewards and sanctions for students;

- (20) Approving the proposals for developing the material base of faculty and updating the annual procurement plan;
- (21) Assigning powers and right to sign to the vice-deans;
- (22) Providing incentives and sanctions for staff;
- (23) Proposing the diversification of postgraduate training;
- (24) Forwarding to the university departments information on the decisions taken at the University level, by the Faculty Council and his/her own decisions;
- (25) Controlling the activity of the secretariat of the faculty, regarding the accuracy of student records: transcripts of notes, catalogues, and registers consistent with the data loaded in the single register;
- (26) Approving, with the professors, the examination of students beyond established examination dates;
- (27) Proposing the examination boards when the subject holder is absent, as well as the re-examination committees;
- (28) Shall organise and conduct the practice of faculty students;
- (29) Ensuring the development, by teams of experts, of a draft curriculum and submitting it to the Rector;
- (30) Approving teaching packages, curricula and individual job descriptions;
- (31) Proposing yearly mentors, so that, where possible, the continuity of mentoring students may be continued throughout schooling;
- (32) Approving requests for interruptions of study and transmitting them to the rector;
- (33) According to the rules on the activity of students, approving the transfer students from a license area to another, from a study programme to another within the same faculty or (to) from other faculties;
- (34) As a result of complaints from faculty or students, he/she may cancel the results of an examination or other forms of assessment, when it turns out that they were obtained fraudulently or in breach of the Code of ethics and professional academic conduct, and order the reorganisation of that evaluation;
- (35) Submitting proposals on student expulsions to the rector;
- (36) Approving and submitting faculty investment requests to the Rector;
- (37) Adopting measures for compliance with labour protection and fire safety guidelines within the faculty;
- (38) Cooperating with General Manager, the Department of Finance and Accounting, the Heritage and Human Resources Department;
- (39) The Dean may propose the dismissal of the vice-deans.

**Art. 115** (1) Where a faculty Dean is unable to perform his/her duties for more than a month, the Rector designates one of the vice-deans as the interim dean for a period not exceeding three months.

(2) The Dean may be removed from office by the University Senate, upon the Rector's proposal or by initiative of two thirds of the members of the faculty.

(3) Within a week from the removal of the Dean the Rector designates one of the Vice-deans to represent the faculty and to temporarily take the attributions of the removed Dean.

(4) In the situation when there is a dean vacancy, the Rector organises a public contest inside that faculty in order to provide it with a Dean in no more than 3 month since the vacancy appeared.

**Art. 116** The Vice-Deans are designated by the Dean, after his/her own validation by the Rector.

(2) The Vice-deans must belong to the teaching staff of the faculty and members of the Faculty Council, being validated by the Faculty Council with simple majority.

(3) The removal of the Vice-deans may be made by the Faculty Council at the written proposition of the Dean or of the Rector.

(4) If the mandate of a vice-dean is early terminated, this situation imposes the election of a new vice-dean.

(5) The attributions and fields of responsibility of each Vice-dean are established by the Dean of the faculty at the beginning of the mandate.

(6) The maximum number of vice-deans is established according to the number of the students of each faculty: one vice-dean for up to 1,000 students, two vice-deans for 1,000-2,000 students and three vice deans for more than 2,000 students.

(7) One of the vice-deans is named by the Dean of the Faculty as his automatic successor.

(8) The vice-deans are obliged to answer in front of the Faculty Council and of the Dean.

**Art. 117** The Vice-deans have the following general attributions:

(1) Ensuring the leadership in an active way in the different domains according to their competences, as established by the Faculty Council and by the Dean;

(2) Coordinating the specialised commissions of the Faculty board;

(3) Representing the Dean, upon a written empowerment, in the relationships with the other structures of the University and making connections with the departments and with the doctoral schools in their domains of competence;

(4) Coordinating and supervising the activity of the secretarial staff of the Faculty, supervising the correct elaboration of records, statistics, reports to the University Senate, to the National Institute of Statistics, MECS and to the bodies subordinated to the last;

(5) Taking steps for promoting the educational offer of the faculty for a better selection of the candidates during the admission period;

(6) Being responsible for the organisation and the good running of the admission contests and for the final exams inside the faculty;

(7) Elaborating and submitting for approval to the Faculty Council the strategy and the yearly plans of scientific research and following the implementation of the last;

(8) Coordinating and following the activity of scientific research in the faculty;

(9) Ensuring quality management in the faculty;

(10) Preparing the reunions of the Faculty Council and making sure the quorum is attained;

(11) Verifying the laws, the University chart, the internal rules and the decisions of the Faculty Council and of the department councils, to be respected during the current activity of the faculty;

(12) Coordinating the strategic and operational planning activity together with that of evidence and report in the teaching domain, in the scientific research, in the field of the quality and in the domain of the material base of the faculty;

(13) Collaborating with the general management to accomplish the current tasks of administration and to ensure the material conditions for the best running of the teaching activity;

(14) Chairing contest commissions when there are contests for the vacancies in the structure of the faculty;

(15) Performing other activities in their job description, as given by the Dean or by the Faculty Council.

### **The Department and the Director of Department**

**Art. 118** (1) Department is the academic unit that ensures the production, transmission and use of knowledge in one or more subjects.

(2) The Department is headed by the Department Council, elected by majority personal and secret vote of all department members.

(3) The organisation and supervision of elections in the departments is the liability of deans.

(4) The Department Council recommends that each subject or group of related disciplines, should have at least one representative, preferably the person in charge with the subject.

(5) The Council Department shall include between 5 and 13 members, depending on the structure and membership department.

(6) Teachers are selected according to the highest number of votes.

(7) If a vacancy occurs, partial Council elections are held in the Department, for appointing the subject representative.

(8) A department may be composed of research centres and laboratories, workshops, graduate schools and university extensions.

(9) The department is set up, organised, divided, merged or dissolved by decision of the University Senate, upon proposal of the Faculty Council.

(10) The Department may organise research centres and laboratories with distinct budgets of revenues and expenses.

(11) The Department has its own leadership, chosen according to the law, and university autonomy in the areas of competence.

(12) The Department is headed by a Director of the department, who provides management and operational management structure.

**Art. 119** The Department Council has the following attributes:

1) monitoring the teaching and research in the department and making proposals for providing logistic base;

2) approving the syllabi produced by subject holders;

3) following the performance of the duties by the non-teaching support staff of the department;

4) establishing how teachers will cover subjects in the curricula of other universities, according to the order forms;

5) approving the teaching load of the department teaching staff;

6) approving the vacancies for teaching and research in the department;

7) approving the teaching load and individual job descriptions for all department staff;

8) approving the dossiers prepared by members of the department to obtain merit pay;

9) coordinating and implementing periodic peer evaluation for teachers, assessment by students and collecting updated and accurate records of teachers' self-assessment;

10) approving the hiring of specialists with scientific value recognized in the field as professors or guest associate professors;

11) approving the proposed penalties for the infringement or breach of professional ethics and professional conduct;

12) continuing the research work of teachers after retirement, according to the law;

13) approving the annual plan for editing courses and other educational materials;

14) examining the educational material (courses, course materials, practice guides, guidelines for projects) developed by teachers in the department, for the educational process, in terms of scientific content, accuracy and originality of the text information;

15) organising students practice managed by the department;

16) coordinating scientific student clubs;

17) approving themes for degree papers / diploma projects and dissertations;

18) proposing the use of material and financial resources available to the department, under the law;

19) drawing up the department's annual report and forwarding it to the Faculty Council;

20) The department council may revoke any member thereof, including the director of the department, as provided in the University Charter and its annexes;

21) exercising other powers established by the Faculty Council.

**Art. 120** (1) The Director of a department manages the department.

(2) The department director is elected for four years by universal, direct and secret vote of all tenured teachers and researchers in the department. Any member of the department may apply for the position of department director, by self-proposal.

(3) The Director of a department is elected in the same session as the department council, by secret vote of the majority of the department members.

(4) Its mandate may be renewed, after new elections held under the Charter.

(5) The Director of a department is a member of the Department Council.

(6) The department director may be removed from the management, upon the proposal of the Faculty Council, the Dean or the department. Not later than 30 working days, a new Director of the department is to be elected according to the procedure provided in this Charter.

(7) If the position of department director becomes vacant, partial elections shall be organised to fill this position within 3 months from the date of the vacancy. Until the appointment of new director, an interim director of the Department Council is appointed, whose mandate ends upon the appointment of the new director.

**Art. 121** The Director of the Department has the following duties and powers:

(1) he/she is responsible for the curriculum, the teaching report, the research and quality management and financial management of the department;

(2) the department director shall draw up the teaching report, at least 30 days before the start of each academic year and subject to endorsement by the department council and the Faculty Council. The teaching report shall be developed in consultation with department members and cannot be changed during the academic year;

(3) he/she is responsible for the selection, employment, professional development, motivation, regular assessment and termination of contract of employment of department personnel;

(4) he/she makes proposals for vacancies and submits them for approval to the department council and the Faculty Council;

(5) he/she can be Chairman of the competition for vacancies in the structure of the department;

(6) he/she agrees with subject holders on the topic and bibliography of competition for vacancies of auxiliary staff;

(7) he/she is the chair of the meetings of the department and sets the agenda for meetings;

(8) he/she transmits to the department personnel the decisions made at higher levels and controls the tasks arising from those decisions;

(9) he/she periodically reviews the results of teaching and research and evaluates the work of teachers and auxiliary staff;

(10) he/she approves the travel requests of department staff;

(11) he/she makes sure that the tasks set by the Senate in organising and conducting competitions for admission and graduation are accomplished;

(12) he/she verifies that the programme and legal work schedule are complied with by teachers and auxiliary staff of the department;

(13) he/she organises the specialized peer evaluation of doctoral theses in the department, before the formal submission thereof;

(14) he/she checks, by sampling, the compliance with syllabi;

(15) he/she reviews the performance of student evaluation at the end of each session and makes proposals for concrete measures to improve the results;

(16) he/she supervises the files of the courses and curricula developed by subject holders, and periodically submits them for consideration by the council department;

(17) he/she establishes an individual job description for all department staff;

(18) he/she prepares the income and expenses budget of the department;

(19) he/she coordinates the planning of department staff, the maintenance and modernization of laboratories and the organisation of scientific student clubs;

- (20) he/she names committees for stocktaking the assets of the department;
- (21) he/she is responsible for training staff in terms of security and occupational health standards, rules of civil defence and fire protection.

### **Study Disciplines**

**Art. 122** (1) A study discipline is a single profile unit included in the basic organisational and functional structure of the department.

(2) The study discipline organises and coordinates the education, scientific research and, where appropriate, healthcare in a well-defined specialized field, integrated into the department.

**Art. 123** A study discipline has its own staff consisting of teachers, support staff and care personnel, and is included in the teaching report of the department.

**Art. 124** (1) A study discipline is headed by an official, usually the person with the highest academic qualification, as approved by the Faculty Council, providing for the management of the party and working with the department leadership in management education and research.

(2) The study discipline holder organises all activities on teaching, scientific, management, and is responsible for order and discipline of the unit, being accountable to the department and, where appropriate, to the Faculty Council.

## ***Chapter IX. The Academic Community and Membership***

**Art. 125** (1) The academic community of UMFCV is composed of students, teachers, researchers, physicians, pharmacists, students of postgraduate training programs and technical staff - administrative and non-established staff;

(2) Graduates (alumni), teachers and researchers who have worked in the past for UMFCV remain members of the academic community, but without prerogatives and decision making competences at the institutional level;

(3) Members of the academic community are also Romanian and foreign personalities who were granted honorific titles by UMFCV, without having in turn prerogative and institutional decision-making powers.

**Art. 126** (1) UMFCV has the duty to provide all members of the university with a professional and motivational environment proper for their intellectual, professional and spiritual fulfilment;

(2) The UMFCV management must provide all members of the community with the education, teaching, scientific and research conditions appropriate to the contractual relationship between them and the University;

(3) UMFCV protects the human and professional dignity of all members of its community without any discrimination;

(4) UMFCV ensures the rights of employees and intellectual property rights on scientific, cultural or artistic creations, according to the University Charter and specific legislation in force;

(5) The main rights of the teaching and research staff, including auxiliary staff, are:

a) Guarantee of the academic freedom, based on which the members of the academic community can freely express their academic opinions in the university environment and are free to teach, research and create according to the criteria of academic quality;

b) Teaching and research staff has the right to publish studies, articles, books and scientific works, to seek to obtain national and international grants with unrestricted academic freedom;

c) Teaching and research staff has the right to join national and international associations and trade unions, professional and cultural organisations, as well as legally established political organisations;

d) Tenured teachers are entitled to hold their teaching position for some periods of time, paid leaves and unpaid leaves, as specified in Law on National Education and its subsequent official documents;

e) Teachers who are elected or appointed in public institutions or are developing specific public service activities in ministries or other specialized structures at a national level may perform educational activities up to a teaching quota;

f) Teachers have the right to paid annual leave, during university holidays, lasting at least 40 working days. In duly justified cases the University management may interrupt the legal holidays and such persons will be paid for their work;

g) The University personnel has the right to healthcare in medical and psychological clinics and hospitals as established by the Ministry of Education, Research, Youth and Sports and the Ministry of Health, as well as in private clinics for the medical services negotiated by the University and paid from its funds;

h) The teaching staff has the right to interrupt teaching, holding their position, in order to raise and care their children up to the age of 2, or 3 for children with disabilities, according to the applicable law. This right may be received only by one of the parents or legal supporters.

**Art. 127** (1) The academic community members exercise their unrestricted fundamental freedom and human rights, as well as their academic freedom. They have the right to freely acquire, develop and transmit their knowledge without any political, religious or other kind of interference. They have the right to elect and be elected in institutional management structures, the right to free speech and expression related to all matters regarding their own work and development and those of the institution.

(2) All members of the academic community benefit of the university space and are responsible for its proper operation, protection and preservation.

**Art. 128** (1) The academic community members have the duty to respect the regulations, rulings and decisions of the University and state institutions authorized by law.

(2) The members of the academic community must preserve, develop and disseminate the humanistic spirit of the medical school of Craiova, distinguish themselves by a highly professional and ethical conduct and actively participate in the national and international exchange of values.

(3) The fundamental duty of all the members of the academic community is the correct representation of the interests, prestige and image of the University.

## **Students**

**Art. 129** (1) The students are considered partners of UMFCV and equal members of the academic community.

(2) The status of a student and member of an academic community is achieved only after admission and registration of the person in the Registry of UMFCV.

**Art. 130** The principles governing the activity of students in the academic community are:

a) Non-discrimination - all students of UMFCV receive equal treatment from the academic institution; any direct or indirect discrimination against the student is prohibited;

b) The principle of right to free assistance and complementary services by: counselling and information of the student provided by the teachers outside the classroom, workshop or laboratory; counselling for vocational guidance; psychological advice, access to major specialty books and scientific publications; access to data regarding personal school records;

c) The principle of participation in decision making - the decisions are made with the participation of the students' representatives;

d) Freedom of expression - the students are entitled to freely express their academic opinions, within the framework of the institution;

e) The principle of transparency and access to information - the students are entitled to free access to information concerning their academic education and academic community life according to law;

f) Freedom of national or international mobility.

**Art. 131** The rights, freedoms and obligations of students are included in the *University Code of the student rights and obligations*, monitored by the UMFCV management and legally established student associations, which present the annual report regarding the implementation of and compliance with the code.

**Art. 132** (1) Students have the right to set up workshops, clubs, activities circles, sports and arts groups, organisations and publications according to law.

(2) Students are democratically elected by universal, direct and secret vote in various groups, programs or cycles of study, both within their faculties and the university. They are the legal and legitimate representatives of the interests of students in each academic community. The management of UMFCV is not involved in organising the process of electing student representatives.

(3) A position as a students' representative may not be conditioned by the university management.

(4) Students may be represented in all decision-making and counselling structures of the university.

**Art. 133** Students receive free medical and psychological healthcare in the university medical offices and hospitals or in national clinics and hospitals according to law.

**Art. 134** (1) UMFCV may extend the approved number of students with at least a state-funded study place for school graduates coming from orphanages, as established by the Senate.

(2) Candidates from socially and economically hazardous or marginalized environments – Roma, graduates of rural high schools or of high schools from cities with less than 10,000 inhabitants – may benefit of a number of subsidized places guaranteed by the law.

**Art. 135** The University Senate may establish changes in the status of a tuition student, which are announced publicly by the end of the current academic year and will be applied from the next academic year.

**Art. 136** (1) Prices for meals and accommodation in student hostels are approved by the Senate, based on the reference report of the General Administrative Management and approval of the vice-rector responsible with institutional management, students and residents. Prices may not be greater than the difference between operating costs, including staff, utilities, raw materials, consumables, and routine maintenance expenses, and respectively, subsidies from the state budget.

(2) In order to ensure transparency, UMFCV periodically publishes the budget of revenues and expenses for each student hostel.

**Art. 137** All study documents issued by the university as well as those concerning the students' status (certificates, school reports, cards) are issued free of charge.

### **Teaching and non-teaching staff**

**Art. 138** The teaching and research positions within UMFCV are:

(1) Junior Lecturer, Senior Lecturer, Associate Professor, Professor.

(2) Research Assistant, Scientific Researcher, Scientific Researcher 3rd level, Scientific Researcher 2nd level, Scientific Researcher 1st Level.

(3) Equivalence between research positions and teaching positions is as follows:

a) Scientific Researcher is equivalent to Junior Lecturer, for persons holding a doctor's degree diploma;

b) Scientific Researcher 3<sup>rd</sup> Level is equivalent to Senior Lecturer;

c) Scientific Researcher 2<sup>nd</sup> Level is equivalent to Associate Professor

d) Researcher 1<sup>st</sup> degree is equivalent to Professor.

(4) The associated teaching staff of UMFCV may occupy the following positions: senior lecturer, associate professor and professor.

(5) According to the academic needs, the Senate may approve the invitation on a determined period of other university teachers or other recognized experts in the field. The teachers can be invited from our country or abroad, as guest associate professors. In case of specialists with teaching degrees not recognized in Romania, the Senate approves by evaluation the appropriate academic degree according to national standards.

(6) The research staff, research associates, including students and other staff categories may operate on different positions in departments, doctoral schools, research institutes, research and small production centres and other structures, according to law. Their hiring is done according to law.

**Art. 139** (1) The pay rolls of teaching and research staff shall be provided annually by establishing academic standards at least 15 days before the start of each academic year and may not be changed during the academic year.

(2) Teaching functions and positions are established taking into account:

- a) The curricula;
- b) The study formations;
- c) The academic quotas.

(3) In the pay roll the occupied or vacant teaching and research positions are recorded in hierarchical order specifying appropriate teaching and research functions and weekly number of hours distributed at teaching, seminars, practical work or laboratory, mentoring projects, mentoring students and doctoral students, professional practice, research and their equivalent activities, at the disciplines from the curriculum.

(4) Pay rolls are elaborated at the level of departments and doctoral schools, by consulting their members, following the specifications of the Faculty Council regarding the teaching and research tasks. In the departments with disciplines spreading over several faculties, the pay rolls are completed based on order notifications approved by the management of the academic institution.

(5) The pay roll of teaching and research staff is endorsed by the Faculty Council or where appropriate by the doctoral school board and is approved by the Senate.

(6) The number of auxiliary teaching and research staff positions is determined by the Senate, according to the budget and specifics of the institution, faculty, study program, department or doctoral school.

**Art. 140** In UMFCV the teaching positions are occupied only by examination developed in full transparency, fairness and professionalism in accordance with national legislation and the *Methodology for vacancy and occupation of the teaching and research positions*, approved by the Senate. Non-teaching positions are occupied in accordance with the law and in compliance with internal procedures approved by Senate.

**Art. 141** (1) Teaching, scientific and professional duties are contained in the job descriptions of each member of the community under agreement with UMFCV and summarized in the pay rolls approved by the UMFCV Senate.

(2) The rights, freedoms and obligations of each member as well as the outlines and penalties regarding their related compliance and performance are specified in the University Charter, the Rules of Procedure, Rules of Organisation and Operation and in other official documents of the University. All the documents specified may not contradict national laws.

**Art. 142** (1) The basis for assessing the activity of the staff and promotion thereof are the value criteria and the quality of the work performed.

(2) Each employee's performance assessment is done periodically, every five years based on quality standards developed by structures authorized by the Senate or stipulated by law.

(3) The main forms of assessing work results provided for the teaching staff are: self-assessment, peer evaluation, student assessment and evaluation performed by the direct manager.

**Art. 145** (1) Teaching and research staff retire at the age of 65.

(2) Based on the criteria of professional performance and financial situation, the Senate may decide the continuation of a teacher's or researcher's work after retirement, based on a contract for a period of one year, extendable annually, according to the University Charter, with no age limit.

(3) The University Senate may decide to award the honorary title of professor emeritus for teaching and research excellency to teachers who have reached retirement age.

(4) Retired teachers can be paid on an hourly payment basis.

(5) Teaching and research staff supervising doctoral works, who retire at the age of 65 years, may also supervise doctoral works after retirement age. The age limits up to which they may receive new postgraduate students for the direction of PhD/master's dissertations are established in the Rules of organisation and performance of doctoral studies in accordance with legal provisions.

(6) The legal regime of overlapping salary with pension does not apply to the teachers benefiting by the provisions of paragraphs (2) and (5).

(7) The retirement of the non-teaching staff shall be done in accordance with the national legislation in force and specific regulations for the professions, as issued by the qualified authorities.

**Art. 146** (1) Representatives of the student organisations and of the UMFCV Union of Teaching and Non-teaching Staff participate directly in the activity of the management structures of the university (Faculty Councils, the University Senate, the Administrative Board, the councils of Doctoral Schools and the Council of Doctoral Studies, as elected members or as rightful members or as guests to the meetings of these structures. Student organisations representing the interests of students in each component of the academic community may have rightful representatives in the decision-making and executive structures of UMFCV. Students have at least one representative in the committees of ethics, accommodation, quality assurance, and other social committees.

(2) The management structures of the faculties, doctoral schools and University make decisions based on majority vote. In debate meetings which end with voting decisions, trade unions and student representatives have the legal right to freely express their opinions and proposals. In some cases, these representatives are expressly consulted.

(3) All matters which are the basic concerns of unions and student organisations, such as those regarding the working and living conditions of staff and students, are subject to analyses in the discussions and consultations with representatives of the management of such structures and other invited governing structures of the union and student organisations.

(4) The teachers who are part of the management of the departments, faculties and University are required to attend personally or through representatives, the specific activities of the trade unions and students in order to learn more about the problems they face, to provide proper support and draw them in to achieve the common strategic objectives of the University.

(5) Representatives of the University's management structures, particularly members of committees dealing with student social issues of the University Senate or faculty councils, organise meetings with student representatives in the Senate and Faculty Board, for purposes of analysis and consultation on the major issues of the educational process, the practical training of students, student scientific research, accommodation issues, scholarships and other facilities for study and living conditions (mobility, health care etc.).

## **The Code of Ethics and Professional Deontology of Teaching and R&D Staff**

### **Art. 147 Preamble**

(1) The University of Medicine and Pharmacy of Craiova (hereinafter UMFCV) is an institution whose purposes, valid for each of its members, include career development, knowledge and research development, respecting the laws and the human rights.

(2) The University respects the dignity of each of its members and promotes academic integrity, critical approach, intellectual partnership and cooperation regardless of political or religious beliefs. Its members undertake to contribute to democratic development and prosperity of society.

(3) The UMFCV Code of Ethics addresses the employees and beneficiaries of the educational services offered by UMFCV, and include rules of conduct required in the exercise of rights and duties of each of them. They are responsible for providing information about the provisions and amendments to this Code.

(4) The University's policy is to act to the highest degree of integrity and honesty in all its activities. This is a responsibility that must be shared by all members of the academic community at the level of educational objectives of the University.

(5) The Code of Ethics is a moral contract between students, teaching and administrative staff and the academic community as a whole. It contributes to the cohesion of its members and to the formation of an academic environment based on cooperation and fair competition, thus increasing the prestige of UMFCV.

(6) The Code of Ethics was elaborated within the context of Law 1/2011 and Law no. 18 of 10 January 2011 regarding the National Education. The University Code of Ethics refers to principles and rules of academic ethics, imposes standards of ethics, aiming at empowering UMFCV academic community.

(7) Compliance with the Code of Ethics is mandatory for all members of the UMFCV academic community.

(8) The Code of Ethics does not replace the internal regulations and other laws applicable to the UMFCV. It deals more with an area between moral behaviour and law.

### **Art. 148 Academic Freedom**

(1) Academic freedom is the indispensable quality of higher education institutions.

(2) Academic freedom is essential for research, practice and teaching.

(3) The University encourages critical approach, intellectual partnership and cooperation regardless of political or religious beliefs.

(4) UMFCV is a space free of political, religious and economic interference, pressure and constraints except for scientific, legal and ethical constraints.

(5) The University members are protected from censorship, manipulation, persecution, in compliance with scientific standards and professional responsibilities.

(6) Any member of the academic community must avoid violating academic freedom of other members of the community, based on mutual respect.

(7) Religious, political or any other beliefs are private matters of each member of the academic community and cannot be imposed to others by abuse of authority.

(8) Academic institutions do not have the right to reduce this freedom practice by their members or to use it as an argument for disciplinary action.

### **Art. 149 Right to Privacy**

(1) The teaching, auxiliary and administrative staff must respect confidentiality in matters concerning the private life of colleagues and students (such as personal data, political or religious affiliation, hidden physical or mental disabilities, sexual orientation etc.) under the in force legislation provisions.

(2) Personal files of employees or students are confidential.

(3) The members of the academic community must respect any member's confidentiality demand.

**Art. 150 Personal autonomy**

(1) UMFCV promotes an adequate environment for personal autonomy and provides the optimum conditions for each member of the university to make and implement decisions on an informed basis.

(2) For this purpose, the exercise of informed consent is ensured regarding the competitions, programs and opportunities for study and research. In addition, it provides opportunities for each member of the University to be able to make decisions on his/her own career.

(3) All information relevant to the academic community and general public about academic standards, educational programmes, quality assessment, access, promotion by admission examination, employment, contracting, etc.), relevant parts of the CV of the teaching staff members and of the academic management, the structure and activities of the university etc. are supplied equally and promptly by the university website ([www.umfcv.ro](http://www.umfcv.ro)) to the beneficiaries.

**Art. 151 Justice and equity**

**(1) *Indiscrimination and equal opportunities***

(1.1) Discrimination in the academic environment is the unequal treatment of a person, treatment which results in a violation or limitation of the rights of a person, based on gender, race, age, disability, sexual orientation, nationality, ethnicity, religion, social class, financial status or originating environment.

(1.2) The members of the university have the right to operate and interact in an environment free from any form of discrimination. They have the obligation to respect the rights and beliefs of others.

(1.3) The University shall not exclude any person from its programs for arbitrary reasons, such as those listed in the definition of discrimination.

(1.4) The UMFCV Regulations apply to all members, regardless of gender, nationality, race, politics, etc.

(1.5) UMFCV also prevents the forms of indirect discrimination i.e. the obligations of a member may not be modified according to one or more of these criteria.

**(2) *Situations of conflicts of interest and incompatibilities***

(2.1) A UMFCV unit means institutes, centres, laboratories, design facilities, consulting centres, university clinics, human resources training centres, micro-production and services facilities, experimental facilities, postgraduate schools, university extensions or other research and development facilities, functional entities or entities for manufacturing and transfer of knowledge and technology, established by law, except faculties, departments and doctoral schools.

(2.2) The management positions of a higher education institution, located in a direct management, control, authority or institutional assessment position are incompatible according to article 295 paragraph (4) of the National Education Law no. 1/2011 and cannot be occupied simultaneously by spouses and relatives up to the third degree, as follows:

a) The University Senate President is incompatible with the rector, vice-rectors, Chairman of the Committee for doctoral studies, deans, vice-deans, the general manager, members of the Administrative Board, department directors, heads of doctoral schools, higher education facility managers, heads of permanent or temporary structures subordinated directly to the University Senate President;

b) The rector is incompatible with the vice-rectors, Chairman of the Committee for doctoral studies, deans, vice-deans, the general manager, members of the Administrative Board, department directors, heads of doctoral schools, heads of structures of the higher education institution;

c) Vice-rectors and the Chairman of the Committee for doctoral studies are incompatible with the deans, vice-deans, the general manager, members of the Administrative Board, department directors, heads of doctoral schools, heads of the structures subordinated to the respective vice-rector or director;

d) The members of the Administrative Board are incompatible with the deans, vice-deans, general manager, department director, heads of doctoral schools, heads of structures of the institution;

e) The general manager is incompatible with deans, vice-deans, heads of the technical and administrative departments/ services and the subordinated personnel;

f) The dean is incompatible with the vice-deans, department directors of the respective faculty, heads of doctoral schools within that faculty, directors of the subordinated structures within that faculty;

g) The vice-dean is incompatible with department directors of the respective faculty, heads of doctoral schools subordinated to the faculty, heads of the structures subordinated to the faculty;

h) The department director is incompatible with the managers of subordinated structures of the department;

i) The head of the doctoral school is incompatible with the directors of subordinated structures of the respective school;

j) The doctoral supervisor is incompatible with doctoral postgraduate students supervised by him.

(2.3) Within a department defined according to article 133 of the National Education Law no. 1/2011, there are some incompatible positions according to paragraph (4) article 295 of the Law on National Education no. 1/2011. They cannot be simultaneously occupied by persons who are in positions of leadership, control, authority or direct institutional assessment at any level. The incompatible positions are those of professor, associate professor, senior lecturer, and junior lecturer who perform teaching activities pertaining to the same subject or course from the curriculum of an academic study programme or a post-graduate programme. The teaching activities related to the subjects within the curriculum managed by the same department are courses, seminars, and practical works.

(2.4) The presence as a member in the following collective management structures does not generate incompatibilities according to paragraph (4) article 295 of the Law on National Education no. 1/2011:

- a) The University Senate;
- b) The Faculty Council;
- c) The Department Council;
- d) Committee Council for doctoral studies;
- e) The doctoral school Council.

(2.5) Any person related as spouse, relative and extended family up to and including the third degree cannot be a member in a committee of evaluation, litigation, contest or promotion for the evaluation of the professional and/ or scientific activity of an employee of the higher education institution. Incompatibilities include the possibility of a teaching staff member to participate in the evaluation of some research projects in which the other person is member of the research team or collaborator in other projects with one or more partners of the assessed project.

(2.6) Incompatibilities arising from contests on the vacant teaching and research positions in the higher education are described in the Methodology - framework of competition (Government Decision 457 of 26.V.2011), as follows:

- a) The competition procedure involves persons who:
  - Participate in the decision process regarding the appointment of the competition committee;
  - Are members of the contest committee;
  - Are involved in the decisions regarding the professional or administrative evaluation in the contest;
  - Are involved in the resolution of complaints.
- b) The competition procedure may not involve people who:

- Are spouses, relatives and extended family up to and including the third degree with one or more candidates;
- Are employed by the same institution as a candidate who has a superior hierarchical position and are subordinated to the candidate;
- Are associated with a candidate in companies where each of them has shares representing at least 10% of the company's capital;
- Are or have been paid by research projects in which a candidate was project manager in the last five years preceding the competition.
- Benefit or have benefited in the last five years prior to the contest of services or benefits of any kind from a candidate.

**(3) Preventing or eliminating conflicts of interest and incompatibilities**

(3.1) Conflicts of interest arise from the intersection of several types of relationships or positions. They are likely to affect judgments, accurate assessments and actions of the academic community.

(3.2) The University rejects any act interfering with the fair and equitable application of internal regulations of the institution and its member's rights.

(3.3) The University will promote, within the law, policies designed to discourage after the employment of persons which may give rise to nepotism and allegations of nepotism, except in unforeseen cases.

(3.4) According to Law no. 1/2011, persons who are in relationships such as spouses, relatives and extended family up to and including the third degree may not hold together such positions whereas one is in a leadership, control, authority or institutional assessment position at any level to anyone else in the same university. Persons whose decisions affect spouses, relatives or extended family up to and including the third degree may not be appointed in the doctoral committees, evaluation committees or competition committees.

(3.5) The situations developed in time (e.g. marriage between employees) falling within the above mentioned rules will be resolved by proposal of the hierarchically superior administrative structure of those involved, by submitting an explanatory note to the management of the University showing the reasons/ need for employment/ promotion of people involved in this type of conflict of interest.

(3.6) In case of a conflict of interest and in order to impartially perform the job, the person is required to withhold from processing the application and decision-making and to inform the direct superior to act accordingly. Violation of these provisions may result in disciplinary, administrative, civil or criminal penalty according to law.

(3.7) The results of an examination or assessment may be cancelled by the dean or rector in accordance with the provisions of the University Charta, when it appears that they were obtained fraudulently or by violating the provisions of this Code. Dean or Rector, as appropriate, provide for reorganisation examination.

(3.8) Admission to doctoral studies takes place in compliance with the incompatibilities referred to in Article 151 (2).

(3.9) The Rector may rescind with the approval of the University Senate a certificate or diploma when it turns out that it was obtained by fraudulent means or by violation of this Code.

(3.10) The rector position is incompatible with filling a public management or dignity position or leadership position in a political party, according to paragraphs (3) and (4) Article 215 of the National Education Law no. 1/2011.

(3.11) People who occupy the rector position in a higher education institution are appointed or elected in a management position or in a public dignitary position or leadership in a political party may choose one of two positions within 30 days of the appointment or election in that management, public dignity, or leadership in a political party. If the rector position is opened, a public competition or partial elections are organised for this position, according to article 209 of National Education Law no. 1/2011.

(3.12) Persons occupying a management position, a public dignitary position or leadership position in a political party and are designated as rector in a higher education institution may choose one of two positions within 15 days since the appointment or election in the rector position. If the person does not give up during this period of time to the management, public dignity or leadership in a political party position, the rector position is not occupied. According to article 209 of Law no. 1/2011, public competition or partial elections are organised for this position. In this case, the way of appointing a new rector is the same as appointing as rector a person who did not occupy this position because of incompatibility. A new referendum regarding the way of appointing the rector will not be organised.

(3.13) Management or public dignitary positions may be added to those of teaching and/ or research, according to Paragraph (5) Art 215 of the National Education Law no.1/2011.

(3.14) Simultaneous possession of two or more positions of rector, pro-rector, dean, pro-dean, or manager of research and development department, design department, or small production is prohibited by law.

(3.15) By applying these provisions discrimination must be avoided on the grounds of possible future conflict generating situations. Those involved must have equal opportunities with other colleagues, and in the case of generating a conflict of interest it must be removed as provided in the next article.

(3.16) According to Article 7 of the Methodology for occupying the vacant teaching and research positions in higher education, adopted by Government Decision no. 457/2011, after a candidate wins a contest, and if one or more persons from the higher education institution are in an incompatibility situation as mentioned in paragraph (4) article 295 of the National Education Law no. 1/2011 and in the previous provisions, the appointment and the academic title or research and development professional degree awarded by the institution of higher education can take place only after the settlement of the situation or situations of incompatibility. The way of solving the incompatibility situation is communicated to Ministry of Education, Research, Youth and Sports within two working days from the settlement.

#### **Art. 152 Merit**

(1) The only qualitative hierarchy accepted by UMFCV is based on merit positions, defined by the Evaluation and Quality Assurance Committee (CEAC), in cooperation with faculties and departments within the university.

(2) Merit is determined by the quality of courses, practical activities, mentoring of students and scientific publications, after peer review and student evaluations, following the prestige brought to the institution and involvement in the educational process, etc.

(3) The University provides recognition and cultivation of personal and collective merits.

(4) CEAC and the University management are responsible for the merit assessment standards and their application.

(5) The Academic and Scientific Ethics Committee must intervene when these structures do not ensure the application of the principle of merit in the design and assessment of the academic activity and proposes sanctions.

#### **Art. 153 Professionalism**

(1) Professionalism is characterized by competence in the profession, belief in the autonomy of the profession and professional decisions, identification with the specialty or with those of the same field, dedication to the academic career and moral obligation to work in the service of science, peer solidarity and fair competition with those from the same institution and field, avoiding excessive emotional involvement and unjustified preferential treatment.

(2) Teachers, researchers and postgraduates students have a professional obligation to know the educational and research methods and the development of their field.

(3) Members of the institution involved in the educational process have a moral obligation to provide students with up-to-date information in the field. They are also free to adhere to any interpretation of the information but without imposing that orientation to the students.

(4) In case the teacher refuses to update the information provided, he/she may be warned by the Ethics and Scientific Committee in cooperation with the Evaluation and Quality Assurance Committee (CEAC). If these requirements are ignored, the Ethics and Scientific Committee may propose to penalize the teacher until the problem is solved.

(5) The Ethics and Scientific Committee in cooperation with CEAC may propose penalties if the teacher does not meet the requirements within a reasonable time set by the Ethics and Scientific Committee.

(6) Teachers and postgraduate students are required to participate in projects or research grants and publish their results, so that their development or appeal are possible.

(7) Members of the academic community involved in research are required to comply with the obligation of informed consent of participants and their safety.

(8) The public recognition of the contribution of other persons or institutions to the results obtained is an ethical duty of the research group.

(9) Each member of the academic community must put all their knowledge and professional skills to serve the university and promote its interests.

#### **Art. 154 Intellectual honesty and fairness**

(1) Academic honesty refers to all the activities performed for the benefit of education, the knowledge development, the correct assessment of the performance of students, teachers and other categories of employees.

(2) Intellectual property includes inventions and copyrights for various categories of works.

(3) Intellectual fraud is directly identified with theft. Theft may reach the level of intentional intellectual theft.

(4) All members of the UMFCV academic community will respect a set of values including trust, mutual respect, honesty, integrity and fairness.

(5) The University defends intellectual property rights and establishes mechanisms that will fairly return the benefits to the original teachers and students.

(6) Any form of intellectual fraud as well as the attempt or facilitation of fraud is forbidden.

(7) For a charge of plagiarism to be valid, it must be accompanied by a clear proof, by indicating the copied text or texts.

(8) If two or more papers / articles presented together contain common fragments without explicit reference to their sources, this is enough to substantiate a charge of plagiarism.

(9) The unveiling of an intellectual fraud committed by teachers or researches requires the involvement of the Ethics Committee.

(10) If a student commits plagiarism and this is the first deviation of such kind, the case is solved by the teacher and, exceptionally by the Academic and Scientific Ethics Committee. This Committee may propose to the University Senate the approval of sanctions pursuant to the provisions of the regulations.

(11) The Academic and Scientific Ethics Committee will be informed of any actual or attempted intellectual fraud in order to preserve that information in the database.

(12) Whatever the circumstances, the members of the academic community should not tolerate or ignore dishonesty by others.

#### **Art. 155 Educational, administrative and technical actions taken in order to guarantee the originality of degree papers, master's dissertations, doctoral dissertations, scientific articles and other such works**

(1) The number of degree papers directed by a tutor is limited at no more than 7 and a maximum of 4 dissertations, regardless of specialization and the organisation of the

curricula. The number of post-graduate students per tutor is limited to 8 according to the Law and the Code of Doctoral Studies.

(2) The Faculty distributes by departments the number of places for the degree papers and registration of students with subjects and tutors since the penultimate year of study.

(3) Each degree paper or master's dissertation will be accepted for presentation only with tutor's signed approval. Papers will be submitted to the faculties' dean offices, with an abstract of maximum 500 words in electronic format.

(4) Degree papers and dissertations shall be inventoried, in order to be consulted when suspicions of plagiarism are reported.

(5) A copy of the doctoral dissertations is kept by the institution, in order to be consulted when suspicions of plagiarism are reported.

(6) Student awareness actions are organised by the tutors, in student scientific workshops and for degree papers and master's dissertations.

(7) The organisation of visits from the departments and faculties management at the site of research for development of the degree papers and master's dissertations (laboratories, clinics, research centres, etc.).

(8) According to the law, the tutors of degree papers and master's and doctoral dissertations and the authors are jointly responsible for ensuring the originality of the works' content. The sale of scientific papers in order to facilitate counterfeiting by the buyer of a degree paper or a master's or doctoral dissertation is prohibited.

(9) The authors should present and submit their articles for scientific review with the department team in order to ensure their originality and their recognition in the evaluation. The review of scientific articles should take place before their presentation in scientific meetings or before publication in journals that do not use peer-review.

(10) According to Article 146 of The Law on National Education no. 1/2011, the rector may cancel, upon approval of the University Senate, a certificate or diploma when it turns out that it was obtained by fraudulent means or by violation of the *Code of Academic Ethics and Professional Conduct*.

#### **Art. 156 Transparency**

(1) Transparency means access to information (provided by publication on the UMFCV website), both regarding the terms of admission, evaluation, hiring and promotion, and regarding sources of funding for research and criteria by which institutional decisions are made in the University.

(2) By this, equal opportunities are ensured in the competition, as well as equitable access to university resources.

(3) UMFCV prohibits the concealment, forgery or distortion of information intended for its members and the general public.

(4) Students have the right to access information regarding the assessment criteria for exams, colloquia, etc., since the beginning of each course or project work, as well as the explanation of the grades obtained.

(5) UMFCV defines and makes available in a timely and fair manner, for all those concerned, the selection criteria for hiring and promotion, offering details on the position open for competition and the special programme necessary for exercising this position.

(6) UMFCV provides full transparency in the use of funds allocated for training and research, administered in strict accordance with the purposes and rules according to which they were granted.

(7) UMFCV requires its members (especially teachers) that in their research and publications they should expressly indicate the material support provided by the University or other organisations, institutions, companies or individuals to carry out the research or publication. It is mandatory to indicate the university affiliation for members of the University teaching staff, with the text "Universitatea de Medicină și Farmacie din Craiova, România", respectively "University of Medicine and Pharmacy of Craiova, Romania".

Affiliation with the university clinics, university clinical departments or other institutions / research companies may be referred to as secondary affiliation.

**Art. 157 Professional and social responsibility and liability**

(1) The responsibility involves a relationship between an individual and community. Responsibility implies a relationship between the authority of a community and an individual.

(2) Academic freedom for the members of the academic community is accompanied by an important concept of academic responsibility.

(3) The fundamental responsibilities of the academic community include the competency in their field of specialization by specific activities.

(4) UMFCV provides the necessary climate for the responsibility imposed by the public and professional position of each teaching and administrative staff members and of the students.

(5) UMFCV members should respect the ethical and professional standards even when they are publicly representing the institution.

(6) Misinformation, public denigration of programs and persons from the institution by members of the academic community are not allowed.

(7) Supporting the institution's prestige is an elementary ethical obligation in the daily behaviour of all members of the university. In this respect mentioning UMFCV professional affiliation is a basic obligation of the academic staff members as defined in Article 156 (7).

(8) The academic staff has the responsibility to participate effectively in UMFCV activities in order to achieve excellence in research, practice and teaching.

(9) Academic programmes and activities will be steered towards the needs of society and the fulfilment of the university mission and quality standards.

**Art. 158 Respect and tolerance**

(1) A proper study and research academic environment, equally opened to all members of the university is provided.

(2) UMFCV demonstrates tolerance for the personal beliefs and cultural differences of all individuals.

(3) The members of the academic community must respect each other, not only as a means to achieve a purpose and also they must promote a spirit of fellowship and civilization through open and honest communication.

(4) Respect for others involves resolving disputes through rational argument and not by using some type of language (words, labels, style or tone) or actions that are personal attacks. Harassment is the degrading, intimidating or humiliating behaviour that follows or leads to serious damage to a person's ability to conduct professional or study activities normally or exercise their rights.

(5) The university does not accept any form of harassment such as misogyny, racism, chauvinism, xenophobia, harassment on religious beliefs, political or sexual orientations.

**Art. 159 Ethics in the conduct of staff involved in research and development**

(1) Scientific research ethics settles proper conduct in the scientific research in UMFCV. The University and staff involved in research and development have ethical obligations to protect the rights to protect the safety of persons participating in research conducted within the framework of UMFCV.

(2) The principles of ethics in human research are intended to specify responsibilities, procedures and principles so that scientific research within UMFCV takes place in accordance with the requirements of the European Space of Knowledge and with the ethical principles accepted by the international scientific community.

(3) The ethical and moral principles and values of research promoted in UMFCV are:

- Academic freedom and personal autonomy in selecting and approaching themes of research and development;
- Responsibility and professional accountability in the act of research, development and innovation on own actions;
- Research initiation and development in line with the professional training of the academic community members both in traditional fields of the University and the fields that can also provide development of modern specializations in education;
- Protection of the intellectual property of the members of the community, protection of the right to privacy;
- Scientific objectivity, intellectual honesty and fairness, transparency, mutual respect, kindness and tolerance.

(4) Good conduct in the scientific research refers to:

- Observance of law;
- Guaranteeing freedom in science, scientific research and education
- Assuming responsibilities;
- Implementing the principle of respecting the person: individual autonomy and the right to protection of person with diminished autonomy;
- Respecting the principle of beneficence;

(5) The personnel involved in research and development must comply with the legal provisions and laws specifying the social relations which arise in scientific research and innovation.

(6) Legal persons and people involved in the research contracts funded by various authorities are required to comply with codes of ethics and rules adopted in this respect by those authorities.

(7) Progress in scientific research is based on the freedom of the UMFCV researcher. Freedom of scientific research is provided by:

- Free access to information sources;
- Free exchange of ideas;
- The political factor should not interfere in research, development and innovation activities – scientific products should not be censored);

(8) Scientific freedom must ensure:

- The respect for the human dignity and rights;
- The animal welfare;
- Protecting and restoring the natural environment and ecological balance.

(9) The honesty of the scientist ensures the contributions of the predecessors, competitors and partners and leads to a reduced number of errors and exaggerations.

(10) Cooperation and fellowship in the research groups represent protection from scientific errors and fraud. They ensure transparency of results and lead to an increase of the value of scientific products. Cooperation should enable the exchange of ideas, mutual criticism, mutual verification of results, etc.

(11) The originality and quality of scientific products should take precedence over quantity in the evaluation of the research results.

(12) Contradictory data, differences in experimental design and practice, differences in interpretation of data, differences of opinion are specific factors of the research and development and are not violations of good conduct in research.

#### **Art. 160 Scientific research standards and responsibilities**

(1) The standard principles of scientific research exclude:

- Hiding or removal of unwanted results;
- Fabrication of results;
- Replacement of results with fictitious data;
- Deliberately distorted interpretation of the results and distortion of the conclusions;
- Plagiarism of the results or publications;
- Deliberately distorted presentation of the results of other researchers;
- Introduction of false information in applications for grants or funding;

- Non-disclosure of conflicts of interest;
- Fraudulent misuse of the research funds;
- Failure to register and / or failure to store results as well as the incorrect recording and / or incorrect storage of results;
- Failure to inform the research team, before starting work on a research project regarding: labour rights, responsibilities, authors' partnership, rights on research results, funding sources and associations;
- Lack of objectivity in the evaluations and failure to comply with confidentiality conditions of the evaluation reports, allegations, research reports etc.
- Publication or repeated financing of the same results as new scientific elements, without mentioning the original source;
- Ignoring the methodologies and results of other researchers as a source of information;
- Ignoring own errors;
- Releasing own results in an irresponsible manner, with exaggerations and repetitions.

(2) The personnel involved in research and development has the following direct responsibilities:

- Respect for individual freedom;
- Respect for human dignity;
- Protection of the human being, animals and environment - potential risks should be proportional to the potential benefits;
- Freedom of expression;
- Food security;
- Security of information system data – regarding the personal data (information) of the study subjects, research must be anonymous and confidential.

(3) Research will not violate any human right.

(4) Enrolment in a clinical or experimental human trial will be made on a voluntary basis. The future subject should give his/her informed acceptance. In some cases the legally authorized person should give its permission providing certainty that the subject has fully understood the contents and the implications of the acceptance.

(5) The use of animals for behavioural, psychological, pathological, toxicological and therapeutic research on the benefit of human and veterinary research involves the concern for preserving their wellbeing.

(6) Scientific research on animal models should respect the balance between the impact of the experiments' results on improving human health and ethical principles.

(7) UMFCV discourages and considers undesirable behaviours that indicate envy, cynicism, vanity, carelessness, systematic indifference to students' requests, if it affects the process of education and research.

#### **Art. 161 Penalties**

(1) The Academic and Scientific Ethics Committee is notified and establishes one or more penalties stipulated in article 318 of Law no. 1/2011, for teaching and non-established staff or penalties stipulated in article 319 of the same law for students and post-graduate students.

(2) In serious cases regarding the violation of good conduct in research and development, the National Committee of Ethics for Research, Technological Development and Innovation is notified. This Committee reviews the cases and issues decisions which determine the degree of guilt and proposes sanctions to be applied according to article 324 of Law no. 1/2011.

## ***Chapter X. Transitional and Final Provisions***

**Art. 162** (1) This Charter shall be supplemented by regulations, methodologies and codes that cannot have provisions contrary to in force legislation and the UMFCV Charter.

(2) Regulations, methodologies and codes accompanying the Charter of the University of Medicine and Pharmacy Craiova are the Appendices to this Charter. These were approved by the Senate and become effective with the beginning of next academic year.

(3) Amendments to the Charter provisions can be done by the same structure that adopted it, at the proposal of one third of the total teaching staff of the institution or two thirds of the members of the Senate.

**Art. 163** Upon adoption, the Charter will be published in printed form, on the UMFCV website and transmitted to the partner universities as well as international associations of universities.

**Art. 164** The present Charter was discussed by articles and was approved by the UMFCV Senate in the meeting of July 18, 2011. It was subsequently completed in the UMFCV Senate meeting dated September 15, 2011, when it becomes effective.

Also, as of today, the Charter approved by the Senate on March 23, 2000, as amended and supplemented, as well as any other internal provisions contrary to this Charter are repelled.

*The next major revision is expected in 2012.*

*Revision is in charge of the UMFCV Senate at the proposal of the Administrative Board.*