



**Reference documents:**

*Higher Education Act no.199/2023*

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

**REGULATION OF ORGANISATION AND  
FUNCTIONING OF THE ADMINISTRATIVE BOARD  
OF THE GEORGE EMIL PALADE UNIVERSITY OF  
MEDICINE, PHARMACY, SCIENCE, AND  
TECHNOLOGY OF TÂRGU MUREȘ**

**Regulation code: UMFST-REG-13**

**Edition 06**

Drafted by: Professor Leonard Azamfirei, PhD

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Verified by: Administrative Board, Legal advisor

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## Chapter I. General dispositions

### Art. 1.

(1) The Administrative Board of the George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Targu Mures is the operative management structure of the university which applies the strategic decisions of the University Senate..

(2) The Board of Administration is composed of the following ex officio members: the Rector, the Vice-Rectors, deans of the university's constituent faculties, the General Administrative Director, one of the General Administrative Vice Directors, two representatives of the students (one representative of the Romanian teaching line and one representative of the Hungarian teaching line). In accordance with the provisions of Article 135, paragraph (7) of the Higher Education Law no. 199/2023 in condition where the employees are organised in trade unions, a trade union representative also participates in the Administrative Board meetings, as an observer, without the right to vote.

(3) The Senate President has the status of permanent guest of the Administrative Board.

(4) The Administrative Board is chaired by the Rector who is the president of the Administrative Board.

### Art. 2.

(1) One mandate of the Administrative Board is of 5 years.

(2) The mandate of a member of the Administrative Board, teaching staff or researcher is 5 years, with the possibility of renewal in another term of office.

(3) The mandate of a student, as a member of the Administrative Board is established by the regulations for the appointment of student representatives, but it may not exceed 5 years. The term of office ends with the termination of the student status.

### Art. 3.

1) The meeting for Administrative Board setting up is convened by the Rector within no more than 7 working days from the validation by the Senate of the new Vice-Rectors and Deans.

(2) In the constitutive meeting, the Administrative Board establishes the current work programme and the specific duties of each member of the Administrative Board.



## Chapter II. Organisation and operation of the Administrative Board

### Art. 4.

- (1) The Administrative Board meets at least once a month or as often as needed, at the convocation of the rector or 1/3 of its members. If necessary, extraordinary meetings can be convened by the rector. The transmission of the convocation is carried out through the rectory's secretariat by telephone or electronic communication ways.
- (2) Extraordinary meetings may also be convened and held „ad hoc”, either in person or online, without a prior notice, by direct enunciation the subject for which the adoption of an emergency decision is required.
- (3) The Administrative Board can take decisions in the presence of at least 2/3 of its members;
- (4) If a member of the Administrative Board is excused absent, he may appoint a substitute, the next member lower in hierarchical order (vice dean, vice president of the students' league, etc.) with the Rector's consent;
- (5) The Administrative Board meetings are chaired by the Rector or, as the president of the Administrative Board, or, in his absence, by a Vice-Rector appointed by the Rector;
- (6) Meetings of the Administrative Board may be attended, without the right to vote, by guests of the rector, persons in managerial or executive positions from the university, trade union representatives or persons from outside the institution involved in the support of the University.
- (7) The nomination of the trade union representative shall be submitted to the Administrative Board, accompanied by the minutes of the nomination confirming that the proposal has been assumed and validated by the union members represented, as well as by the valid statutory procedure that earned the nomination. The Administrative Board may request the union to nominate another person if the designated individual has disciplinary or ethics sanctions that are indefeasible.

### Art. 5.

- (1) The meetings of the Administrative Board are not public and can be conducted on site, on-line or in a hybrid format..
- (2) The decisions of the meetings of the Administrative Board shall be recorded in the meeting minutes.
- (3) The Board of Administration may decide, by vote, to record officially the meetings and store them in electronic format for a period of 3 years.

### Art. 6.



(1) Decisions of the Administrative Board shall be adopted by a simple majority of those present. In urgent cases, the vote may also be cast electronically, initiated by the Rector..

(2) The decisions of the Administrative Board are made public on the University website in accordance with the rules on personal data protection, within a maximum of fourteen working days from the date of their adoption, or they are sent in writing to the persons involved, whenever they have an individual character.

(3) The decisions of the Administrative Board have executory power in the University. When it comes to the Senate area of responsibility, decisions are discussed in the next meeting of the Senate.

(4) The members of the Administrative Board who are in conflict of interests on a certain topic, do not participate at the vote.

#### **Art. 7**

##### **Debate Procedures**

1. The discussion of issues on the Administrative Board agenda may take place in ordinary or extraordinary meetings, during which are adopted the Board's decisions.
2. The Administrative Board may approve the establishment of temporary or permanent working groups, (e.g., Deans' Working Group, Vice-Rectors' Working Group), which meet separately to on specific topics.
3. By association, working groups may convene and may invite any other ex officio member of the Administrative Board to participate.
4. Meetings of the working groups may be requested by the Rector, and if the Rector participates, the meetings are chaired by the Rector.
5. Discussions within the working groups may generate proposals for resolutions, which shall be included on the agenda of the Administrative Board meeting for approval.
6. Individuals participating at the Administrative Board meetings without voting rights, nominated in accordance with Article 4, paragraph 6, may speak only once on a single agenda item, for 3–5 minutes, exclusively regarding the topics concerning employee interests in the case of the trade union representative, or exclusively regarding topics for which they were invited, in the case of other categories of guests.

#### **Art. 8.**

##### **Voting Procedure – Physical presence, Hybrid, or Videoconference**

1. Within the Administrative Board decisions are adopted, according to Article 6, paragraph (1), by vote, generally by consensus or, where applicable, by open vote, as described in paragraph 2. Voting by consensus or open vote applies to all decisions that, according to the law and the University Charter, do not require secret or nominal voting.
2. The proposal for adopting a resolution is presented by the Chair of the Board. If none of present ex officio members presents objections or requests for modifications, the proposal is considered



adopted. If at least one objection exists, it is discussed, and then an open vote is organized. The final form of the resolution is adopted by a simple majority of votes of the ex officio members present.

3. In the case of major objections, the Chair may decide to postpone the discussion and resume the topic at a subsequent meeting.

#### **Art. 9.**

##### **Online Voting Procedure**

1. For urgent matters, the Chair of the Administrative Board of may use electronic consultation and request votes to be expressed synchronously or asynchronously (email, electronic messaging).
2. The matter submitted for debate and approval is posted in the online discussion group by the Chair, who specifies the deadline for voting (date and time).
3. From the moment an asynchronous online debate begins, members and permanent invitees have one hour to express opinions in the online group. After this period, voting members shall cast their votes until the specified deadline.
4. The minutes of the meeting shall indicate the start time of the debate, the start and end time of the vote, and the result of the vote.

#### **Art. 10.**

##### **Confidentiality of Administrative Board Debates**

1. To ensure a climate of trust and transparency in the decision-making process and to protect sensitive informations, are established measures and responsibilities regarding the confidentiality of debates and votes expressed within the Administrative Board.
2. Discussions, opinions, votes, working documents used during meetings, and the information presented for decision-making purposes are confidential and are exclusively for ex officio members and invited participants. They are confidential and they can't be made public or shared outside the Board except in a form approved by the Board.
3. Meeting participants (ex officio members or permanent or temporary invitees) are obliged to maintain confidentiality of sensitive information, including but not limited to:
  - a) Personal data and employee/student information
    1. Performance evaluation results, individual grades, and feedback.
    2. Disciplinary actions, internal investigations, ethics complaints.
    3. Individual salary or personal benefits information.
    4. Medical or social information provided for administrative decisions (e.g., leave requests, special leaves).
    5. Personal GDPR data: names, personal identification numbers, addresses, signatures, bank details.
  - b) Non-public financial and budgetary matters
    1. Budget proposals prior to official approval.
    2. Interim budget execution reports, cash flows.
    3. Resource allocation strategies for future projects.
    4. Negotiations regarding procurement contracts, rates, commercial clauses.
    5. Information on sponsorships or donations not yet made public.



- c) Strategic plans and ongoing administrative decisions
    - 1. Institutional development strategies (campus, infrastructure, national and international expansions).
    - 2. Research projects or grants in preparation, unannounced partnerships.
    - 3. Draft internal regulations or policies under discussion (before final approved form).
    - 4. Reorganization plans, staff restructuring, changes to the organizational chart.
  - d) Contractual information and negotiations
    - 1. Details of commercial contracts, tenders, or strategic partnerships in progress.
    - 2. Offers, negotiations, prices, and deadlines not public yet.
    - 3. Confidential documents received from external partners under NDA. (Non-Disclosure Agreement).
  - e) Legal matters and litigation
    - 1. Defense strategies in lawsuits, legal opinions, attorney consultations.
    - 2. Discussions regarding complaints, ongoing investigations, or verifications.
    - 3. Proposals for amicable settlements or mediation agreements.
  - f) Debates during meetings
    - 1. Arguments for and against expressed by Board members.
    - 2. Individual opinions not reflected in the final resolution.
    - 3. Preliminary discussions about decision options, even if a public form is adopted later.
  - g) Internal supporting materials
    - 1. Internal minutes, background notes, financial, technical, or legal analysis reports.
    - 2. PowerPoint presentations, data tables, reorganization diagrams.
    - 3. Documents labeled “internal” or “confidential.”
  - h) electronic communications related to the Board
    - 1. Emails transmitting meeting documents.
    - 2. Drafts and comments exchanged among Board members before adopting a resolution.
  - i) Votes expressed in the decision-making process.
- 4. Confidentiality is maintained even after resolutions are adopted for all aspects not officially made public. The confidentiality obligation continues for three years after ceasing to be a member or participant in Board meetings.
  - 5. Board members and permanent guests must sign a Confidentiality Agreement regarding participation at the Board meetings (Annex 1) and comply with the Code of Conduct for Board meeting participants (Annex 2).
  - 6. Access to transmitted documents is permitted exclusively for participation in Board meetings. Documents may not be copied, distributed, or used for other purposes.
  - 7. Is prohibited the recording in any form—audio, photo, video, AI note-taking, or live streaming of a Board meeting—without prior written consent from the Board.
  - 8. Breaches of confidentiality shall be recorded in the minutes and may lead to disciplinary measures or referral to competent authorities under the law.
  - 9. In the case of repeated or serious breaches by the participants designated of student or trade union organizations, the Board has the right to request that these organizations nominate another representative.



10. If the deed causes serious harm (e.g., damage to the institution's public image, leakage of personal or financial data), the University Ethics Committee shall be notified and, if applicable, disciplinary, civil, or criminal authorities may be involved.

**Art. 11.**

The Administrative Board mainly has the following duties:

- 1) ensures the operative management of the University;
- 2) proposes to the Senatethe annual revenue and expenditure budget, for approval;
- 3) approves and establishes the University budget in operational terms;
- 4) approves the budget implementation and the annual balance sheet;
- 5) propose, as part of the draft budget, the level of protocol expenditure relating to the current activities;
- (6) approves proposals for the announcement of teaching and research vacancies, positions for teaching and research assistants and administrative staff;
- (7) endorses proposals for new study programmes and makes proposals to the University Senate to wind up those study programmes that no longer fit the University's mission or are academically and financially inefficient;
- (8) approves financial operations that exceed the ceilings setted by the University Senate;
- (9) approves work procedures;
- (10) endorses and proposes to the Senate, for approval, methodologies and regulations concerning the organization and functioning of the university;
- (11) proposes to the University Senate long-term and medium-term university strategies and policies on areas of interest to the university;
- (12) ensures the implementation of the Senate's decisions;
- (13) proposes to the Senate, for approval, the establishment or dissolution of faculties/study programmes, the taking over or establishment of research and development institutes, teaching stations and research and development stations, university hospitals, outpatient medical units and university pharmacies, companies, foundations, associations, pre-university education units, consortia for dual education;
- (14) submits to the Senate, for approval, the conditions for the conduct of the entrance examination, the curricula, the tuition fees for the next academic year and the methodology of the bachelor examination, as well as any other proposals that fall within the competence of the Senate;



(15) to endorse and submit to the Senate, for approval, the job descriptions and proposals concerning the associated teaching staff and requests for extension of activity;

(16) endorse and submit to the Senate, for approval, the support by tenured staff of teaching and research activities in other higher education or research institutions;

(17) decide on the efficient use and management of funds;

(18) reviews and approves proposals for investment and development of the material base;

(19) identify possibilities for attracting partners to carry out extra-budgetary income-generating activities;

(20) approves the travel in the country and abroad of the members of the university community during the educational process, as well as of the auxiliary and administrative staff, arranging the necessary measures for the smooth running of the teaching or administrative process;

(21) proposes to the Senate, for sanctions within its competence, the sanctioning of members of the university community and approves the sanctioning of members of the teaching and research, auxiliary teaching and administrative staff;

(22) proposes for approval the tuition fees to the Senate;

(23) proposes to the Senate, for approval, the specific criteria for granting scholarships to students, as well as their amount;

(24) approves the transfer of students, within the university, from one faculty to another or to/from other universities;

(25) proposes, for the approval of the University Senate, awards to university employees;

(26) approves fees for consultancy, services or other activities;

(27) approves the salaries of staff within the existing legal limits and the amount of differentiated salaries within the approved budget;

(28) initiates steps for consortia and fusions with other universities and research and development institutes, which it submits to the University Senate for approval;

(29) proposes to the Senate the governing bodies of the university hospital and of the pre-university education units as well as the heads of clinical departments;

(30) approves requests for clinical integration;

(31) takes any decisions concerning the good functioning of the university, if they are not the responsibility of other governing structures explicitly provided for.



## Chapter III. The Rector

### Art. 12.

(1) The newly elected Rector signs a management contract with the University Senate, including the criteria and indicators of managerial performance, the rights and obligations of the contractual parties.

(2) The Rector, at the beginning of each term, appoints the Vice-Rectors and establishes their fields of activity and duties.

(3) The Rector chairs the competition committee for the position of General Administrative Director and appoints the General Administrative Director, following the competition validation by the Senate.

(4) The Rector may maintain the former General Administrative Director, if he gives his written consent that he will support the Rector's managerial plan.

(5) The Rector organises the public competition for the positions of Dean of the Faculties of branch or extension directors in the University.

### Art. 13.

(1) The Rector performs the executive management of the University.

(2) The Rector is the legal representative of the University and represents the University in the relations with the Ministry of Education, the National Council of Rectors, domestic and international bodies, as well as with natural or legal persons in the country or abroad.

(3) The Rector is the credit authorizing officer of the University.

### Art. 14.

(1) The Rector coordinates, guides, controls, and is responsible for the entire activity of the University, in accordance with the legal provisions and with the University Charter. In this respect, he is in charge with:

a) coordination of activities for defining and carrying out the mission and objectives of the University by the Administrative Board and by the Senate;

b) coordination and guidance of the University academic activity;

c) coordination and guidance of the University scientific research;

d) coordination of institutional university management;

e) coordination of the strategic development of the University;

f) coordination of the strategy of University structure, study programmes, research activity, and quality assurance.



(2) In carrying out his duties, the Rector shall issue decisions and instructions.

(3) The rector has to present a report on the state of the university in April of each year, which is a condition of public responsibility and which constitutes a condition for public funding.

(4) In carrying out his activity, the rector may delegate some of his duties to one or more vice-rectors, according to the law, or to other persons, .

**Art. 15.**

1. The Rector has the following duties:

- a) proposes the university's mission for approval to the university Senate;
- b) carries out the management and operative leadership of the university;
- c) negotiate and sign the institutional contract with the Ministry of Education and Research;
- d) concludes the Management Contract with the University Senate;
- e) proposes to the University Senate for approval the structure and operating regulations of the university;
- f) proposes to the University Senate for approval the draft budget and the report on budget execution;
- g) appoints the vice-rectors and establishes their duties;
- h) presents to the University Senate the report on the state of the university according to the Higher Education Act no. 199/2023. The University Senate validates the report. The report is a public document and is sent to interested parties;
  - i) leads the Administration Board;
  - j) monitors and controls the implementation of the decisions of the Senate and the Administration Board and the application of the University Charter;
  - k) based on a methodology proposed by the rector and approved by the Senate, organizes the public competition for the selection of deans, directors of branches and extensions,.
  - l) performs other duties established by the university Senate, in accordance with the management contract, the University Charter and the legislation in force.

2. In exercising his duties, the rector:

- a) is a credit orderer;
- b) orders the use of university funds in accordance with the decisions of the Senate and the Administration Board;
- c) appoints teaching and research staff, in accordance with the legal provisions;



- d) grants the title of associate teacher;
- e) authorizes the release of study documents;
- f) applies, based on the approval of the Senate or the Administrative Board, sanctions to members of the university community in accordance with the legal provisions in force;
- g) applies, based on the approval of the Administrative Board, sanctions to the auxiliary teaching and research staff and to the administrative staff, in accordance with the legal provisions in force;
- h) appoints and dismisses vice-rectors, the decision that must be communicated to the University Senate;
- i) can delegate his powers to vice-rectors, according the law;
- j) delegates administrative powers to the general administrative director of the university;
- k) issues decisions and instructions.

## **Chapter IV. The Vice-Rectors**

### **Art. 16.**

1. The vice-rectors are responsible for the coordination of different activities / fields of the university, in accordance with the provisions of the University Charter and the strategy of organisation and functioning of the Administrative Board. Branch managers also belong to this category of members of the Administrative Board.
2. The Rector designates by internal decision the activities / domains and responsibilities for each vice-rector, with the possibility to reallocate specific domains or cumulate others during his/her mandate.
3. Upon assuming the mandate, the vice-rectors sign a declaration of executive support for the rector's management plan, according to Annex 03.
4. The Vice-rectors supports under the penalty of dismissal from office, the decisions taken at the level of the Administrative Board, by the vote of the majority of the members.
5. At the proposal of the vice-rectors/branch director, the Administrative Board appoints for the areas they coordinate, an academic secretary. Their assignments are decided by the vice-rector who made the nomination. The academic secretary of the university branch is the deputy director of the branch and his duties are stipulated in the Organization and Operation Regulation of branches and extensions of the university, approved by the UMFST Senate G.E. Palade Tg. Mureș.



## Chapter V. The General Administrative Director

### Art. 17.

1. The General Administrative Director has the following duties:

- a. Prepares the budget, assists the Rector in budget analyses, implementations, reports, and forecasts and cooperates with the Chief Accountant in budget implementation.
- b. Ensures the rational use of locations and is in charge of security in university locations.
- c. Makes proposals to the Rector or the Administrative Board, prior to decisions made by the academic authorities.
- d. Makes logistical elaboration of administrative documents that will be submitted to the approval of the Senate.
- e. Prepares the Rector's administrative decisions, in accordance with current legal provisions.
- f. Makes decisions in his/her area of competence.
- g. Verifies the implementation of decisions by the subordinate administrative services.
- h. Evaluates decision performance and reports to the Rector.
- i. Follows and manages the human resources of the university.
- j. Follows, together with the chief accountant, the current financial situation and the financial forecast.
- k. Under the Rector's authority, he has control over all administrative and technical services (organisation, division of tasks, working methods).
- l. He is responsible, in accordance with the law, for the lawfulness of decisions that are made by the administrative structures of the University.
- m. He ensures the elaboration of the administrative documentation necessary for University functioning.
- n. Based on the Rector's decision, he has the delegation of authorisation in decision-making for the field of university administration.
- o. He participates in the strategic management of the University as a member of the management team.
- p. Carries out the decisions made by the academic authorities of the University regarding its administration.
- q. Ensures the implementation and administrative follow-up of the University policy in the fields of: finance, budget, personnel management, patrimony management, administrative management of continuous training, international relations and research.



r. Takes action to obtain additional funding resources, including through rental of available premises and provision of authorised services.

s. Initiates and carries out activities aimed to improve the efficiency of the University resource management.

t. Uses authorised and recognised methods to increase efficiency and rationing of resources.

u. Supervises and coordinates the activities of administrative structures.

v. Plans and implements systems for the evaluation and control of administrative activity and quality assurance management.

w. Pursues the interests of the University, of its leaders and employees.

x. Is responsible for the knowledge and correct implementation of the legislation and regulations in force;

y. Establishes operational policies and work at the level of the departments under his authority.

z. is responsible for the elaboration or updating of the following regulations, methodologies and related working procedures.

2. The general administrative director has subordinate deputy general administrative directors to whom he assigns specific duties.

3. Upon assuming the mandate, the General Administrative Director signs a declaration of executive support for the rector's management plan, according to Annex 03.

4. The general administrative director supports, under penalty of dismissal, the decisions taken at the level of the Administrative Board, by the vote of the majority of the members.

## **Chapter VI. The Deans. Students' representatives**

### **Art. 14.**

1. The deans carry out the tasks as stipulated by the Higher Education Act 199/ 2023 and by the University Charter.

2. Upon assuming the mandate, the deans sign a declaration of executive support for the rector's management plan, according to Annex 03.

3. The deans, under penalty of dismissal, assume the decisions taken at the level of the Administrative Board, by the vote of the majority of the members.

4. The students represented in the Administrative Board have the same right of opinion and vote as the other members.



5. At each faculty, the Faculty Office consists of the Dean (chair of the Office), the vice-deans and the department directors. The role of this Office is to make proposals to the Administrative Board for the smooth running of the faculties activities and to organise the implementation of the decisions of the Administrative Board, at faculty level.

## **Chapter VII. Final dispositions**

**Art. 15.** The current Regulation it is completed with the provisions of the Higher Education Act no. 199/2023 and of the Charter of G.E. Palade UMPHST of Târgu Mureș.

*The Senate of the George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Târgu Mureș approved this regulation on September 18, 2025 and it becomes effective on September 19, 2025.*

Annex 01: UMFST-REG-13-F01-Ed.06 Confidentiality Agreement regarding participation at the meetings of the Administrative Board of G.E. Palade UMPHST of targu Mures

Annex 02: Code of Conduct for Participants in the Meetings of the Administrative Board (BA)

Annex 03 : UMFST-REG-13-F02-Ed.06 Declaration of executive support for the rector's management plan



Annex 01: UMFST-REG-13-F01-Ed.06

## Confidentiality Agreement

regarding participation in the meetings of the Administrative Board G.E. Palade UMPHST of Tg. Mures

I, the undersigned \_\_\_\_\_, having the quality of \_\_\_\_\_ (member of the Administrative Board / trade union representative / permanent invitee), hereby declare:

### 1. Purpose of the Agreement

I undertake to maintain the confidentiality of the information presented, discussed, or distributed during the meetings of the Administrative Board including:

- debates, opinions, and votes expressed by Board members,
- working documents, projects, drafts, and internal materials,
- personal data and sensitive information concerning staff or students,
- non-public financial, contractual, or strategic information.

### 2. Obligations

- I will not disclose, reproduce, record, or transmit confidential information to third parties, except with prior written approval from the Administrative Board.
- I will not redistribute documents transmitted for the meeting to other persons or organizations, as they are intended exclusively for the participation in the Board meeting.
- I will not use such information for personal purposes or in ways that could harm the image of the university or the persons involved.
- I will comply with the rules governing the conduct of meetings and with the instructions of the Chair of the Board regarding the agenda and data protection.

### 3. Exceptions

This agreement does not apply to:

- Board decisions that must be made public according to the law,
- already public information at the time of the meeting,
- data legally requested by public authorities (courts, regulatory bodies).

### 4. Liability

Violation of this agreement may result:

- the incident being recorded in the minutes of the meeting,
- referral to the Ethics Committee,
- disciplinary liability under the labor legislation,



- civil or criminal liability, insofar as the disclosure has caused harm to the university.

## **5. Duration**

The obligation of confidentiality continues after ceasing to be a member or participant in the Board meetings, for a period of 3 years from the date of the last meeting in which I participated, or for the duration of the confidential nature of the information, if this exceeds the mentioned period.

Name and surname: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## **Code of Conduct for Participants in the Meetings of the Administrative Board**

### **Art. 1 – Scope**

This Code applies to all participants at the meetings of the Administrative Board of the University, regardless of whether or not they have rights to vote (members, permanent invitees, trade union representatives, observers).

### **Art. 2 – General Principles**

1. The meetings of the Board are conducted in a spirit of mutual respect, responsibility, and transparency.
2. Each participant has the right to express their point of view but is obliged to respect the agenda, the allocated time, and the procedural decisions of the Chair of the Board.
3. All participants are required to comply with the applicable legislation and the internal regulations.

### **Art. 3 – Permitted Behaviors**

1. Express viewpoints in clear, concise, and respectful terms.
2. Request the right of reply by raising a hand and with the approval of the Chair of the Board.
3. Use support materials (notes, reports, presentations) only with the prior approval of the Chair of the Board.

### **Art. 4 – Prohibited Behaviors**

1. Interrupting other participants repeatedly.
2. Using offensive, insulting, or threatening language.
3. Frequently deviating from the agenda by introducing subjects which are not under debate.
4. To present false, unverified, or defamatory information.
5. Audio/video recording by participants without the prior written approval of the Board.
6. Distribute written or electronic materials directly during the meeting without the approval of the Board Secretariat.
7. Attempt to intimidate other participants through a raised voice, aggressive gestures, or direct pressure.
8. Disclose or transmit to unauthorized persons the confidential information debated or distributed during Board meetings, without the Board's written approval.

### **Art. 5 – Internal Disciplinary Measures**

1. Upon establishing any of the prohibited behaviors listed in Art. 4, the Chair of the Board may issue verbal warning during the meeting, and it will be recorded in the minutes.



2. In the situation of repeated behavior, the participant may be suspended from speaking for the rest of the meeting.
3. In the case of a serious offense or recurrence, the Board may decide, by vote, to restrict the participant's access to 1–3 consecutive meetings, and, in the case of an invitee, to notify in writing the organization which represents (student or trade union organization).
4. Repeated or serious offenses shall be recorded in the minutes of the Board meeting and may be referred to the Ethics Committee.
5. In cases of serious violations of the Code of Conduct, the Board may request the participant's replacement by the organization they represent.

#### **Art. 6 – Final Provisions**

1. This Code of Conduct shall be annexed to the Rules of Organization and Operation of the Board of Administration and is mandatory for all participants.
2. Acceptance of participation in Board meetings constitutes the acceptance of this Code.



Annex 03: UMFST-REG-13-F02-Ed.06

## DECLARATION OF EXECUTIVE SUPPORT FOR THE RECTOR'S MANAGEMENT PLAN

The undersigned \_\_\_\_\_,  
appointed as vice-rector/dean/director general administrative/branch manager according to the Decision of the  
Rector of UMFST "G. E. Palade" nr. \_\_\_\_\_ / \_\_\_\_\_,

By this Declaration, I assume the executive support of the managerial plan of the Rector of G. E. Palade  
UMPhST of Târgu Mureș for the entire period of the mandate \_\_\_\_\_.

I understand by this Declaration that:

- 1) Freedom of academic expression within and outside the university is expressed within a solidarity of expression and administrative decision that I undertake to preserve as long as I hold this position.
- 2) I am guaranteed the freedom to have different opinions that I can express during the debates within the Administrative Board.
- 3) I assume the obligation to assume outside the Administrative Board, under the penalty of dismissal from office, the decisions taken under legal conditions, within the Administrative Board, by the vote of the majority of the members.
- 4) I have the right to withdraw from the position, on my own initiative, to the extent that I can no longer find myself in the exercise of the position occupied.

Signature

\_\_\_\_\_

Date

\_\_\_\_\_