



Reference documents:

Higher Education Act no. 199/2023

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 Targu Mures;

Ministry of Education Order No. 3020/2024 Framework regulation regarding university doctoral studies;

Regulation for obtaining the habilitation certificate UMFST-REG-77;

MECTS Order No. 6129/2016 on the approval of the minimal standards for conferring teaching degrees in higher education;

Order of the Ministry of Education no. 5110/2018 regarding the approval of national minimum criteria for awarding the PhD. title;

Order no. 5229/2020, August 17, 2020 - for the approval of the methodologies related granting the qualification certificate, the granting of the PhD. title, as well as to the resolution of notifications regarding non-compliance with quality standards or professional ethics, including regarding the existence of plagiarism, within doctoral theses;

The European Directive no. 36/2005 with subsequent 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 IOSUD Of UMFST G.E. PALADE of TÂRGU MUREȘ

Election methodology for the election of Council of University Doctoral Studies (CSUD) and of the members of the Council of Doctoral School (CȘD)

Regulation code: UMFST-REG-64 Edition 05

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Art. 1.

The present methodology establishes the rules of the elections to be held within the Institution Organising the University Doctoral Studies IOSUD of the George Emil Palade University of Medicine, Pharmacy, Science, and Technology Târgu Mureș, and it is elaborated pursuant to the Higher Education Act 199/2023, respectively to the regulations of Ministry of Education Order No. 3020/2024: Framework regulation regarding university doctoral studies and to the University Charter adopted by the Senate in 2023 after the debate held within the university community.

Art. 2.

(1) The methodology for the appointment of CSUD members shall observe all provisions Ministry of Education Order No. 3020/2024 Framework regulation regarding University Doctoral Studies and is proposed by the heads of the IOSUD component institutions and approved by the collective management bodies of each IOSUD component institution.

- (2) - Doctoral School in Medicine and Pharmacy (Târgu Mureș) - 8 members;
- Doctoral School of Letters, Humanities and Applied Sciences (Târgu Mureș) - 3 members;
- Doctoral School in Medicine (Hamburg) - 1 member

(3) In the case of IOSUD which has a higher number of doctoral schools than the number of positions for doctoral supervisors in CSUD, the quotas can also be established by groups of doctoral schools.

(4) The election calendar carried out for the election of the IOSUD management structures, that is the Council of University Doctoral Studies, CSUD, respectively for the Council of Doctoral Schools, CȘD, is proposed by the CSD, receives notice from the CSUD, and is approved by the Târgu Mureș UMFST G.E.Palade Senate (Appendix 1).

Art. 3.

The number of CSUD members is 17.

Art. 4.

(1) CSUD members, teaching staff or researchers, must have the right to conduct PhD. studies, in the country or abroad, and must meet the minimum and mandatory standards for granting the habilitation certificate in force at the date of their appointment as CSUD members.

CSUD members are:

a) PhD supervisors from IOSUD, from the country or from abroad - 12 members of which 10 members elected by vote and 2 members appointed by the Administrative Board.

b) representatives of PhD. students from IOSUD doctoral schools, 25% - 5 members (3 PhD. students from the Doctoral School of Medicine and Pharmacy and 2 PhD. students from the Doctoral School of Letters, Humanities and Applied Sciences).

(2) The CSUD may also have as members scientific personalities or personalities from relevant industrial and social-economic sectors.

(3) The members of the CSUD, with the exception of those nominated by the Administrative Board, shall be elected by universal, direct, secret and equal vote of the doctoral supervisors and doctoral students of the IOSUD doctoral schools.

(4) The status of student-doctoral representative in the CSUD, in the Council of the Doctoral School, hereinafter referred to as the CSD, or in other representative structures at the level of UMFST G.E. Palade of Târgu Mureș, cannot be conditioned in any way, except for the fulfilment of the obligations provided for in Art. 18 para. (1). Interventions of



teaching staff in the process of electing doctoral students constitute a disciplinary offence and is sanctioned according to the provisions of art. 175 of the Law on Higher Education no. 199/2023, as amended.

(5) Phd. Students, members of the CSUD who complete their doctoral studies during the term, shall lose their membership of the Council on the date of the public defence of their doctoral thesis.

(6) At the request of the Director of the CSUD or at least one third of its members the CSUD shall meet every month or whenever necessary. Meetings and voting may be conducted in physical presence or electronic format. Is required a quorum of at least 8 members. The Rector may attend CSUD meetings as a guest.

Art. 5.

The CSUD members' mandate is of 5 years.

Art. 6.

(1) The CSUD is led by a Director, who is an ex officio member of the CSUD. The function of Director of the CSUD is assimilated with the function of Vice-Rector.

(2) The Director of the CSUD shall be appointed following a public competition organised by the legal representative of the IOSUD.

(3) The methodology of the public competition shall comply with the provisions of this Regulation and shall be approved by the University Senate.

(4) The announcement of the competition shall be published at least two months before the deadline for the registration of candidates.

(5) The notice shall be published at least in the following ways:

- a) in a visible place on the IOSUD website;
- b) on the Ministry of Education website;
- c) Part III of the Official Gazette of Romania,.

(6) May apply for the competition for Director of the CSUD only persons who are entitled to conduct doctoral studies and who meet the minimum and mandatory standards for award of the habilitation certificate in force at the date of publication of the announcement of the competition for the post in the Official Journal of Romania, Part III.

(7) The competition commission is composed of 5 members, of which at least 3 must be from outside IOSUD-UMFST G.E. Palade of Târgu Mureș, from the country or from abroad. The Competition Commission is appointed by decision of the Rector.

(8) At least one member of the selection board is employed with a contract at foreign higher education or research institution, recognised as such by the Ministry of Education.

(9) The members of the competition committee must have the right to conduct doctoral studies, in the country or abroad, and must meet the minimum and mandatory standards for the award of the habilitation certificate in force on the date of publication in the Official Gazette of Romania, Part III of the announcement of the competition for the position.

(10) Based on the decision of the competition commission, the legal representative of the IOSUD shall conclude a management contract with the appointed person for a period of 5 years.



IOSUD

Art. 7.

(1) Doctoral schools are organized and operate within the IOSUD of UMFST G.E. Palade Tg-Mureș with doctoral supervisors who acquired this right according to the law. Doctoral supervisors who are members of the Doctoral Schools carry out their activities within the IOSUD component institutions.

(2) The following doctoral schools operate within IOSUD:

- a. Doctoral School in Medicine and Pharmacy (Târgu Mureș);
- b. Doctoral School of Letters, Humanities and Applied Sciences (Târgu Mureș);
- c. Doctoral School in Medicine (Hamburg).

(3) The establishment and dissolution of doctoral schools is proposed by CSUD and approved by the university senate, after the favorable opinion of the Board of Administration.

Art. 8.

The methodology and the election calendar for the election and appointment of members of the Doctoral School Council and the election calendar are established by the decision of the Board of Directors of UMFST G.E. Palade Tg-Mureș (Appendix no. 01).

(1) The doctoral school has the same rank as a department.. The Doctoral School is managed by the Director of the Doctoral School and the Doctoral School Council. The director of the doctoral school is assimilated to the rank of head of the department. The doctoral school council is assimilated to the department council. The doctoral school director is an ex officio member of the doctoral school council.

(2) The CSD include the doctoral supervisors of the doctoral school and at least one representative of the PhD. students.

Art. 9.

(1) The doctoral school is organized and operates with doctoral supervisors, which, according to the law acquired this right. A doctoral school can be established only if it includes at least 3 doctoral supervisors for whom they organize doctoral university studies.

(2) The doctoral school establishes minimum standards of scientific performance that doctoral supervisors must meet in order to become/remain members of the respective doctoral school.

(3) In addition to doctoral supervisors, a doctoral school may also be affiliated with other researchers or teaching staff, from the partner institutions of IOSUD or from other institutions or units of research and development, from the country or from abroad, involved in research and/or teaching activities within the doctoral school.

(4) At the level of the doctoral school, the director of the doctoral school and the members of the doctoral school council are elected by the universal, direct and secret vote of the doctoral supervisors and of the PhD. students of the doctoral school.

(5) The share of doctoral supervisors from the Doctoral School within the CȘD is established by the CSUD from IOSUD - UMFST G.E. Palade Tg. Mures.

(6) The number of members of the doctoral school councils within the UMFST G.E. Palade Tg. Mures, including the director, is:

- a) Doctoral School of Medicine and Pharmacy (Târgu Mureș) - 9 members (including 1 student);
- b) Doctoral School of Letters, Humanities and Applied Sciences (Târgu Mureș) - 7 members (including 1 student);



c) Doctoral School of Medicine (Hamburg) - 5 members (including 1 student).

(7) Persons who hold the position of doctoral supervisor in the respective doctoral school have the right to be elected as members of the doctoral school council.

(8) CȘD meetings and voting can take place in physical presence or electronic format. The working quorum is 1/2 plus 1 of the members.

(9) The doctoral school may impose minimum transparent standards of scientific performance which doctoral supervisors must meet in order to become members of the respective doctoral school

(10) In addition to doctoral supervisors, at doctoral school may also be affiliated other researchers or teaching staff, involved in research and/or teaching activities within the doctoral school, from the partner institutions of IOSUD or from other institutions or units of research and development, from the country or from abroad.

(11) The right to be elected as members of the doctoral school council are persons who hold the position of doctoral supervisor in the doctoral school

(12). The mandate of CȘD members is 5 years.

Art.10.

The members of the doctoral school council, formed within the Doctoral Schools are academics or researchers who must have the right to conduct PhDs, in the country or abroad, and meet the minimum mandatory standards for the granting of the habilitation certificate in force at the time of their appointment as members of the council.

Art.11.

PhD student members of the doctoral school council who complete their doctoral studies during the term of office of the council, will lose their membership on the date of the public defence of their PhD thesis. To fill the vacancies are held partial elections on the doctoral school council, and the term of office of the new member ends when the CȘD term of office expires.

Art. 12.

Partial elections shall be held to fill vacancies in the CȘD within a maximum period of 2 months, and the mandate of the new members shall cease at the end of the CȘD mandate.

Art.13.

The Director of the Doctoral School shall be elected by universal, direct and secret vote of the doctoral supervisors of the Doctoral School.

The director of the doctoral school is an ex officio member of the CȘD and must meet the national minimum criteria of habilitation.

Art.14.

The current Methodology for the election of the members of the CSUD and of the members of the CȘD, respectively of the directors of the three councils, is an integral part of the IOSUD's own Regulation for the organization and conduct of doctoral studies at the University of Medicine, Pharmacy, Science and Technology "George Emil Palade" of Târgu Mureș UMFST-REG-07.

Chapter III. Conflict of interest and incompatibilities



Art. 15.

In UMFST G.E.Palade. of Târgu Mureș the persons that are spouses, relatives by alliance, or relatives including 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 including up to the third degree.

Art.16.

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 CSUD Director, and shall withdraw from this commission.

Art.17.

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

Chapter IV. The electoral process for the appointment of members of the CȘD and CSUD councils

Art.18.

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.19.

If the quorum condition is not met in the first round of elections of the CSD and CSUD 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, Science, and Technology of Târgu Mureș Senate has approved the present regulation on May 30th, 2024, and it shall enter into force on May 31st, 2024.

Appendices

Appendix 01: Election stages for CSD and CSUD.

Appendix 02: The method of conducting the competition for the position of director of the CSUD of IOSUD UMFST G.E.Palade of Târgu Mureș



Appendix 01

Election stages for CSD and CSUD

Election of the CSD 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 the CSD Director and the members of the Doctoral School Council from the doctoral supervisors;
- 3 - Election of CSD member representatives of the doctoral students;

Election of the CSUD 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 CSUD members from doctoral supervisors;
3. - Appointment of CSUD members from the Administrative Board;
4. - Election of CSUD members, representatives of the doctoral students;
5. - Period for the registration and submission of candidates files for the public competition for the position of CSUD Director;
6. - Public competition for the CSUD Director position
7. - Submission of appeals against the Competition commission's decision;

Appendix 02



Method for the occupation of the CSUD director position within UMFST G.E.Palade of Târgu Mureș IOSUD

The competition assessments for the occupation of the CSUD 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 CSUD 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, Science, and Technology of Târgu Mureș Registry Office, between 8⁰⁰-15⁰⁰.

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 the first registration period.

Documents required for the registration within the competition for the CSUD director position within IOSUD of UMFST G.E.Palade of Târgu Mureș

The candidates applying for the CSUD 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 in Sciences diploma;
- Curriculum Vitae in Europass format;
- List of scientific works published by the candidate;
- The management plan regarding the development of the UMFST G.E.Palade of Târgu Mureș 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, OMENCS no. 6129/20.12.2016 on the approval of the minimum necessary and mandatory standards for awarding teaching titles in higher education, MEN Order No. 5110/17.09.2018 on the approval of the minimum national standards for the award of doctoral degrees, Order No. 5229/2020 of 17 August 2020 - for the approval of the methodologies regarding to award of the habilitation certificate, the award of doctoral degrees, as well as the resolution of complaints regarding non-compliance with standards of quality or professional ethics, including the existence of plagiarism in a doctoral thesis.