



**Reference documents:**

National Education Law nr. 1/2011

Charter of George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Târgu Mureș

# THE SENATE REGULATIONS OF THE GEORGE EMIL PALADE UNIVERSITY OF MEDICINE, PHARMACY, SCIENCES AND TECHNOLOGY OF TARGU MURES

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## Chapter I. General provisions

**Art. 1.** The University Senate is the highest representative forum of the university community in the national and international academic field; it is the decision-making and deliberative forum at the university level. The work of the Senate is based on the principles of academic freedom, academic autonomy, and transparency.

**Art. 2.** The Senate of the George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Târgu Mureș (which continues to be named UMFST G. E. Palade Tg. Mures) is the governance structure of the University, it is established/constituted and operates according to the provisions of the National Education Law nr. 1/2011 and in accordance with the provisions of the UMFST G. E. Palade Tg. Mures, and it has a 4 year mandate.

**Art. 3.** The Senate is constituted following the election of new members, organized according to the laws and methodology established by the Senate.

**Art. 4.** The Senate controls the activity of the executive management and of the administrative board. The Senate works in close collaboration with the Rector/Chancellor, in a collegial academic relationship.

**Art. 5.** The Senate carries out a consistent policy of growth of academic excellence and research, carries out policies to promote results and engages in transparent communication with the Faculties/Departments as well as society in general.

**Art. 6.** The Senate insures the preservation and perpetuation/continuation of the relational aspects within UMPHST G. E. Palade Targu Mures in the field of academic ethics.

**Art. 7.** The Senate adopts the University Charter, all the measures necessary for the implementation of the autonomy, as well as the general growth/development strategy of the University.

**Art. 8.** The Senate is a debate, legislative and validation forum, the highest authority in the UMFST G. E. Palade Tg. Mures.

## Chapter II. The structure and organization of the Senate

**Art. 9.** The Senate of the university is composed according to the provisions of the university Charter.

**Art. 10.** The representation quota is decided by the University Senate for each electoral cycle.

**Art. 11.** The decisions of the Senate are compulsory for all of the representative, executive and administrative organizations within the University.

**Art. 12.** The mandate of a member of the University Senate lasts 4 years. For students, the duration of the mandate is regulated through the university Charter.

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**Art. 13.** The Senate chooses, by secret vote, a Chairman, who leads/runs the university Senate meetings and represents the Senate in its relationship with the Rector/Provost, two vice-presidents and a chancellor recommended by the Chairman. A vice-president who has been rejected through vote by the Senate cannot be recommended a second time. The session for the election of the Chairman, the vice-presidents, and the chancellor is presided over by the former Chairman of the Senate (if he is a member of the new Senate) or by the oldest member of the Senate if the former Chairman is running for another term as Chairman.

**Art. 14.** The Chairman of the Senate is chosen from among its members through a secret vote of the Senate members with a simple majority of those present and on condition that at least 23 of them are present.

**Art. 15.** The applicants for the chairmanship of the Senate can be university professors who are experienced in academic management and have national and international professional prestige/gravitas, members of the newly elected Senate.

**Art. 16.** The Chairman of the Senate has the following duties:

- 1). Runs/Leads the Senate meetings.
  - 2). Signs in the name of the Senate all the decisions and resolutions of the Senate.
  - 3). Convenes the Senate meetings.
  - 4). Establishes the agenda of the Senate meetings.
  - 5). Requests from the chairmen of the Specialist/Specialty Committees of the Senate reports/briefings on the evaluation of the activity of the Administrative Council and of the Rector/Provost.
  - 6). Requires that the Rector or the Administrative Board provide various briefings concerning their activity which they analyze and present periodically to the Chairman of the Senate. The Rector and the Administrative Council are required to respond to the requests of the Chairman.
  - 7). Signs in the name of the Senate the management contract/agreement concluded between the Rector and the Senate.
  - 8). Coordinates and participates in the drafting of the organization and operation Rules of the Senate.
  - 9). Suggests to the Senate names of people suited for the election of two vice-presidents, a representative of each field of study in both Romanian and Hungarian.
  - 10). Coordinates and participates in the drafting of the annual activity program and the ordinary meetings plan of the Senate.
  - 11). Grants speaking time, moderates discussions, synthesizes the problems under debate, and puts to the vote the adopted decisions, when appropriate.
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12). Submits to the University Senate an annual report concerning the activity of the Senate and the ways in which its decisions were implemented.

13). Signs documents drawn up by the Senate and decisions of the Senate.

14). Grants, in the name of the Senate, the titles of Doctor Honoris Causa and Professor Emeritus.

**Art. 17.** The Senate Vice-presidents:

1) Assume the attributes of the Chairman of the Senate in his/her absence

2) Watch the way in which the measures adopted by the Senate are implemented.

3) Concern themselves with the good cooperation between the committees and structures of the Senate and other UMPHST Palade Tg. Mures structures.

**Art. 18.** The Chancellor of the Senate:

1) Ensures the connection between the Senate and the operational management of the University.

2) Prepares the documents to be presented in the Senate meetings as well as those arising from the discussions.

**Art. 19.** The function of President of the Senate is not cumulated with those of Rector, Vice-Rector, Dean, Vice-Dean/Provost, Department Head or the heads of research and development, planning and micro-production.

**Art. 20.** The regulations, rulings and decisions established by the Senate are compulsory for all the members of the university community.

**Art. 21.** The President of the Senate may be removed from his function by the University Senate through the initiation of a non-confidence motion signed by at least 1/3 of the Senate members. Following debate of the motion, the decision to remove is adopted through a secret vote by a majority of at least 2/3 of the members of the Senate.

**Art. 22.** The Senate establishes specialist committees through which it monitors and controls the activity of the executive leadership of UMPHST G.E. Palade Tg. Mures.

**Art. 23.** The permanent structures of the Senate have the following functions:

- 1) They develop, upon request, regulation drafts/projects as well as uniform problem-solving criteria for their area of activity;
- 2) Efectuează analize și propun Senatului proiecte de măsuri pe baza rapoartelor întocmite referitor la analizele întreprinse;
- 3) They carry out/perform projects and tasks according to their area of activity, which are self-regulated and correlate with the operational demands of the University.

**Art. 24.** The work of the permanent structures of the Senate consist of workshops and individual activities which are authorized by the full Senate, according to needs, as well as the requests of the Senate or the operational management bodies.

**Art. 25.** The recommendations/guidelines or points of view of the committees are adopted by a simple majority of the committee members and are recorded in their own protocols notebook.

**Art. 26.** The guidelines/recommendations, reports or points of view of the committee are



presented to the Administrative Council and//or the Senate by the committee chair or by another rapporteur designated by him/her.

**Art. 27.** The office of the Senate consists of the Senate President, Vice-presidents and Chancellor. The Chancellor of the Senate together with the Chief Secretary of the University provide the necessary support for the smooth operation of the Senate.

**Art. 28.** The Hungarian language line of study group is composed of faculty and students who applied for this line of study.

a) The operation of the Hungarian language line of study group is regulated by its organization and performance rules;

b) The Hungarian language line of study group is headed by the leader of the group elected by secret vote by the senators of the group (faculty and students). The leader shall introduce to the Senate Chair a single candidacy for the vice-presidency, which will then be submitted to a Senate vote. If the candidate is rejected by vote, his/her name cannot be submitted for a second candidature.

c) The line of study group may dismiss the group leader/chair by a written motion signed by at least 1/3 of the group members, followed by a secret vote of at least 2/3 of its members.

**Art. 29.** The Senate committees are specialized working bodies of the UMFST G. E. Palade Tg. Mures, designed to facilitate fundamental decision-making in their area of expertise.

**Art. 30.** While conducting their activities, the committees may request information, documentation and logistical support from the executive and administrative management of the UMFST G. E. Palade Tg. Mures.

**Art. 31.** The materials and reports prepared by the committees, signed by their chairs, shall be handed over to the Office of the Senate, to be then debated in plenary session.

**Art. 32.** In accordance with the attributes of the Senate, stipulated by the UMFST G. E. Palade Tg. Mures Statutes and Charter, the following permanent committees of the Senate shall be established, each consisting of a minimum of 5 members, its chair being a mandatory member of the Senate.

- (1) The Committee for Bachelor and Master Studies
  - (2) The Committee for Doctoral Studies
  - (3) The Committee for Post-Doctoral and Residency Training
  - (4) The Committee for Scientific Research
  - (5) The Committee for Quality Assessment and Enforcement
  - (6) The Committee for Student Issues
  - (7) The Committee for International Cooperation
  - (8) The Budget and Finance Committee
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**Art. 33.** Under special circumstances, the Senate may convene ad-hoc committees (for example, a committee for the resolution of complaints, a disciplinary committee, election committees, etc.) that operate from time to time and have a role in solving specific problems.

**Art. 34.** Each committee member and the committee chairman are voted in by the Senate.

**Art. 35.** During the period of a mandate, a senator may submit two choices for Senate committee membership, and will choose participation in only one permanent committee.

**Art. 36.** At the suggestion of each committee chairman and with the consent of the Senate, the committees can temporarily increase their membership by a maximum of 4 non-voting members, co-opted from among the faculty and research scholars of UMFST G. E. Palade Tg. Mures.

**Art. 37.** The Senate committee membership is lost upon termination of membership in the UMFST G. E. Palade Tg. Mures, or upon request.

**Art. 38.** The composition of the permanent committees is based on the senators' choice and their competencies/expertise. In the event that the senators do not choose to participate, or the committees did not reach the minimum number of members required, The Senate Office will suggest assignment by taking into account the principle of balanced representation.

**Art. 39.** The committees operate according to the current legislation, by-laws and methodologies approved by the Senate.

**Art. 40.** Representatives of the executive and administrative board of UMFST G. E. Palade Tg. Mures (with the obligation to participate) may be invited for information or advisory purposes.

**Art. 41.** The UMFST G. E. Palade Tg. Mures Chief Secretary is a non-voting participant in Senate meetings.

### CHAPTER III. The Senate Seat

**Art. 42.** The Senate seat is attained by universal, direct and secret vote of the university faculty and research staff, and by student representatives.

**Art. 43.** The Senate seat shall become effective upon validation of the new Senate by the old Senate.

**Art. 44.** The Senators have the following duties/responsibilities and rights.

- (1) To participate in the meetings of the senate and those of the permanent structures they belong to, and to voice without reticence their views on the issues up for debate within the committees and the Senate.
- (2) To participate in decision making through an open or secret vote, as appropriate.
- (3) To propose that the Senate consider certain problems/issues of major concern/interest for the university.
- (4) To represent the UMFST G. E. Palade Tg. Mures or the Senate when designated to do so by the Senate or the Administrative Board.
- (5) To call for the convocation of the Senate in special session under the conditions of the current/existing regulation.
- (6) To question the Senate Chair, the Administrative Board, the committee chairs and the management on any major interest issue/problem concerning the University.

**Art. 45.** Any senator may have access, for advisory or personal interest purposes, to the reports of the Senate and Senate committee meetings.

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## Chapter IV. The Senate duties

**Art. 46.** The Senate has the following duties laid down in the University Charter:

- (1) it guarantees academic freedom and autonomy;
- (2) following consultation with the university community, it develops and adopts the University Charter, as well as the rules of operation of the University and any subsequent amendments to them;
- (3) it approves the Strategic Development Plan and Operational Plans of the institution as motioned by the Rector/Chancellor;
- (4) at the recommendation of the Chancellor/Rector and taking into account the current legislation, it approves the structure, the organization and the operation of the University;
- (5) it approves the draft budget recommended by the Administrative Board and the implementation of the budget;
- (6) it develops and approves the Quality Control Code as well as the Code of Ethics and professional academic deontology;
- (7) it adopts the Academic Code of student rights and obligations;
- (8) it approves the Methodologies and Regulations regarding the organization and operation of the university;
- (9) it draws up the Management Contract with the Rector/Chancellor;
- (10) it monitors the activity of the Rector/Chancellor and of the Administrative Board;
- (11) it validates/endorsees public contests for positions in the Administrative Board;
- (12) it approves the contest rules and the results of the contests for teaching and research staffing, and periodically evaluates the human resources;
- (13) it approves, at the suggestion of the Rector/Chancellor, sanctions against poorly-performing staff, based on a specific set of guidelines and the current/existing legislation;
- (14) it approves the curriculum developed by the Faculty Boards;
- (15) it initiates steps for the creation of consortia and mergers with other universities and research and development institutes;
- (16) it validates/endorsees the election of new management structures, except that of the Rector/Chancellor;
- (17) based on the suggestions endorsed by the Faculty Boards, it establishes the terms of conducting entrance examinations, as well as the number of students admitted the following year;
- (18) it approves the amount of tuition charges, in accordance with the legal provisions;
- (19) it decides, based on the proposals of the Faculty Boards or the Rector/Chancellor, in a subordinate role, the creation or closure of certain University or college/faculty departments;
- (20) it establishes a system of application and monitoring for the enforcement of the Student Code of Rights and Obligations;
- (21) it elects or revokes, by secret vote, the Senate President and Vice-presidents;
- (22) it establishes representation quotas for the Faculties and lines of study in order for the formation of the new Senate;
- (23) it decides the establishment of certain Specialized Committees, Councils, or other permanent or temporary structures, and determines their mode of operation and tasks, according to need;



- (24) it approves the positions chart of the teaching and research staff at the proposal of the departments, with the consent of the Faculty Board and of the Administrative Board, and it establishes the number of teaching and non-teaching positions;
  - (25) it approves the study groups and their size;
  - (26) It approves the composition of the examination committees for the academic and research positions to be filled;
  - (27) It validates/endorsees the results of the contest for the filling of academic vacancies, after they are approved by the faculty boards, as proposed by the examination committees;
  - (28) It endorses the composition of the Academic Ethics Committee;
  - (29) It approves the disciplinary sanctions laid down in ar. 27. Line 2, letters c)-e) of the current Charter;
  - (30) It approves the research committees for the investigation of misconduct, according to the specific legal provisions;
  - (31) It approves the organizational chart of the University;
  - (32) It approves the establishment of research units, institutes, experimental stations, research and development centers or labs.
  - (33) It approves the establishment of societies, foundations, or associations;
  - (34) It establishes the criteria and the managerial performance indicators for the Rector/Chancellor, as well as the rights and obligations contained in the Management Contract;
  - (35) It demotes the Rector/Chancellor under the conditions specified in the Management Contract, but only subsequent to a Referendum proceeding, if the method of designation of the Rector/Chancellor is the one laid down in art. 209 line(1) letter (b) of the National Education Law nr. 1/2011;
  - (36) It demotes the Deans, Department Chairs and the coordinators of departmental structures, on reasonable grounds and based on legal procedures;
  - (37) It approves the awarding of the Doctor Honoris Causa and Professor Emeritus titles and other academic distinctions for eminent persons from Romania and abroad, as well as the granting of membership in the academic community to individuals recognised at the national and international levels;
  - (38) It authorizes annually, following its own methodology, the continuation of academic and research activity of personnel over the age of retirement, upon the proposal and with the agreement of the Faculty Board and following a favorable opinion of the Administrative Board;
  - (39) It approves the criteria used to award study and research grants/scholarships from its own funds;
  - (40) It approves the insignia and symbols specific to the University;
  - (41) It grants the status of guest associate faculty member in accordance with the provisions of the National Education Law nr. 1/2011, the University Charter, national and local standards of employment of teaching staff, and the internal regulations that grant such a status;
  - (42) It authorizes the activities of research and instruction of tenured staff at other higher education or research institutions;
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## Chapter V. The Relationship of the Senate with the Rector, the Deans and other executive bodies of UMFST G. E. Palade Tg. Mures

**Art. 47.** The relationship between the Senate and the executive leadership of the University is one of collaboration. The Senate meetings are attended by the Rector of the University or one of his/her representatives from the Administrative Board (pro-rector) who will uphold the position of the Administrative Board and will respond to the requests of the senators.

**Art. 48.** Members of the Administrative Board, if they are not elected members of the Senate, department chairs, other members of the academic community or outsiders may participate in the Senate or committee meetings as guests, in order to respond to inquiries or to support documents to be submitted for endorsement. The attendance of the guests at the meeting will be subject to the approval of the Senate during the previous assembly (for people outside the UMPHST G. E. Palade Tg. Mures), or at its start (for those within the UMPHST G. E. Palade Tg. Mures).

**Art. 49.** The President of the Senate attends the Administrative Board meetings as a permanent, non-voting guest.

**Art. 50.** Elected according to Statute Nr. 1/2011, the Rector enters into a managerial contract with the Senate, which comprises management performance criteria and indicators, and the rights and obligations of the two contractual parties.

**Art. 51.** Each year, by April, the Rector shall submit to the Senate a report concerning the state of the University. The University Senate shall validate the aforementioned document, based on the reports made by its specialty committees. The report is a public document.

**Art. 52.** The Dean implements at the faculty level the decisions of the University Senate, the Rector and the Administrative Board. The Senate can terminate/remove from office the dean of the Faculty, after a hearing.

**Art. 53.** The dean can be terminated/removed from office by the University Senate, through the secret vote of the qualified majority of 2/3 of the Senate members, at the suggestion of the Rector.

## Chapter VI. The Conduct of the Senate Meetings

**Art. 54.** The Senate conducts its activity in plenary sessions (ordinary and extraordinary sessions), in festive meetings and meetings of the Senate Office and of the specialist committees.

**Art. 55.** The Senate sessions may be convened at the request of the Senate President, the Rector/Chancellor, or at the written request of at least 1/3 of the University Senate members. Attendance is also mandatory for ordinary sessions, even if their scheduling has already been approved by the Senate. The duration of an ordinary session must not exceed 3 hours.

**Art. 56.** An ordinary Senate meeting is summoned at least 7 days prior to the date of its occurrence.

**Art. 57.** The extraordinary sessions, requested by the Rector or in writing, registered with the University Secretariat/ Office of the Secretary, by at least 1/3 of the senators, are summoned at least 48 hours prior to the sessions, and at least 10 days after the request has been recorded.

**Art. 58.** The Senators are summoned individually, in writing, by e-mail, at their official address. The Senators have the obligation to communicate in writing to the UMFST G. E. Palade Tg. Mures Office of the Secretary/Secretariat the change of e-mail address as soon as it happens, as well as any other



prior contact information (telephone, mailing address, etc.)

**Art. 59.** In the summons, the Senators shall receive the agenda, and in shortest possible order, shall receive electronically the materials/items to be discussed during the meeting they have been summoned to attend.

**Art. 60.** The larger items/materials may also be posted on the UMFST G. E. Palade Tg. Mures s internet site, as metioned in the summons.

**Art. 61.** The Senate sessions/meetings are not public, with the exception of the festive ones, which shall be announced accordingly.

**Art. 62.** The Senate makes decisions by simple majority of the members present, unless an absolute or qualified majority is stipulated by UMFST G. E. Palade Tg. Mures law or regulations. The working quorum of the Senate meetings is 2/3 of the total Senate membership.

**Art. 63.** The Senate may decide resorting to a secret vote in situations other than those expressly provided for in the law.

**Art. 64.** The rulings of the Senate become public and are reported to the academic community by being displayed on the University Senate Web page, the chancellor being in charge of it.

**Art. 65.** The work of the Senate is coordinated and takes place between sessions by means of/through the Senate Office.

## Chapter VII. The Senate Sessions

### VII.1. The participants in the Senate sessions

**Art. 66.** The Senate members are required to attend the Senate meetings and to enter their names on the attendance list before the start of the sessions.

**Art. 67.** The members of the Senate who, for reasons outside their control, cannot attend the meetings, must give the chancellor advance notice in which they mention the reasons for non-attendance.

**Art. 68.** Persons other than those mentioned in art. 4 may participate in the work of the specialized committees only with the approval of the absolute majority of the Committee.

### VII.2. The session proceedings (the order of business/agenda)

**Art. 69.** The Senate sessions are lead by by the President of the Senate, and in his absence, by the Vice-president designated by the President.

**Art. 70.** The regular/ordinary and extraordinary Senate sessions start with the roll call. If there is no quorum, the presiding senator may postpone the meeting by 30 minutes, and if the quorum is still not met, the meeting will be rescheduled within a minimum of 48 hours and 14 days.

**Art. 71.**

The agenda can be supplemented with additional points:

- (1) at the request of at least 10 senators, and submitted at least 48 hours before the working session
- (2) during the working session, after the presentation/submission of the initial Order of business/Agenda, by any senator, with the full vote of the members

**Art. 72.** A certain subject/issue that has already been voted on, cannot be brought up again unless new data has come up since the moment of the initial ruling.

**Art. 73.** The agenda of each regular Senate session must include a “question and answer” section.

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**Art. 74.** The questions that have been submitted in writing with the Senate Secretary will be answered instantly, while the questions asked during the session may be answered within 7 days.

**Art. 75.** The persons that have been questioned in writing who are not members of the Senate, will be invited to the meeting.

**Art. 76.** All the persons in administrative and academic leadership roles at UMFST G. E. Palade Tg. Mures are required to answer the questions of the Senate members only during the Senate sessions.

**Art. 77.** The senators are required to attend the sessions and to sign the attendance roster before they start.

**Art. 78.** The President of the Senate or the Rector can request the postponement of the discussion of the supplementary item in order to seek a legal standpoint from a specialist or the Administrative Board. In this case, the discussion on the topic in question shall be suspended until the following Senate session when it will be a mandatory part of the agenda.

**Art. 79.** The items on the agenda shall be subject to debate by the Senate. The final form under which the debated documents will appear, shall be determined following the plenary speeches of the Senate members, and shall be approved by vote.

### VII.3. The decision-making procedure

**Art. 80.** The rulings of the Senate shall be adopted:

- 1) at the initiative of the Senate, in which case the Senate must request the opinion of the Administrative Board.
- 2) at the proposal of the Rector/Administrative board, in which case the ruling motion must be argued by the Rector.

**Art. 81.** The draft decisions of the Senate shall be submitted to the Senate by the Rector or by members of the Senate. The initiators may submit, at the request of the senate, the reason why it is necessary to adopt the ruling in question, the amendments to its current state, and the anticipated impact.

**Art. 82.** The senators may formulate amendments to the rulings motions.

**Art. 83.** The draft ruling shall be debated and voted on as a whole, when there are no amendments.

**Art. 84.** In case there are differences that cannot be resolved between the motion of the Administrative Board and the amendments made by certain members of the senate, the motions are submitted to a vote in chronological order: first, the motion made by the Administrative Board, then, if it does not meet the number of votes necessary to pass, the next motion will be voted on.

**Art. 85.** During voting, the right to speak about the subject being voted on cannot be granted.

### VII.4. The conduct of the debates during the sessions

**Art. 86.** The session chair grants/gives the right to speak. A member of the Senate can express his/her opinion about the topic under discussion only once.

**Art. 87.** During the speeches on the topics of the agenda, the senators will respect the rules of academic ethics as well the right of the other senators to express their opinion. The speeches may not be more than 3-5 minutes long. The Senate President may interrupt the speech of the person who does not conform to the provisions of the current rule.

**Art. 88.** The Senators who could not speak have the right to express their position on a topic on



the agenda in writing, by submitting it to the president of the Senate within 2 days from the date of the meeting/session.

**Art. 89.** The Rector of the University may speak as often as necessary in order to clarify the issues raised.

**Art. 90.** Direct questions and rebuttals between senators, as well as the failure to comply with the order of speaking are prohibited. The rebuttal to the intervention of the previous speaker must be approved in advance by the session chair.

**Art. 91.** The interventions made during the plenary sessions of the Senate may be audio/video taped only with the approval of the Senate.

#### **VII.5. The adoption of the decisions, resolutions**

**Art. 92.** For each issue in the agenda/order of business, the Senate adopts decisions and resolutions. The decisions regulate the activity of the University, establish sanctions, etc. Through resolutions, the Senate adopts decisions concerning the validation of a protocol, the position of the Senate regarding an issue that was brought up, such as those relating to a certain strategy, inquiries, incompatibilities, etc.

**Art. 93.** In the UMPHST Senate, the vote is direct and it may be open or secret. The vote may not be delegated. The open vote may be a show of hands or a roll call. The secret vote shall be cast through ballots or electronic means. Unless the secret vote is explicitly stated, the secret vote shall only be used, when suggested by the president of the Senate, only if a majority of the Senate members agree.

**Art. 94.** As a rule, the vote is open by a show of hands. With the exception of the decisions for which the voting system was regulated by the UMPHST Charter or by this Regulation, the Senate may adopt another voting procedure.

**Art. 95.** For the decisions taken by secret vote, the session Chairperson shall announce the voting procedure and how to fill out the ballot, before the voting takes place.

**Art. 96.** When electing the bodies and structures laid down in this Regulation, the vote counting committee shall be selected by the Senate from among the senators who do not run for them. In the other cases, the vote count shall be done by the chancellor and a student. In all cases, following the vote count, a report shall be drawn up by the people who counted them and by the session Chair. The results of the vote shall be made known to the Senate immediately after the report has been drawn up.

**Art. 97.** A decision/motion that has been adopted by vote in a Senate session may not be modified during the same session.

**Art. 98.** The final version of the approved items will be drawn up within maximum 7 days. The decisions and resolutions shall be posted on the University/Senate Web page and disseminated to the senators, the Administrative Board, the faculties and departments, according to their destination.

**Art. 99.** All of the final documents issued by the Senate, including the report, shall be signed by the session Chair, the Rector, the chancellor, and endorsed by the legal council/advisor.

**Art. 100.** The conduct of the Senate sessions shall be recorded in the session report/minutes. It comprises the nominal mention of all the senate members who took the floor, the requirements for the adoption of the decisions or resolutions, as well as the content of the statements whose mention in the report has been expressly requested. The reports, as well as the recordings (if necessary) of these sessions, shall be archived. At the cessation of the mandate of the sitting Senate, they will be handed



over to the University archives.

**Art. 101.** Any member of the UMFST G. E. Palade Tg. Mures academic community may request in writing the release of an extract/printout of the Senate session reports in which issues of personal concern were discussed.

**Art. 102.** The decisions, the rulings, the regulations/rules and declararations adopted by the Senate may be disclosed to the press only by the Senate president, or by other persons designated by him.

**Art. 103.** The Senate may not make decisions that go against certain existing legal provisions, or against certain strategic decisions/plans previously made by it, and which are being implemented. To be applicable, the rulings of the Senate must receive a favorable legal opinion.

## VII.6. The electronic voting

**Art. 104.** For the situations in which the decision of the University Senate is necessary and urgent and it is not possible for the Senate to meet in plenary session, the Senate Office shall decide to call for an electronic vote by e-mail sent to a pre-established institutional address, which can only be accessed by the Senate leadership.

**Art. 105.** The request made by the Senate leadership for an electronic vote of the University Senate members must:

- a) Respect the legislative norms/legal rules presented above, and can only be initiated by the leaders of the appropriate authorities.
- b) To delineate the time period, clearly mentioning the precise date and time limit, including at least one mandatory work day.
- c) To draw up a clear question, in an affirmative, not a negative way, and accompany it with all the elements, documents and justifications necessary for an evaluation in view of the vote by the members of the University Senate or the council.
- d) To formulate the answers to the question that is being voted on by the Senate members in the following format:
  - YES, I agree;
  - I DO NOT agree;
  - I abstain.

**Art. 106.** The electronic vote of the members of the University Senate may not be requested for rulings concerning the strategy of the university, its organizational structure, and for situations in which a secret vote by the members of the University Senate is required.

**Art. 107.** For the decisions and resolutions to be validated through electronic voting, each individual member must answer a number of e-mail messages in order to ensure the minimum two-thirds quorum of all the members, in accordance with the existing legislation.

**Art. 108.** In order that the decisions and resolutions be approved, they must receive a favorable vote by the simple majority of the members who cast a vote, in accordance with the existing legislation.

**Art. 109.** The results of the vote will be communicated to the members by e-mail, the date of the ruling being considered the deadline for casting the electronic vote. The vote shall be validated during the following ordinary/regular Senate session.



## Chapter VIII. The rights and duties/responsibilities of the Senate members

**Art. 110.** The members of the Senate as well as the consulting members of the working committees/panels, must preserve the confidentiality of the topics being discussed.

**Art. 111.** The Senate members are required to provide an e-mail address to the Senate Secretary. All the official communications of the Senate shall be done through the UMPHST G. E. Palade Tg. Mures e-mail address.

**Art. 112.** All the members of the Senate have the right and the responsibility/obligation to participate in all the phases of the decision-making process, as well as to participate in the meetings of the Senate and of the committees to which they belong.

**Art. 113.** These obligations/duties precede the other service obligations within the University. The senators who are faculty shall set up their teaching and research schedules in a way which does not interfere with the activities of the Senate and the committees to which they belong. The student senators will have excused absences due to the activities of the Senate and the committees to which they belong.

**Art. 114.** The senators have the obligation to notify in writing or by institutional e-mail the objective reasons for a potential absence from Senate activities. The notifications shall be submitted to the Senate secretary's office before the day of the meeting. Under extreme circumstances, ulterior justifications may be submitted in writing to the secretary's office after the meeting.

**Art. 115.** The senators have the right to suggest to the Senate the discussion of certain high interest issues for the university, under the conditions of the present Regulation.

**Art. 116.** Any member of the Senate may initiate the covering of the Senate in extraordinary session under the conditions of the present Regulation.

**Art. 117.** In their public life, the members of the Senate have the right to express without restraint their opinion about any issue/matter pertaining to The Senate and the University, with the obligation to respect the values of the University, the laws and Charter, the Code of professional ethics and conduct of UMFST G. E. Palade Tg. Mures, and the present Regulation, and to not infringe on the freedoms and rights of other members of the academic community.

**Art. 118.** Any viewpoint expressed publicly by a senator which is not expressly authorized by the Senate or the Senate president, does not engage the Senate and represents the personal opinion of the senator in question who shall answer to the Senate as to the correctness of this viewpoint.

## Chapter IX. Penalties

**Art. 119.** Upon accumulating 2 unexcused absences from Senate or committee activities in the course of an academic year, the senator shall receive a warning from the Senate Office.

**Art. 120.** In the case of 3 unexcused absences/academic year from legally convened regular sessions, the senator shall lose this quality, in which situation the full Senate takes note of the loss of membership. The vacancy shall be filled by the next person who has been chosen when the voting took place; the chancellor of the Senate shall notify the Senate when such situations occur.

**Art. 121.** When a senator has 6 consecutive excused absences, he/she shall be summoned to a discussion by the SenateOffice, in order to explain the situation. The minutes of the discussion will be made available to the full Senate for potential subsequent decisions, with the possibility of a termination/recall process.

**Art. 122.** In situation specified in the UMFST G. E. Palade Tg. Mures Code of ethics and conduct,



he/she shall be summoned to a discussion by the Senate Office in order to explain the situation. The minutes of the discussion shall be made available to the full Senate for future potential decisions, including the enforcement of the recall procedure.

**Art. 123.** The loss or termination of a senate position may happen under the following circumstances:

- a) in the event of a resignation;
- b) upon suspension according to the law and the present Regulation;
- c) in the event of taking a leadership position at another university for a continuous duration that exceeds 12 months;
- d) in the case of 3 unexcused absences/academic year from the regular legally convened sessions.

**Art. 124.** In the event of a vacancy in the structure of the Senate, the session quorum shall correspond to the number of existing members, the vacant post being filled by the next candidate who was best placed during the election/voting process that took place at the start of the mandate. If this is not possible, by-elections shall be held within 3 months.

**Art. 125.** The mandate of student senators in their senior year shall be extended until the start of the next academic year. In case the student senator chooses to apply for and register in another study program, he/she may continue his/her mandate as a student senator according to the Student Status. Otherwise, the senator position shall become vacant and elections shall be organized within the first 4 weeks of the following academic year.

## Chapter X. Transitional and final provisions

**Art. 126.** The regulations and decisions adopted by the Senate are mandatory for all the members of the UMFST G. E. Palade Tg. Mures academic community. All those in academic or administrative leadership positions at the University have the obligation to answer the questions of the Senate specialist committee members during Senate sessions. The refusal to answer the questions of the Senate specialist committees constitutes a violation of the rules of academic integrity, and are punished according to the Law.

**Art. 127.** The provisions of the present Regulation shall be supplemented by the provisions of the Law nr. 1/2011 and by the UMFST G. E. Palade Tg. Mures Charter.

*This regulation was approved at the meeting of the George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Targu Mures, Targu-Mures on January 19, 2020, and became effective on January 30, 2020.*