

**ROMANIA**  
**MINISTRY OF EDUCATION**  
**BIOTERRA UNIVERSITY BUCHAREST**



**UNIVERSITY CHARTER**

**2018**

## PREAMBLE

As a component part of the National Education System, Bioterra University from Bucharest operates under the Constitution of Romania, having its origin in Law no. 480, published in the Official Gazette of Romania, Part I, no. 518 of 17.07.2002. The legal status of the University is a private legal entity.

The University operates under the Constitution of Romania, in compliance with the Education Law no. 1/2011, of the Law no. 87 of April 10, 2006 for the approval of Government Emergency Ordinance no. 75/2005 on the quality assurance of education, other legal provisions and university autonomy.

According to the Education Law of 2011, Bioterra University from Bucharest is a private, free, open, autonomous higher education institution, both academically and economically-financial, based on the private property guaranteed by the Romanian Constitution.

The name Bioterra, comprised of two scholarly terms - Bio (life) and Terra (land), terms belonging to the Greek and Roman culture space, takes into account the very special role played by its main founders, Mr. University Professor Ion Nicolae, member of the Academy of Scientists, exceptional geneticist of Romania, and Mrs. University Professor Floarea Nicolae, admirable scientific researcher.

The organization of the University is based on non-discriminatory principles, rejecting antidemocratic, xenophobic, chauvinistic and racist ideas, trends and attitudes. As a higher education institution, Bioterra University from Bucharest is open to all Romanian and foreign citizens, subject to the graduation of preliminary studies concluded with a baccalaureate diploma and the passing of the admission exam. The education process is usually conducted in Romanian, with the possibility of organizing courses or cycles of training, partial or total, in languages of national minorities or in international languages, if there are at least 20 applicants for specialization, with the approval of the Board of Directors / Senate.

Bioterra University from Bucharest is an academic community made up of teachers, researchers, teaching staff, students, technical and administrative staff who contribute to their institutional development, to promoting their community, national and European culture and prestige and international.

In the university are prohibited political manifestations and actions, party propaganda and activities that violate the general morality norms or the laws of the country.

The Bioterra University from Bucharest complies with the provisions of the Romanian legislation on education and shares the Magna Charter of European Universities (Bologna 1988), the Lima Declaration on Academic Freedom and Autonomy of the Institution of Higher Education (1988), adheres to the Association of European Universities, the International Association (1996), the Bologna Declaration (1999), the Berlin Declaration (2003) and the Bergen Declaration (2005).

Bioterra University from Bucharest is open for renewal. It evolves on the basis of the Strategic Management Plan and the Annual Operational Development Plans elaborated by the Senate Specialized Committees and the Analysis and Prognosis

Bodies on Study Forms, Specializations and Research Units. These studies and researches aim at connecting the academic curriculum to the free, integral and harmonious development of human individuality, the formation of the autonomous personality, the assumption of a system of values strictly necessary for personal fulfillment and development, for entrepreneurial spirit, for the active citizenship development in the society, for social inclusion and employment of graduates in the labor market.

The Bioterra University from Bucharest continuously examines the alternative models of organizing the study in the departments and faculties and takes measures accordingly, taking into account the changes in the scientific evolution and dynamics of the labor market demands, of the potential beneficiaries, internal, European and even international ones.

Departments, faculties and the University as a whole apply the international system of academic evaluation and self-evaluation. The University adheres to the principles of national and international evaluation through the Romanian Agency for Quality Assurance in Higher Education (ARACIS).

Bioterra University from Bucharest will consistently and systematically apply the External Evaluation Methodology, standards, reference standards and the list of performance indicators of ARACIS, as well as the standards established in the specialty fields of the University.

## **CHAPTER I GENERAL DISPOSITIONS**

### **Art. 1. The legal status of the University**

(1) The Bioterra University from Bucharest is a private institution of higher education and research, which was established within the Bioterra University Foundation, abbreviated "The Foundation". The foundation was established and became a non-profit legal entity on the basis of the constitutive act and its own statute of May 19, 1994, through Civil Sentence no. 88/1994 of the District Court of Bucharest 1, remaining final. Currently, it works according to O.G. No 26/2000 regarding associations and foundations, as amended.

(2) The favorable opinions of the Ministry of Education, Research, Youth and Sport were obtained for the legal establishment of the Foundation and the University.

(3) Founding members of the Foundation and the University are high personalities of professional and moral value, teachers, researchers and practitioners of biotechnology, food engineering and safety, environmental sciences and engineering, agritourism, as well as recognized specialists from other fields of activity.

(4) As part of the National Educational System, Bioterra University from Bucharest operates under the Romanian Constitution, Law no. 1/2011 of the National Education with the subsequent modifications and completions, having its origin in the

Law no. 480, published in the Official Gazette of Romania, Part I, no. 518 of 17.07.2002, as amended by Law 480 of 19 December 2006. The legal status of the University is a private legal entity.

(5) Since the time of accreditation, the Bioterra University from Bucharest has become an independent legal entity, not being an entity of the Foundation.

(6) The University collaborates with the Foundation under whose auspices it has been established and submits annually, on its behalf, an amount to support it.

(7) Bioterra University in Bucharest is a private, free, open, autonomous educational institution, both academic and economical, based on the private property guaranteed by the Romanian Constitution.

(8) The Charter of the Bioterra University from Bucharest contains the major choices of the university community and applies throughout the university area, encompassing the set of rights and obligations, as well as the norms governing the life of the academic community in its own academic space and adopted by the university senate, laws.

(9) Under Law no. 1/2011, Bioterra University from Bucharest aims to promote value-oriented education, creativity, cognitive capacities, volunteer capacities and action capabilities, fundamental knowledge, skills and abilities of direct utility, in the profession and in society.

(10) The academic community consists of the faculty, faculty students and master program students. Academic community members remain alumni, professors and researchers who have worked in the past in Bioterra University from Bucharest, but without having these prerogatives and decision-making skills. The academic community uses, in its work, auxiliary and administrative teaching staff.

(11) Bioterra University from Bucharest is committed to the established principle that education is a national priority for Romania, for higher education institutions, being an advanced research institution and education.

**Art. 2.** - (1) Bioterra University from Bucharest organizes and carries out undergraduate and masters degree programs.

(2) The faculties (specializations) that are part of the structure of Bioterra University from Bucharest are nominated in H.G. no. 410/2002 and updated by H.G. 140/2017, H.G. nr.117 / 2017 as follows:

**a. The Faculty of Agrotourism Management organizes:**

Undergraduate studies in the field of agrotourism management, having as a mission in the study program the training of highly qualified specialists able to use natural and human resources efficiently in order to implement and develop modern management methods in public catering and agritourism , adapted to the requirements of the market economy;

**b. The Faculty of Food Engineering organizes:**

*Undergraduate studies* with the mission of preparing and training advanced food engineering specialties in full compliance with the European requirements and standards in the field of competence;

**c. The Faculty of Law organizes:**

*Undergraduate studies* in the field of legal sciences, having as mission the specialized training of students and the development of their cultural and scientific level, each study program being based on the correspondence between the learning outcomes and the obtained university qualification;

**d. The Faculty of Control and Expertise of Food Products organizes:**

*Undergraduate studies* for the specialty "Control and Expertise of Food Products" aiming at the training of highly qualified specialists in the field of food control and expertise, starting from raw materials used in food production, processing, transportation, storage and marketing.

*Undergraduate studies* for the specialization "Consumer Protection and the Environment" having as mission the training of specialists to ensure a living and working environment with healthy, vigorous people and to apply scientifically and operationally the most effective methods for environmental protection and of the consumer.

**e. General Medical Assistance Faculty:**

*Undergraduate studies* with the mission of training qualified specialists in health care and nursing, regardless of age, for both primary and secondary health and tertiary care in the health system, according to the standards national and international;

**f. Masters degree studies:**

1. Investigation of terrorist and public security acts, with a duration of 3 semesters, regular education, mission, development of specialized training and improvement of documentation capacity in the field of activities related to the prevention and counteraction of acts of terrorism and of the nature of affect the public security and, as objectives, the assimilation and understanding of the latest and the latest theoretical knowledge in the field, the modern techniques and the international regulations that concern the activities that surround the study program, the European requirements and standards, as well as the increase legal analysis, processing and interpretation of information in the field of terrorism and public security, in accordance with the requirements and rigors of international society in the knowledge, documentation, investigation and criminalization of activities in the fields of mentioned.

2. Performance management in public nutrition, agrotourism and consumer protection, lasting 4 semesters, on a regular basis, having a mission, developing the knowledge gained from initial university studies, as well as new specialization knowledge and, as a fundamental objective, the interactive transmission of knowledge in the field of engineering and management, the development of scientific research skills, the creation of the necessary and obligatory preparatory basis for doctoral studies, as well as the deepening of general and specialized knowledge and skills. Introducing disciplines such as: National and European Food Safety Standards; Techniques of negotiation and promotion in tourism; Consumer Protection Management; Public catering - part of agritourism.

3. Inspection, expertise and legislation on food safety, consumer protection and environmental protection, lasting 4 semesters, mission-oriented education, assessment and certification of food quality authenticity according to EU rules, food risk

assessment, identification of contaminants and impact their knowledge on health, knowledge and application of the notions of legislation on the safety of organic food and environmental protection, as well as the training of specialists for inspection, expertise and food law, consumer protection and environmental protection. Appropriate identification, description and use of concepts specific to food science and food safety.

4. The Master's programs were approved by Law no. 250/2009 - approval of O.U.G. no. 89/2008 - for the modification of the Law on Education no. 84/2005, single article, point 1, paragraph 3 of art. 70, according to the Order 5356/2009 (Official Gazette No. 657 / 02.10.2009).

**Art. 3.** - (1) The Bioterra University from Bucharest operates on the basis of the laws adopted by the Romanian Parliament, the Government Decisions, the orders of the Minister of National Education, as well as the principles of university autonomy established by law.

(2) The University encourages lifelong learning.

(3) The budget of the institution consists of resources from university fees and other sources, according to the law.

**Art. 4.** - Identity Attributes and University Duration

- Name: BIOTERRA UNIVERSITY from BUCHAREST.

- The University has its own symbols and symbols.

- University's motto: "Earth means life for all".

- University Day: September 30, which is celebrated annually by specific ceremony.

- Headquarters: Str. Gârlei, nr. 81, sector 1, Bucharest, Tel./fax: 021.490.61.29. The headquarters of the University may be transferred to another address in Bucharest, by decision of the Board of Directors.

- Website: [www.bioterra.ro](http://www.bioterra.ro).

- Email: [nicolaebio@yahoo.com](mailto:nicolaebio@yahoo.com).

- The university has been established indefinitely.

**Art. 5.** - The University Patrimony

(1) The Bioterra University from Bucharest has its own patrimony, consisting of taking over from the Bioterra Foundation the material base for the didactic process, a patrimony it manages according to the law. The material basis includes the patrimony provided in the Annex to Law 480/2002 published in the Official Gazette no. 518 of 17.07.2002, with subsequent amendments and completions. Bioterra University from Bucharest has administrative headquarters in Str. Garlei, Nr. 81, Sector 1, Bucharest.

(2) Bioterra University from Bucharest is the owner of the property right or other real rights it exercises over the patrimony, according to the law.

(3) A complete inventory of the patrimony of the Bioterra University from Bucharest was carried out by the Control Body of M.E.N. in 2017. Also, patrimony information is on the site. [www.bioterra.ro](http://www.bioterra.ro).

**CHAPTER II**  
**MISSION, PRINCIPLES, OBJECTIVES, ACADEMIC INTEGRITY,**  
**EDUCATIONAL STRATEGY, STRATEGIC OBJECTIVE, ATTRIBUTIONS**

**Art. 6.** - (1) Filled in the tradition of the Romanian higher education, cultivating the values of the science and the universal culture, evaluating the level of competence and the responsibility towards the community, analyzing the social demand, the Bioterra University from Bucharest circumscribes the activity on the first ranks: the free, integral and harmonious development of human individuality, the formation of the autonomous personality, the assumption of a system of values strictly necessary for personal fulfillment and development, for the development of the entrepreneurial spirit, for the active citizenship development in the society, for employment of graduates in the labor market.

(2) The mission of Bioterra University from Bucharest consists in the training of specialists with higher education in accredited fields, as well as in other specialized fields, able to respond to a high level of the requirements of economic and social practice and to contribute to the promotion and development the Romanian science by organizing and carrying out the scientific research activity.

(3) The University assumes fundamental roles:

- a. Organizing and conducting high quality student-centered teaching activities in line with the principles of modernizing European higher education (the Bologna Process);
- b. Participation through scientific research and solution modeling in the modernization of activities in important areas of society (economy, justice, administration, etc.);
- c. Gathering contributions to the development of national science and culture, promoting the processes of renewal and replacement of knowledge, dissemination of values in specific fields of activity;
- d. Supporting the process of modernization and development of the Romanian society, consolidating the free and democratic state in Romania;
- e. Supporting, by specific means, the great process of affirming Romania as a European country, organically integrated into the structures of the European Union.

(2) The specific mission of the University shall be directly reflected in all the didactic and scientific activity (curricula, discipline / analytical programs, scientific research activities, student practice, mobility etc.), as well as, in the organizational structure, directing, physical and financial resources, etc.

(3) The University respects and manifests the academic freedom of staff and students and operates under conditions of university autonomy and responsibility and public accountability for the education provided and the resources used for that purpose.

**Art. 7.** - The education and scientific research of Bioterra University from Bucharest is based on the following principles:

- (1) The principle of legality;
- (2) The principle of university autonomy;
- (3) The principle of academic freedom;

(4) The principle of quality in relation to national and international reference standards and good practices in didactic and scientific research;

(5) The principle of managerial and financial efficiency, based on the management of the University's resources in order to achieve high educational outcomes;

(6) The principle of teaching and research activity centered on the student;

(7) The principle of public accountability at the institutional and individual level for the University's educational and research performance;

(8) The principle of observance of the right to opinion of students and teachers, provided that the prestige, image and institutional integrity are not affected;

(9) The principle of ensuring equal opportunities for all social categories, regardless of age, gender, race, religion, political and ideological affiliation, except for situations governed by such law;

(10) The principle of transparency;

(11) The principle of respecting the rights and freedoms of students and academic staff;

(12) The principle of substantiating decisions on dialogue and consultation of social partners, students and academic staff, in accordance with the legal provisions;

(13) The principle of visibility of the University in national, European and international space;

(14) The principle of dedicating education as a public good;

(15) The principle of non-political participation in strategic decisions, independence of ideologies, religions and political doctrines;

(16) The principle of respect for the freedom of national and international mobility of students, teachers and researchers;

(17) The principle of integrating the University into the community, by consulting the social partners in decision-making.

(18) The principle of complementarity between individual interest and public interest;

(19) The principle of correlating academic freedom with the assumption of individual responsibility;

(20) The principle of promoting truth and assuming its own deeds;

(21) The principle of impartiality;

(22) The principle of equity.

**Art. 8.** - Discrimination on the basis of age, ethnicity, sex, social origin, political or religious orientation within the limits of the legal regulations for each degree / master study program is not allowed at Bioterra University from Bucharest.

**Art. 9.** - (1) The university education is for a fee.

(2) On the proposal of the Board of Directors, the amount of the school fees is approved by the university senate, according to Law no. 1/2011.

(3) The school fees approved by the university senate and they are published on the University's website.

**Art. 10.** - (1) In its capacity as an accredited higher education institution, Bioterra University from Bucharest exercises the legal right to issue diplomas,



certificates or other study documents, as the case may be, certifying the qualifications obtained by the graduates of the programs bachelor / master studies.

(2) The University has the right to issue study papers to graduates of their own study programs

which it organizes, as well as graduates of study programs authorized to operate temporarily or accredited.

**Art. 11.** - The mission of higher education is to generate and transfer knowledge to society through initial and continuous training at university level for the purpose of personal development, professional insertion of the individual and satisfaction of the socio-economic competence. For this, Bioterra University from Bucharest fulfills its mission by achieving the following objectives:

1 . Transmission to the students of scientific, specialist and general humanistic knowledge.

2. Align with the existing national, European and international standards on the parameters of higher education (Bologna Process).

3. Development and modernization of didactic-scientific and practical-applicative education, informatization of higher education.

4. Single criteria of professional competence for the appreciation, selection and promotion of teachers. Occupation of vacant positions is done through competition, for an indefinite or determined period. Employing indefinitely on any teaching or research function is only possible through a public competition organized by the higher education institution after obtaining the title of doctor. The fixed-term employment contract concluded between the university and teaching and research staff after a competition may be renewed on the basis of the personal professional results assessed on the basis of the criteria adopted by the university senate and according to the needs of the employment and financial resources of the institution, in accordance with the legal provisions in force.

5. The improvement of the teaching staff can be ensured through doctoral studies, internships in research and production units in the country and abroad, postgraduate studies within the programs of the Ministry of National Education, through participation in European programs.

6. Participation in national and international scientific and applied research programs. Asserting scientific personalities in the country and abroad, by participating in scientific meetings and by publishing the results of the research according to the law.

7. Education and training of students in the spirit of knowledge, appreciation and participation in the creation and protection of national heritage.

8. Organization of cultural-scientific and educational activities, which will give the institution the status of the main center of culture and civilization.

9. Participation in environmental, life, and human rights training and tolerance.

10. Making mutual exchanges of teachers and students, provided in national and international cooperation programs.

11. Members of the academic community assume individual responsibilities resulting from their professional quality and administrative function.

12. Promoting participatory democracy that allows pluralism of opinion, initiative and communication among academic community members.

13. Economic, social and cultural-educational protection of the members of the university community by ensuring the conditions for carrying out didactic and research-scientific activities.

14. Development and modernization of the didactic-scientific materials base, by elaboration of medium and perspective investment plan.

15. Associate with other universities or research units in the country or abroad in consortia or other forms of collaboration.

**Art. 12.** – The educational strategy, in order to accomplish the mission and objectives set, consists of:

(1) Promoting the principles and values adopted within the European Higher Education Area.

(2) Preserving the values and traditions of Romanian higher education in the context of incorporating the experience of other universities in the accredited field.

(3) The assumption of personal and structural responsibility, based on the professional competence of the members of the academic community.

(4) Ensure an organizational structure that achieves an optimal climate, capable of providing transparency and equal opportunities to all members of the academic community.

(5) Education in Romanian, with the exception of courses and activities designed to solve the needs of collaboration with partner universities abroad, which may also be conducted in foreign languages.

(6) Ensure the educational endings at the level of general and specific standards.

(7) Establishment of management structures and occupation of management positions with strict observance of the law.

(8) Representation and participation of students in the life of the university community, in the collective management structures, according to the legislation in force.

(9) Compliance with the provisions of national legislation on institutional evaluation and accreditation and study programs.

(10) Ensure and maintain an open and balanced climate in relation to public opinion and the media by providing data and information of public interest established by law.

**Art. 13.** - The strategic objective of the University consists in the justified desire to become a strong base of higher education and high-level scientific research, which, having a specific mission and a highly qualified teaching staff made up of teachers and practitioners in the field of veterinary control, agro-tourism, food industry processes, as well as national and international law, administrative sciences, European law, to prepare specialists in areas currently insufficiently covered by improved cadres in the field of rural tourism ecologically, managing production processes in the food industry and switching to complex manufacturing, in a dynamic diversification, requiring control techniques and scientifically based production

tracking of food business management, ensuring a keeping quality food products in line with EU standards.

**Art. 14.** Main attributions:

(1) Organizes the educational process in its fields of activity, with the means on which considers them necessary for the fulfillment of its specific task;

(2) Organizes the scientific research activity of the teaching staff, PhD students, master students and university students, setting out the main directions and the modalities for its realization;

(3) Employs personally to carry out teaching, scientific, administrative and technical activities in accordance with the conditions and criteria of the exigency which he / she determines and dispenses with the dismissal, according to the law, of those persons who no longer meet these conditions;

(4) Grants teaching and scientific degrees, diplomas, certificates and other academic documents to persons who fulfill the conditions of professional and scientific training in accordance with the provisions in force concerning higher education;

(5) Regulates the professional, scientific, cultural, artistic and sports activity of the University students, based on the provisions of the Rules of Professional Activity of master students and other internal regulations;

(6) Organize production units, services and other establishments of a patrimonial character, the aims of which are in accordance with the University's educational and research objectives;

(7) Refuses registration fees, school fees and other fees, which can be used exclusively to achieve the main object of activity, non-patrimonial of the University;

(8) Concludes contracts and performs other patrimonial operations on the basis of internal regulations and in compliance with legal provisions;

(9) Publish textbooks, courses, research papers, journals, and any other material supporting education and research, and may dispose of them for their own purposes;

(10) Cooperates with other educational and research institutes in the country and abroad and contacts the Romanian and foreign authorities in the realization of its activity;

(11) Instigates and carries out any other activities insofar as they correspond to the object and purpose of the University.

### **CHAPTER III**

#### **ORGANIZATION OF THE UNIVERSITY**

#### **ORGANIZATIONAL, FUNCTIONAL, FINANCIAL, ADMINISTRATIVE AND JURISDICTIONAL AUTONOMY**

**Art. 15.** - The organization of the University is based on the following principles:

1. Respecting the laws of Romania, the university, understanding to comply with the Romanian Constitution and Romanian laws in general, as well as the education legislation, including the normative orders and instructions of the Ministry of National Education or the normative acts of other competent authorities, according to the law.

2. Respecting European and world educational principles. The University respects the principles enshrined in the "*Universal Declaration of Human Rights*", adopted by O.N.U. in 1948, and adhered to the "*The Lima Declaration on Academic Freedom and Autonomy of Institutions of Higher Education 1988*", "*The Magna Charter of European Universities (Bologna, 1988)*" and the Bologna Declaration on the European Higher Education Area .

3. University Autonomy and Academic Freedom:

a) The University operates on the principles of university autonomy, under the provisions of the Romanian Constitution, of the National Education Law no. 1/2011, of the Law no. 480/2002, other normative acts, as well as this Charter.

b) Senate of "Bioterra" University from Bucharest, observes the Emergency Ordinance no. 49/26 June 2014, published in the Official Gazette of Romania, Part I, no. 486 / 30.06.2014, which refers to private education and not only.

c) University autonomy is manifested in the University's discretion over the state or political bodies in matters concerning the structure of the University, the managerial functions of the University and the faculties within it, the attributions, the way of establishment, the duration of the mandates, the age limits of the cadres didactic, cooperation and development of education, research, administrative, financial activity, as well as in its relations with institutions from the country or abroad.

d) Academic freedom includes the right to select members of the academic community, the right of the academic community to acquire, develop and transmit free knowledge through research, debate, teaching, reading, writing and other forms of communication, the right to research any subject, ethical rules, legislation and codes of ethics, as well as the right of the academic community to participate in the University's educational and scientific research activities as well as other related activities.

e) The autonomy of the Bioterra University from Bucharest is based on the autonomy of organizing didactic-scientific structures, functional autonomy, economic-financial, administrative autonomy, didactic autonomy, scientific autonomy, and judicial autonomy.

**Art. 16.** - (1) The autonomy of organizing the structures of the University shall materialize in:

a) The right to elect secret structures and functions by secret ballot;

b) The right to develop own regulations in compliance with the legislation in force;

c) The right to select the teaching staff, the students and the technical-administrative staff.

(2) The functional autonomy of the University materializes in the right of:

a) To establish and improve their own structures;

b) Establish educational plans in accordance with educational standards;

c) To establish the function positions in relation to the financial resources available;

- d) Confer teaching and scientific titles;
- e) To orient its scientific research;
- f) Initiate and develop international cooperation and exchanges;
- g) Regulate and supervise the conduct of members of the academic community;
- h) Organize exhibitions and publish magazines, textbooks, courses, research papers, or any other material that supports education and creation;
- i) To initiate and carry out, with the approval of the Senate, any other activity in accordance with legal provisions and international agreements.

(3) The teaching staff and students of the University are organized on faculties, departments and specializations.

(4) The faculty is nominated by the title of a comprehensive field of study which corresponds to an established academic tradition and to the needs of the economic, social, cultural, educational and research units, etc.

(5) Students are organized by groups, subgroups and years of study.

**Art. 17.** - The financial and administrative autonomy of the "Bioterra" University from Bucharest is as follows:

(1) Use, according to their needs, their own priorities and decisions, their budget and financial resources;

(2) Achieve revenue through scientific research as well as other benefits without affecting the learning process;

(3) Set taxes in accordance with legal provisions;

(4) Guide investments and endowments;

(5) Perform financial-banking operations with any partner, according to its own material needs and in accordance with the legislation in force;

(6) Accept donations according to the legal provisions, with the approval of the Senate, if they are conditional;

(7) Grant scholarships and awards including to students participating in research programs;

(8) Administer the university space and the entire patrimony according to its own needs;

(9) Set up production and service establishments that bring financial or other profits, subject to compliance with the provisions of this Charter and the legal procedures.

**Art. 18.** - The scientific autonomy of the University is materialized by the right of:

(1) Initiate and conduct scientific research programs;

(2) Participate in competitions for obtaining research grants from the National Scientific Research Council (CNCS) and the National Council for Higher Education Financing (CNFIS).

(3) Use, as required, the financial resources resulting from contract research;

(4) Organize centers, laboratories and research groups within it;

(5) Participate in the activities of the community and of national and international scientific organizations;

(6) Participate in EU research programs and other international scientific cooperation systems;

(7) Assess, on the basis of its own criteria, the scientific research activity and take action accordingly.

**Art. 19.** - Judicial autonomy

(1) The judicial autonomy of the University materializes in the fact that the Senate and the Administrative Board represent the authority in the university space.

(2) The University autonomy is applied through the specific competencies of the Senate, the Board of Directors, the Rector, the General Administrator, the Faculty Councils, the Deans, the Directors of Departments.

(3) Compliance with jurisdiction is guaranteed.

**Art. 20.** - Promoting the principles of democracy and the rule of law and the prohibition of any discrimination within the University.

(1) The University respects the values of democracy and the rule of law and acts for their promotion in the Romanian society.

(2) Any discrimination on the grounds of nationality, race, sex, religion, political and other similar beliefs against a person, admission to university, teaching, research or leadership, or any rights and benefits provided by the University.

**Art. 21.** - Apolitical and independent character.

(1) The university is apolitical and does not allow the educational process to be oriented towards any of the ideological doctrines and practices. With the approval of the University's leadership, national political figures who hold state-owned or opposition positions may be invited to university to provide information on their political agenda.

(2) The University is not patronized, controlled or otherwise subjected to political parties or parties, nor to any natural or legal person with a patrimonial purpose (commercial company, etc.).

**Art. 22.** - Honesty of the governing bodies and of the teaching staff.

(1) The teaching staff with leading positions of the University (Rector, Vice-Rectors, Deans, Deputy Chiefs, Department Directors) shall not have criminal convictions entered in the criminal record.

(2) The entire teaching and administrative staff of the University must be characterized by honesty and academic integrity.

(3) The teaching staff of the University may not be persons who have been finally convicted of intentional criminal offenses or punishable by imprisonment.

**Art. 23.** - (1) "Bioterra" University from Bucharest has in its organizational structure educational structures, scientific research, logistics of education and scientific research, coherent design of the organization, development and evaluation of the educational process and scientific research, as well as structures technical and administrative.

(2) Depending on the requests of the beneficiaries or on its own initiative, in compliance with the legislation in force, within the framework of the undertaken mission and in compliance with the quality standards, the University may establish institutes, centers or laboratories, design units, consultancy centers, training centers

continuous human resources, microproduction units and service provision or other entities for production and knowledge transfer and technology transfer activities.

**Art. 24.** - Educational structures are organized on faculties, departments, faculty councils, as well as departments, offices and departments specialized in the design, coordination and evidence of education.

**Art. 25.** - (1) The Faculty is the functional unit that develops and manages the study programs in the fields in which they are accredited / authorized.

(2) The faculty may include one or more departments, masters and university branches, which are responsible for organizing study programs by types and university courses.

(3) The Faculty, as an educational structure of the University, may be established, organized or abolished by Government Decision, at the proposal and with the approval of the University Senate, in accordance with the training needs of the society.

(4) Any of these initiatives shall be subject to analysis by the Board of Directors, which shall, by open vote, pronounce on its opinion. The approval shall be decided by the simple majority of the members present, provided that the quorum is met.

(5) The initiative, together with the opinion of the Board of Directors, shall be submitted to the university senate for decision. In some justified cases, the Board of Directors attaches, in the text of the initiative, the reason for not accepting the opinion.

**Art. 26.** - (1) The Department is the functional academic unit that ensures the production, transmission and valorisation of knowledge in one or more specialized fields.

(2) The Department may consist of research centers, laboratories and university extensions.

(3) A department may serve study programs of its faculty, as well as of other faculties, depending on the competences of study subjects or scientific research projects, which it can provide upon request.

(4) The Department is established, organized, divided, merged or abolished by the decision of the university senate, with the consultative opinion of the Board of Directors, at the proposal of the council of the faculty in which it operates.

(5) In the case of the department that serves several faculties, the measures stipulated in point;

(4) Are proposed with the common agreement of the councils of the faculties serviced.

(6) The initiative to take the organizational measures specified in paragraph (3) may belong to at least one third of the members, teachers, the faculty council or, as the case may be, a third of the members, teachers from all the members faculty councils serviced or to be served, depending on the initiative.

(7) The Department may organize research centers or laboratories that function as units of income and expenditure within the University.

(8) The Department comprises teaching committees, which group the teaching staff with the same specialized field or related fields of study. The field of specialty is the range of disciplines that fall within the professional competence of a teacher.

(9) The University may organize independent departments.

**Art. 27.** - The structures specified in art. 26 par. (2) and (3) shall be constituted with the approval of the university senate.

**Art. 28.** - All measures for the establishment, organization, division, merging or dissolution of the University structures, approved by the university senate, which involve changes in the composition of the human or financial resources, are operationalised by the Board of Directors, which ensures the executive and operative management of the University.

## **CHAPTER IV**

### **UNIVERSITY LEADERSHIP**

#### **Section I**

#### **Leading structures**

**Art. 29.** - (1) The governing structures of Bioterra University from Bucharest are:

*A. At the University level:*

- a) University Senate;
- b) The Board of Directors.

*B. At the level of functional structures:*

- c) the faculty council;
- d) The Board of the Department.

#### **A. University Senate**

**Art. 30.** - The University Senate is the highest governing, decision and deliberative body of the University. The Senate represents the university community and is the guarantor of academic freedom and university autonomy.

**Art. 31.** - (1) The University Senate consists of 75% of teaching and research staff and 25% of students' representatives.

(2) The University Senate is made up of 21 members, of which 15 teachers and 6 students.

(3) The university senate shall elect, by secret ballot, a chairman, who shall lead the sessions of the university senate and represent the senate in relations with the rector.

(4) The members of the University Senate are elected by the universal, direct and secret vote of all the teaching staff and the researchers, with a basic norm in UBB, respectively of all the students.

(5) The president of the Senate is elected by direct and secret vote, by the Senate, from among its members. It may be revoked by the Senate by direct and secret vote, at the proposal of at least 1/3 of its members. For the position of president



of the Senate, any person, teaching or research staff, candidate, senator, with the teaching degree of university professor, university lecturer or doctoral lecturer, who will submit, in this respect, an application to the newly elected Senate.

(6) The Senate shall meet as a rule every three months. The convocation is made by the Senate President or the President of the University.

(7) In extraordinary cases extraordinary sessions of the Senate may be organized at the request of 1/3 of the members of the Senate, at the initiative of the rector, with the approval of the President.

(8) For the members of the Senate who are not motivated, during a university year, to four Senate sessions, they will be revoked by the Senate. At the Senate's request, with the approval of the Senate President, the faculty will propose a representative or representatives, as the case may be, for the direct and secret vote by all the full-time teaching staff and researchers in UbdB to complete the place / (s) vacant (s) in the Senate.

(9) Students represented in the Senate, who are considered revoked by the same criterion, will be replaced, by direct and secret vote, by all students of Bioterra University from Bucharest at the proposal of the Students League.

(10) The President of the University Senate receives a monthly allowance, granted by the Senate at the level of salary rights of the rector.

(11) The legal provisions regarding the reduction of the didactic norm with up to 30% shall also apply to the president of the university senate.

(12) The President of the University Senate shall chair the meetings of the Senate and represent the Senate in relations with the Rector and the Chairman of the Board of Directors.

(13) The University Senate shall make available to the President of the University Senate, an apparatus of its own, consisting of auxiliary and non-didactic didactic staff who make up the president's cabinet, and ensures the entire logistics necessary for carrying out the activity.

(14) The University Senate establishes specialized committees which control the activity of the University's executive management. The monitoring and control reports are presented periodically and discussed in the university senate, underpinning the resolutions of the university senate.

(15) There may be specialized committees: the strategy committee; the Methodology and Didactic Training Committee; the scientific research commission; the curriculum committee (curricula, discipline / analytical programs); the International Academic Relations Commission; the Student Affairs Committee; editorial board; university ethics committee; Evaluation and Quality Assurance Committee.

(16) The Senate has the power to establish other committees for the proper functioning of the university.

**Art. 32.** - Senate decisions shall be taken by a simple majority of the members present. The quorum is achieved by attending at least two-thirds of the total number of Senate members, but with the mandatory presence of at least one student's representative.

**Art. 33.** - (1) The mandate of the university senate is the same as for the rector of the university. The university senate is elected at the same time as the election of the governing bodies of the university.

(2) For students, the mandate shall be valid until graduation from each of them. If this occurs before the graduation program is completed, for the completion of the remaining vacant places, the Students' League shall organize new elections for the filling of the vacancies at the University level. The students' representatives are elected by universal, direct and secret vote by the representatives of the students of U.B.d.B.

**Art. 34.** - In certain cases of major importance, which must be resolved in a short time, the president of the Senate may convene the university senate in extraordinary sessions at the request of the rector or at the request of at least one third of the members of the university senate.

**Art. 35.** - The powers of the University Senate are the following:

- (1) Guarantee academic freedom and university autonomy;
- (2) Elaborates and adopts, following the debate with the university community, the university charter;
- (3) Approves the strategic plan of institutional development and operational plans, at the rector's proposal;
- (4) Approve, at the rector's proposal and in compliance with the legislation in force, the structure, organization and functioning of the University;
- (5) Develops and approves, following the debate with the members of the academic community, the quality assurance code and the code of professional ethics and professional deontology;
- (6) Approve, at the proposal of the Student League, the student's rights and obligations code.
- (7) Approves the methodologies and regulations regarding the organization and functioning of the University, proposed by the Rector;
- (8) Concludes the management contract with the Rector;
- (9) Validates the choices made at the level of university management structures and functions;
- (10) Approves the contest methodology and the results of the competitions for hiring the teaching and research staff and periodically evaluating the human resource;
- (11) Approves, at the rector's proposal, the sanctioning of staff with poor professional performances, based on their own methodology and legislation;
- (12) Analyze and pronounce on issues of major interest which significantly influence the activity and performance of the University subject to attention by the Rector or a Senate member or any member of the University Community;
- (13) Approves the methodology of organizing and conducting the referendum to determine the designation of the University Rector;
- (14) Designates, at the faculty / faculty's proposal, an electoral office of the University for the organization of the referendum on the establishment of the method of appointing the rector;

- (15) Dismisses the Rector of the University under the specific conditions under the management contract, the University Charter and the Law of National Education.
- (16) Approves the specific dean selection methodology proposed by the Rector;
- (17) Approves the structure of the academic year;
- (18) Approves the teaching staff and research staff;
- (19) Approves the number of posts for teaching and research staff, depending on the institution's budget.
- (20) At the rector's proposal, on the basis of the internal evaluation, the reorganization or the dismantling of departments or non-performing institutes, without prejudice to the students;
- (21) Approves, annually, at least 3 months before the start of the new academic year, the regulations regarding the professional activity of the students;
- (22) Approves the curriculum of the undergraduate / masters degree program in accordance with the qualification profile defined in the National Qualifications Framework;
- (23) Approve the organizational and operational regulations for each organized study cycle in accordance with general and specific quality national and international standards;
- (24) Approves new Masters programs on the basis of the accredited or provisionally approved areas of the Faculty Council's proposals;
- (25) Establishes, differentiated, the actual didactic norm, depending on the field, specialization, the weight of the disciplines in the specialty training of the students and the size of the study formations;
- (26) Approves the methodology for setting teaching and scientific tasks;
- (27) Approves the reduction of the teaching staff, up to 30%, of the staff who have a leading position within the University or guidance and control within the Ministry of National Education, except for the heads of the teaching committees;
- (28) Approves the support of university teaching staff for teaching and research activities in other higher education or research institutions;
- (29) Approves, on the basis of university autonomy, to increase the minimum weekly didactic norm (not exceeding 16 conventional hours per week), in compliance with quality assurance standards;
- (30) Approves the sabbatical year, with all that results from its approval, for the teachers and lecturers who are holders or the grant directors who, for six consecutive years, have carried out research grants in the University;
- (31) Decides, in accordance with the performance criteria and the financial situation, to continue the activity of a teaching or research establishment after retirement on the basis of a fixed-term contract of one year, with the possibility of an annual extension without age;
- (32) Decides to award the honorary title of professor emeritus for didactic and research excellence to teachers who have reached retirement age and other honorary titles;

(33) In the event of the establishment of IOSUD, establishes the assignments of doctoral students enrolled by IOSUD or a member of IOSUD as assistant professors or university assistants for a fixed period;

(34) Approve the standards of occupation of teaching positions, specific to each function;

(35) Establishes the study formations and their dimensions, in compliance with the quality standards.

(36) Approves annually the regulation on the testing of knowledge and cognitive capacities and the admission for each program and cycle of study;

(37) Sets out the conditions for changing student status with a fee;

(38) Approves the regulations for organizing and conducting the examinations for completing the studies for each organized university cycle;

(39) Approves summative assessment methodologies of type examination and continuous assessment during study programs;

(40) May approve, within the limits of the available funds, upon the proposal of the doctoral supervisor, the extension of the doctoral degree program;

(41) Approves, for a definite period of time, according to the needs of the institution, university professors and other specialists of recognized value in the field from Romania and abroad as invited associate professors;

(42) Approves its own methodology for awarding titles and filling vacant teaching and research positions, based on the framework methodology initiated by MEN, upon proposal of the National Council for Attestation of University Titles, Diplomas and Certificates (CNATDCU), established by decision the government and legislation in force;

(43) Approves the results of vacancies for vacancies and vacancies and the rector's proposal for posting, from the first day of the semester following the competition, to the candidates declared admissible;

(44) Approves, by evaluation, the didactic degree corresponding to the performance, in accordance with the national standards of specialists without recognized university degree in the country;

(45) Approves the methodology for the issuance of study papers;

(46) Approves the methodology for setting fees;

(47) Approves the rector's proposal to cancel a certificate or diploma when proven to be obtained by fraudulent means or in violation of the provisions of the code of ethics and university deontology;

(48) Establishes the following disciplinary sanctions: suspension for a limited period of time of the right to enroll in a competition for a higher teaching position or a management, mentoring and control function as a member of doctoral commissions, master or license; dismissal from the management position in education; disciplinary dissolution of the employment contract;

(49) Endorses the structure and composition of the university ethics committee;

(50) Validates annually the report submitted by the University Rector on the state of the University;

(51) Approve the curricula developed by the departments and endorsed by faculty councils;

(52) Approves the expulsion of students, at the proposal of the departmental councils, with the approval of the faculty councils, by the effective decision of the rector;

(53) Approves, on the proposal of the Vice-Rector responsible for scientific research, under the terms of the law, the method of spending the funds resulting from the research grants and approves, at the end of each budget year, the report on the spent management;

(54) Approve, at the proposal of the Rector, the conditions under which contracts with public institutions and other economic operators may be concluded for fundamental and applicative research programs or for increasing the qualification level of university graduates;

(55) Approve, at the rector's proposal, the conditions under which the University may associate with other higher education institutions or other organizations for the fulfillment of its mission;

(56) Approves, at the rector's proposal, the ways in which the elements of the University's material base, necessary for education and scientific research can be built, possessed and used.

### ***B. The Board of Directors***

**Art. 36.** - (1) The Board of Directors of the University is appointed by the Founding Council, assures the executive and operative management of the university and applies Senate decisions.

**Art. 37.** - (1) The Board of Directors is a central executive and operational governing body of the University, established on the basis of the legislation in force, and applies the strategic decisions of the University Senate.

(2) The Board of Directors of Bioterra University from Bucharest is appointed by founders and has 9-13 members as follows:

a) The President of the Bioterra Foundation, as a rule, is also the Chairman of the Board of Directors and at the same time the president of the University, the administrative and executive administrative function of the University. If he or she is no longer alive or can not perform this function for health or other reasons, then the position of President shall lie with the Deputy Chairperson of the Foundation or other founder appointed by the founders' management. In most European countries, and especially in Asia, North America and South America, who are chairman of the Board of Directors, it is assimilated to the president of the University;

b) Vice President;

c) Secretary General;

d) Economic director or other specialist in the economic direction of the University;

e) The general administrative director;

f) Members, of which at least one student, designated by the League of University Students;

The Board of Directors may include rector, vice-rectors, deans, other experienced faculty leaders, students.

(3) The right of the members of the Board of Directors, provided by Law no. 1 of 2011, Art. 289, concerning private universities, is valid, as is apparent from the said Article, for all members of the Board of Directors who are also members of the Senate of the University or other departments of activity.

(4) At the meetings of the Board of Directors, other persons from the University, with leadership or execution positions, representatives of the trade union or persons outside it, directly involved in the support of the institution may participate as guests.

(5) The president of the university senate shall be permanently invited to the meetings of the Board of Directors.

**Art. 38.** - The duties of the Board of Directors are:

1. Establishes the general strategy and objectives of the University;
2. Performs the operational management of the University;
3. Manages the entire University's heritage, which is available to the University throughout its life;
4. Participate in the adoption of the University Charter with all its annexes, as well as other internal regulations, and endeavor to respect them;
5. Approves the accounting balance sheet and the university's income and expenses budget submitted by the economic director;
6. Endorses the annual report of the Commission on University Ethics presented by the Chair of the Committee;
7. Solve the social problems of the academic community and the issue of study and research scholarships;
8. Approves cooperation programs with other higher education institutions in the country and abroad and exchange agreements within European university programs;
9. Adopt any decision necessary to accomplish all the missions and objectives of the University;
10. Draw up the salary scales;
11. Approves the internal and external audit report of the University;
12. Approves the proposals for contestation of teaching and research positions;
13. Endorse proposals for new study programs and make proposals to the University Senate to terminate those programs of study that no longer fall within the mission of the University or are academically and financially inefficient;
14. Approves the financial operations exceeding the ceilings set by the University Senate;
15. Propose to the Senate university strategies of the University in the long-term and medium-term, as well as policies on fields of interest of the University;
16. Initiate the reorganization of the departments;
17. Proposes for approval, annually, the University Senate, associated teaching staff;
18. Inform the university community about the decisions of the Senate and its own decisions;

19. Proposes to the Senate the half-yearly and nominal approval of the hourly payment rules;
20. Decides on purchases of up to EUR 15,000. Amounts exceeding the ceiling of 15,000 euros are approved by the founding president;
21. Identifies the possibilities of attracting partners to conduct activities generating extra-budgetary revenues;
22. Analyzes and submits for approval to the Senate proposals for investments and development of the material base;
23. Decides on the efficient use and management of funds;
24. Decides on the employment of non-teaching staff;
25. Establishes and proposes for approval to the Senate, annually, the structure of the academic year;
26. Take steps to develop consortia and mergers with other universities and research and development institutes, subject to the approval of the University Senate;
27. Establishes and submits to the Senate approval annually, at least 3 months before the beginning of the academic year, the regulation regarding the professional activity of the students and the calendar of the educational activities specific to the academic semesters of study;
28. Elaborates and sends to the Senate, for approval, the regulations for the organization and functioning of the study programs for each year of study, for each organized university cycle;
29. Elaborates the methodology for organizing and finalizing the license / master examinations and sends it to the Senate for approval;
30. Elaborates, on a yearly basis, the methodology of organizing admission based on the Framework Methodology, elaborated annually by the relevant ministry and subjecting it to the approval of the Senate;
31. Approves the specific methodology for recognition and equivalence of studies or periods of study conducted in the country or abroad, with the proposal for approval of the University Senate;
32. Approves the minimum number of credits necessary for the promotion of the academic year, with the proposal for approval of the University Senate;
33. Establishes and submits to the Senate approval the study fees and other fees;
34. Analyzes, advises and proposes to the Senate for approval, the establishment of new master study programs for their centralized publication;
35. Elaborates and submits to the Senate approval the regulation for the organization and development of postgraduate programs of continuous training and professional development;
36. Proposes to the Senate to reorganize or abolish departments or non-performing institutes;
37. Proposes for approval to the Senate the conditions for changing the status of student for fee;
38. Elaborates and proposes for approval to the Senate regulations for organizing and carrying out activity in the University;

39. Adopts the strategic plan of institutional development and operational plans proposed by the Rector and submits them to the Senate for approval;
  40. Adopts, at the proposal of the Rector, in compliance with the legislation in force, the structure, organization and functioning of the University, subject to the approval of the University Senate;
  41. Endorses the status of teaching staff;
  42. Proposes the number of posts for auxiliary teaching and research staff;
  43. Endorses the support of teaching and research staff in other higher education or research institutions;
  44. Approves study formations and their dimensions;
  45. Endorses the minimum performance criteria for teaching and research staff;
  46. Proposes the Senate criteria for the renewal of fixed-term employment contracts;
  47. Proposes to the University Senate the publication of the competitions, accompanied by the curriculum, at least two months before the competition;
  48. Proposes its own methodology for the award of titles and the occupation of teaching and research positions on the basis of the Framework Methodology;
  49. Proposes to the University Senate the approval of the results of the competitions;
  50. Proposes methodology for evaluating the results and performance of didactic and research activities;
  51. Endorses the situation regarding the periods of holiday leave for each teacher;
  52. Endorses the structure and competence of the Commission on University Ethics and Deontology;
  53. Proposes to the University Senate the nominal composition of the commissions for the investigation of disciplinary deviations;
  54. Proposes to the Senate the salary of teaching and research staff;
  55. Proposes the establishment of research units;
  56. Proposes the establishment of institutes, experimental stations, research-development centers or laboratories;
  57. Endorses the setting-up and financing of companies, foundations or associations;
  58. By decision, designates the management of the companies, the representation at the level of the foundations and the associations, as well as the way of their remuneration;
  59. Fulfills other attributions, according to the University Charter.
- Art. 39.** - The Board of Directors meets monthly or whenever necessary at the initiative of the President.
- Art. 40.** - Decisions of the **Board of Directors** are mandatory for all the structures, the managerial positions and for all the staff employed by the University.
- Art. 41.** - The decisions of the Board of Directors are mandatory for all the governing structures and functions and for the entire staff of the University.



**Art. 42.** - The Board of Directors shall ensure the executive and operational management of the Board of Directors and shall consist of: President, Vice-President, Secretary, General Manager, Financial and Accounting Director, other personalities from and outside the University and a student.

The Bureau of the Management Board shall draw up an annual activity report, which shall be submitted to the Administrative Board and comprising:

- a) The economic strategic plan for the development of the higher education institution and the annual development plan;
- b) The annual activity report and the annual economic management report of the institution;
- c) The institution's annual budget.

**Art. 43.** (1) The President of the Bioterra Foundation, as a rule, is the Chairman of the Board of Directors, an administrative and executive administrative function of the University.

(2) The president of the Board of Directors may not be the rector of the University.

(3) The Chairman of the Board of Directors shall be employed by the Board of Directors with an indefinite individual contract of employment, with a permanent mandate without age limit.

(4) The President of the Board of Directors is also the President of the University. If the founder refuses to act as chairman, he may be entrusted to another founding member, proposed by the original chairman, validated by the College of Founding Members and confirmed by the Board of Directors.

(5) The president of the Board of Directors must have a university degree.

(6) The President of the Board of Directors shall have the following duties and powers:

- a) Has the right to sign in the bank together with persons designated by him with the opinion of the Foundation;
- b) Chair the meetings of the Board of Directors;
- c) The Chairman of the Board of Directors is invited and may chair the meetings of the University Senate;
- d) Ensure, together with the Office of the Board of Directors, the executive and operational management of the University;
- e) Chair the meetings of the College of Founding Members;
- f) Has the right to endorse and sign all the economic and financial documents or other documents of the University as a material and financial supporter;
- g) Has the right to manage and represent the University in relations with third persons natural and legal persons;
- h) Advises the persons proposed to have senior management positions in the University (rector, vice-rector, secretary of the Senate, decans, vice-deans, scientific secretary of the faculty councils, department heads, heads of scientific research centers, general administrative director); otherwise, new elections are held;

- i) Engages in the strategic development of the higher education institution in consultation with the rector and the administrative director, possibly with educational and economic advisers;
- j) To lead, coordinate and control the entire activity of the University, including the way of fulfilling the decisions of the University Senate, the Board of Directors, as well as the other structures and leading positions of the University;
- k) May conclude and sign, in the name and on behalf of the University, any protocol, convention, contract, understanding, etc. with other higher education institutions in the country and abroad, or with third-party natural or legal persons;
- l) Represents the higher education institution together with the Rector at the Rectors' National Council and in other internal and international bodies on the educational level to which the institution is affiliated;
- m) May propose the termination of individual labor contracts, civil conventions, etc. any employee of the University for the serious violation of the Law on National Education, as well as of the other normative acts in force regarding the higher education, the present Charter, the collective labor agreement and the individual employment contract concluded with the University, the other laws of the of the country, in compliance with the Labor Code and the legislation in force with regard to employment contracts;
- n) May propose the termination of the schooling contract concluded with the University by students, master students, doctoral students, students for serious violation of the National Education Law, the University Charter and the annexed regulations of the schooling and annual study contract and other normative acts in force with reference to higher education;
- o) Designates, in its absence, a replacement, usually one of the founding members.

### **C. The faculty council**

**Art. 44.** - (1) The faculty council is the decision-making and deliberative body of the faculty. The faculty council consists of a maximum of 75% teaching and research staff and at least 25% student representatives.

(2) The structure of the faculty council is as follows:

- a. The CEPA faculty council is made up of 7 members, including 5 academics and 2 students;
- b. The Faculty Council of MAT consists of 7 members, of which 5 faculty and 2 students;
- c. The IPA faculty council is made up of 5 members, including 3 academics and 2 students;
- d. The DREPT faculty council is made up of 7 members, including 5 academics and 2 students.
- e. AMG faculty council is made up of 7 members, of which 5 faculty and 2 students. The meetings of the faculty council are headed by Dean.

**Art. 45.** - Decisions of the faculty council shall be taken by simple majority of the present members. The quorum is achieved by attending at least two thirds of the total number of members of the Board but at least one representative of the students.

**Art. 46.** (1) For students, the mandate shall be valid until each graduate of the study program. If this is done before the graduation program is completed, for the completion of the vacant places, the Students 'League shall organize new elections for filling vacancies. The students' representatives are elected by universal, direct and secret vote by the students of the faculty .

**Art. 47.** - The faculty board has the following attributions:

1. Approve, at the Dean's proposal, the structure, organization and operation of the faculty.

2. Approve college-administered study programs.

3. Controls the activity of the Dean and approves his annual reports on the general state of faculty, quality assurance and respect for university ethics at the faculty level.

4. Proposes to the Senate the establishment, organization, division, merging or dismantling of departments within the faculty.

5. Makes clarifications on didactic and research tasks for the establishment of function positions at departments and doctoral schools.

6. Advise the teaching staff and research staff.

7. Approve at least two candidates for the public selection contest of the Deans, with the simple majority vote of the members and on the basis of a specific methodology approved by the university senate.

8. Proposes to the Senate, annually, admission conditions, enrollment rates and enrollment fees, possibly exemption from or reduction of these fees, for the organization and conduct of admissions, and establishes responsibilities for their publication on the faculty website after approval by senate.

9. Proposes to the Senate the regulation of organizing and conducting the examinations for completing the studies for each organized university cycle.

10. Approve the number of students in a bachelor's degree program that can go through 2 years of study in one year.

11. Proposes to the university senate the regulation of organizing and carrying out postgraduate training and professional development programs.

12. Organizes a contest for the employment of didactic and auxiliary and non-didactic staff, according to the law.

13. Approves the way of completing the norm, in case the weekly didactic norm is below the minimum weekly didactic norm or the norm of the teaching staff, because of the specifics of the disciplines, does not have classes in the structure of the post.

14. Approves the engagement, as associate guest teaching staff, of scientifically recognized specialists in the field through inventions, innovations, prizes, scientific publications, from the country or abroad, on the basis of the equivalence of the levels of the teaching positions, established by the university senate.

15. Makes proposals for disciplinary sanction of persons who are subject to notifications received or self-instigating in the case of a directly observed deviation, respectively on the proposal of at least 1/3 of the total number of members of the faculty council.

16. Establishes the following disciplinary sanctions: written warning; lowering the basic salary, cumulative, where appropriate, with management, mentoring and control allowance.

17. Endorses the curricula developed by the departments.

18. Endorses the proposals of the department's board on the expulsion of some students.

#### **D. Department Board**

**Art. 48.** (1) The Council of the Department is the decision-making and deliberative body of the department.

(2) The Board of Directors is composed of teaching and research staff members within the department.

(3) Decisions of the Board of Directors shall be taken by a majority of the members present if at least two-thirds of the total of the members of the Board participate at the meeting.

(4) The number of departments approved by the faculty councils is 7, as follows:

- a) - Department of Agricultural and Economic Sciences;
- b) - Department of Food Technologies;
- c) - The Department of Public Law and Private Law;
- d) - Department of Food Control, Expertise and Legislation;
- e) - Department of Clinical Disciplines;
- f) - Department of Basic Prophylactic Disciplines;
- g) - Non-Frequency Education Department (I.F.R.)

**Art. 49.** - (1) The main tasks of the department council are:

a) Draws up, following consultation with the members of the department's council, the state of affairs, as a result of the teaching and research tasks being specified by the faculty council; If the department has disciplines at several faculties, the function states shall be filled in on the basis of command notes approved by the Rector, with the approval of the Board of Directors.

b) Proposes the didactic norm of the teaching staff who do not carry out scientific research or their equivalents, which may be higher than the minimum, without exceeding the maximum stipulated norm of 16 conventional hours per week.

c) Advise the engagement of scientific experts recognized in the field as inviting associate teachers by means of inventions, innovations, prizes, scientific publications from the country or abroad, on the basis of the equivalence of the levels of the teaching positions, for each one, established by the university senate.

d) Proposes the composition of the ethics committee.

e) Proposes disciplinary sanction following a notification received or self-offending in the case of a directly observed offense.

f) Elaborates the plans of the study plans of the study programs organized by the department.

g) Endorse the disciplinary records / analytical programs of the study programs organized by the department.

h) Proposes the expulsion of students who have absent more than 50% of the hours provided in the IF (IF) / Reduced (IFR) curriculum, irrespective of the form of study funding, and serious misconduct; disciplines or norms of university ethics and deontology.

(2) The independent freelance (IFR) department is similar to the faculty council.

## **Section II**

### **Management positions**

**Art. 50.** (1) The management structures at Bioterra University in Bucharest are:

- a) The university senate and the board of administration at the university level;
- b) The faculty council;
- c) Department council.

(2) The leading positions at Bioterra University in Bucharest are as follows:

- a) The rector, vice-rectors, the general administrative director, at the university level;
- b) Dean, dean, at the faculty level;
- c) The department manager at the level of the department.

(3) At the university level, the following management functions may also be established:

- a) - Director of research and development units;
- b) - Responsible faculty branch (separate unit);
- c) - The head of the teaching committee, at the level of the teaching committee (university extension).

(4) The management functions referred to in paragraph (2) - rector, vice-rector, general manager, dean, vice-dean, department director - represent teaching positions whose exercise does not imply public powers. These functions are not public functions of authority, the specific didactic activities that take place through them are mainly the following:

- a) Fulfilling the mission of the higher education institution to generate and transfer knowledge to society;
- b) Organizing the development of study programs whose central element is quality assurance for the personal development, the professional insertion of the individual and the satisfaction of the need for competence of the socio-economic environment;
- c) Organization of the process of obtaining qualifications correlated with the needs identified on the labor market;
- d) Effective management of educational, research, production or cognitive and technological transfer activities;
- e) The realization and implementation of projects financed from internal or external sources of the university;
- f) Adequate support of the members of the academic community;
- g) Carrying out actions on the international cooperation of the higher education institution;

- h) Ensuring the academic freedom of teaching, didactic and research teaching staff, as well as the rights and freedoms of students;
- i) Respect for academic autonomy, transparency of decisions and activities, equity and academic ethics;
- j) Ensuring and managing the material and human resources, observing the legal regime of the conflicts of interest and the legislation in force;
- k) Ensuring at the level of the higher education institution the necessary conditions for scientific research, development, innovation and technological transfer through individual and collective creation in the fields of sciences, engineering sciences, arts, letters, performing performances and physical development and sports, as well as valorisation and dissemination of their results in order to produce, transmit and exploit knowledge.

**Art. 51.** - (1) The leading position of the rector, the vice-rector, the dean, the vice-dean, the department director, the research-development unit, the designer, the micro-production unit and the chief (head) study center does not cumulate.

(2) In case of vacancy of the management positions, partial elections shall be held in the case of the department manager, or a public contest shall be held, within maximum 3 months from the date of the vacancy.

(3) In order to occupy the positions of rector, vice-rector, dean, dean, director of department, research-development unit, design, microproduction and head of the study center may participate in the competition or may be called university, starting with the title of lecturer / lecturer, doctor.

**Art. 52.** (1) On the basis of the Emergency Ordinance no. 49/26 June 2014, published in the Official Gazette of Romania, Part I, no. 486 / June 30, 2014, by virtue of university autonomy, decisions taken by the Senate are final, and they can be challenged only through justice.

The number of directors' mandates is no longer limited, nor is the age at which they can hold senior positions (Rector, Chairman of the Board of Directors and President of the Senate).

(2) Persons exercising a leading or public dignity function have the right to reserve their position in the education system.

(3) Persons who hold a position of leadership or of public dignity may act as rector for the duration of the mandate.

(4) Leadership or public dignity may be combined with teaching and / or research functions.

#### ***A. Rector: leadership, attributions, choice***

**Art. 53.** (1) The executive management of Bioterra University from Bucharest is provided by the rector.

(2) The Rector of Bioterra University from Bucharest is elected by universal, direct and secret vote of all teaching and research staff members of the University and the representatives of the University Senate students and faculty councils, according to the existing methodology. Following the referendum organized on 13.10.2015

according to the Order of the Minister of Education no. 3751 / 20.04.2015 published in M.O. no. 336 / 18.05.2015, was opted for art. 209, let. (b) of Law no. 1/2011 "through the universal, direct and secret vote of all teaching and research staff in the university and of the representatives of the students from the university senate and faculty councils."

(3) For the office of rector of the University, candidates may apply for university professors of their own university, as well as those belonging to other universities in the country or abroad, with academic prestige, a wide recognition in the university and scientific world, as well as managerial experience in the field of higher education, with the teaching degree of university professor, university lecturer or chief doctor / lecturer doctor.

(4) Persons who apply for a rector's mandate will submit an application to the newly-elected university senate in this respect, 15 calendar days before the date of the election. The Senate takes a vote on the acceptance / non-acceptance of each nomination. Applications are made public.

(5) The persons who do not receive the opinion of the founders can not apply for a rector's mandate.

(6) Candidates for the Rector's Office present to the Senate a managerial plan including the strategic development of the University. The rector has at least two candidates.

**Art. 54.** - The confirmed rector of the University concludes a management contract with the university senate represented by the president of the Senate.

**Art. 55.** (1) The Rector legally represents the University in relations with third parties.

(2) The term of office of the rector according to art. 52 of the Charter, as well as other considerations related to the statute of the University, are established by this University Charter, endorsed by the founders and approved by the University Senate. Decisions in this respect belong to the University and may be abolished only by judgments of the courts. Through the University Charter, the University can establish honorary functions as well as consultative structures made up of representatives of the economic environment and personalities from the academic, cultural and professional external environment. At the Bioterra University in Bucharest, it was decided by the Senate that the rector would have more than two mandates and the appropriate health status.

Also, the age condition is abolished, while maintaining the favorable opinion of the founders and the appropriate health condition.

(3) In case of interruption of the rector's term of office, until the appointment of a new rector, the powers of the rector shall be taken over by a vice-rector appointed by the university senate within 3 days from the interruption of the rector's term of office. The Vice-Rector appointed by the Senate, in order to take over the duties of the Rector, is notified to the Ministry of National Education.

(4) In the event of the rector's resignation, the Senate shall delegate one of the vice-rectors or another person to the election of the founders until the election of a new rector is organized and communicated to the Ministry of National Education.

**Art. 56.** (1) The rector may be dismissed by the university senate, provided that the senate finds:

- a) Breach by the rector of the applicable law applicable to higher education with implications for the University;
- b) Violation by the rector of the norms of the code of ethics and of the professional professional deontology;
- c) Failure to involve the rector in defending the University's interests, in terms of strengthening, developing and increasing its visibility;
- d) Other situations established by the management contract.

(2) The Minister of National Education may revoke the rector, according to the law.

(3) The retirement of the rector is made by the Senate with the opinion of the founders and communicated to the Ministry of National Education. The Senate delegates until the holding of new elections, one of the vice-rectors or another person with the opinion of the founders, until the election of a new rector and is communicated to the Ministry of National Education

**Art. 57.** - The Rector has the following attributions:

(1) Perform the management and executive management of the University, based on the managerial plan;

(2) Concludes with the University Senate a management contract, including the criteria and indicators of managerial performance, the rights and obligations of the contractual parties;

(3) Proposes for approval to the University Senate, with the approval of the Management Board, the structure and rules of operation of the University, as well as any initiatives addressed to the university senate, on which it is advised by an advisory opinion;

(4) All projects and initiatives submitted to the Rector for approval must have the legal opinion of the Board of Directors.

(5) If the implications are also of a financial nature, the financial opinion is obligatory;

(6) On the basis of the consultations of the University Senate, appoints its Vice-Rectors;

(7) The new rector organizes a public contest for the selection of the deans;

(8) Proposes to the College Senate the draft budget and the report on the implementation of the budget;

(9) Convene the university senate, through the chair of the Senate, in cases of major importance, to be resolved in a short time;

(10) Publishes the annual tuition offer, with respect to the tuition capacity;

(11) Concludes the annual study contract with the students, master students, as well as with the other categories of university students, at the proposal of the faculty councils with the Senate's opinion.

(12) Report to the University Senate no later than the first working day of April each year on the status of the University; the report is made public on the University's website and forwarded to all interested parties;



(13) To draw up the rector's report on the state of the University, the deans and heads of the other structures in the institution shall report annually, by the first working day of March, reports on the state of the coordinated entities;

(14) The rector's report shall include:

- a) The status of each study program;
- b) The situation of the University staff;
- c) Results of research activities;
- d) The quality assurance situation of the University;
- e) The situation of respecting university ethics and the ethics of research activities;
- f) The position of the vacant positions;
- g) The situation of the professional insertion of the graduates from the previous promotions.

(15) With the approval of the University Senate, cancels a certificate or diploma when it proves to have been obtained by fraudulent means or in violation of the provisions of the code of ethics and university deontology;

(16) Approve, at the proposal of the doctoral supervisor, the doctoral board;

(17) Approves the assignments of the auxiliary and non-teaching staff, as set out in the individual job descriptions;

(18) Is answerable to the Senate for the good conduct of the vacancies for vacant teaching and research positions, subject to compliance with the quality standards, university ethics and the legislation in force;

(19) Makes proposals for disciplinary sanctioning of teaching and research staff, as a result of received notifications or self-dismissal in case of directly observed deviations;

(20) Enforces disciplinary sanctions;

(21) On the proposal of the Board of Directors and with the approval of the university senate, approves the structure and composition of the university ethics committee;

(22) Performs other duties determined by the university senate, in accordance with the management contract and the legislation in force;

(23) Approves the way in which the management and protection of the University's resources is achieved;

(24) Proposes to the University Senate the conditions under which contracts with public institutions and other economic operators can be concluded for fundamental and applicative research programs or for increasing the qualification level of specialists with university studies;

(25) Proposes to the University Senate the conditions under which the University may associate with other higher education institutions or other organizations for the fulfillment of its mission;

(26) Proposes to the University Senate how to build, hold and use the elements of the University's material base for scientific education and research;

(27) Approve the ways in which the University's international cooperation actions take place, the conclusion of contracts and participation in European and international organizations;

(28) Organizes regular meetings with teaching, research, technical and administrative staff, as well as with students, takes note of the issues raised by them and establishes resolving measures in compliance with the law.

**Art. 58.** For the position of rector, it is recommended, as general eligibility criteria, the following:

(1) Have experience through study and scientific research internships in Western universities;

(2) Devote themselves to the University and have the capacity to impose the principle of excellence in the activities of the University;

(3) Be able to develop and maintain partnerships with Universities in the country and abroad;

(4) Impose policies to improve the quality of activities in all departments of the University;

(5) Have certain qualities in the field of communication and inter-human relations;

(6) Be a respected and authoritative member throughout the academic community;

(7) To demonstrate major involvement in the life of the local community and to develop links with former graduates;

(8) The managerial and scientific experience gained is a strong factor in supporting the application;

**Art. 59.** The persons who have been finally convicted of deeds in connection with the service, persons who have been finally convicted of an intentional crime and those who have been involved in political police activities can not apply for a rector's mandate.

**Art. 60.** For organizing the elections for the rector, the Senate is the Electoral Commission consisting of an odd number of members (5-7), of which one with legal training and 1-2 students. The members of the respective commission, teaching and research staff, must be employed with an indefinite period of employment in the University, and can not apply for rector.

**Art. 61.** The commission for the election of the rector has the following attributions:

1. Draw up the lists of basic university teachers with the right to vote and display them;

2. Draw up and manage the ballot papers on which the "CONTROL" stamp shall be affixed;

3. Show the place where the vote is to be held;

4. Organize the polling itself;

5. Counts and centralizes votes;

6. Draw up the results of the results of the elections, submit to the Senate in office, the results of the elections, for their validation.

**Art. 62.** (1) The concrete way of voting is to apply the "voted" stamp in the square next to the name of the candidate.

(2) The vote shall be considered valid if one candidate is stamped.

(3) The ballot papers are null, if no candidate is stamped or if any writing is done.

**Art. 63.** The condition for the election of the rector to be validated is that 75% of the total number of those entitled to vote is voted.

The person who obtained the simple majority (50% + 1) of the legally cast votes will be appointed rector.

**Art. 64.** (1) If the conditions stipulated in the previous article are not fulfilled, the Organizing Commission for the rector's office shall hold another second round within seven calendar days.

(2) For the second ballot, the conditions for the validation of the ballot, the person who obtained the highest number of votes, from the legally cast votes, are not required, being appointed rector.

**Art. 65.** Other aspects related to the organization and conduct of the rector's election are laid down in the Regulations for the organization and conduct of elections at the University level.

## ***B. Vice-Rectors***

**Art. 66.** - (1) The Vice-Rectors shall be appointed by the Rector after his confirmation by order of the Minister of National Education, with the approval of the Board of Directors.

(2) The Vice-Rectors are appointed from the teaching and research staff of the University.

(3) The number of the vice-rectors shall be approved by the Senate, at the proposal of the Rector, upon presentation by the Rector of the structure, organization and functioning of the University. Within the Bioterra University in Bucharest, the number of vice-rectors established by the University Senate is 3 with the following responsibilities:

- a) Vice-rector with didactic activity;
- b) Pro-rector of European programs and international relations;
- c) Vice-Rector on Quality in Education and Vocational Guidance.

(4) The persons appointed as pro-rector also ensure the fulfillment of the duties of the positions where they were promoted, benefiting from the 30% reduction of the didactic or research norms, as the case may be.

(5) The Vice-Rectors have subordinated educational or research structures or other entities whose competencies correspond to the area of responsibility established by the Rector, as well as structures with attributions in the elaboration of the projects, the institutional regulations, the coordination of the educational activities, research and quality assurance, and the release of study papers, as appropriate.

(6) The Vice-Rectors may be dismissed by the Rector during his term of office. In case of revocation, they can resume their full activity on the posts they were promoted to.

(7) The term of office of the Vice-Rectors is at most equal to that of the rector who appointed them, except in cases of interruption of the rector's mandate, their mandates continue until the appointment of the new rector.

**Art. 67.** - The Vice-Rectors fulfill the duties assigned by the Rector so as to ensure the fulfillment of his / her managerial program, on the category of issues in charge.

The Vice-Rectors have the following powers delegated by the Rector or the Senate by decision or written decision:

- a) Coordinates the fields of activity of the university;
- b) Ensures the current management in different fields;
- c) Supply the Rector, with his opinion, in the internal representation of the university;
- d) Liaise with the faculties in the areas they have in their competence;
- e) Signs current acts in the absence of the Rector;
- f) Accomplishes certain competencies assigned by the Senate.

### ***C. The President of the Senate***

**Art. 68.** - The President of the Senate is the guarantor of respecting the University Charter. and represents the Senate in the relationship with the Rector and the Board of Directors.

**Art. 69.** - The President of the Senate has the following duties:

- a) Establishes the agenda and presides the meetings of the university senate;
- b) Represents the university senate in relation to the Rector and the Administration Board;
- c) Coordinates the activities of the specialized committees of the UBB;
- d) Convene the university senate in extraordinary sessions at the request of the rector or at least one third of the members of the university senate;
- e) Hand over, on behalf of the university senate, diplomas for the award of honorary titles;
- f) To provide, together with the Rector, the Senate Office and the Office of the Administration Board, the operative management of the University;
- g) Approves and signs the university education documents in the absence of the rector;
- h) Has the right to represent the University in relations with third-party natural or legal persons from the country and abroad;
- i) Design the strategic development of the higher education institution together with the rector and consult with the administrative director or advisers on education and economics;
- j) May conclude and sign on behalf of the University any protocol, convention, contract, agreement, etc., with other higher education institutions in the country and from abroad or with third natural and legal persons;
- k) May represent the higher education institution at the National Council of Rectors or in other bodies, in the absence of the rector.
- l) Sign, on behalf of the University Senate, the management contract with the University Rector;

- m) Controls the activity of the rector and other executive functions and structures through the specialized committees he / she co-ordinates. Monitoring and control reports are submitted to the Senate, as a rule, on a half-yearly basis, and are public;
- n) Proposes to the Senate University the dismissal of the Rector after organizing a referendum at the level of the members of the university community with the right to vote, if the procedure of electing the Rector is the one stipulated by art. 209 alin.1 lit. b, as a symmetrical procedure for its choice. If the university professor with the right to vote for the election of the rector decides, by referendum, against the dismissal of the rector, the Senate maintains the rector and may initiate the revocation procedure of the President of the Senate;
- o) Represents the University Senate in inter-institutional, national and international relations.

## **D. Deans**

**Art. 70.** (1) The Deans represent the faculties and are responsible for the management and the management of the faculties.

(2) The Deans are selected by public contest, organized by the new rector at the faculty level and validated by the University Senate.

(3) The Deans shall be subordinated to the Vice-Rectors, according to the rector's assignment of the Vice-Rector's attributions.

(4) In case of interruption of the mandate of the dean, until the appointment of the new dean, his attributions are taken over by one of the dealers or the dean of the age determined by the faculty council.

**Art. 71.** - The Dean has the following attributions:

1. Leads the meetings of the faculty council and applies the decisions of the rector, the board of directors and the university senate;
2. Conducts the selection, recruitment, periodic evaluation, training, motivation and termination of the contractual relations of the faculty personnel;
3. Cancel the results of an examination or assessment when it is proven that they were obtained fraudulently or in violation of the provisions of the code of ethics and university deontology;
4. Order the reorganization of an examination;
5. Propose to the faculty council the number of students in a bachelor degree program that can go through 2 years of study in one year;
6. May approve the passage of students from one form of education to another except for the first and last year of study;
7. Proposes to the faculty council the number of practical courses required for undergraduate studies;
8. Appoints the Deputy, upon appointment by the Rector;
9. Endorse the duties of auxiliary teaching staff, as set out in the individual job descriptions;
10. Endorse the proposals of the Directors of Departments for the appointment of heads of teaching committees;

11. Presents in February a report to the faculty council regarding the faculty status;

12. To answer to the Rector and, as the case may be, to the Senate, the proper conduct of the vacancies and vacancies competitions, subject to the observance of the norms of quality, university ethics and the legislation in force;

13. Makes proposals for disciplinary sanction following a complaint received or self-instigates in the case of a directly observed offense;

14. Implement disciplinary sanctions;

15. Ensure the accomplishment of the duties of the post he / she holds, benefiting from a 30% reduction of the didactic or research norm, as the case may be.

### ***E. Provosts***

**Art. 72.** (1) Provosts are appointed by the dean after his designation by the rector.

(2) Provosts are appointed from the teaching and research faculty of the faculty.

(3) The number of provosts shall be approved by the Senate, at the proposal of the rector, upon presentation by the latter, for approval, of the structure, organization and functioning of the University.

(4) The persons appointed as provosts shall also ensure the fulfillment of the duties of the positions where they were promoted, benefiting from the 30% reduction of the didactic or research norms, as the case may be.

(5) The provosts fulfill the duties assigned by the Dean, so that they participate in the fulfillment of the rector's managerial program, on the category of issues in charge.

Provosts assume the following responsibilities:

a) Manages fields of activity of the faculty administration;

b) Coordinate the specialized committees of the faculty;

c) Ensures the current management in different fields of the faculty activity;

d) Liaising with the departments in the areas in which they are competent.

Provosts can supplement the dean with his / her opinion, in the report with the university, other faculties, institutes or organizations.

Provosts are accountable to the Dean, the Faculty Council and, as the case may be, to the President of the Board of Directors, the Rector or the Senate.

(6) The provosts have subordinated educational or research structures or other entities whose competencies correspond to the area of responsibility established by the dean.

(7) Provosts may be revoked by the Dean during his term of office. In case of revocation, they can resume their full activity on the posts they were promoted to.

(8) The provosts mandate is at most equal to the mandate of the dean who appointed them, except in cases of interruption of the mandate of the dean, when their mandates continue until the appointment of the new dean.

## ***F. Director department***

**Art. 73.** (1) The department manager shall perform the operative direction of the department.

(2) The Director directs the meetings of the department council and subordinates to the deacon, according to the dean's assignment of the dean's management duties.

**Art. 74.** - (1) The main attributions of the department director are:

- a) Selection, employment, periodic evaluation, training, motivation and termination of the contractual relations of the department's personnel;
- b) Is responsible for the curricula, function, research and quality management and financial management of the department;
- c) Endorses the duties of the auxiliary and non-teaching teaching staff, as set out in the individual job description;
- d) Proposes the didactic norm of the teaching staff who do not perform scientific research or their equivalents, which may be higher than the minimum one, without exceeding the maximum stipulated norm of 16 conventional hours per week;
- e) Proposes the way of completing the didactic norm, in case the weekly didactic norm is below the minimum didactic norm, due to the specifics of disciplines that do not have classes in the structure of the post;
- f) Responds to the dean or, as the case may be, to the rector or the university senate for conducting competitions for filling vacant teaching and research positions, in compliance with the quality standards, university ethics and the legislation in force;
- g) Makes proposals for disciplinary sanction following a complaint received or self-complains in the case of a directly observed offense.

(2) The duties of the Director of the Department are similar to those of the Deputy.

## ***G. Director of the Research and Unit Development***

**Art. 75.** - The Research and development units are driven by directors, hired through a contest organized by the rector, whose duties are mainly the following:

(1) Represents the unit, based on the delegation given by the rector or the dean, as appropriate, in relations with other similar entities, as well as with natural or legal persons from the country or from abroad;

(2) Engages, by signing, unity in relations with third parties, within the limits of the powers approved by the Rector or the Dean;

(3) Is responsible for assigning the unit to personnel, in accordance with the provisions of the State of organization, the decisions of the Senate, the Scientific Council and the Board of Directors;

(4) Proposes rewarding or sanctioning subordinate staff;

(5) Proposes contest commissions for posting / promoting scientific scientists and subordinate administrative staff;

(6) May, under the law, delegate some of his duties to the other persons in the management of the unit;

(7) Ensure the organization, planning, conduct and evaluation of the scientific research activities of the establishment;

(8) Organizes the implementation of the decisions of the senate / board of the faculty and the recommendations of the scientific council;

(9) Coordinates the work of elaborating and implementing the scientific research plan and the plan with the main activities of the unit;

(10) Provide the necessary conditions for publishing the results of the research carried out in the unit;

(11) Conducts the scientific and specialized training of all subordinate personnel;

(12) Coordinate the unit's publishing activities;

(13) Periodically analyzes the results of the unit's activities and takes the necessary measures as a result of the analysis;

(14) Establishes the competencies and duties contained in the job descriptions for unit staff and submits them to the Rector for approval;

(15) Ensure order and discipline in unity, achieve a work-friendly working environment, according to labor legislation, military regulations and internal regulations;

(16) Ensures the preparation of periodic reports and the analysis of the structure they submit to the University management.

#### ***H. Director (Head) of the Study Center***

**Art. 76.** - (1) The head (head) of the study center ensures the operative management of the center and represents it in relation with the university leadership.

(2) The head of the study center is appointed by the rector, based on a competition organized at the center level.

(3) The rights and obligations of the director (s) of the study center, the criteria and procedures for the evaluation of his activity, as well as the modalities for amending and terminating the duties of the position shall be laid down in the organization and operation regulations of the Center.

(4) The duties of the head of the study center are mainly the following:

1. Coordinates the activity of elaborating the Regulation of the study center, analyzes the final form of the project and presents it for approval to the university senate.

2. Manages the activities of organizing, conducting and administering study programs within its sphere of competence.

3. Proposes to the Rector to initiate or reorganize study programs within the Center.



4. Manages the internal evaluation activities of the study programs, based on the organizational measures established by the university senate.

5. Responding to the correct and complete information of the public and, in particular, candidates for the study programs organized by the Center, the content of the curricula and the criteria for assessing the results of education and research.

### ***I. Head of the teaching committee***

**Art. 77.** (1) The head of the teaching committee shall direct the activity of the teaching committee and shall be responsible for the quality of the educational process in the field or fields of expertise of the members of the commission.

(2) The head of the teaching committee shall be subordinated to the department director.

(3) The head of the teaching committee may be part of the governing structures.

**Art. 78.** - The main duties of the head of the teaching committee are:

(1) Plan and organize the activity of the teaching staff in order to carry out the teaching and academic research tasks;

(2) Organizes and conducts meetings of the teaching committee in order to harmonize the aspects related to the teaching methodology and to the unitary approach of the specialized field in the didactic process;

(3) Communicates to the teaching staff the decisions of the governing bodies of the University and takes measures to bring them to completion;

(4) Presenting proposals for the evaluation of teaching staff, as well as rewarding or, as the case may be, penalizing it;

(5) Organizes peer-review in the teaching committee;

(6) Participates in the elaboration of the teaching and scientific research activities at the level of the

## **Section III**

### **Selection, selection and designation procedures**

**Art. 79.** - The department director and the members of the department council are elected by the universal, direct and secret vote of all the teaching and research staff of the department. Elections are valid if at least 75% of all teaching and research staff participate in the vote.

**Art. 80.** - The members of the faculty council shall have a maximum of 75% of teaching and research staff and of at least 25% of students. The representatives of the teaching and research staff in the faculty council are elected by universal, direct and secret vote of all faculty teaching staff. The elections are valid if at least 75% of the total number of teaching staff and research titles in the faculty participate.

Student representatives are elected by universal, direct and secret vote by faculty students.

**Art. 81.** - (1) The deans are selected through a public contest, organized by the rector of the faculty at the faculty level and validated by the Senate, on the basis of a specific methodology elaborated by the University Senate. The contest can be attended by teachers from the University or from any faculty in the country who, based on the hearing in the plenary of the faculty council, receive the notice of participation in the competition. The number of mandates for the dean function is no longer limited, as is the case with the rector. The Faculty Board has the obligation to approve at least 2 candidates. The approval process goes through the following steps:

- a) Submission of applications to the faculty dean. The application file contains: the letter of intent, the managerial program, the curriculum vitae, the list of published papers, the academic and postgraduate studies, the doctoral degree in the field or at least one of the fields in which the study programs are temporarily accredited / which manages the faculty, other documents attesting the experience and the didactic, scientific and managerial performance;
- b) According to the number of candidates, the faculty council shall determine, by open vote, the number of candidates to be admitted to the contest. This number can not be less than 2;
- c) Studying the candidates' files by all members of the faculty council;
- d) Hearing the candidates in the plenary of the faculty council. The hearing has two components: listening to a short presentation of the candidate, resulting in professional experience and performance, motivation to apply and main directions of the managerial program; answers to the questions of the members of the faculty council, which aim at assessing the managerial capacity of the candidate to perform the position of dean, as well as forming an image of his respect for the values and principles of ethics in applying the managerial act;
- (e) The hearing of the candidates in the faculty council shall be by the simple majority vote of its members.

(2) The Dean designates his Dean after his appointment by the Rector.

**Art. 82.** - (1) The Council for Doctoral Studies is established by the universal, direct and secret vote of the IOSUD PhD leaders, members of the doctoral schools.

(2) The Director of the Board for Doctoral Studies is selected through a public contest organized by the University Rector at IOSUD level.

(3) The procedures for selecting the Director of the Council for Doctoral Studies are similar to those established for the Dean.

**Art. 83.** - (1) The Council of the Doctoral School shall be established by the universal, direct and secret vote of the doctoral supervisors of the respective doctoral school.

(2) Doctoral students of the Board of the Doctoral School shall have a minimum of 25% of the total of the members of the Board. The appointment of doctoral representatives on the board of the doctoral school is done through elections organized and conducted by PhD students, without any external interference.

(3) The Director of the Doctoral School is elected by the universal, direct and secret vote of the Ph.D. Leaders, University PhD students, members of the Doctoral School. The election is valid if at least 75% of the total is cast.

(4) In the case of the organization of a single doctoral school at the level of the University, the status of the director of the doctoral school is assimilated to that of the director of the board of doctoral studies.

**Art. 84.** - The process of establishing and choosing management structures and functions at the level of the University, the faculties and the departments must observe the principle of representativeness on faculties, departments, study programs, as the case may be, and shall go through the following stages:

a) The designation of the rector shall be established at least 6 months before the appointment of the rector, the procedure for designating the rector shall be established. The nomination procedure shall be established by direct and secret vote of all the teaching staff members of the University and of the representatives of the students of the university senate and the faculties of the faculties in office.

The procedure is valid if there are at least 75% of the total number of people listed, among which they must be students. The procedure shall be determined by a simple majority of votes validly cast. The organization of the voting for the appointment of the rector is the responsibility of the commission appointed by the acting senate. For the election of the rector, the Senate is the Electoral Commission consisting of an odd number of members (5 to 7), of which one is a lawyer and 1-2 students. The members of the respective commission, teaching and research staff, must be employed with an indefinite period of employment in the University, and can not apply for rector. The votes are in the presence of all the members of the committee and the voting results recorded in the minutes signed by all members of the committee shall be submitted to the university senate through the chair of the committee. After the senate has approved the voting results, the rector's appointment procedure is brought to the knowledge of the university community and posted on the University's website by the chairman of the Senate in office;

b) The acting senate determines the number of members of the future senate by summing up the faculty representation rates, which he / she determines, according to the number of titular teachers within them, with 25% of students being included in each quota . The number of Senate representatives may not exceed 10% of the total number of teaching staff within each faculty. The composition and size of the university senate are established in such a way as to ensure the decisional efficiency and representativeness of the academic community;

c) The board of the faculty-in-office shall determine the number of members of the future faculty council by summing up the representation rates of the departments which it sets at the same meeting according to the number of titular teachers within each faculty with 25% of students included. If the faculty is newly established and does not yet have a faculty council, these details are made by the university senate in office. The number of representatives in the faculty council may not exceed 10% of the total number of teaching staff within each department, but at least one representative;

d) the Board of Directors of the department determines the number of members in the future council of the department, so that this number does not exceed 20% of the total number of teaching staff within the department, but not less than two members. If the

- department is newly established and does not yet have a council, these details are made by the board of the faculty in office;
- e) Establishing the members of the university senate. All members of the university senate, without exception, shall be established by the universal, direct and secret vote of all teaching staff and of all students of each faculty, within the limits of the representation quota established by the university senate in office. Applications are submitted to the University Rectorate. At the end of the deadline for submitting applications, lists of candidates are displayed at faculty offices. Candidates can have any teaching or research degree, they must be holders of the faculty. Deans in office can facilitate meetings of voters with voters.
  - f) Establishing the members of the faculty council. All members of the faculty council, without exception, shall be established by direct and secret vote of all teaching staff and of all students in each department, within the limits of the representation quota set by the board of the faculty in office. Applications are submitted to the faculty deanship. If the faculty is newly established, the applications are submitted to the university rector. At the end of the deadline for submitting applications, the lists of candidates are displayed at the faculty premises. Candidates may have any teaching or research degree, they must be holders of the department. Chief Executives of the departments can facilitate candidates meetings with voters.
  - g) Establishing the members of the department's board. All members of the department's council, without exception, shall be directly and secretly cast by all the teaching staff within the department, within the limit set by the board of directors of the department or of the faculty, as the case may be. Applications shall be submitted to the Director in charge of the department. If the department is newly established, the applications are submitted to the faculty and, as the case may be, to the university rector. At the end of the deadline for submitting applications, lists of candidates are displayed at the headquarters of the department. Candidates can have any teaching or research degree, they must be holders of the department;
  - h) The choice of department managers. Department directors are elected by direct and secret vote of all titular teachers. The number of mandates for department director is no longer limited, as is the case with the rector. Applications are filed with the directors in charge of the departments. If the department is newly established, the applications are submitted to the university rector. At the end of the deadline for submitting applications, lists of candidates are displayed at the headquarters of the department. Applications are not restricted by teaching or research. Candidates must be holders of the department. The acting directors of the departments may facilitate candidates' meetings with voters. The election of the department director can be made in two rounds, in the event that no candidate has obtained the simple majority of the votes validly cast in the first round. The first two candidates take part in the second ballot, in order of the votes obtained at the first round.
  - i) Application periods for department councils and heads of department departments are concurrent;
  - j) The elections for the appointment of the members of the department council and of the members of the faculty council, as well as for the election of the department

headmasters, shall be carried out at the level of the department at the same time within 10 working days from the end of the submission of the candidatures;

k) Elections for the members of the Senate shall be held within 15 days of the closing of the submission of candidatures.

l) Elections for the appointment of students' representatives in management structures are organized by the League of Students, without any interference from the University, faculty or department;

m) The validation of the councils of the departments, of the faculty councils and of the university senate takes place within maximum 5 days from the establishment of the members of the Senate;

n) The university senate chooses its president from among the members of the Senate.

**Art. 85.** - The position of general administrative director is organized by a contest organized by the University's Board of Directors. The president of the contest committee is the rector of the University. The commission is a representative of the Ministry of National Education. Validation of the competition is done by the university senate, and the appointment of the post by the rector.

**Art. 86.** (1) The Bioterra University from Bucharest guarantees the freedom of decision of each member of the academic community in the process of choosing to establish the management structures and appointment / approval of the persons for the managerial positions.

(2) Any interference or attempt to interfere with the freedom of decision is forbidden.

(3) Persons who attempt to influence in any way the participants in the voting or the voting procedure or the result of voting violate the norms of the Code of professional ethics and professional deontology and lose the right to take teaching or non-teaching positions at Bioterra University in Bucharest, indifferent if these functions are done through elections or competition.

(4) Persons who have been influenced in the sense specified in par. 3) or who have become aware of the attempt to influence and did not notify the professional ethics and professional ethics committee within 2 days, are jointly responsible for those who have attempted to influence.

(5) The Professional Ethics and Deontology Commission shall pronounce within 3 days from the notification received and shall communicate the solution adopted to the university senate.

(6) The University Senate shall analyze within 3 days the solution proposed by the Professional Ethics and Professional Ethics Committee and shall adopt the appropriate decision to submit to the Administrative Board for its implementation and shall inform the Council of Ethics and Management university.

(7) If voting results are affected, no matter at what level and for which management structure or function, voting shall resume. If the candidates involved are affected by the voting result, they will be excluded from the ballot papers and the procedure for submitting the application will be resumed. If there are more than two candidates in the list of candidates for the dean position and at least two candidates

are excluded from the ballot papers, the application procedure does not resume, but the voting with the remaining candidates is repeated.

**Art. 87.** - (1) The appointed rector is confirmed by order of the minister of national education, within 30 days from the date of the selection. After issuing the confirmation order, the Rector may sign official documents, documents, financial / accounting documents, diplomas and certificates.

(2) The Rector, confirmed by the Minister of National Education, on the basis of the consultations of the University Senate, with the approval of the President of the Administrative Board, appoints its Vice-Rectors.

**Art. 88.** - The Rector concludes with the University Senate a management contract, including the managerial performance criteria and indicators, the rights and obligations of the contractual parties, the contract being signed by the President of the Senate and the Rector.

**Art. 89.** - (1) The president of the university senate is elected by the senate, from the members of the Senate, by direct and secret vote, with the simple majority of the members of the Senate.

(2) Candidates and scientific researchers with the teaching degree of a professor, associate professor or head doctor / lecturer may apply for the position of chairman of the Senate.

(3) The election of the President of the Senate may be made in two rounds, in the event that no candidate has obtained the number of votes specified in paragraph (1). The first two candidates take part in the second ballot, in order of the votes obtained at the first round.

(4) Deans are selected through a public contest organized by the new rector and validated by the university senate. Candidates endorsed by the faculty council may take part in the competition, with the simple majority vote of their members.

(5) The heads of the teaching committees are proposed and approved by the Faculty Council.

(6) Maintaining the general administrative director is based on his written agreement of executive support of the new rector's management plan.

## **CHAPTER V**

### **UNIVERSITY AUTONOMY AND PUBLIC LIABILITY**

**Art. 90.** - (1) University autonomy manifests in the university's freedom of decision in matters concerning the structure of the institution, the educational activity, the scientific, administrative, financial research, as well as its relations with similar institutions in the country and abroad. Also, university autonomy is manifested by the right of the academic community to lead, to exercise its academic liberties without any ideological, political or religious interference, to assume a set of competencies and obligations in accordance with the options and the national strategic guidelines for the development of higher education, established by law.

(2) By applying the principle of university autonomy, Bioterra University of Bucharest has the right to determine the ways of fulfilling the mission established by the Government, the institutional strategy, its structure, activities, organization and functioning, the management of material and human resources, in strict compliance with the legislation in force.

**Art. 91.** - At University Bioterra from Bucharest, the autonomy of university materializes through the exercise of the right to:

(1) Establish the number of mandates of the persons with managerial positions, the age until which they can hold leading positions, respectively (Rector, Chairman of the Board of Directors and Chairman of the Senate).

(2) Decide how to designate the Rector;

(3) To elaborate and approve its own regulations, in compliance with the provisions of the legislation in force;

(4) To select, by contest, the didactic, research, didactic, administrative and students;

(5) To design, according to the law, their own structures, as well as their composition, materialized in the organizational chart and the state of organization, according to the human and financial resources available, the provisions of the curricula and the disciplinary / analytical programs and the plan training and improvement;

(6) Develop educational curricula for study programs;

(7) Direct the scientific research, according to the request of its beneficiaries;

(8) Confer or propose, as appropriate, teaching, scientific and honorary degrees;

(9) Regulate and evaluate the conduct of members of their own academic community;

(10) Have an own publishing house through which to edit and publish magazines, books, textbooks, courses, scientific research papers or any other materials for the benefit of scientific education and research as well as other beneficiaries;

(11) Initiate and develop cooperation with educational institutions in the country and abroad;

(12) Consortiums with other universities in the country or abroad, including research and development units, based on partnership contracts, according to the legislation in force.

(13) To initiate steps for the merging / absorption of other educational entities within the University;

(14) To constitute commercial companies, foundations or associations, in strict compliance with the relevant legal provisions;

(15) To carry out, with the approval of the University Senate, any other activities in accordance with the provisions of the national legislation in force;

(16) To organize and establish, according to the law, programs of university and postgraduate studies, according to the beneficiaries' requirements;

- (17) Provide students with the right to free choice of courses and specializations in accordance with current legal regulations and curricula;
- (18) To organize continuing education and training for staff of their own;
- (19) Establish and apply specific standards for assessing the quality of education and scientific research in accordance with national legislation in the field;
- (20) Ensure the freedom of scientific research as regards the establishment of the themes, the choice of methods, procedures and the exploitation of the results, according to the law;
- (21) Initiate and carry out their own scientific research programs;
- (22) Participate in the initiation and conduct of research projects in cooperation with other universities or scientific, cultural or economic entities in the country or abroad;
- (23) Participate, with projects, in grant competitions;
- (24) Initiate and propose for the temporary functioning authorization and accreditation of university specializations and scientific research structures;
- (25) Ensure the right to free expression of the scientific and artistic opinions of each member of the academic community;
- (26) Administer the university space and its own patrimony, in accordance with its own quality assurance and scientific research options;
- (27) To propose the revenue and expenditure budget and to use the financial resources allocated from the budget and those obtained from other sources according to their own needs, according to the law;
- (28) Set educational fees and educational services;
- (29) Receive donations, sponsorships or grants from individuals or legal entities and use them for the benefit of education and scientific research, under the law.

**Art. 92.** - (1) The university autonomy shall be exercised only on condition of the assumption of public responsibility.

(2) At Bioterra University from Bucharest, the assumption of public responsibility consists in:

- a) Compliance with the legislation in force, the University Charter and national and European policies in the field of higher education;
- b) Applying the regulations in force regarding the quality assurance and evaluation in higher education and presenting the institution and the study programs to the regular external evaluations established by the law;
- c) Compliance with the university ethics policies contained in the code of ethics and professional deontology approved by the university senate;
- d) Ensuring managerial efficiency, with a focus on the efficiency of resource use, especially those from public sources;
- e) Ensuring the transparency of all decisions and activities, according to the legislation in force, in compliance with the rules on access to information;
- f) Respecting the academic freedom of teaching staff, auxiliary and research teaching staff, as well as the rights and freedoms of students.

**Art. 93.** - Academic freedom presupposes:



(1) The right to become, under certain conditions regulated by the Senate, a member of the academic community;

(2) The right of the academic community and its members to acquire, develop and freely communicate knowledge through creation and research, debate, teaching, reading, writing and exhibitions;

(3) The right to research and create any subject in any area deemed necessary, in compliance with ethical rules and codes of ethics;

(4) The right of the academic community as a whole and of each member to participate in the university's teaching, creative and research activities, as well as the organization and management of these activities.

**Art. 94.** - (1) In relation to the social environment, the assumption of public responsibility is manifested by the publication on the university's website of the rector's annual report on the state of Bioterra University in Bucharest.

## **CHAPTER VI UNIVERSITY SPACE AND UNIVERSITY COMMUNITY**

### **SECTION I UNIVERSITY SPACE**

#### **Art. 95. - Inviolability of University Space**

(1) The University space includes the buildings, land, as well as the facilities owned or used by the University with any title for carrying out the educational and research process, for housing, mass and study of students, for carrying out cultural and sports activities, such as and those for administrative services.

(2) The University's space is inviolable except for cases of force majeure and flagrant offense. The public order bodies may intervene in the university space only with the permission or at the request of the rector, the Senate and only with a mandate issued by the public ministry.

(3) The living quarters of the hostels shall enjoy the same legal protection as private dwellings. Public order organs can not organize ramps and other routine operations without asking for permission from the university management.

(4) Circulation in university space can not be prohibited under any pretext. The intervention of ambulances and firefighters in an emergency can not be hindered.

(5) Except in cases governed by decisions of the Senate and the Management Board, free access of members of the academic community to the University space may not be prohibited or limited for any reason and under no circumstances. The right to strike can be exercised, but without prohibiting or restricting the access of academic community members to university space.

(6) Organization of financial activity on a non-profit basis and self-financing.

(7) The University may have as its main sources of funding only those resulting from non-profit activities, namely student enrollment, enrollment and examination fees, contributions from members and former members of the academic community of

the University, donations and ties, any other forms of sponsorship offered by natural or legal persons in the country and abroad, grants and funding granted on a competitive basis, exploitation of research, development, innovation and other legally constituted sources.

(8) The University may also carry out economic activities, such as the publishing of specialized books and magazines, typographical activities, the conclusion of scientific research contracts, the conclusion of partnerships with other educational institutions, the rental of surplus spaces, other economic activities, the proceeds received will be used for the development of the educational process and the scientific research activity, in compliance with the legal provisions.

## **Section II**

### **The community of university**

**Art. 96.** - (1) The academic community consists of teaching and research staff, its students, including master students.

(2) The university community includes also the persons who have been granted the membership of the university community by the university senate.

(3) Access to the academic community can not be restricted for reasons of race, ethnicity, sex, political or religious beliefs.

**Art. 97.** - (1) The teaching staff consists of the total number of persons certified in academic degrees.

(2) Teachers may have the status of employees engaged in a contract of employment, associated or invited by the faculty councils, with the approval of the University management.

(3) Within the University of Bioterra in Bucharest, as regards the teaching staff, there is no age limit for carrying out the didactic or scientific research activities, subject to the preservation of the professional capacity of the persons concerned for a fixed term of one year, with the approval annual Senate of the University for each case.

(4) The research staff shall include researchers and, where appropriate, teaching staff carrying out scientific research activities, according to the research plan of the University within the faculty, department and research structures.

(5) The auxiliary teaching staff consists of librarians, documentaries, editors, lab technicians, technicians, financial heritage administrators and other specialists with tasks in organizing and carrying out the university education process. Their rights and duties are set out in the job description and employment contract.

(6) The University students are all those who are enrolled in its faculties in order to carry out a professional and scientific activity organized within it. Students attend university and master classes in the Frequency and Frequency Learning (IFR) system.

(7) The administrative staff consists of the total number of employees, who are assigned positions / positions in the material, technical and financial assurance departments of the University, whose tasks are to create and maintain the material and

technical conditions necessary to support the education and scientific research in University.

### **Section III**

#### **State of teaching and research functions**

**Art. 98.** - (1) At Bioterra University in Bucharest, the teaching functions are: university assistant, university lecturer / chief of works, university lecturer and university professor.

(2) The research functions are: research assistant, scientific researcher, third degree scientific researcher, second degree scientific researcher, 1st degree scientific researcher.

(3) Equivalence of research functions with didactic functions is as follows:

- a) Scientific researcher is equivalent to a university assistant for persons holding a doctoral degree;
- b) A third degree scientific researcher is equivalent to a university lecturer / chief of works;
- c) Scientific researcher degree II is equivalent to a university lecturer;
- d) Scientific researcher degree I is equivalent to a university professor.

(4) Associate teaching staff may be employed in the University for the following functions: university lecturer / chief of works, associate professor and university professor.

(5) In relation to its own academic needs, the university senate may approve, for a definite period of time, the invitation of university professors and other specialists of recognized value in the field from the country or abroad as teaching staff Associate Associates invited. In the case of specialists without a recognized academic degree in the country, the academic senate approves, by evaluation, the didactic degree corresponding to the performance, according to the national standards.

(6) In departments, research institutes, research and microproduction centers or other units of the University may operate on distinct positions and research staff, associated research staff, including students from all 2 cycles, as well as other categories personnel, according to the law. Hiring them is done according to the law.

**Art. 99.** - (1) The teaching and research staff positions shall be established annually, by establishing university rules, at least 15 days before the beginning of each academic year and can not be changed during the academic year.

(2) The teaching functions and the number of positions shall be established taking into account the curricula, the study formations, the university norms.

(3) In the State of employment, in the hierarchical order, occupied or vacant teaching and research posts, specifying the appropriate didactic and research functions and the weekly number of conventional hours allocated on teaching, seminar, practical or laboratory, project guidance, student guidance, specialist practice, research, and equivalent activities to the subjects in the curriculum.

(4) Functional positions shall be drawn up at the level of the departments, in consultation with their members, as a result of the teaching and research tasks being

specified by the faculty council. In departments with disciplines at several faculties, function states are filled in on command notes, endorsed by the rector.

(5) The position of the teaching and research staff shall be approved by the faculty council and approved by the university senate.

(6) The number of positions for teaching and auxiliary staff shall be determined by the university senate, according to the budget and the specifics of the institution, the faculty, the study program, the department, at the proposal of the rector, in accordance with the General Teaching Practice Nomenclature and secondary education auxiliary research, as well as the level of studies required to fill these functions.

(7) The employment of didactic and auxiliary and non-didactic staff is made by a competition organized by the faculty, according to the law.

(8) The attributions of auxiliary and non-academic teaching staff shall be laid down in the individual job descriptions, approved by the Dean, as the case may be, by the department director and approved by the Rector, annexing to the individual labor contract.

## **Section IV**

### **Occupation of teaching and teaching positions**

**Art. 100.** - The teaching of teaching positions, assessment, motivation, continuous training and dismissal of teaching and research staff are the competence of the University, based on the legislation in force, of the framework methodology established by the Ministry of National Education and this University Charter.

**Art. 101.** - (1) The engagement on a teaching or research position shall be for an undetermined or fixed period. Unlimited employment on any teaching or research function is possible only through a public contest, organized by the University, after obtaining the title of doctor.

(2) Romanian citizens may participate in the contest for a didactic or research course without discrimination.

(3) Teaching and research staff shall retire at the age of 65 years.

(4) By way of exception to the provisions of labor law, the length of the determined period shall be maximum 1 year in respect of the teaching staff. There is no longer any age limit for those teaching staff to carry out teaching or scientific research, subject to the professional capacity of the persons concerned, with the annual approval of the University Senate for each case. The retirement of the retired teaching staff is made on an hourly basis.

(5) The fixed-term employment contract concluded between the University and members of the teaching and research staff following a competition may be renewed according to the personal professional results, assessed on the basis of the criteria adopted by the university senate, as well as according to the needs employment and financial resources of the institution, in accordance with the legal provisions in force.

**Art. 102.** - (1) For the filling of the vacant positions the Framework Methodology established by the Government Decision shall apply.

(2) The University has the obligation to publish all the competitions, accompanied by the curriculum, at least two months before the competition. The publication of the contests is made at least on its own website and on a specialized website administered by the Ministry of National Education.

(3) It is forbidden to have cohabiting, affinity and relatives up to the third degree, including the functions by which one or the other is in the position of leadership, control, authority or direct institutional assessment of the other or the other at any level in the same University.

(4) The breach of the provisions of para. (2) and (3) lead to the invalidation of the contest and the punishment of those guilty on the basis of the Framework Methodology provided in paragraph (1).

**Art. 103.** - (1) Reserved, vacant or temporary vacancies are covered by the teaching staff of the University or by the associated teaching staff, by hourly payment.

(2) The employment of specialists of recognized scientific value through inventions, innovations, prizes, scientific publications from the country or abroad, as invited associate professors or associate lecturers, shall be approved by the council of the department and approved by the faculty council.

(3) The positions and degrees of scientific researcher shall be obtained according to the legal regulations in force.

**Art. 104.** - (1) The University establishes its own methodology for the awarding of titles and the occupation of teaching and research positions, which is approved by the university senate. This methodology can not refer to seniority and can not discriminate people outside the institution or country towards people in the institution or country.

(2) The results of the competitions are approved by the university senate, and the posting is made starting with the first day of the semester following the competition.

**Art. 105.** - (1) The heads of departments, the deans of the faculties and the rector shall be answerable to the university senate for the good performance of the vacancies, subject to the observance of the standards of quality, university ethics and the legislation in force.

(2) In case of finding irregularities, the university senate may apply sanctions specified in its own methodology, going to the dismissal of the deans or the rector.

**Art. 106.** - The University is publicly responsible for the teaching and research positions.

**Art. 107.** - (1) Empowerment consists of:

- a) Writing an empowerment thesis;
- b) Public support of the empowerment thesis before a specialized commission appointed by CNATDCU and consisting of at least 3 persons, who have the title of doctoral supervisor, in the country or abroad;
- c) Admitting the thesis of empowerment following public support;

d) Obtaining the attestation certificate.

(2) The empowerment thesis reveals the teaching and research capacities and performances, documented the professional achievements obtained after conferring the title of doctor in science, proving the originality and relevance of the academic, scientific and professional contributions and anticipating an independent development of the future career research and / or university.

(3) Only the persons having the PhD degree in science who meet the minimum standards established by the framework methodology may undergo the aptitude test.

(4) The request for the endorsement examination is addressed to IOSUD. The file with the original documents and the authorization paper, in printed and electronic format, is submitted to CNATDCU for validation.

(5) The granting of the attestation certificate is proposed by CNATDCU and is approved by order of the minister of education, research, youth and sport.

**Art. 108.** - (1) In order to occupy the teaching position of a university assistant it is necessary to hold the doctor's degree, as well as the fulfillment of the standards of occupation of the teaching positions, specific to the position, approved by the university senate, without imposing age conditions, according to the law.

(2) The minimum conditions for occupying the teaching function of university lecturer / chief of works are as follows:

- a) Possession of the doctoral degree;
- b) The fulfillment of the standards of occupation of the teaching positions, specific to the position, approved by the university senate, without imposing age conditions, according to the law.

(3) The conditions for occupying the teaching position of university lecturer are the following:

- a) Possession of the doctoral degree;
- b) Fulfillment of the minimum standards for occupying the position of university lecturer, standards approved by the framework methodology;
- c) The fulfillment of the standards of occupation of the teaching positions, specific to the position, approved by the university senate, without imposing age conditions, according to the law.

(4) The conditions for occupying the teaching position of university professor are the following:

- a) Possession of the doctoral degree;
- b) Fulfillment of the minimum standards for occupying the position of university professor, standards approved according to the framework methodology;
- c) The fulfillment of the standards of occupation of the teaching positions, specific to the position, approved by the university senate, without imposing age conditions, according to the law.

(5) The position of research assistant may be occupied only by persons who are doctoral students or have a doctoral degree.

(6) The positions of scientific or superior scientist may be occupied only by persons holding the doctoral degree.

## **Section V**

### **University norm**

**Art. 109.** - (1) The academic norm comprises, according to art. 287, of Law no. 1/2011, the didactic norm and the research norm.

(2) The didactic rule may include:

- a) Teaching activities;
- b) Seminar, practical and laboratory work, project year guidance;
- c) Guiding the elaboration of the license work;
- d) Guide the development of master dissertations;
- e) Other didactic, practical and scientific research activities included in the curricula;
- f) Conducting didactic-scientific or sports activities;
- g) Evaluation activities;
- h) Tutoring, consulting, guiding students' academic circles, students within the transferable credit system;
- i) Participation in councils and committees in the interest of education.

(3) The weekly teaching norm is quoted in conventional hours.

(4) The didactic norm is established according to the curriculum and is calculated as an average weekly norm regardless of the academic semester in which it is conducted. The average weekly norm is set by dividing the number of conventional hours in the individual job sheet by the number of weeks enrolled in the teaching plan for the teaching and teaching activity throughout the academic year.

(5) Conventional time is the didactic teaching activity provided by Law no. 1, art. 287, para. (2) lit. b) undergraduate education.

(6) In the Bachelor's degree, hours of teaching are two conventional hours.

(7) In the master university education, the teaching hours are 2.5 hours conventional and the hour of activities provided by the Law no. 1/2011, art. 287, paragraph (2) letter b) and paragraph (7) represent 1.5 hours conventional.

(8) In the case of full-time teaching in international languages, the master, teaching, seminar or other activities may be normalized with a multiplier of 1,25.

(9) The activities provided by the Law no. 1/2011, art. 287, par. (9) and paragraph (2) c) -j), included in the didactic norm, shall be quantitated in conventional hours, by a methodology approved by the university senate, according to the curriculum, profile and specialization program so that a physical activity class corresponds at least to a minimum 0.5 hours conventional.

(10) The minimum weekly didactic norm for the activities provided by the Law no. 1/2011, art. 287, par. (10) and paragraph (2) lit. a) -f) is established as follows:

- a) university professor: 7 conventional hours, of which at least 4 conventional teaching hours;
- b) university lecturer: 8 conventional hours, of which at least 4 conventional teaching hours;

c) Lecturer / Lecturer: 10 conventional hours, of which at least two conventional teaching hours;

d) Assistant Professor: 11 conventional hours, comprising activities provided by Law no. 1/2011, art. 287, par. (2).

(11) By way of exception, the norm of the teaching staff provided by Law no. 1/2011, art. 287, par. (11) and paragraph (10) let. a) -c) which, due to the specifics of the disciplines, does not have in the structure of the post the class hours are increased by two conventional hours.

(12) The didactic rule shall not exceed 16 conventional hours per week.

(13) The didactic norm provided by Law no. 1/2011, art. 287, par. (10) and (11) represent the minimum limit for teaching didactic activity. The university senate, based on university autonomy, can increase by regulation the minimum weekly didactic norm, with the observance of the quality assurance standards, without exceeding the maximum limit provided by the Law no. 1/2011, art. 287, par. (12).

(14) The didactic norm of teaching staff who do not carry out scientific research or their equivalent is higher than the minimum, without exceeding the maximum limit provided by Law no. 1/2011, art. 287, par. (12), according to the decision of the faculty council, at the proposal of the department manager.

(15) Exceptionally, if the didactic norm can not be compiled according to Law no. 1/2011, art. 287, par. (10) and (11), the differences up to the minimum didactic norm are supplemented with scientific research activities, with the approval of the faculty council, at the proposal of the department director, respectively with the approval of the board of the doctoral school. The reduction in the didactic norm is at most 1/2 of the norm, and the research time is equivalent to 0.5 hours conventional. The teaching staff maintains their qualification as a holder of the didactic function obtained through the competition.

(16) Teaching staff whose teaching does not have the right to be established according to the provisions of Law no. 1/2011, art. 287, par. (10) - (15) may be temporarily transferred, at their request, as a full-time scientific research, while retaining their qualification as a holder of the didactic function obtained through the competition. During this period, the teaching staff has the duties of research staff in higher education.

(17) Within the limits provided for in this article, the academic senate may establish, differentiated, the actual academic norm, depending on the field of specialization, the weight of the disciplines in the specialty training of the students and the size of the study formations.

(18) In departments, research or micro-production units or centers, distinct and fixed-term research staff may work on a fixed-term or indefinite period.

(19) The research staff of the University carry out specific activities, set out in the individual job sheet by the management of the department or of the doctoral school.

(20) The auxiliary and non-teaching teaching staff of the University carry out specific activities set out in the individual job sheet. Its weekly working time is the



same as that set for staff with equivalent functions in the other budget sectors, according to the law.

(21) Staff who have a management position within the University or guidance and control within the Ministry of National Education may benefit from a reduction of the didactic norm of maximum 30% with the approval of the university senate.

(22) The total amount of working hours from a didactic or research norm, made by aggregating the weights of the activities provided by Law no. 1/2011, art. 287, par. (22) and paragraph (1), is 40 hours per week.

**Art. 110.** - (1) The didactic activities exceeding a didactic norm are remunerated in terms of hourly payment. For senior staff, the maximum number of hours paid for the hourly payment, regardless of the institution in which they are carried out, may not exceed the minimum didactic standard.

(2) Activities from grants or research contracts shall be remunerated on the basis of the decision of the grant director, according to the law.

(3) Support by teaching staff for teaching and research activities in other higher education or research institutions can be done only with the written consent of the university senate.

(4) Contract research activities are remunerated in accordance with the law and the contractual provisions. The research contract determines both the payment method and the amounts.

(5) Teachers and associate lecturers or grant directors who, for six consecutive years, have run research grants and have worked in the same university, may benefit from a sabbatical year upon request. During the sabbatical year, they receive up to a basic salary, with the approval of the university senate, and retain their title, but are exempt from performing the job posting.

(6) Academic staff who are elected or appointed in the public institutions of the state or carry out activities specific to the public service in ministries or other specialized bodies of the state may carry out didactic activities related to a didactic norm.

**Art. 111.** - (1) The University Senate, based on the professional performance criteria and the financial situation, may decide to continue the activity of a teaching or research establishment after retirement on the basis of a fixed term contract of one year, with the possibility of extension annual, age-free.

(2) The university senate may decide to award the honorary title of professor emeritus for didactic and research excellence to teachers who have reached the retirement age.

(3) Retired teachers may be paid on time.

(4) The legal regime of the cumulation of the salary with the pension does not apply to the teachers who benefit from the provisions of paragraph (3).

(5) Occupation of any managerial position, at any level of the University, after retirement shall be made only with the approval of the University Senate and the opinion of the Board of Directors.

**Art. 112.** - Study formations and their dimensions shall be established by the university senate, in compliance with the quality standards of A.R.A.C.I.S, in accordance with the bachelor / master study program.

## **Section VI**

### **Quality Assessment of Teachers**

**Art. 113.** - (1) The data and information regarding the professional situation of the teaching and research staff and of the technical-administrative staff shall be recorded in a personal data sheet. Access to the personal data card is only allowed to the person concerned, to the HR department and to the Rector of the University.

(2) Individualized job descriptions shall be at departmental or doctoral level. Functional status is the legal document on the basis of which the monthly salary of each member of the teaching and research staff is made.

**Art. 114.** - (1) The results and performances of the specific activities of the teaching and research staff of the University are evaluated periodically. This assessment is done in accordance with a methodology approved by the University Senate.

(2) The assessment by the students of the performance of the teaching staff is mandatory. The results of the evaluations are public information.

(3) The remuneration of the teaching and research staff may also be made according to the results and performance of the teaching staff, according to the law.

(4) The teaching and research staff contracts include the assumption of minimum standards for the results of didactic and research activities and clauses on the termination of contracts in case of non-fulfillment of these minimum standards.

## **Section VII**

### **Rights and obligations of members of the academic community**

**Art. 115.** - (1) The protection of the rights of teaching, research, didactic and administrative teaching staff and of intellectual property rights on scientific and cultural creation is guaranteed.

(2) Academic freedom is guaranteed to members of the academic community. This allows them to freely express academic opinions in the university space and ensure their freedom of teaching and research in accordance with academic quality criteria. Disabled people are entitled to appropriate facilities and facilities to learn or, where appropriate, teach and research.

(3) Teaching and research staff have the right to publish studies, articles, volumes or other papers, to apply for national and international grants without restriction to other academic freedom.

(4) Teachers holding a teaching position at the University, appointed in the Government or performing specific positions in the apparatus of the Parliament, the Legislative Council, the Constitutional Court, the People's Advocate, the Presidential Administration, the Government or the Ministry of Education, Research , Youth and Sport, as well as those elected by the Parliament in the central bodies of the state, have the right to reserve the teaching position during the period in which they fulfill these functions. Throughout their mandate or appointment, teachers can pool these functions with didactic and research work.

(5) The provisions of paragraph (4) shall also apply to the teaching staff of a university teaching staff who perform the prefect, sub-prefect, as well as the teaching staff assigned to management, guidance and control positions in the education, culture, youth and of sports. The same rights are also granted to teaching staff on a university teaching position appointed as senior management personnel or specific specialist positions within public authorities and institutions, committees and agencies subordinated to the Presidential Administration, Parliament or Government.

(6) The provisions of paragraph (5) also the teaching staff sent abroad with state missions, the staff working in international bodies, as well as their attendants, if they are titular teachers on a university teaching staff.

(7) The teaching staff of a university professor who has applied abroad for teaching, research, sports activity, on the basis of contracts, as a result of agreements, governmental, inter-university or inter-institutional conventions, or sent for specialization, is reserved the teaching position for that period.

(8) The teaching staff who hold a teaching assignment at the University, who, on their own initiative, requests to specialize or to participate in scientific research in the country or abroad, is entitled to unpaid leave. Their total duration may not exceed 3 years within 7 years. Approvals in these cases are within the competence of the University Senate, with the approval of the Board of Directors, if proof of such activity is provided.

(9) The teaching staff who hold a teaching position at the University may be entitled to unpaid leave for one academic year, once every 10 years, with the approval of the university senate, with the appointment of the post during that period.

(10) The period of reservation of the teaching position is considered a period of education.

(11) Teachers enjoy the right to leave as follows:

a) Paid annual leave, during university holidays, of 40 working days; in well-justified cases, the university senate may interrupt legal leave, the persons concerned being remunerated for the work done;

b) The periods for making the holiday leave for each teacher are determined by the Senate, depending on the interest of the education and the person concerned.

(12) Teaching and research staff have the right to discontinue the teaching or research activity, with the reserve of the post, for raising and caring the child up to 2

years, respectively 3 years for the children with disabilities, according to the legal provisions. Only one of the parents or legal supporters can benefit from this right.

(13) The members of the academic community have the right to set up or become part of the scientific / cultural societies / societies, according to the law.

**Art. 116.** - (1) The teaching staff shall be awarded a merit mark awarded by contest. This graduation is granted for 16% of the teaching positions at the University and represents 25% of the basic salary. The merit grade is awarded for a period of 5 years.

(2) The orders and medals that can be awarded to the teaching staff are:

a) The Alma Mater Order, the order is given to teaching, leadership and research staff in higher education;

b) Medal Honorary member of the teaching staff; the medal is awarded to retired teachers with a particular activity in education and training.

**Art. 117.** - Other rights and obligations of the members of the academic community:

(1) The right to development, exercise of the profession and professional development;

(2) The right to didactic training;

(3) The right to scientific research in any field, in accordance with academic freedom, in compliance with the ethical norms of scientific research;

(4) The right to free communication of the results of scientific research in the field of competence, within and outside the University, in compliance with the legal provisions;

(5) The right to participate in the management of the faculty / department activities;

(6) The right to vote and to be elected, regardless of the didactic degree, in bodies and management positions, in compliance with the eligibility criteria;

(7) The right to challenge any decision, hierarchically and to the courts, in accordance with the law;

(8) The right to apply for national and international grants;

(9) The right to use the material resources and resources of the University for the purpose of carrying out professional duties;

(10) The right to exploit intellectual property, in accordance with the law;

(11) The right to engage in solving the problems of the departments and faculties of which they are part;

(12) The right to the audience of the echelon superior to the one to which it belongs;

(13) The right to be part of professional, trade union, cultural and sports associations and organizations, organized under the aegis of or outside the University of Bioterra Bucharest, as well as from legally established political organizations;

(14) The right to reserve the teaching position, under the conditions stipulated by law;

(15) The full and optimal fulfillment of the functional attributions stipulated in the job description;

(16) Compliance, under any circumstances, with the standards of university ethics, the University Charter and the internal regulations adopted by the Senate;

(17) The full fulfillment at full level of the professional obligations stipulated in the individual labor contract and in the job description;

(18) Compliance with the Charter of the University, including what is provided in the "Code of Ethics and University Deontology" - an integral part of this Charter;

(19) Representation of the University at national and international level, according to the scientific and ethical standards accepted by the academic community;

(20) The duty to behave in any circumstance, civilized and dignified, in accordance with the status of a member of the university community.

### **Section VIII**

#### **Disciplinary sanctions applicable to members of the academic community**

**Art. 118.** - Teaching and research staff, auxiliary teaching and research staff, as well as the leading, guidance and control staff of the University shall be disciplined for the violation of their duties under the individual labor contract, as well as for violation of the rules of behavior that damages the interest of the university's education and prestige.

**Art. 119.** According to the Law no. 1/2011, art. 312, paragraph 2, disciplinary sanctions that may apply to teaching and research staff are the following:

a) - Written warning;

b) - Reduction of basic salary, cumulative, where appropriate, with management, mentoring and control allowance;

c) - Suspension, for a limited period of time, of the right to enroll in a competition for a higher teaching position or a management, guidance and control function, as a member of doctoral, master or undergraduate committees ;

d) - Dismissal from the management position;

e) - Termination of the employment contract.

**Art. 120.** - (1) The proposal for disciplinary sanction shall be made by the director of department or unit of research, design, microproduction by the dean or rector or at least 2/3 of the total number of the members of the department, the council of the faculty or the university senate, as the case may be. They act upon an incoming notification or self-report in the case of a directly observed offense.

(2) The disciplinary sanctions provided in art. 119 of the Charter and art. 312 alin (2) lit. a) and b) of Law no. 1/2011, shall be established by the faculty councils. The disciplinary sanctions provided in art. 119 of the Charter and art.312, paragraph (2), letter c) -e), of Law no. 1/2011, shall be established by the university senate.

(3) The Dean or Rector, as the case may be, shall implement the disciplinary sanctions.

(4) Penalties shall be communicated in writing to the teaching and research staff and to the auxiliary teaching staff and research staff of the institution's human resources service.

**Art. 121.** - (1) The disciplinary sanction shall be applied only after the investigation of the deed, the hearing of the person concerned and the verification of the defense made by him.

(2) In order to investigate the disciplinary deviations committed by the teaching staff, the research staff or the administrative staff, shall be constituted commissions of analysis consisting of 3-5 members, teachers having at least the same teaching function as the one who committed the deviation.

(3) The commissions of analysis shall be appointed, as appropriate, by:

- a) Rector, with the approval of the university senate;
- b) The Ministry of National Education for resolving the appeals concerning the decisions of the university senate.

**Art. 122.** The patrimonial responsibility of teaching staff, research staff and auxiliary teaching staff shall be determined according to labor law. Measures for the recovery of damages and damages are taken according to labor law.

**Art. 123.** If the disciplinary sanctioned person did not commit disciplinary misconduct within one year after the sanction, improving his / her activity and behavior, the authority that applied the disciplinary sanction may order the lifting and deletion of the sanction, making the mention corresponding to the person's personal file.

**Art. 124.** Students / trainees absent more than 50% of the hours provided in the curricula, for the forms of education with reduced frequency and frequency, irrespective of the form of study funding, are expelled. The expulsion of students is proposed by the department's council, endorsed by the faculty council and approved by the university senate. Exmatriculation becomes effective through the rector's decision.

**Art. 125.** - (1) Students who are expelled from the University during or at the end of the academic year shall:

- a) Have not passed the academic year or master's degree;
- b) Attempt to promote exams or other forms of fraud verification;
- c) Have repeated deviations from the provisions of the university regulations.

(2) The expulsion of students who enroll in one of the situations mentioned in this article is proposed by the council of the department, endorsed by the council of the faculty and approved by the university senate. Exmatriculation becomes effective through the rector's decision.

**Art. 126.** (1) Any person may refer the University to the commission of an act which may constitute a disciplinary offense. The referral shall be in writing and shall be registered at the University Rectorate.

(2) The right of the disciplined person to appeal to the courts shall be guaranteed.

## **CHAPTER VII UNIVERSITY ETHICS**

### **Section I General principles**

**Art. 127.** - (1) At university level there is a university ethics commission.

(2) The structure and composition of the university ethics committee is endorsed by the university senate and approved by the rector. The members of the commission are people with professional prestige and moral authority.

**Art. 128.** - The ethics committee shall be organized and operate on the basis of its own regulations and of the code of ethics and professional ethics adopted in accordance with Law no.1 / 2011, Law no.206 / 2004 with the subsequent amendments and completions and the provisions of this Charter.

**Art. 129.** - Any person, from the University or outside the University, may refer to the Commission of University Ethics deviations committed by members of the university community. The University Ethics Commission keeps the identity of the author of the confidentiality confidential.

**Art. 130.** - Following a notification, the university ethics committee shall initiate the procedures established by the Code of Ethics and University Deontology. The Commission shall respond to the complainant within 30 days of receipt of the referral and shall communicate the outcome of the proceedings to the complainant after they have been terminated.

**Art. 131.** - (1) The parties may contest the decision of the Commission within a maximum of 15 days from its communication to the Senate of UBB University.

2. The Commission shall provide the Senate with all its support, including by making the report available, the documents on the basis of which it was drawn up and any other relevant documents in its possession.

(3) The Senate's decision is final.

### **Section II Code of ethics and professional university deontology**

**Art. 132.** - The code of professional ethics and professional deontology contains the explicit formulation of the ideals, values, principles and moral norms that the members of the University of Bioterra University in Bucharest agree and follow.

**Art. 133.** - (1) The Code acts as a guiding principle for the members of the academic community and supports the identification and resolution of the moral problems that may arise during the employment / admission as well as during the entire period of the professional activity / studies . It is designed to guide people-to-people relationships, university institutions, institutional partners, and the local, national and international community.

(2) The essence of the code is that all members of the academic community should enjoy recognition and respect, under the rightful exercise by them of their rights and responsibilities.

**Art. 134.** - The application of the code supports the development of an institutional culture based on respect for the autonomy and freedom of each member of the academic community as well as on the increase of individual responsibility. It complements purely contractual relationships with trust, attachment responsibility and loyalty.

**Art. 135.** - The members of the academic community are protected from unfair behaviors, by creating a professional environment based on competition and cooperation, conducted according to correct rules, on transparent and fair evaluation.

**Art. 136.** - The Code represents a reference framework in the direction of decisions, creates the climate in which actions are perceived correctly and guides behavior in case of ethical dilemmas.

**Art. 137.** - (1) Biotera University from Bucharest is a free space of any political, religious or economic interference, pressure or constraint, except for the scientific, legal and ethical constraints.

(2) The members of the academic community shall be protected from censorship, manipulation, persecution, in compliance with scientific standards and professional responsibilities, and shall be encouraged in the critical approach, intellectual partnership and cooperation in resolving educational or scientific issues.

**Art. 138.** Scientific responsibility is above any pressure resulting from personal or group interests. Irrespective of sources of funding, collectives of researchers have no moral right to give up on scientific and ethical standards and to produce distorted results.

**Art. 139.** Managing and human resources staff are required to respect confidentiality in matters relating to the private life of employees and students. Your personal files are confidential. Violation of privacy is sanctioned.

**Art. 140.** - (1) The University promotes an environment conducive to the exercise of personal autonomy and provides opportunities for taking and enforcing decisions regarding their own careers.

(2) The exercise of personal autonomy in the academic world means the possibility to choose individually, knowingly, the study and research programs, the academic career paths, the opportunities and the level of excellence he wants to achieve.

(3) All information of importance to the members of the academic community shall be made available to them equally and in a timely manner in order to enable them to make informed choices about the studies and the profession. Violation of personal autonomy leads to sanctions for those responsible for ensuring it.

**Art. 141.** - (1) The members of the academic community shall be treated fairly, fairly and equitably. Discrimination or exploitation, whether direct or indirect, is not permitted.

(2) Biotera University from Bucharest ensures non-discrimination and equal opportunities, access to education, employment and promotion, eliminating conflicts



of interest, preventing and combating all forms of corruption, favoritism and nepotism.

(3) According to art. 130 of Law no. 1/2011, the persons who are in the relationship of spouses, affinities and relatives up to the 3rd degree inclusive, can not be part of the same competition commission, license, admission, etc. In exceptional cases in competition, license, admissions, one of the members can be replaced only in case of death, serious accidents, lack of specialists in the field of competence, etc.

**Art. 142.** Direct discrimination is sanctioned by law. Indirect discrimination is institutionally sanctioned, depending on severity.

**Art. 143.** (1) Conflicts of interest and incompatibilities shall not be admitted.

(2) Conflicts of interest arise from the intersection of several types of relationships or positions that are likely to affect judgments, fair assessments and actions of community members. They can lead to favoritism, nepotism, the application of double standards in evaluation or acts of persecution or revenge that the University rejects.

(3) Conflicts of interest arising from multiple roles can occur when a person has multiple roles in the academic institution, so that the relationships assumed by a particular role are likely to affect his / her decisions in a different capacity.

(4) Conflicts of interest arising from material interests concern the relations of a member of the University with members of commercial companies or other service providers with which the higher education institution has collaborative relations. In such cases, individuals who have material interests in such firms or organizations (or have relatives close to such material interests) are not entitled to participate in the negotiation of their relations with the University.

(5) Conflicts of interest arising from external collaborations or other engagements may arise when, due to the engagement of external collaborations or other external professional obligations of the teaching and research staff of the University (didactic activities, research projects, scientific communication sessions , symposiums, congresses, etc.), requires very high time and effort, which can affect the full and correct fulfillment of the core occupational tasks of the University.

**Art. 144.** Prevention and combating corruption is a priority.

**Art. 145.** The Biotera University from Bucharest rejects any form of corruption, taking at the same time measures to prevent situations such as:

(1) Informal recommendations or pressures related to the admission and evaluation of a person whose level of performance is below the required standards and can not compete.

(2) The passing of admission and graduation exams (selling, buying or replacing works for money, services or counter services).

(3) The request by members of the university staff for money or gifts, attempted bribery or bribery, as well as other forms of interest.

(4) Requesting personal services of any kind from persons who are or are about to be in the process of evaluating, hiring or promoting and offering such services in return for indulgence.

(5) Offering educational and / or administrative services covered by that person's duties as a member of the higher education institution.

(6) Favoritism in the process of evaluation, employment, promotion or sharing of didactic or administrative tasks.

(7) Promotion in office of persons who do not meet legal requirements and moral criteria.

**Art. 146.** - Corruption attempt is not accepted. Sanctioning deviations from academic ethics are the offering of money, gifts or personal services to members of academic staff when the acceptance of these gifts / services is explicitly or implicitly intended:

(a) The provision of services already provided in an employee's job description, where the person offering the "gift" is entitled to receive them;

(b) Influencing the evaluation, employment or promotion process.

**Art. 147.** - The following activities are deterrent to possible allegations of corruption:

1. Correct and timely information on the admission criteria;

2. The transparency of the evaluation system;

3. Observance of all imposed deadlines and examination data, regardless of the particular circumstances of the students, except for those for which they provide written motivations;

4. Keeping the half-yearly / laboratory / examination examinations for a period of 30 days from the date of displaying the results.

5. Informing hierarchical superiors as formally as possible about possible conflicts of interest that can not be avoided.

**Art. 148.** - Bioterra University from Bucharest ensures the recognition, cultivation and rewarding of the real, personal and collective merits, which lead to the fulfillment of its institutional purpose.

**Art. 149.** - (1) The only acceptable qualitative hierarchy in the University is that of merit. This type of hierarchy is defined by the Quality Assurance Commission in collaboration with the chairs, councils and the Senate of the University. In the case of students, merit is set in the context of performance evaluation criteria for courses, seminars and labs, professional competitions, licenses and dissertations, involvement in civic association actions.

(2) The evaluation of the merit shall be made after the results. Responsibility for standards of merit assessment and enforcement lies with the Commission for Quality Assurance, Departments, Faculties and the Senate. The Ethics Commission intervenes especially when these structures do not ensure the application of the principle of merit in designing and evaluating university activity, and proposes sanctions, including leadership.

**Art. 150.** - The University encourages professionalism as a generator of performance.

**Art. 151.** - Teachers, researchers have a professional obligation to know the evolution of knowledge in their own field of professional or research concerns. If it is found that a teacher refuses to be professionally responsible and update his / her

subject matter (and generally respects his or her own field of knowledge), he / she may be required to comply with the relevant academic requirements and, if he / she refuses, the Ethics Committee may request the penalization of that teacher until the problem is resolved. If, within a reasonable timeframe set by the Commission, the teaching staff refuses to comply with these requirements, the Commission may propose, in cooperation with the Commission for Quality Assurance, to release the teaching staff concerned from the teaching and research duties.

**Art. 152.** - Teachers and PhD students have the obligation to research and publish the results, as well as the researchers, respecting the following ethical principles:

- (1) Demonstrates competence, integrity and self-regulation (the obligation to undergo critical pre-examination to support or publish a work);
- (2) Maintain professional standards: evaluate their results;
- (3) Publicly acknowledge the professional or material contribution of other persons or institutions to the results obtained;
- (4) Cooperate in research teams;
- (5) Protects the safety of preliminary data;
- (6) Inform each other of relevant developments in the field and of research methodologies;
- (7) Promote honesty and intellectual integrity;
- (8) Declares or avoids conflicts of interest;
- (9) Respects the agreement of those involved in research and their safety;
- (10) Complies with all legal and moral requirements regarding research;
- (11) Are open to critical debate on the results obtained;
- (12) Compliance with these standards is rewarded and rewarded, and non-observance of them attracts proportional sanctions, going as far as the proposal to relegate, withdraw the university title and eliminate the University. The same thing is true for plagiarized publications.

**Art. 153.** - (1) The right to intellectual property is defended at Bioterra University from Bucharest. Copyright rights will be granted to those who are the origin of intellectual property. All those who have participated in different stages of research whose results become public must be mentioned, in the spirit of professional honesty, of recognition and gratitude.

(2) Any form of intellectual fraud shall be prohibited: total or partial plagiarism, copying in exams or competitions, "fabrication" of research results, substitution of works or identity of the persons examined, taking over work from colleagues or teachers.

(3) The University encourages the implementation of a culture of fairness and accountability in the elaboration of the papers and, at the same time, monitors it by including a plagiarism program.

**Art. 154.** - The integrity of the pedagogical teacher-student relationship is the foundation of the educational mission of the Bioterra University from Bucharest.

**Art. 155.** - (1) Teachers should make sustained efforts to cultivate academic behavior, ensure correct assessment of students, in relation to their true merits.

(2) Teachers should protect the students' academic freedom and avoid any unacceptable behavior in their relationship with students, as follows:

- a) Arbitrary refusal to have adequate didactic behavior;
- b) Interferences in thematic areas unrelated to the academic curriculum;
- a) Violation of the rules of conduct at courses, for the rest of the program and / or non-observance of the students' s schedule for different activities;
- b) Evaluating students by criteria other than performance criteria;
- c) Unjustified delays in student assessment and communication of results;
- d) Discrimination, including harassment of a student for political reasons or race, religion, sex, national origin, marital status, disability and / or medical condition, age, nationality or other arbitrary or personal reasons;
- e) Abuse of power by the teacher to influence a student's judgment or conscience for arbitrary or personal reasons.

**Art. 156.** - Interpersonal, collegial, teacher relations must be an example of academic behavior for the entire academic community.

**Art. 157.** - Bioterra University of Bucharest encourages and creates a favorable framework for the promotion and manifestation of principles and values of ethics, applicable in the academic environment, mainly considering:

- (1) Professional and social responsibility;
- (2) Criticizing publicly with arguments or evidence;
- (3) Respect and tolerance;
- (4) Benevolence and care;
- (5) Transparency.

### **Section III**

#### **Penalties for violation of university ethics and good conduct in research**

**Art. 158.** - The sanctions applicable to teaching and research staff and auxiliary personnel by the university ethics committee for violation of university ethics or for deviations from good conduct in scientific research are as follows:

- (1) Written warning;
- (2) The reduction in basic salary, cumulative, where appropriate, with management, mentoring and control allowance;
- (3) The suspension for a limited period of time of the right to enroll in a competition for a higher teaching position or a management, guidance and control function as a member of doctoral, master or undergraduate committees ;
- (4) Dismissal from the management position;
- (5) Termination of the employment contract.

**Art. 159.** - The sanctions that can be applied by the university ethics committee to students and doctoral students for violation of university ethics are as follows:

- (1) Written warning;

(2) Expelling.

**Art. 160.** - The sanctions established by the ethics and university deontology commission are implemented by the dean or rector, as the case may be, within 30 days from the setting of sanctions.

**Art. 161.** - (1) It is forbidden to occupy teaching and research positions by persons who have proved to have committed serious deviations from good conduct in the scientific research and university activity, established according to the law.

(2) The Bioterra University of Bucharest discourages, through specific tools and methods, the collection of funds or other material advantages, which would favor the achievement of meritorious results, in contradiction with the professional deontology promoted by this Charter.

(3) The disciplinary sanction, following the proof of the facts proved, applies exclusively to the persons accused and does not fall to the persons on whose behalf, in a calumnious manner, sums of money or other goods or material values were requested.

## **CHAPTER VIII ORGANIZATION OF UNIVERSITY STUDIES**

### **Section I Structure of the academic year**

**Art. 162.** - (1) The academic year begins, as a rule, on the first working day of October and includes two semesters. One semester usually lasts 14 weeks of didactic activities, usually followed by at least 3 weeks of exams.

(2) The structure of the academic year is approved by the university senate at the proposal of the faculty councils at least 3 months before the beginning of the academic year and is the basis for the elaboration of the university planning and organization documents for the next academic year. The values set out in section (1) are minimum values.

(3) The university senate shall approve, annually, at least 3 months before the beginning of the academic year, the regulation regarding the professional activity of the students, as well as the calendar of the educational activities specific to the academic study semesters.

### **Section II University education programs**

**Art. 163.** - (1) The university education program is a group of teaching, learning, research, practical applications and evaluation curricula, planned to lead to a university qualification certified by a diploma and by a supplement to diploma.

(2) The curriculum of the study program shall be approved by the university senate, at the proposal of the faculty.

(3) Curriculum of the study program should be designed to respond to the request of the main beneficiaries, be consistent with the qualification profile defined in the National Qualifications Framework and maximize the chances of obtaining the desired qualification.

(4) University education programs are grouped by field of study and organized on three study cycles: bachelor, master, doctorate, providing skills and qualifications to give access to occupations and functions specific to each completed graduate cycle.

**Art. 164.** - The university degree program shall be initiated / reorganized with the approval of the Senate on the basis of the opinion of the Board of Directors on the proposal of the faculty council and may operate only under the conditions established by the provisional authorization or accreditation act, obtained under the law, the form of education, the language of instruction and the geographical location in which they take place.

**Art. 165.** - For each organized university cycle, the university senate approves a proper organization and functioning regulation, developed by the faculty in accordance with the national and international standards, general and specific.

**Art. 166.** - The study program goes into liquidation with the approval or decision of the Board of Directors or the founders.

### **Section III**

#### **Forms of organization**

**Art. 167.** - (1) At Bioterra University from Bucharest, the study programs can be organized in the forms: education with frequency and frequency.

(2) The forms of organization shall be established by the faculty council, at the moment of the initiation of the study program or during its course. When determining the organizational forms, the financial possibilities, the human resources, the characteristics of the target groups, the electronic, informational and communication possibilities specific to self-learning and self-evaluation activities are taken into account in strict compliance with the legal provisions regarding the form of forms that can be adopted on cycles of studies.

(3) Frequency education is characterized by full-day education and / or research activities specific to each university cycle, roughly uniformly distributed weekly / daily during the semester and involving the immediate meeting in the university space, of students with teaching and research staff.

4) The low-frequency form of education is characterized by activities devoted especially to synthetic courses and practical training, programmed in a compact and periodical way, involving the direct meeting in the university space of the students with the teaching staff.

**Art. 168.** - (1) The undergraduate study programs may be organized in the forms of education: with frequency.

(2) Master's degree programs may be organized in forms of education: with frequency and frequency.

(3) An exception to the provisions of para. (1) and (2) bachelor's and master's degree programs in the fields regulated at European Union level, which may be organized only on a regular basis.

(4) The diplomas and certificates of university studies issued by the University Biotera from Bucharest, under the law, for the same study program, regardless of the form of education completed, are equivalent. The methodology for organizing exams, the skills and knowledge checked, the correspondence between the learning outcomes and the grades, the diplomas or certificates of study awarded must be the same for any form of education appropriate to a particular study program within the University.

(5) The University may organize education at the reduced-frequency forms only in the programs of accredited education in the form of a frequency education.

#### **Section IV Study contracts**

**Art. 169.** - The University, through the Rector, signs with each student enrolled in a bachelor / master study program an annual study contract, in accordance with the provisions of the regulations for organizing and carrying out the study programs and in compliance with the legislation in force. Study contracts do not change during the academic year.

#### **Section V Admission to study programs**

**Art. 170.** - (1) The admission to the study programs offered by the University is organized and carried out according to its own regulations, approved by the university senate, according to the framework methodology issued by the Ministry of National Education on admission to higher education institutions state and private in Romania.

(2) The admission conditions, the contest examinations, the examination topic, the related study bibliography, including the schooling figures, shall be published on the University's website, at least 6 months before the admission contest is held.

(3) The admission to studies is made in the strictly decreasing order of the general averages obtained at the contest and within the limit of the number of places. The minimum admission limit is 5.00 for the bachelor cycle, 6.00 for the master's degree and 8.00 for the doctorate.

(4) Upon admission, citizens of the Member States of the European Union, of the States belonging to the European Economic Area and of the Swiss Confederation may participate in the admission for each cycle and program of university studies under the same conditions stipulated by the law for the Romanian citizens, fees for admission and tuition fees.

(5) The categories of registration fees for organizing and carrying out the admission and their amount shall be determined by the university senate, at the proposal of the faculties, according to the legal provisions. In some cases, the Senate may provide, through its own admission regulations, for exemptions from, or reduction of, these fees.

(6) The person admitted to a bachelor's degree program, master, has the quality of a student, during the whole period of his / her presence in the respective program, from the registration until the completion of the examinations for completion of the studies or the expulsion, to interrupt studies.

(7) The University, through the faculties organizing the admission, shall return within maximum two working days from the filing of the application and unconditionally, without charge, the files of the declared candidates rejected or those who renounce the place of admission after the final results .

## **Section VI**

### **Completion of studies**

**Art. 171.** - (1) At Bioterra University from Bucharest the exams for completing the studies may be:

- a) A license, for a bachelor's degree or diploma exam for engineering science education;
- b) The dissertation, for the Master's degree course;

(2) The examinations provided in paragraph (1) shall be organized and carried out on the basis of the own regulations, approved by the university senate and in compliance with the framework methodology, approved by order of the minister of education, national.

(3) Bioterra University from Bucharest, as an accredited institution, may organize graduation exams with graduates of study programs authorized to operate provisionally, if designated by the Ministry of Education, National.

(4) The guides of the bachelor's, diploma, dissertation papers are jointly and severally responsible with their authors for ensuring the originality of the content of the works, according to Law 1/2011, art. 143 paragraph 4.

(5) It is forbidden to sell scientific works in order to facilitate forfeiture by the buyer of the quality of author of a bachelor's, diploma, dissertation work.

## **Section VII**

### **Exams for student assessment, calculating averages**



**Art. 172.** - (1) Student evaluation exams are usually organized in semesters sessions and aim to measure and assess the level of achievement achieved by students in the learning process, correlated with the general and specific objectives of study program. Student success can also be monitored through ongoing evaluation, as specified in the course / analytical program sheets. The faculty provides conditions for the arrears sessions.

(2) The organization and conduct of the students' assessment shall be carried out according to the examination procedures approved by the university senate, in compliance with the norms regarding the quality assurance and the provisions of the Code of ethics and university deontology.

(3) Examination results are assessed with full grades or grades, as the case may be. Notes are given from 10 to 1, note 5 certifying the acquisition of the minimum competencies related to a discipline and the passing of an examination.

(4) The annual average is the arithmetic average of the marks obtained in the disciplines, and according to the amount of credits granted to them, the weighted average is calculated.

**Art. 173.** - (1) The graduation average of the undergraduate studies is the average of the years of study.

(2) The graduation average of the master's degree studies is the average of the years / semesters of studies.

(3) The average of the license exam is calculated according to the annual specifications of the Ministry of Education, National.

(4) The average of the masters degree completion exam is the average obtained in support of the dissertation thesis.

## **Section VIII**

### **Exam cancellation situations, appeals**

**Art. 174.** - The results of an examination or of an assessment may be canceled by the faculty dean when it is proved that they were obtained incorrectly, fraudulently or in violation of the provisions of the Code of Ethics and University Deontology. The situations in which the dean may decide to cancel the exam or evaluation are:

(1) Exam subjects are not consistent with the subject matter studied within the discipline underlying the test.

(2) Exam subjects do not have the degree of difficulty and complexity required by the requirements of the general and specific objectives of the curriculum, for the level of the university study cycle in which the examination is conducted, so as to ensure the designed competencies and qualifications.

(3) The content of the examination subjects came to the knowledge of a part of the students, in violation of the principle of equal opportunities.

(4) Copying cases have been recorded.

(5) One or more students have been treated with indulgence and others with exigency, altering the correct assessment.

(6) There have been attempts to bribe or blackmail teachers.

(7) Among the students examined were relatives or relatives up to the 3rd degree inclusive, and the teachers did not notify the conflict of interest.

(8) Other situations that may affect the fairness, objectivity, legality, quality and professional competence of the graduate program.

**Art. 175.** - (1) The Dean may order the reorganization of the examination in its entirety or its repetition only with students who have not complied with the examination rules or have been favored, as the case may be, if it considers that the seriousness of the deed is not subject to expulsion.

(2) The Dean has the obligation to carefully and objectively check any referral that could lead to alteration of the exam results, so that his decision does not unfairly affect any student.

(3) The reorganization or re-examination shall be planned and carried out in the same session in which the situation leading to that decision has occurred.

**Art. 176.** - (1) The analysis of the contestations submitted by the candidates for admission, by the students examined, by the graduates during the finishing examinations is exclusively in the competence of the Biotera University of Bucharest.

(2) At the admission level, at the faculty level, both admission committees and appeal boards, approved by the Faculty Council, are constituted, and at the university level are constituted both commissions for finalizing the studies and contesting commissions at the proposal of the Council of Faculty with the approval of the University Senate, by decision of the Rector.

(3) The examination and resolution committee may not include the authors of the exam subjects or the persons who have corrected the papers.

(4) Complaints shall be submitted to the secretariat of the examination board within 24 hours from the time the examination result is displayed and shall be settled within a maximum of 24 hours from the filing date.

(5) The results of oral examinations are not disputed. Possible non-verbal aspects of oral examinations may be reported to the ethics committee.

(6) The solution adopted by the Commission for the Analysis and Settlement of Appeals is final and enforceable.

(7) At the end of the admission, semester examination or the completion of studies, the chairman of the examination board shall present to the rector the conclusions reached, including the number and nature of the content of the complaints, as well as the manner in which they have been resolved.

## **Section IX**

### **Diploma**

**Art. 177.** - (1) The diplomas and certificates attesting the qualifications obtained by the students, PhD students, respectively the students, shall be issued in compliance with the law.

(2) The Rector may cancel, with the approval of the University Senate, a certificate or diploma when it proves to have been obtained by fraudulent means or in violation of the provisions of the Code of Ethics and University Deontology.

**Art. 178.** - (1) Recognition and equivalence of studies or periods of study conducted in the country or abroad shall be carried out on the basis of the specific methodology approved by the university senate, observing the provisions of the framework methodology established by order of the minister of education, research, youth and sport, based on European rules, of the European credit accumulation and transfer system.

(2) Studies under the study program interrupted as a result of expulsion due to violation of the provisions of the Code of Ethics and University Deontology are not recognized in the case of a new enrollment.

(3) In case of study programs organized by Bioterra University from Bucharest jointly with one or several universities, the study papers shall be issued according to the national regulations and the provisions of the interinstitutional agreements.

## **Section X Study credits**

**Art. 179.** - (1) The university studies programs plan and organize the workload specific to the teaching, learning, practical application and examination activities in accordance with the European Credit Transfer System (ECTS / SECT), expressing it in terms of the credits transferable studies. A transferable study credit consists of the amount of directed and independent intellectual work required for the individual completion by the student of a component of a course in a university degree program complemented with validation of learning outcomes.

(2) The individual intellectual work of a student may not be less than that corresponding to an annual number of 60 transferable study credits.

(3) The procedure for granting study credits shall be established by a methodology approved by the university senate.

(4) The number of transferable credits is the reference element that the University may use to recognize studies or periods of lawful studies previously completed in the same basic field for the purpose of equivalence and transfer of transferable study credits and the possible continuation of studies from a study program.

## **Section XI Cycle I - Undergraduate studies**

### **A. Organization**

**Art. 180.** - (1) Bioterra University from Bucharest operates only programs of study accredited or authorized to operate provisionally during the period of validity of the accreditation, respectively of the authorization, according to the law.

(2) The number of students who may be enrolled in a study program may not exceed the maximum established by the external evaluation carried out by ARACIS or by another quality assurance agency in the country or abroad, registered in the European Registry for Quality Assurance in Higher Education (EQAR). University Leadership can provide a certain number of seats, free of charge, for descendants of martyrs, high school graduates with disabilities, orphans, and high school graduates who have earned the average at the high school exams or for the Olympic graduates. Depending on the specificity of faculty and specialization, the human and material resources allocated, the ratio of IF / IFR students is determined by the Senate.

(3) The duration of the undergraduate studies is of 3-4 years and corresponds to a minimum of 180 and up to 240 transferable study credits, according to ECTS / SECT; represents the first cycle of university studies and is finalized through Level 6 of the European Qualifications Framework for Lifelong Learning (EQF / CEC).

(4) A maximum of 5% of the number of university students in a bachelor's degree program may, with the approval of the faculty council and the board of directors, complete two years of study in one year, undergraduate studies in the field of Health and the last year of study, under the conditions laid down in the regulations for organizing and carrying out the study programs and in compliance with the legislation in force.

(5) Students from I.F.R. with a general average of over 8.00 in the previous year and who are actually working in the field of study and who have at least 5 years' seniority in the workforce, may take two years of study in the same academic year, with the approval of the university management and the favorable opinion of the Administration.

(6) Students with a frequency of education, who will opt for two years of study in one year, shall have, in addition to the conditions stipulated in the Student / Master's Degree Regulation, the average of the second year in course, at least 8.00.

(7) Students may transfer from one form of education to another, with the approval of the Dean, except for the first and last year of study.

(8) Graduates of close specializations from other faculties or specializations can transfer and continue their studies at a second specialization in one year of study approved by the dean of the welcoming specialization, with the support of the respective differences examinations.

(9) Non-Frequency Learning (IFR) students will conduct at least 50% of their annual training, which essentially involves their practical training in public catering centers and complexes, farm farms and tourist locations in property units (farm farms, slaughterhouses, processing units) as well as agro-tourism complexes abroad (Germany) with the possibility of accommodation of 150 students / series. Expenses during the practice are entirely borne by the Bioterra University in Bucharest (less the transport in Germany, which is reduced by 50%).

(10) Much of the cost of doing the internship is paid free of charge by the Bioterra University Foundation, which unconditionally supports Bioterra University in Bucharest.

(11) Other facilities granted to students (rest camps, excursions, etc.) are provided in the contracts concluded between the university and the student, as well as in the regulations in the annexes.

(12) The undergraduate university education can be organized under the state budget or under tuition regime.

(13) The University Senate may establish dual specializations. The authorization and accreditation procedure for these specializations is the one stipulated by the law.

### **B. Admission**

**Art. 181.** - (1) The graduates of a high school with a baccalaureate diploma or an equivalent diploma may participate in the admission to the first cycle of university studies.

(2) Candidates selected by the specialized human resources structures of the main beneficiaries, as well as other candidates fulfilling the conditions stipulated by the law, depending on the specifics of each study program, participate in the admission contest.

(3) The admission is regulated by the Methodology for organizing and conducting the admission contest, by fields and specializations / degree programs, according to the legal provisions.

### **C. Diploma**

**Art. 182.** - (1) The diploma awarded after the promotion of a bachelor's degree program is called a bachelor's degree or, as the case may be, an engineering degree.

(2) The bachelor's degree, respectively the diploma of engineer, shall be accompanied by the supplement to the diploma and shall be issued, once, in Romanian and in an international language.

## **Section XII**

### **Cycle II - Master's degree studies**

#### **A. Organization**

**Art. 183.** - (1) Master's degree programs represent the second cycle of university studies and end in level 7 of the EQF / CEC and the National Qualifications Framework.

(2) The duration of a Master's degree program is 1,5-2 years and corresponds to a minimum number of transferable study credits, ranging from 90 to 120, so that by adding up the number of study credits obtained during the cycle of study undergraduate studies to obtain at least 300 study credits.

(3) The graduation or graduation diploma of the graduates of long-term higher education in the period prior to the application of the three Bologna cycles is equivalent to the master's degree in the specialty and allows the legal holders to register for the doctoral studies .

**Art. 184.** - (1) Bioterra University from Bucharest is accredited to carry out a research master. The University may also organize a teaching master, in compliance with the accreditation procedures provided by law.

(2) The research master may be equated with the first year of study within a doctoral degree program in the same field. The decision of equivalence belongs to the faculty council at the documented request of the master's graduate.

**Art. 185.** - Within the domain accredited or temporarily authorized for master's degree studies, the programs of study promoted are annually established by the university senate and communicated to the Ministry of Education, National, by February 1, each year, in order to be published centralized.

### **B. Admission**

**Art. 186.** - (1) Graduates with a Bachelor's degree or equivalent may apply for master degree programs.

(2) Candidates selected by the specialized human resources structures of the main beneficiaries, as well as other candidates fulfilling the conditions stipulated by the law, depending on the specifics of each study program, participate in the admission contest.

### **C. Diploma**

**Art. 187.** - Bioterra University from Bucharest issues master's degrees to graduates who have promoted a master's degree program and have supported the dissertation. This is accompanied by the supplement to the diploma, which is issued free of charge once in Romanian and in an international language.

## **CHAPTER IX UNIVERSITY RESEARCH ACTIVITY**

**Art. 188.** - (1) The research, development and innovation activity of the University shall be organized and operate on the basis of the national and European Union legislation in the field.

(2) The University shall provide technical and administrative structures to facilitate the management of research activities and R & D projects carried out by the staff of the institution. These structures serve and respond to the needs of the research staff.

(3) The personnel involved in research activities at the institutes, laboratories or research centers of the University shall have, within the limits of the research projects they coordinate, autonomy and personal responsibility, delegated by the authorizing officer, in carrying out the public procurement and the management of human resources necessary for the development of the projects. These activities are carried

out according to the legal regulations in force and are subject to internal financial control.

**Art. 189.** - (1) At the end of each budgetary year, the University leadership shall report to the university senate on the amount of the grant for research grants and on how the direction has been spent.

(2) The maximum amount of the grant for the grants and research contracts shall be set by the sponsor or the contracting authority and may not be modified during the period of their development.

**Art. 190.** - (1) For grants administered by the National Authority for Scientific Research, where the Ministry of National Education provides an advance of up to 90% of the grant amount from the moment of signing the grant contract, the 10% difference can be advanced by the University of its own income.

(2) The University shall ensure the application of the "researcher grant" principle, within the framework of the interinstitutional mobility of research staff in accordance with the methodology developed by the contracting authorities. The grant holder is publicly responsible, under the contract with the contracting authority, for the grant management.

(3) The transfer of the grant on the basis of paragraph 2 shall be made at the end of the stage and only if there are at least two phases (phases) to be executed and on the basis of a financial audit report. All the results (delivered) of the grant received until the time of the transfer remain in the patrimony of Bioterra University in Bucharest. The way of distributing the intellectual property rights for the results (deliverables), which will take place in the stages (phases) following the transfer, will be established by an addendum between the Bioterra University in Bucharest, the grant director and the institution that takes over the grant.

(4) The provisions of paragraph 2 shall apply at the same time as termination of employment relations between Bioterra University from Bucharest and the grant director. The research staff involved in the grant to be transferred may follow the grant manager under the same conditions for termination of employment.

(5) The provisions of paragraph 2 shall not apply to grants with external financing, those carried out through structural funds and those in which Bioterra University of Bucharest provides co-financing.

**Art. 191.** - (1) The scientific research shall be organized and carried out on the basis of the legal norms existing at national level, according to the plan approved by the Senate.

(2) Academic research activity includes the didactic and research staff, students and specialists in the subject approached by the research theme.

(3) In order to stimulate scientific research and attract young researchers and students, Bioterra University in Bucharest can organize competitions through internal research grants funded by its own income budget. The activities that can be funded through these internal grants are: mobility, information-documentation and increasing scientific visibility by publishing in ISI indexed journals.

**Art. 192.** - (1) By its own publishing house, Bioterra University of Bucharest elaborates and prints specific scientific publications, assimilated, according to the law, to written cultural goods destined for their own needs or other external beneficiaries.

(2) The sources of financing for the editorial activity shall be made up of own funds from the Ministry of Education, National or other funds constituted according to the law.

(3) The types, titles, circulation, destination, anticipated costs and timelines for the scientific publications shall be stipulated in the Annual Publication Plan, within the limits of the funds insured from the budget or from other sources of financing and approved by the university senate.

(4) Bioterra University from Bucharest disseminates scientific publications, elaborated, free of charge or for a fee, to legal persons of public or private law, as well as to individuals, domestic and foreign, according to the legal norms.

## **CHAPTER X PROMOTING QUALITY IN EDUCATION AND IN SCIENTIFIC RESEARCH IN UNIVERSITY**

### **Section I General dispositions**

**Art. 193.** - (1) The assurance of the quality of education and scientific university research is the obligation of the entire university community.

(2) The University shall provide the Ministry of National Education with the required data regarding the quality assurance, in compliance with the legal provisions regarding the public liability.

(3) Students are fully-fledged partners in the quality assurance process.

**Art. 194.** - (1) In order to ensure and evaluate the quality of education and research, the University constitutes a quality assurance commission on the University and commissions on study programs.

(2) Their composition, functioning and attributions are established by the Quality Assurance System for Educational Services at Bioterra University in Bucharest, approved by the University Senate.

(3) The activity of the quality assurance committee at the University is supported by the Educational Management Division, which also fulfills the specific tasks of the Commission's assistance service, according to the law.

(4) The conclusions of the commission on the quality of education and research at the University are part of the rector's annual report on the state of the University.



**Art. 195.** - (1) Bioterra University in Bucharest ensures the fulfillment of the specific quality standards for maintaining the status of University of Advanced Research and Education, established by the Ministry of Education, National in the process of classification of higher education institutions.

(2) The University encourages excellence in research and education programs financed from its own budget.

**Art. 196.** - The university senate may, based on internal evaluation, upon rector's proposal, order the reorganization or dissolution of departments or non-performing institutes, without prejudice to the students.

## **Section II**

### **Supporting individual excellence**

**Art. 197.** - Bioterra University from Bucharest encourages individual excellence for teachers, students and researchers with exceptional performance through the following forms of support, which are granted according to the financial possibilities:

- a) Study or research grants at universities in the country or abroad, awarded on a competitive basis;
- b) Grants for conducting and finalizing researches, including doctoral theses;
- c) The approval of flexible learning paths that allow the acceleration of university studies;

## **CHAPTER XI**

### **STUDENTS**

#### **Section I**

#### **General dispositions**

**Art. 198.** - (1) The students are partners of the University and equal members of the university community.

(2) A person acquires the status of student and member of the university community at Bioterra University in Bucharest only after his / her admission and enrollment in the University.

(3) On the basis of the registration, college student certificates are issued.

#### **Section II**

#### **Student enrollment**

**Art. 199.** - (1) The University admits and enrolls in a study program only the number of students for which an optimal academic quality, life and social services are ensured in the university space.

(2) The annual tuition offer is made public by the Rector, based on the tuition plan approved by MEN.

(3) Upon admission to a study program, a contract is concluded between the student and the University, specifying the rights and obligations of the parties.

**Art. 200.** - The University's Register of Matriculation is part of the Unique Register of Romanian Universities, it contains the individual graduate numbers allocated to the University and the information established by the Regulation approved by the Minister of National Education.

### **Section III**

#### **Principles, rights and freedoms**

**Art. 201.** - (1) The principles governing the activity of students within the university community are:

a) The principle of non-discrimination, on the basis of which all students receive equal treatment on the part of the University; any direct or indirect discrimination against the student is forbidden;

b) The principle of the right to free assistance and services, expressed by: counseling and informing the student by the teachers, outside of the classes, seminars or laboratories; counseling for the purpose of professional guidance; psychological counseling; access to mainstream books and scientific publications; access to personal school data;

c) The principle of participation in the decision, on the basis of which the decisions within the University are taken with the participation of the students' representatives in the management structures;

d) The principle of freedom of expression, on the basis of which students have the right to express their academic opinions freely within the University;

e) The principle of transparency and access to information, on the basis of which students have the right to free and free access to information regarding their own educational path and the life of the academic community to which they belong, in accordance with the law;

f) The principle of respect for one's own performance, on the basis of which each student understands to make the most of the effort in learning and research and to attend the educational and research activities provided in the curriculum.

(2) The University shall establish a system of application and monitoring of compliance with the provisions of the Student's Rights and Obligations Code, approved by order of the Minister of National Education. The students' league presents an annual compliance report, which is public.

**Art. 202.** - (1) Students have the right to set up in the University with financial support from the University or other sources provided by law, workshops, clubs, circles, cenacles, artistic and sports formations, legal student organizations, as well as publications, in compliance with the legislation in force.

(2) Students' representatives shall be democratically elected by universal, direct and secret vote at the level of the various bands, programs or study cycles both within faculties and the University. They are, as a rule, legitimate representatives of the students' interests at the level of the university community. The University's leadership is not involved in organizing the process of choosing the students' representatives.

(3) The status of representative student can not be conditioned by the University leadership.

(4) Students may be represented in all decision making and advisory structures of the University.

(5) The mechanism of selecting student representatives in committees, senates, councils, is democratic and transparent, non-discriminatory and does not limit the right of students to represent and be represented.

**Art. 203.** - Students have at least one representative in the ethics committee, quality assurance, as well as in social committees, constituted by the University.

**Art. 204.** - (1) During the school year, the students of the educational system with a frequency, benefit from a reduced tariff of at least 50% on the local public means of transport, the domestic and the railway transport.

(2) Extracurricular activities - scientific, technical, cultural, artistic and sports, as well as those for the students capable of performing are financed from the state budget, according to the norms established by the Ministry of National Education. Other sources of funding may be used for this purpose.

(3) The student fee status may be changed under the conditions set by the university senate.

**Art. 205.** - (1) Students who attend university courses may apply for the passing of the semester and graduation examinations only if they have paid in advance the fees set by the university senate for this purpose.

(2) Students enrolling in these situations may only apply for final verification and assessment if they have provided compensatory programs and periodic tests for the subject.

(3) Students who attend university courses in the "fee-based" system may apply for the passing of the semester and graduation examinations only if they have paid in advance the fees set by the university senate for this purpose.

**Art. 206.** - Students who are not promoted because of their lack of attendance at medical courses or other well-founded reasons may repeat their education year if they are in a state of health. Proposals in this respect are made by the department's board at the request of the student concerned and endorsed by the faculty council.

**Art. 207.** - (1) Students who do not fulfill the terms of transferable credits according to the Regulation of E.C.T.S. of internal order are expelled.

(2) Students expelled from the University for disciplinary reasons or for fraud or attempted fraud may resume the courses only after participating with the necessary approvals at a new admission contest and are declared admitted.

**Art. 208.** - The student who repeats a year of studies will fulfill all the promotion obligations provided in the curriculum and the discipline / analytical programs. In the case when some educational disciplines have obtained positive results in the evaluation forms, and the number of credits allocated to them through the curriculum has not changed, they benefit from the equivalence of the exams related to the respective disciplines.

**Art. 209.** - (1) Students may take part in the annual competition, organized at the national level by the Ministry of National Education, for obtaining scholarships for university and post-graduate studies abroad.

(2) The University may provide, within the limits of the financial resources, for the period stipulated in the curricula, the expenses of mass, accommodation and transport, where the practice takes place outside the institution.

(3) All study documents issued by the University, as well as those certifying the status of student (certificates, books, certificates) shall be issued for a fee.

(4) Students who obtain the highest degree of graduation and at the same time have an irreproachable behavior shall be declared heads of promotion for the respective specializations, and the head of promotion from a specialization with the highest average is declared the promotion leader of the series (study promotion).

**Art. 210.** - Graduates of the Bachelor's degree studies who, during their studies, obtain general environments of study years above 9.50 and grade 10 at the Bachelor's degree examination, without having any disciplinary and / or behavioral problems, the "senate" diplomas are issued by the university senate.

**Art. 211.** - (1) Graduates who do not pass the Bachelor's / Dissertation Exam shall receive on request a certificate of graduation of the respective cycles of university studies and school situation. They may also take the bachelor's / dissertation exam in any other session, paying the fees set by the university senate.

#### **Section IV** **Student counseling**

**Art. 212.** - For students' counseling, the Student Orientation Department (COPS) operates in the University.

**Art. 213.** - (1) The tutor is the didactic framework appointed by the council for the counseling, didactic and scientific coordination department, for the guidance and solving of other aspects of the life and activity of the campus students.

(2) Tutors advise students during a training program. Guidance is done individually and in groups, through direct meetings, communication, or other forms, and consists in directing the study and periodic assessment of academic progress, as well as in student career orientation.

(3) The tutor has the following main duties:

- a) Ensures the interface between the students, the teaching staff and the educational resources;
- b) Is the academic officer of the study group, also dealing with solving specific organizational problems during the training period;
- c) Encourages the student's scientific communication;
- d) Supports didactic and consultancy activities, in accordance with the analytical curriculum of the discipline.

## **CHAPTER XII TECHNICAL ADMINISTRATION**

### **A. Structure and competence of the secretariats**

**Art. 214.** - The University's secretariat is headed by a university secretary.

**Art. 215.** - The duties of the Secretary-General are:

- (1) Coordinates the secretariat activity in the rectorate and the deans;
- (2) Represents the University on a secretarial line in relations with the Ministry of Education, National or other institutions;
- (3) Ensures the observance of the legal provisions in the secretarial activity; provides the Rector and the Senate Office with the documents and the data necessary for the decision making;
- (4) Drafts the minutes and transmits the various departments of service tasks from the Rector and the Senate Office;
- (5) Draw up schedules for the staff of the subordinate compartments;
- (6) Subject to Senate approval measures designed to improve secretarial activity.

Minutes may also be drawn up by other persons designated by the Senate Office.

**Art. 216.** - Secretariats of the faculties are headed by secretary heads.

The responsibilities of the Secretary-General are at the faculty level that the Secretary has at the University level.

**Art. 217.** - The chief secretary of the University and the secretaries-heads of the faculties form the Secretariat College, which meets regularly and ensures the coordination of the secretarial activity.

**Art. 218.** - The staff of the secretariats of the faculties is established by norms established by the Senate Office.

**Art. 219.** - Depending on the resources available at the departments, full-time or ½-year secretaries of the department may be employed if the general administrative director is appointed.

### **B. Administrative-technical staff**

**Art. 220.** - The administrative and financial-accounting department is headed by the General Administrator under the subordination of the departments, offices and offices. Services and Offices are established by the Senate Office.

**Art. 221.** - The financial and accounting activity is led by the chief financial officer (chief accountant). It is subordinated to the General Administrator and the Senate Bureau.

**Art. 222.** - Employees' rights and obligations are those stipulated in the job description and in the collective labor contract.

**Art. 223.** - The auxiliary staff of the departments comprise specialized personnel with higher education, technicians and laboratory staff.

**Art. 224.** - Employees' rights and obligations are those stipulated in the job description and in the collective labor agreement.

## **CHAPTER XIII UNIVERSITY FINANCING**

### **A. Budget and Budget Usage**

**Art. 225.** - Bioterra University in Bucharest is self-financing.

**Art. 226.** - The sources of funding are:

- (1) Annual tuition fees;
- (2) Admission fees;
- (3) Registration and re-enrollment fees;
- (4) Exam, review fees;
- (5) Transfer fees;
- (6) Other taxes which they will subsequently determine by the Senate Decision;
- (7) Sponsorships and donations from economic agents, associations, foundations, from various legal and physical persons in the country and abroad;
- (8) Consultancy contracts, scientific research;
- (9) Sales of assets;
- (10) Miscellaneous legal credits and other legal income.

**Art. 227.** - The University may also receive grants from the state budget, according to the Education Law.

**Art. 228.** - The utilization of the allocated financial resources is made in accordance with the own priorities established by the Senate and the Administrative Council.

**Art. 229.** - In determining the revenue and expenditure budget, the Board of Directors and the Senate shall take into account that at least 25% of the revenues will be used for investments and the share of the salaries will not exceed 70% of the total expenditures.

**Art. 230.** - The financing of the material expenses shall be in compliance with the regulations in force. Annually, an amount will be earmarked for merit, scholarships, scholarships, and social aid for students.

**Art. 231.** - The financing of the capital expenditures shall be made according to objectives, as necessary and will be managed by the Board of Directors.

**Art. 232.** - If the funds allow, the funds will be distributed to the deans for prizes and for other destinations. If faculties, departments will obtain income from research contracts, consultancy, they can be left to the faculty by the Senate Office.

**Art. 233.** - The nominated donations made to the University's account are used according to the donor's wish, if it has been set as a contract contract.

**Art. 234.** - The faculties can use resources for endowment obtained through: national and international research contracts, sponsorships, etc. Such facilities are inventoried by the specialized services of the University but remain fully in use by those who have obtained them.

**Art. 235.** - In order to increase the support, including financial, of the University, the Association of University Graduates can be formed. It includes university graduates who want to support it. The forms of support are managed by the University. Associate members are invited to the actions of the University and may submit proposals to guide its actions. Members of the association can direct, individually or in groups, the use of resources they make available to the University.

## **B. Investments and repairs**

**Art. 236.** - Bioterra University in Bucharest ensures, within the limits of the funds, the execution of some investment works and the equipping of faculties with equipment, equipments and furniture for carrying out the didactic process at higher value quotas.

**Art. 237.** - For the execution of the investment works, the specialized services shall draw up substantiation notes. After obtaining the funds, the elaboration of the pre-feasibility studies, the feasibility, the technical project and the workbooks, the works are carried out on the basis of a public tender.

**Art. 238.** - The collection and distribution of funds by units shall be based on criteria established by the Board of Directors.

**Art. 239.** - Maintenance and repair works may also be performed with third parties by auction, on the basis of tenders or directly entrusted, in accordance with the legislation in force.

## **C. Rentals**

**Art. 240.** - The University may rent space - temporarily available - which does not affect the education and research process, based on contracts for carrying out social-cultural activities for students.

**Art. 241.** - The University may rent certain rooms for cultural events without disturbing the educational or research process.

**Art. 242.** - Any material destruction within the University space is attributed to the guilty or those responsible for the organization of the actions.

#### **D. Foundations. sponsorships**

**Art. 243.** - There can be no associations, foundations of teachers and students in the University's premises (at its headquarters). They can be organized outside the University.

#### **E. Travel Finance**

**Art. 244.** - The University's financing of the trips is made within the limit of the budget allocated for this purpose to the faculties for one semester.

**Art. 245.** - Participation in scientific sessions shall not be financed if the applicant is not enrolled in the official sessions of the session.

**Art. 246.** - Individual transfers, with only individual impact, will be financed as far as possible. Faculties, applicants can use their own resources (sponsorships, donations, etc.) to ensure individual trips.

#### **F. Structure and use of spaces**

**Art. 247.** - The University has rented and owned premises for the educational, accommodation, rector's and faculty premises.

The spaces for the educational process are:

(1) Basement areas: amphitheatres, classrooms, seminar rooms, design halls, laboratories and sports grounds;

(2) Annexes for educational premises: training rooms next to classrooms, laboratories, projection booths, materials and teaching facilities, student changing rooms, students and teachers' buffets, sanitary groups;

(3) Learning spaces: libraries of faculties, departments;

(4) Administrative-household spaces: Administrative spaces for administrative staff, maintenance areas (workshops, garages, material and equipment stores), technical premises (ventilation, telephony).

(5) Teachers' rooms: secretariats, deans, cabinets, teaching rooms, department chairs, scientific research laboratories;

(6) Accommodation and student accommodation: student hostels and canteens.

**Art. 248.** - Offices of faculty councils and heads of departments are responsible for the way in which the space available is used.

**Art. 249.** - It can not be taken from the faculty without the approval of the Board of Directors.

**Art. 250.** - The Senate of the University takes the decision on the assignment of the names of the leading scientific personalities with national and international



reputation who have worked in the University, amphitheres, classrooms or laboratories.

### **G. The guest accommodation network**

**Art. 251.** - On the university campus you can build accommodation spaces for guests, hotels, cabins, protocol villas.

### **H. Informatization of the University**

**Art. 252.** - The University's information system comprises all the computer networks and the individual computers in the faculties, chairs and laboratories. The system connects to international networks. The University provides training for staff and students at a level enabling the new possibilities offered by computer science to be exploited.

### **I. Heritage Management**

**Art. 253.** - The administration of the entire patrimony of the University is made only by the University leadership (the President of the University, the Senate, the Administration Council), who can dispose of its patrimonial elements according to the Charter and the internal regulations.

**Art. 254.** - The lease of the University's educational premises and property may be made by the Board of Directors.

**Art. 255.** - The patrimony obtained from taxes, donations, sponsorships and other sources for education belongs entirely to the University, and in case of dissolution (liquidation) of the University, the patrimony remains at the disposal of the founders or the founder proving the financial contribution and materials at the founding of the foundation.

## **CHAPTER XIV INTERNATIONAL RELATIONS**

**Art. 256.** - The university integrates into the world circuit of scientific, cultural and educational values.

### **A. European integration**

**Art. 257.** - The University attaches itself to the pan-European movement and contributes to its progress.

**Art. 258.** - The University organizes its own activities in such a way that it can monitor the values it holds and produces, and students, teachers, researchers and administrative staff can benefit from the benefits of European integration.

**Art. 259.** - Courses and seminars can be organized in modern high-circulation languages.

**Art. 260.** - International compatibility programs shall be implemented.

**Art. 261.** - Doctorates in cotutele, after accreditation, will be organized in compliance with the regulations in force, a doctorate that will extend to the creation of an appropriate international framework for each specialty.

**Art. 262.** - Examinations, papers and doctoral theses will be available in modern high-circulation languages.

**Art. 263.** - The University accepts members in PhD committees, at any time in the preparation of a doctorate, from partner universities, provided that the Romanian legislation is satisfied.

**Art. 264.** - The University finances, within the limits of the financial resources, the mobility of the members of its community.

**Art. 265.** - The University will participate as a member of the actions of the regional associations of universities and will act as a member of the Association of European Universities.

## **B. Department of International Relations**

**Art. 266.** - The compartment is part of the Rectorate, being directly subordinated to the Senate. The International Relations Department coordinates and participates in the realization of the international activities of the University. At the faculty level, specialized committees of the Councils for International Relations will be established with the approval of the Senate.

**Art. 267.** - The forms of international cooperation of the University are: participation in educational, cultural and international research programs; cooperation with other universities; participation in international competitions; obtaining scholarships for research, studies, training, affiliations to international societies; participation in international scientific events; setting up libraries and lectures; invitation of specialists from other countries; exchanges of students and specialists, etc.

**Art. 268.** - The University will be able to use European assistance programs as well as European collaborative programs. Participation in European collaborative programs is funded by the Government of Romania and the European Union. Funding is based on selected programs from those hired by the rector or faculty.

**Art. 269.** - International interuniversity cooperation is a way to obtain competitive specializations, to show the values of our University, to obtain equipment, to enter into high-efficiency research programs. The mobility of specialists in bilateral agreements is a priority for funding. Within the budget, transport is financed and accommodation is provided. Mobility is being prepared in advance and has to come to

terms with cooperative extensions, with clear advantages for the faculty, with improvements in organization and performance. Departments are concerned with the international scientific affiliation of specialists.

**Art. 270.** - Forms of international cooperation are designed and carried out in such a way as to have an effect on improving their own educational and scientific performances.

**Art. 271.** - Participation in international cooperation, international scientific prestige is a criterion for evaluating the results of the activities of departments and research units.

**Art. 272.** - Faculties are encouraged to develop university and scientific programs to attract foreign students.

**Art. 273.** - The faculties regularly publish materials of self-presentation in the international languages, intended to promote international contacts. The International Relations Department will publish annually the University's presentation brochure as well as other advertising materials that promote the University's image in the world.

**Art. 274.** - The Councils and the Senate examine annually the magnitude and effectiveness of international cooperation and take action accordingly.

**Art. 275.** - The faculties and the University will publish periodically a brochure, in a large circulation language, containing the programs, the scientific research units, the publications made, etc.

### **C. Funding**

**Art. 276.** - Financing of international cooperation is made from own revenues, as well as from other legal sources. Depending on their own income, the Senate and the Board of Directors allocate financial resources to each faculty at the beginning of each year for the purpose of conducting international events (trips, sessions, etc.). For scientific events, the University provides space, equipment, accommodation, etc. The University does not take guests' travel costs, as a rule. For some guests, the University can also support travel costs.

**Art. 277.** - Any travel abroad is done with the approval of the Senate on the basis of the application approved by the Dean. If the trip does not involve unpaid leave, the teacher will perform his or her overtime during his or her absence period or provide a replacement approved by the department manager.

### **D. International scholarships**

**Art. 278.** - An international scholarship means any form of support for an internship abroad for the purpose of documenting, training, professional training of an institution in another country.

The nominated scholarships are awarded to the nominees. Unfinished scholarships, irrespective of their sponsor (ministry, university, embassy cultural service), are displayed in deans in no more than two days from the arrival of the announcement and are obtained exclusively through a contest announced and organized by the dean. The dean announces the conditions and the contest criteria simultaneously. Non-nominative scholarships include modalities in European and American programs. The conditions and the competition criteria are appropriate in this case for the program.

Non-nominative scholarships are granted only to candidates with a language proficiency certificate in the language of the respective country or in English. No unlisted scholarships are granted when the candidate has no obvious results (new papers published) after a first such scholarship.

## **CHAPTER XV**

### **FINAL PROVISIONS**

**Art. 279.** - (1) The charter of Bioterra University from Bucharest shall be adopted by the university senate, by uninominal vote, with the vote of at least two-thirds of the members of the Senate.

(2) After adoption, the Charter shall be submitted for endorsement to the Ministry of National Education, which shall issue a resolution to this effect, within maximum 30 days from the date of the request submitted by Bioterra University in Bucharest.

(3) In case the MEN does not issue a resolution resolution within 30 days, the Charter shall be deemed tacitly approved, according to the law.

**Art. 280.** - (1) The content of the University Charter may be supplemented or modified in the light of the developments subsequent to its adoption.

(2) This University Charter shall enter into force on the date of issue of the resolution of endorsement by the MEN or within 30 days from the date on which the request for endorsement was sent to the Ministry.

(3) The initiative for modification or completion of the University Charter may belong to the Rector, with the approval of the Board of Directors or one third of the members of the University Senate, as well as to the proposals made by the members of the academic community, with the approval of the Board of Directors.

**Art. 281.** - Any additions or modifications to the content of the University Charter are subject to debate in the university community, endorsed by the Ministry of National Education and adopted by the university senate.

**Art. 282.** - The University Charter has been debated by all academic staff and students, administrative structures, according to the law. The Charter was discussed, analyzed and approved by the Senate of the Bioterra University from Bucharest on the session of 07.04.2016 and updated at the Senate Meeting on 03.05.2018, with the opinion of the founders.

With the adoption of this Charter, any contrary provision shall be abrogated.

RECTOR,

University Professor Floarea NICOLAE