



**Reference documents:**

*The National Education Act no. 1/2011 (M.O. 18/10 ian. 2001) with modifications GEO 92/2012 and GEO 49/2014;*  
*Law no.206/2004 on Good Ethical Conduct in Scientific Research with subsequent completions;*  
*The Charter of George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Târgu Mureș;*  
*The Code of Doctoral Studies – G. D. no. 681/2011 (O.J. 551/3 aug. 2011) with modifications G.D: 134/2016;*  
*Order of the Ministry of Education no. 5110/2018 regarding the National Minimum Criteria – panels P1, P2, P3 of CNDATCU;*  
*Order of the Ministry of Education no. 6560/2012 regarding the National Minimum Criteria with modifications OME 4204/2013;*  
*Order of the Ministry of Education no. 5691/2011 regarding the CNADTCU regulation on the evaluation of the habilitation theses with modifications OME 5648/2013;*  
*Order of the Ministry of Education no.3121/2015 on the organisation and the process of obtaining a habilitation degree;*  
*The European Directive no. 36/2005 with susequent completions of 2011 and 2013;*  
*The Framework Convention for the Protection of National Minorities no. 157/1995 (ratified in 1998);*  
*Law no. 53/2011 – Labour Code (O.J. 345/18 mai 2011)*

## **ELECTION METHODOLOGY OF THE I.O.S.U.D.- UMFST G.E. PALADE TÂRGU MUREȘ**

### **Election methodology for the election of the members of the Council of University Doctoral Studies C.S.U.D. and of the members of the Council of Doctoral School C.S.D.**

#### **Regulation code: UMFST-REG-64 Edition 04**

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## **Chapter I. C.S.U.D. elections within I.O.S.U.D. - UMFST G.E.Palade Târgu Mureș**

### **Art. 1.**

The present methodology establishes the rules of the elections to be held within the Institution Organising the University Doctoral Studies I.O.S.U.D. of the George Emil Palade University of Medicine, Pharmacy, Sciences and Technology Târgu Mureș, and it is elaborated pursuant to the Education Act 1/2011, with subsequent completions, respectively pursuant to the regulations within the Code of Doctoral Studies, G.D. 681/2011, with subsequent completions, and to the University Charter adopted by the Senate in 2018 after the debate held within the university community.

### **Art. 2.**

(1) The methodology for the appointment of C.S.U.D. members shall observe all provisions under G.D. 681/2011, with subsequent completions, and is proposed by the heads of the I.O.S.U.D. component institutions and approved by the collective management bodies of each I.O.S.U.D. component institution.

(2) Upon the creation of I.O.S.U.D., by way of exception from provisions under art. 5 of the present UMFST G.E.Palade Regulation - REG-64, the C.S.U.D. may function under an interim regime, without members appointed by the doctoral supervisors, up to a month from the creation of the first doctoral school, respectively, without members appointed by the doctoral students, up to a month until the enrollment of the first generation of doctoral students.

(3) The election calendar carried out for the election of the I.O.S.U.D. management structures, that is the Council of University Doctoral Studies, C.S.U.D., respectively for the Council of Doctoral Schools C.S.D., is proposed by the C.S.D., receives notice from the C.S.U.D., and is approved by the Târgu Mureș UMFST G.E.Palade Senate (Appendix 1).

### **Art. 3.**

The number of C.S.U.D. members is 15, of which at least one is chosen through the universal, direct, secret, and equal vote of the doctoral supervisors (that fulfill the minimum mandatory criteria for obtaining the habilitation degree, in accordance with the requirements of the CNATDCU panels) within the Târgu Mureș UMFST G.E.Palade. Doctoral Schools, one is the director of the C.S.U.D., one is the deputy director of the C.S.U.D., as lawful members of the council, 3 are representatives of the doctoral students, appointed through the universal, direct, secret, and equal vote of the doctoral students within the doctoral school, and the other 11 members are nominated by the management of the component institutions of the Târgu Mureș UMFST G.E.Palade.- I.O.S.U.D.

### **Art. 4.**

The C.S.U.D. members may be persons within I.O.S.U.D. or outside of it, in the country or abroad, scientific personalities or persons from the relevant industrial, social-economic sectors, and representatives of the doctoral students within the doctoral schools which are members of I.O.S.U.D.

### **Art. 5.**



At least one C.S.U.D. member is chosen through the universal, direct, and secret vote of the member doctoral supervisors of the I.O.S.U.D., respectively, three doctoral students are chosen by means of the universal, direct, and secret vote of the doctoral students.

**Art. 6.**

The C.S.U.D. members' mandate is of 4 years.

**Art. 7.**

C.S.U.D. is managed by a director appointed on the basis of a public contest organized by the Târgu Mureș UMFST G.E.Palade., and by a deputy director of the C.S.U.D, appointed by the UMFST G.E.Palade Administrative Board, as lawful members of the C.S.U.D.

**Art. 8.**

Only those who have the right to supervise doctoral theses and who fulfill the minimum habilitation criteria published by MEN (the Ministry of National Education) through the CNATDCU panels may participate to the competition for the occupation of the C.S.U.D. director position, and the manner in which the competition shall be carried out, as well as the necessary documents, are provided under Appendix no. 2. If none of the candidates fulfill the minimum conditions and criteria, or no candidates register to compete for the position, then a second competition shall be organized.

**Art. 9.**

The competition commission has 5 members, of which at least 3 must be from outside the component institutions of the IOSUD, from within the country or from abroad, and at least one member of the competition commission shall have, on the date on which the available position is published within the Official Journal of Romania, an employment contract with a higher education and research institution abroad included on the list approved by order of the Ministry of National Education, drafted in accordance with art. 216, para. 2, letter f) under Act no. 1/2011.

**Art.10.**

The members of the competition commission must have the right to supervise doctoral theses, in the country or abroad, and must fulfill the minimum and mandatory standards for the habilitation degree.

**Art.11.**

On the basis of the decision of the competition commission, the Târgu Mureș UMFST G.E.Palade. Rector, who legally represents I.O.S.U.D. shall conclude a management contract with the appointed person, for a period of 4 years.

## **Chapter II. C.S.D. elections within the Doctoral School of Târgu Mureș UMFST G.E.Palade. - I.O.S.U.D.**

**Art.12.**

The doctoral schools are organized and function within Târgu Mureș I.O.S.U.D. of UMFST G.E.Palade, with doctoral supervisors who have been granted this right, by law. The doctoral supervisors who are members of the Doctoral Schools shall carry out their activity within the component institutions of I.O.S.U.D.

**Art.13.**

The methodology for the election and appointment of the members of the C.S.D. Doctoral School



Councils, and the election calendar shall be established by means of the Târgu Mureș UMFST G.E.Palade. Administrative Board (Appendix no. 01).

**Art.14.**

The doctoral schools at the level of the I.O.S.U.D. are managed by a doctoral school director and the doctoral school council - C.S.D. The director of the doctoral school is associated to the department director. C.S.D. is associated to the department council. Within the C.S.D., the doctoral supervisors of the doctoral school make up at most 50% of its members, the doctoral students 20%, or more if need be, and the rest of its effective is completed with members from outside the doctoral school, appointed from among internationally renowned scientific individuals.

**Art.15.**

(1) The number of members of the Medicine and Pharmacy Doctoral School Council is 9, of which one is the director of the Doctoral School as lawful member of the C.S.D., 4 members are doctoral supervisors (all, including the C.S.D. director, shall fulfill the minimum national habilitation criteria imposed by CNADTCU on the date of their appointment as members) within the Târgu Mureș UMFST G.E.Palade. Doctoral School, 2 are representatives of the doctoral students, and 2 members, scientific personalities, are appointed by the Târgu Mureș UMFST G.E.Palade. Administrative Board from outside the Doctoral School.

(2) The number of members of the Letters, Humanities, and Applied Sciences Doctoral School Council is 7, of which one is the director of the Doctoral School, as lawful member of the C.S.D., 3 members are doctoral supervisors, one is a member of the scientific community, and two are doctoral students.

(3) The members of the Doctoral School Council and the C.S.D. director, who are members of the faculty or research staff, shall have the right to supervise doctoral theses, in the country or abroad, and shall fulfill the minimum and mandatory standards imposed as to be granted the habilitation degree on the date on which they are appointed as members of the Doctoral School Council, approved by order of the Ministry of National Education, according to art. 219, para. 1, letter a) under Act no. 1/2011.

**Art.16.**

The share of doctoral supervisors within the Doctoral School as members of the C.S.D. is established by the C.S.U.D. within Târgu Mureș UMFST G.E.Palade.- I.O.S.U.D.

**Art.17.**

The members of the C.S.D. shall be elected by means of the universal, direct, secret, and equal vote of the doctoral supervisors within the Doctoral School of the Târgu Mureș UMFST G.E.Palade.-I.O.S.U.D., and the representative members of the doctoral students shall be elected by means of the universal, direct, secret, and equal vote of the doctoral students.

**Art.18.**

The members of the C.S.D. formed within the Doctoral School, who are members of the faculty or research staff, shall have the right to supervise doctoral theses, in the country or abroad, and shall fulfill the minimum mandatory standards imposed as to be granted the habilitation degree, in force on the date on which they are appointed as C.S.D. members.

**Art.19.**

The C.S.D. members' mandate is of 5 years. The doctoral students who are members of the C.S.D., and who finish the doctoral studies during the council's mandate, shall lose their membership on the council on



the date on which they will publicly present their doctoral thesis. Partial elections shall be organized for filling certain vacant positions on the C.S.D., and the mandate of the new member shall come to an end upon the expiration of the C.S.D. mandate.

**Art. 20.**

In order to occupy certain vacant positions on the Doctoral School Council, partial elections shall be organized within at most 2 months, and the mandates of the new members shall end upon the expiration of the C.S.D. mandate.

**Art.21.**

The C.S.D. is managed by the director of the doctoral school, who is appointed by the C.S.U.D. from the doctoral supervisors within the doctoral school; the director is a lawful member of the C.S.D., and shall fulfill the minimum national criteria for habilitation.

**Art.22.**

(1) The I.O.S.U.D and the Târgu Mureș UMFST G.E.Palade. Doctoral School have a Scientific Secretary appointed by the C.S.U.D. director within I.O.S.U.D., from among the doctor of sciences personalities of the UMFST G.E.Palade., and who has as primary attributions the quick communication with the collective C.S.U.D. commissions and bodies, respectively the Târgu Mureș UMFST G.E.Palade. Senate, and the communication and upload of the documents and finalised theses, accompanied by their appendices, on the specific site managed by the Ministry of National Education.

(2) The Scientific Secretary participates to all of the C.S.U.D., respectively C.S.D. meetings, as a permanent guest.

**Art.23.**

The current Methodology for the election of the C.S.U.D. and C.S.D. members, respectively of the directors of the two councils, is an integral part of the Institutional Regulation of the I.O.S.U.D. UMFST-REG-06, respectively of the Functioning Regulations of the Doctoral School within the Târgu Mureș I.O.S.U.D. - UMFST G.E.Palade, UMFST-REG-24.

### **Chapter III. Conflict of interest and incompatibilities**

**Art. 24.** According to art. 295, para. (4) under Education Act no. 1/2011, in Târgu Mureș UMFST G.E.Palade., the persons that are spouses, relatives by alliance, or relatives up to the third degree, cannot simultaneously occupy positions in such a way that these persons are either the superior or subordinate of the other, or occupy control, authority, or institutional assessment positions in relation to the other, at any level of the Târgu Mureș UMFST G.E.Palade., and they cannot be appointed on doctoral commissions, assessment commissions or competition commissions whose decisions affect their spouses, relatives or relatives by alliance up to the third degree.

**Art.25.**

The members of the competition commission shall declare any conflict of interest in relation to other candidates, which may appear upon initiation of the competition for the position of C.S.U.D. Director, and shall withdraw from this commission.



#### **Art.26.**

The election as member of the C.S.D. or C.S.U.D. shall not create conflict of interest and incompatibilities with other management positions; only the position of C.S.D. Director, C.S.U.D. director respectively, are management positions and generate incompatibilities with other management positions within the Târgu Mureș UMFST G.E.Palade. structures.

### **Chapter IV. The electoral process for the appointment of members of the C.S.D and C.S.U.D. councils**

#### **Art.27.**

For the first round of elections - the quorum of doctoral supervisors within the Doctoral School must be of 2/3, and the candidates must obtain the majority of votes, and, the quorum of doctoral candidates must be of 2/3, and the candidates must obtain the majority of votes as well.

#### **Art.28.**

If the quorum condition is not met in the first round of elections of the C.S.D. and C.S.U.D. representatives who must be elected through vote, then, a second round of elections shall be organized, and the candidates shall have to obtain a simple majority of the doctoral supervisors within the Doctoral School present at the vote, and the same shall be valid in the case of the doctoral students, that is, the candidates shall also have to obtain a simple majority from the doctoral students present at the vote.

*The George Emil Palade University of Medicine, Pharmacy, Sciences and Technology's Târgu Mureș Senate has approved the present regulation on January 15<sup>th</sup>, 2019, and it shall enter into force on January 16<sup>th</sup>, 2019.*

### **Appendices**

Appendix 01: Election stages for C.S.D. and C.S.U.D.

Appendix 02: Method for the occupation of the Târgu Mureș UMFST G.E.Palade- I.O.S.U.D. C.S.U.D. director position



## Appendix 01

### Election stages for C.S.D. and C.S.U.D.

#### **Election of the C.S.D. Director and of the Doctoral School Council (mandate - 5 years)**

- 1 - Submission of candidacy - assessment as to ensure habilitation criteria are met;
- 2 - Election of C.S.D. members from doctoral supervisors;
- 3 - Election of C.S.D. member representatives of the doctoral students;
- 4 - Appointment of C.S.D. members from outside of the Doctoral School;
- 5 - Appointment of C.S.D. director by the C.S.U.D.

#### **Election of the C.S.U.D. Director and of the Doctoral School Council (mandate - 4 years)**

1. - Submission of candidacy - assessment as to ensure habilitation criteria are met;
2. - Election of C.S.U.D. members from doctoral supervisors;
3. - Election of C.S.U.D. members representatives of the doctoral students;
4. - Appointment of the rest of the C.S.U.D. members from I.O.S.U.D. doctoral supervisors by the component institutions of the I.O.S.U.D.;
5. - Period of time for the registration and submission of candidates files for the public competition for the position of C.S.U.D Director;
6. - Public competition for the CSUD Director position
7. - Submission of appeals against the Competition commission's decision;
8. - Appointment of the scientific secretary by the confirmed C.S.U.D. Director;



## Appendix 02

### **Method for the occupation of the C.S.U.D. director position within Târgu Mureș U.M.F.S.T.- I.O.S.U.D.**

The competition assessments for the occupation of the C.S.U.D. director position are:

- assessment of the candidates' files by the Competition commission;
- interview with the candidates and presentation of management plans before the Competition commission;

After the Competition commission's decision of appointment of the C.S.U.D. director, the candidates may appeal the Commission's results within 24 hours from the publication of the results, by submitting an appeal to the George Emil Palade University of Medicine, Pharmacy, Sciences and Technology of Târgu Mureș Registry Office, between the hours of 8-15.

The appeals shall be resolved within 24 hours from the date on which the submission period expires.

In the case in which none of the candidates fulfill the competition participation criteria, or if the candidate has not obtained a score of at least 8 (eight), the procedure shall be repeated within at most 60 days from the conclusion of the first registration period.

#### **Documents necessary for the registration within the competition for the C.S.U.D. director position within Târgu Mureș UMFST G.E.Palade.- I.O.S.U.D.**

The candidates applying for the C.S.U.D. director position shall present the following documents:

- Certified true copy of the diploma certifying the graduation of university studies;
- Certified true copy of the Doctor of Sciences diploma;
- Curriculum Vitae in Europass format;
- List of scientific works published by the candidate;
- The management plan regarding the development of the Târgu Mureș UMFST G.E.Palade. Doctoral School;
- The assessment file regarding the fulfillment of the minimum and mandatory standards imposed as to be granted the habilitation degree, in accordance with the Regulation regarding the granting of the habilitation degree UMFST-REG-77, MECTS Order 4478/2011, MECTS Order 6560/2012, MECTS Order 5691/2011, MECTS Order 5648/2013, respectively MECTS Order 3121/2015.