



Universitatea
Transilvania
din Braşov

CHARTER OF TRANSILVANIA UNIVERSITY OF BRAŞOV

2023

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I. PREAMBLE

The University Charter is the main instrument for higher education institutions to implement the values and principles that govern the university activities related to initial education and continuous training and to scientific research. It also comprises fundamental aspects of university autonomy and the major, structural, functional and organizational options of the university community.

The creation and adoption of this Charter was grounded on the fact that Transilvania University of Braşov is a public higher education institution, structured, organized and operating by virtue of the principle of university autonomy while strictly observing the forceful legal provisions.

The present Charter was adopted by the Senate of Transilvania University of Braşov following a debate in the community of Transilvania University of Braşov, in accordance with the Higher Education Law (Law no. 199/2023) with its subsequent amendments and completions, which provides the framework for exercising the fundamental right to lifelong learning, regulating the structure, functions, organization and functioning of the national higher education system.

II. DEFINITIONS AND ABBREVIATIONS

In the body of this Charter, the subsequent definitions are attributed to the following terms:

1. **ARACIS** – *Romanian Agency for Quality Assurance in Higher Education*.
2. **University autonomy** – the right of Transilvania University of Braşov to independently establish its specific mission, institutional strategy, structure, activities, organization and proper functioning, respectively the management of material and human resources, with strict observance of the legislation and in the conditions of assuming public responsibility.
3. **University activities** – the activities of initial and continuous training, for the personal development and professional insertion of the individuals by preparing them to meet the needs identified in the socioeconomic environment, as well as the activities of scientific research, development, innovation and technological transfer, capitalizing and disseminating their results and any other auxiliary or complementary activities.
4. **Charter** – the present document, approved by the Senate of Transilvania University of Braşov.
5. **The scientific research centre** – the functional unit of the Research and Development Institute of Transilvania University of Braşov, which ensures the achievement of advanced scientific research in one or more scientific fields, in accordance with the mission and the scientific research strategy of the University.

6. **Compulsory research** – the scientific research activity carried out by the teaching staff within the university norm, and which falls under legal provisions.
7. **University Cycles** – the four academic cycles in which the study programmes of Transilvania University of Brasov are organized, namely Short Cycle – Short-Cycle Higher education studies, Cycle I – Bachelor's degree studies, Cycle II – Master's degree Studies, and Cycle III – Doctoral degree studies.
8. **CNATDCU** – *National Council for Attesting Titles, Diplomas and Certificates.*
9. **CNEMU** – *National Commission for Ethics in University Management.*
10. **The community of Transilvania University of Braşov**, hereinafter referred to as the UNITBV community - consists of students, PhD students, trainees, teaching and research staff, auxiliary teaching and research staff, administrative staff, as well as persons who have been granted membership in this community by decision of the University Senate.
11. **Consortium** – voluntary association, of general interest, based on a partnership contract concluded in authentic form between the University and one or more higher education institutions of which at least one is accredited.
12. **CSUD** – *The Council for Doctoral University Studies*, which has the role of ensuring the management of the Organizing Institution of Doctoral University Studies - Transilvania University of Braşov (IOSUD-UNITBV).
13. **FRACS** – *Report Form for the Scientific Research Activity.*
14. **ICDT** – *Research and Development Institute of Transilvania University of Braşov*, a structure of the University which is not a legal entity, and which provides the framework for conducting scientific research activities.
15. **Tenured teaching and research staff** – teaching and / or research staff in legal working relations with the University, who hold a didactic and / or research function at the University, obtained in a competition, for an indefinite period of time, as well as the teaching and / or research staff that benefits from job reservation, according to the law.
16. **Auxiliary teaching and research staff** – teaching and / or research staff in legal working relations with the University, who hold a teaching and / or research position at the University for a determined duration, according to the organizational chart.
17. **SDI** – *The Interdisciplinary Doctoral School*, a structure of the University which has no legal entity, and which provides the organizational framework necessary for doctoral and postdoctoral studies.
18. **University space** – all the buildings, lands, experimental teaching stations, research institutes, farms, botanical gardens, university houses, university campuses, teaching hospitals and clinics, libraries, small-scale production units, cultural and sports complexes, student cultural centres, recreation and treatment facilities, radio and TV studios/stations, performance halls, and other spaces designed for educational, training, and scientific research processes, as well as the related facilities, used by the University, regardless of the legal title under which it is entitled to use them and in which this Charter applies. The online environment, encompassing platforms or groups utilized for teaching,

extracurricular activities, and research organized within the higher education institution, is also regarded as part of the university space.

19. Structure of the University – all the entities of the university and the auxiliary entities, as well as the relations established between them in order to achieve the assumed mission, in compliance with the law and the national and international quality standards.

20. University, hereinafter referred to as UNITBV - Transilvania University of Braşov.

PART I

CHAPTER I. MISSION AND STRATEGY

Art. 1. The UNITBV mission consists in the production and transfer of knowledge to society by means of:

- (1) initial training at the university level provided through short-term studies, bachelor's degree, master's degree, and doctoral degree studies;
- (2) advanced scientific research, development, innovation and technological transfer;
- (3) postgraduate programmes;
- (4) developing the interaction between the University and the society, through partnerships in agreement with the principles of a knowledge-based society.

Art. 2. The UNITBV strategy is designed to fulfil the assumed mission by accomplishing the following strategic objectives:

- (1) continuous adaptation of the educational offer, in terms of ongoing adjustments to the content and study programmes. This is aimed at enhancing the level of professional training, fostering personal development, improving graduates' professional integration, and addressing the competency requirements of the socioeconomic environment;
- (2) development of UNITBV resources for the extension of the educational and scientific research offer, including in international languages;
- (3) training of communication, entrepreneurial, creative and innovation skills, in order to prepare UNITBV graduates for active participation in a in a dynamically evolving society;
- (4) increasing the level of integration of scientific research into teaching and learning activities by training and developing scientific research competencies and implementing research results at bachelor's and master's level;
- (5) development of programmes of studies and scientific research in partnership with other universities or institutions of higher education and / or scientific research, at regional, national and international level, including by increasing the number of students' and teachers' mobilities;
- (6) promoting the advanced scientific research through projects and partnerships at regional, national and international level and strengthening the direct relationship with the economic and social environment. ICDT provides the framework for advanced research in UNITBV and ensures the fulfilment of the missions of UNITBV;

- (7) ensuring the quality of the academic and scientific research processes, as well as the social relevance of the results of the university activities;
- (8) assuming the major direction of affirming UNITBV as an institution for advanced research, education and training;
- (9) continuous training of human resources to adapt to labour market requirements through postgraduate study programmes;
- (10) promotion and development of the cultural-artistic and sporting activities of the members of the UNITBV community.

CHAPTER II. UNIVERSITY AUTONOMY

Art. 3. The institutional autonomy ensures the following rights for UNITBV:

- (1) to independently formulate and assume its own strategy for structural, functional and organizational development, as well as to establish the tools and structures necessary to carry out this strategy;
- (2) to seek for the application of this Charter by decisions, regulations, methodologies, codes and instructions approved by the UNITBV Senate, strictly respecting the principles and provisions of the Charter and of the imperative legal norms of public order;
- (3) UNITBV is identified by specific elements, such as: UNITBV day, logo, and other components outlined in the visual identity manual. These identity elements are formally approved, as deemed appropriate, by the UNITBV Senate.

Art. 4. The organizational autonomy ensures the following rights for UNITBV:

- (1) to establish, modify and abolish the internal structures in which the UNITBV community operates;
- (2) to define the collaboration / subordination relationships between these structures, through the UNITBV organizational chart;
- (3) to regulate the conditions and procedure for appointment or election to / removal from office, as well as the rights and obligations incumbent upon the members of the governing bodies;
- (4) to regulate the conditions and the procedure for selecting, promoting, rewarding and sanctioning the members of the UNITBV community;
- (5) to initiate and make regulations for any structural, functional or organizational aspects, in compliance with the provisions of this Charter;

- (6) to set up, modify or abolish, respectively to participate in cooperation structures, set up with entities of public or private law, at local, regional, national and international level, to establish also the regulations according to which these structures are organized and operate.

Art. 5. The teaching autonomy ensures the following rights for UNITBV:

- (1) to design, propose for authorization / accreditation study programmes for all four university cycles and to manage them, in accordance with the own institutional strategy and national standards;
- (2) to design, propose for authorization / accreditation and manage undergraduate and postgraduate programmes as required by the socioeconomic and cultural environment, programmes that can unfold in partnership with public or private legal entities in the country and abroad.

Art. 6. The autonomy in scientific research ensures the following rights for UNITBV:

- (1) to formulate and implement its own strategy and programmes of scientific research;
- (2) to establish its own structures and instruments, in order to fulfil the assumed mission, if they are in line with the institutional, national and international priorities in the field of scientific research;
- (3) to cooperate with similar or complementary public or private structures in order to carry out individual or joint scientific research programmes.

Art. 7. The administrative autonomy ensures the following rights for UNITBV:

- (1) to exercise its authority through express regulations regarding access to the University space, both for members of the UNITBV community and for persons outside the university;
- (2) to offer protection to all the members of the UNITBV community in the University space;
- (3) to regulate order and discipline in the University space and within the UNITBV community;
- (4) to use the patrimony and its own financial resources in associations allowed by legal regulations and which are meant to increase the competitiveness, visibility and / or profitability of the didactic and scientific processes;
- (5) to regulate the use of the University space in such a way that it meets the quality requirements needed by the UNITBV community;
- (6) to regulate access to the University space, given that:
 - a) the University space is inviolable;

- b) access to the university premises by members of the UNITBV community shall be in accordance with UNITBV internal regulations;
- c) access to the university premises by persons who are not part of the UNITBV community shall be in accordance with UNITBV internal regulations;
- d) the provisions of this Charter, internal regulations, methodologies and UNITBV codes are fully respected within the University space.

Art. 8. The financial autonomy ensures the following rights for UNITBV:

- (1) to devise and approve the UNITBV budget and to oversee its execution, in alignment with the institution's strategy, internal requirements, and in strict adherence to applicable legal provisions;
- (2) to determine the fee structure enforced by UNITBV, ensuring alignment with prevailing legal provisions
- (3) to grant scholarships, social assistance or other forms of support to the members of the UNITBV community or to its guests, within the limits of the forceful legal regulations and of the internal regulations;
- (4) to formulate and implement tools for analysing and evaluating the quality of processes and their financial efficiency within the UNITBV structures.

Art. 9. Public responsibility

- (1) University autonomy shall be exercised subject to compliance with the forceful legislation, the present Charter, national policies and European standards in the field of higher education, especially those regarding quality assurance and evaluation, as well as the university's equity and ethics policies, contained in the University Code of Ethics and Professional Deontology as part of this Charter.
- (2) UNITBV also assumes the public responsibility for the managerial efficiency and the use of the resources, the spending of the funds from public sources, for the transparency of the decisions and the university activities, for the respect of the academic freedom of the tenured teaching staff, auxiliary teaching staff and of the research staff, as well as the rights and freedoms of students.

CHAPTER III. THE STRUCTURE OF TRANSILVANIA UNIVERSITY OF BRAȘOV

Art. 10. General provisions

- (1) The structure of UNITBV is reflected in its organizational chart, approved by the UNITBV Senate.
- (2) The establishment of the UNITBV Structure, as an essential attribute derived from the principle of university autonomy, entails that any constitution, modification,

cancellation of a university or auxiliary entity, as well as the definition of the subordination / collaboration relations between them shall be carried out only with the approval of the UNITBV Senate, in accordance with the legal regulations in force.

Art. 11. The UNITBV community

- (1) The affiliation of a person to the UNITBV community is attested by documents issued by UNITBV.
- (2) The rights and duties of the members of the UNITBV community are established in accordance with the legislation in force, with the provisions of this Charter and those of UNITBV's internal regulations.

Art. 12. The structures of UNITBV

UNITBV includes:

- a) education and training structures;
- b) structures for scientific research;
- c) support structures for didactic and scientific research activities;
- d) governing structures;
- e) administrative structures;
- f) associative structures.

Art. 13. The structures for education and training

UNITBV structures for education and training are the faculties and departments.

Art. 14. The faculty

- (1) The faculty represents the functional unit that devises and manages short-term degree programmes, bachelor and master programmes, and is responsible for coordinating the activities associated with the educational process of its students. One or more departments operate within the faculty structure.
- (2) The establishment of a new faculty in the structure of UNITBV is subject to the fulfilment of the following requirements:
 - a) identification of its own mission, consistent with the UNITBV mission and the labour market requirements;
 - b) a positive estimated financial balance;
 - c) outstanding preliminary results in scientific research in the field;
 - d) the existence of staff and infrastructure to ensure the accomplishment of the proposed mission.

- (3) The establishment, organization, modification of the name or closure of a faculty shall be made at the proposal of the Executive Board and with the approval of the UNITBV Senate, by the decision of the governing structures at national level, according to the legislation in force.
- (4) The faculty is organized and carries out its activity under this Charter, the UNITBV regulations and its own regulations, approved by the UNITBV Senate.

Art. 15. The department

- (1) The department represents the basic educational academic unit of UNITBV. The formation and functioning of the departments meet the criteria of performance and efficiency.
- (2) The department coordinates short-term study programmes, bachelor's and master's degree programmes, and ensures the conditions for a high-quality educational process.
- (3) The department monitors the fulfilment of the teaching and scientific research obligations and takes appropriate measures, in accordance with the UNITBV regulations.
- (4) Scientific research within a department is organized in research groups and / or scientific research centres. The organization of a group or centre and their development strategy are the attribute of the department to which they belong. Scientific research can also be carried out individually.
- (5) The establishment, closure and restructuring of a department can occur only following the approval of the Senate and according to the law.

Art. 16. The structures of scientific research

UNITBV conducts its scientific research activity in structures defined and approved by the UNITBV Senate in accordance with the legislation in force, mainly through ICDT and IOSUD-UNITBV.

Art. 17. The Research and Development Institute of UNITBV (ICDT)

- (1) ICDT is a structure of UNITBV with no legal personality, that aims to support the scientific research, innovation, and technological development.
- (2) The activity of the ICDT shall be carried out in accordance with the Regulations for the organization and functioning of ICDT, as approved by the UNITBV Senate.
- (3) The research activity of ICDT is carried out in the scientific research centres.

Art. 18. The Council for University Doctoral Studies (CSUD)

- (1) CSUD ensures the management of the Organizing Institution of Doctoral University Studies - Transilvania University of Braşov (IOSUD-UNITBV).

- (2) The CSUD operates in accordance with the Regulations for the organization and conduct of doctoral and postdoctoral studies, approved by the UNITBV Senate.

Art. 19. The Interdisciplinary Doctoral School (SDI)

- (1) SDI provides the organizational framework necessary for conducting doctoral and postdoctoral studies.
- (2) The SDI operates according to the Regulations for the organization and conduct of doctoral and postdoctoral studies, approved by the UNITBV Senate.

Art. 20. Support structures within UNITBV

- (1) Within UNITBV there are support structures for teaching activities, scientific research and for students' affairs, as well as administrative structures, according to the organizational chart proposed by the Executive Board and approved by the Senate.
- (2) The establishment, the mission, the organization, the subordination, the restructuring and the closure of the support structures for the didactic and scientific research activities, as well as the administrative ones, are subject to the decision of the UNITBV Senate, at the proposal of the UNITBV Executive Board.
- (3) The organization and operation of the support structures are governed by their own regulations as approved by the UNITBV Senate.

Art. 21. The governing structures of UNITBV

- (1) The governing structures of UNITBV are:
 - a) UNITBV Senate;
 - b) UNITBV Executive Board;
 - c) Faculty Council;
 - d) Department Council;
 - e) The Council for University Doctoral Studies (CSUD)
 - f) The Council for the Interdisciplinary Doctoral School (C-SDI).
- (2) The Senate is organized and operates according to its own regulations, adopted by the majority of its members' votes. The Senate establishes permanent and special committees, including those through which it controls the activity of the executive management of UNITBV and the Executive Board.
- (3) **The University Senate** has the following powers:
 - a) it ratifies the UNITBV mission, as proposed by the Rector;
 - b) it guarantees academic freedom and university autonomy;
 - c) it devises and adopts the University Charter following the debate with the UNITBV community;

- d) it approves the strategic plan for institutional development and the operational plans, at the Rector's proposal;
- e) it approves the structure, organization and functioning of UNITBV, at the Rector's proposal and in compliance with the legislation in force;
- f) it approves the draft budget and the budget execution;
- g) it devises and endorses the quality assurance policy as well as the Code of Ethics and Deontology;
- h) it approves the internal quality assurance procedures;
- i) it adopts the University Code of Student Rights and Obligations, in compliance with the provisions of the Code of Student Rights and Obligations, approved by order of the Minister of Education;
- j) it approves the methodologies and regulations regarding the organization and operation of UNITBV;
- k) it concludes the management contract with the Rector;
- l) it controls the activity of the Rector and the Executive Board through specialized commissions;
- m) it validates the public competitions for the positions of the Executive Board;
- n) it approves the methodology and the results of the competitions for hiring the teaching and research staff and periodically evaluates the human resource;
- o) it approves the sanctioning of personnel with poor professional performance, at the Rector's proposal, based on their own methodology and the legislation in force;
- p) it approves changes to the structure and organizational chart of UNITBV;
- q) it approves amendments to the Charter;
- r) it approves the fees to be charged by UNITBV;
- s) it approves the establishment or takeover, as the case may be, by UNITBV, alone or by association, of companies, foundations, associations, pre-university educational establishments, consortia for dual education, university hospitals, research or performance structures;
- t) it approves the members of the Commission of Academic Ethics and Professional Deontology, at the proposal of the UNITBV Executive Board, and approves the commissions for disciplinary evaluation of the tenured teaching and research staff, of the auxiliary teaching and research staff, the administrative staff, the students, as well as of the staff management, guidance and control staff of

UNITBV, in accordance with the provisions of the organizational and operating regulations of these commissions.

(4) **The Executive Board** has the following powers:

- a) it ensures, under the Rector's leadership, the operational management of UNITBV and applies the strategic decisions of the university Senate;
- b) it establishes the institutional budget in operational terms;
- c) it approves the budget execution and the annual balance sheet;
- d) it proposes, as part of the draft budget, the level of protocol expenditure relating to current activities;
- e) it approves the proposals of the faculties for the competition for teaching and research positions;
- f) endorses proposals for new study programmes and makes proposals to the University Senate to suspend / discontinue those study programmes that no longer fall within the UNITBV mission / strategy;
- g) it approves the financial operations that exceed the ceilings established by the university Senate and informs the Senate thereof;
- h) it proposes to the University Senate the fees to be charged by UNITBV;
- i) it proposes to the university Senate long-term and medium-term strategies and policies on areas of interest for UNITBV.

(5) **The Faculty Council** has the following powers:

- a) it approves, at the Dean's proposal, the structure, organization and operation of the faculty;
- b) it approves the study programmes managed by the faculty;
- c) it controls the Dean's activity and approves his annual reports regarding the general status of the faculty, quality assurance and observance of the university ethics and deontology at faculty level;
- d) it establishes, together with the management of the departments, the strategy regarding the development of the didactic process;
- e) it analyses the financial effectiveness of the departments;
- f) it approves the strategy for the development of the teaching staff.

(6) **The Department Council** has the following powers:

- a) it performs annual assessments of the department management;
- b) it validates the annual structure of the education plans and the organizational chart;

- c) it analyses the research performance of the members of the department, in accordance with the UNITBV regulations;
 - d) it analyses the results obtained within the programmes of study both at student and teacher level under the coordination of the department;
 - e) it validates the results of the periodic evaluation of the teaching staff;
 - f) it analyses the degree of use of the material resources and makes suggestions for modifications;
 - g) it proposes the competitions for teaching positions to be validated by the Faculty Council.
- (7) **The Council for University Doctoral Studies (CSUD)** has the following powers:
- a) it develops the strategic framework for IOSUD-UNITBV;
 - b) it formulates the institutional regulations governing the organization and administration of doctoral and postdoctoral degree programmes at IOSUD-UNITBV level;
 - c) it formulates proposals for the establishment or dissolution of doctoral schools within IOSUD-UNITBV and selects the doctoral supervisors who are part of a newly established doctoral school;
 - d) it appoints the Director of the Interdisciplinary Doctoral School (SDI);
 - e) it develops the methodologies and regulations necessary for the functioning of IOSUD-UNITBV;
 - f) it coordinates the execution of the strategy for the national and international promotion of doctoral and postdoctoral studies.
- (8) **The Council for the Interdisciplinary Doctoral School (C-SDI)** has the following powers:
- a) it drafts the SDI Regulations and presents them for approval to both CSUD-UNITBV and the UNITBV Senate
 - b) it formulates regulations, procedures, and instructions pertaining to the operations of the SDI;
 - c) other specific responsibilities, in accordance with legal requirements.
- (9) The governing bodies of UNITBV shall establish, as the case may be, their own operational entities, which shall be subject to the approval of the UNITBV Senate.
- (10) The responsibilities of the governing bodies are stipulated by the legislation in force, as well as by the UNITBV regulations, as approved by the UNITBV Senate.
- (11) Decisions made by the University Senate, the Executive Board, and the Councils of Faculties and Departments shall require a majority vote from the attending members,

provided that the present members constitute at least two-thirds of the total membership. All members of these governing bodies possess equal deliberative voting rights. Decisions shall be duly published, as deemed appropriate, on the UNITBV website or the respective faculty's website.

Art. 22. Governing and supervisory positions

- (1) According to law, the governing positions for the structures for education, scientific research and training in UNITBV are as follows:
 - a) the Rector and the Vice-Rectors, at university level;
 - b) the Dean and the Vice-Dean(s), at faculty level;
 - c) the Head of Department, at department level;
 - d) the Head of CSUD;
 - e) the Head of SDI.
- (2) **The Rector** has the following powers:
 - a) to submit the UNITBV mission to the University Senate for approval;
 - b) to conduct the administration and the operational management of UNITBV, according to the Management Contract;
 - c) to negotiate and sign the institutional contract with the relevant ministry;
 - d) to conclude the management contract with the university Senate;
 - e) to propose the structure and operating regulations of UNITBV to the university Senate for approval;
 - f) to submit the draft budget and the report on the budget execution to the university Senate for approval;
 - g) to submit to the university Senate, at the latest on the first working day of April of each year, the Report on the status of UNITBV. The university Senate validates the report based on the reports made by its specialized commissions. The Rector's report and the commissions' reports are public documents;
 - h) to chair the Executive Board or to appoint one of the Vice-Rectors to chair the Executive Board for a fixed period for duly justified reasons;
 - i) to appoint the Vice-Rectors and to select the Deans of the faculties;
 - j) he is the authorizing officer of UNITBV;
 - k) he is responsible for ensuring the quality system of the academic processes;
 - l) to represent UNITBV in relation with third parties and ensures the formulation and implementation of the communication strategy of UNITBV;

- m) to fulfil other tasks established by the University Senate, in accordance with the Management Contract, the University Charter and the legislation in force.
- (3) Any of the duties mentioned in paragraph (2) of this article may be delegated, for a determined period of time, to one of the Vice-Rectors.
- (4) The number of Vice-Rectors in UNITBV is 5.
- a) **The Vice-Rector for scientific research and informatization** has the following responsibilities and duties:
- 1) to formulate the strategy and to monitor the results of the scientific research, in accordance with the UNITBV annual strategic plan and the operational plans;
 - 2) to coordinate and monitor the activity of reporting scientific research to national evaluation and monitoring structures;
 - 3) to formulate and implement the UNITBV IT infrastructure development strategy and to monitor the quality of IT services;
 - 4) to perform other duties established by the Rector based on the strategic plan and in accordance with the Management Contract concluded with the UNITBV Senate.
- b) **The Vice-Rector for internationalization and quality assurance** has the following responsibilities and duties:
- 1) to devise and to implement the UNITBV internationalization strategy and specific instruments, in accordance with UNITBV's strategic plan and annual operational plans;
 - 2) to provide the necessary framework and tools for the implementation of the internal quality assurance system in UNITBV;
 - 3) to perform other duties established by the Rector based on the strategic plan and in accordance with the Management Contract concluded with the UNITBV Senate.
- c) **The Vice-Rector for didactic activity** has the following responsibilities and duties:
- 1) to devise the strategy for the optimal progress of the teaching processes at UNITBV, in accordance with the strategic plan and the annual operational plans of UNITBV;
 - 2) to provide the framework and the means necessary to carry out the didactic processes at all levels in good conditions;
 - 3) to coordinate the work of the UNITBV Library and the UNITBV Publishing House;
 - 4) to performs other duties established by the Rector based on the strategic plan and in accordance with the Management Contract concluded with the UNITBV Senate.

- d) **The Vice-Rector for students and the relation with the economic and sociocultural environment** has the following responsibilities and duties:
- 1) to provide the framework, means and implementation of activities for the allocation of scholarships and other forms of material support to students;
 - 2) to provide the framework, means and activities for the allocation of accommodation and transport support;
 - 3) to create the strategy for the development of the students' cultural, artistic and sports activities, of the student scientific associations and to support the activity of the student associations, under the conditions stipulated in this Charter;
 - 4) to devise the strategies for the university's collaboration with the economic environment and for the integration of graduates into the national and international labour market;
 - 5) to support the development and undertaking of international programmes for students;
 - 6) to ensure the development of the UNITBV Alumni structure, of the Student Entrepreneurial Society (SAS-UNITBV), and of the Career Counselling and Guidance Centre (CCOC-UNITBV);
 - 7) to fulfil other duties established by the Rector based on the strategic plan and in accordance with the Management Contract concluded with the UNITBV Senate.
- e) **The Vice-Rector for public relations** has the following responsibilities and duties::
- 1) to ensure the permanent relation and connection with the UNITBV Senate;
 - 2) to promote the university's relations with the public authorities;
 - 3) to coordinate actions with a view to promoting the UNITBV image;
 - 4) to perform other duties established by the Rector based on the strategic plan and in accordance with the Management Contract concluded with the UNITBV Senate.
- (5) In case of premature termination of the Rector's tenure, regardless of the reason, the Senate shall appoint a Vice-Rector to serve as the interim representative of UNITBV within a maximum of five working days. This Vice-Rector will assume the responsibilities of the Rector during this interim period. Within three months following the conclusion of the Rector's tenure, the University Senate shall finalize the procedures for the appointment of a new Rector in accordance with prevailing legal regulations. Subsequently, the Senate shall forward the documentation pertaining to the confirmation of the new Rector to the Minister of Education for official confirmation.
- (6) The offices of the Vice-Rectors begin on the date of their appointment by the Rector, after consultations with the university Senate, and end on the date of termination of

the Rector's office. By exception, in the case mentioned in paragraph (5) of this article, the mandate of the Vice-Rectors shall be extended according to law until the Rector's confirmation by the relevant ministry.

- (7) **The Dean** represents the faculty and is responsible for governing and administering the faculty, having the following duties:
 - a) to devise the faculty development strategy and to provide the framework and means for implementing this strategy, in accordance with the Management Plan;
 - b) to present a report on the status of the faculty and the extent of the achievement of the management plan for validation by the Faculty Council, at the latest on the first working day of March each year; this report is a public document;
 - c) to chair the meetings of the Faculty Council and to apply the decisions of the Rector, the Executive Board and the university Senate.
- (8) The UNITBV Executive Board shall determine the number of Vice-Deans within a maximum of ten working days following the validation by the Senate of the competition for the selection of the Dean. The number of Vice-Deans shall be contingent upon the student enrolment in the faculty, but not exceeding three.
- (9) The duties of the Vice-Deans are established by the Dean and are brought to the notice of the Faculty Council during its initial meeting subsequent to the Senate's validation of the Dean.
- (10) **The Head of Department** oversees the management and operational leadership of the department. The Head of Department is responsible for:
 - a) the curricula of the programmes coordinated by the department and the department's organizational chart;
 - b) the management of the scientific research activity;
 - c) the quality management of the teaching process;
 - d) assisting the UNITBV management in the financial oversight of the department;
 - e) organizing and monitoring the tutoring process of students from the department's study programmes;
 - f) the selection, recruitment, periodic assessment, training, incentivization, and termination of contractual employment of staff;
 - g) the representation of the department in interactions with other governing structures;
 - h) any other duties provided by the legislation in force.
- (11) The Head of Department is assisted in the exercise of function by the Department Council.

- (12) The duties of the CSUD Director of CSUD are stipulated in the Regulations for organizing and conducting the doctoral and postdoctoral studies.
- (13) The duties of the SDI Director are outlined in the Regulations of the Interdisciplinary Doctoral School.
- (14) The supervisory functions for the other structures in the UNITBV organizational chart are:
- a) **the SDI Director**, whose duties are stipulated in the Regulations for the organization and functioning of the SDI;
 - b) **the Scientific Director of ICDT**, whose duties are stipulated in the Regulations for the organization and functioning of the ICDT;
 - c) **the coordinators of the scientific research centres**, whose duties are stipulated in the Regulations for the organization and functioning of the ICDT;
 - d) **the Director of the UNITBV Library**, whose duties are stipulated in the Regulations for the organization and functioning of the University Library;
 - e) the **coordinators of the support structures** for the activities of education, training and scientific research, whose duties are stipulated in the specific regulations;
 - f) **the Director of the Technology and Business Incubator**, whose duties are stipulated in the Regulations of this structure;
- (15) At university level, the administrative structures, as aligned with the prevailing legislation, encompass the following positions:
- a) The General Administrative Director, whose duties are outlined in the job description;
 - b) the heads of the administrative services, whose duties are stipulated in the job descriptions;
 - c) the Chief Secretary of UNITBV, whose duties are stipulated in the job description;
 - d) other management positions of administrative structures, according to the legislation in force.
- (16) The duties of management and executive positions are stipulated by the legislation in force, as well as by the UNITBV regulations approved by the Senate.
- (17) Persons holding management and supervisory positions may benefit, during the term of their mandates, from differentiated payment, in accordance with the law and internal regulations, based on criteria approved by the Executive Board, the source of funding being that provided for in the Framework Law on the Remuneration of Staff Paid from Public Funds.

Art. 23. Election and appointment in governing positions or of members of the governing structures of UNITBV

- (1) The procedure for electing the Rector shall be established by referendum conducted in accordance with the prevailing legal provisions, occurring no less than three months prior to each appointment of the Rector, as outlined below:
 - (a) through public competition conducted in accordance with an approved methodology sanctioned by the recently elected university Senate, pursuant to the present law.
 - (b) through the universal, direct, and secret ballot cast by all tenured teaching staff and tenured researchers at UNITBV, along with student representatives in the university Senate and faculty councils.
- (2) The Rector shall be appointed according to the procedure resulting from the referendum. If the appointed Rector is not a UNITBV employee, he / she must conclude a work contract with UNITBV for the duration of the term in office.
- (3)
 - (a) The Rector, endorsed by the Minister of Education, shall designate the Vice-Rectors following consultations with the University Senate.
 - (b) Deans are appointed through a public competition organized by the UNITBV Rector at the faculty level. This competition is open to individuals from UNITBV or any faculty within the country or abroad. Following a hearing in the Faculty Council, candidates must obtain approval through a simple majority vote. The Faculty Council is obligated to endorse a minimum of two candidates. The outcome of the competition is subject to validation by the University Senate.
 - (c) Following the Rector's appointment of the Dean, the latter proceeds to designate the Vice-Deans.
 - (d) The Head of Department and the members of the Department Council are elected by universal, direct, and secret ballot of all tenured teaching and research staff in the Department.
 - (e) The appointment of the CSUD Director is determined through a competition organized by the Rector, in compliance with the Framework Regulation on Doctoral Studies and the Methodology for organizing and conducting public competitions for the position of CSUD Director.
 - (f) The SDI Director is appointed by the CSUD from the pool of tenured doctoral supervisors within the SDI. The appointee must meet the minimum and mandatory standards for the granting of the habilitation certificate, pertinent to the field in which they are authorized to oversee doctoral programmes, as per the standards in effect at the time of their appointment as SDI Director.

(g) The members of the University Senate, comprising tenured teaching and research staff, are elected exclusively within the electoral constituencies delineated by the Senate, as specified in the Methodology for organizing and conducting elections in UNITBV, through direct and secret universal suffrage, involving all tenured teaching and research staff within the designated constituencies.

(h) The members of the University Senate, with student status, are elected without exception within the electoral constituencies established by the Senate in the Methodology for the organization and conduct of elections in UNITBV, by universal, direct and secret vote of the students within those constituencies.

(i) The Executive Board is comprised of the Rector, Vice-Rectors of UNITBV, Deans of the Faculties, the General Administrative Director, and a student representative. Additionally, a representative of the university-level trade union and a representative of the Senate may attend the Executive Board meetings as permanent guests, with no voting privileges.

(j) The Faculty Council is constituted with a maximum of 75% teaching and research staff and a minimum of 25% students. Representatives of the teaching and research staff in the Faculty Council are elected through universal, direct, and secret balloting involving all tenured teaching and research staff within the faculty departments. The student representatives are elected through universal, direct, and secret balloting by the students of the faculty.

(k) The composition of the CSUD is determined in accordance with the Methodology for the election of the members of the Council for Doctoral Studies, formulated based on the provisions outlined in the Framework Regulation on Doctoral Studies and the Institutional Regulation governing the organization and implementation of doctoral and postdoctoral studies. Within the Council, 25% of its members are doctoral students, elected through a process of universal, direct, secret, and equal voting by the doctoral students of IOSUD.

(l) The composition of the C-SDI is established by universal, direct and secret vote of the doctoral supervisors and doctoral students of the SDI, according to the Methodology for the election of the members of the Council of the Interdisciplinary Doctoral School of Transilvania University of Brasov. PhD students have at least one representative in the Council.

(m) The term of office for the governing positions and members of the governing structures is five years, in accordance with the legislation in force.

(n) An individual may not hold the office of Rector at the same higher education institution for more than two terms, considering both complete and incomplete 5-year terms, irrespective of any interruption by resignation, dismissal, or suspension.

- (4) The election / appointment in the governing positions listed in art. 22 paragraphs (14)-(15) shall be made in accordance with the regulations of the respective structures approved by the Senate, and the legislation in force.
- (5) Election to the governing structures of UNITBV shall adhere to the current legal regulations and internal rules sanctioned by the Senate, while upholding the principle of representativeness (quotas of representation).
- (6) The number of members of the UNITBV Senate shall be delineated in the UNITBV Election Methodology approved by the Senate at least 30 days prior to the start of the election process; a minimum of 25% of the total Senate members shall be students, and a maximum of 75% shall be full professors and researchers. a minimum of 25% of the total Senate members shall be students, while a maximum of 75% shall be tenured teachers and researchers.
- (7) Each faculty within UNITBV shall be represented in the Senate, ensuring adherence to the principles of proportional representation. The determination of the number of Senate members from each faculty—comprising tenured teachers and researchers—is based on a representation norm calculated as follows: number of professors and researchers members in the Senate / number of tenured teachers and researchers as of January 1st of the year in which the elections commence. The number of members - students of the Senate, representing each faculty, is established with a norm of representation calculated as: number of student members in the Senate / number of total students as of January 1st of the year in which the elections commence. In the methodology for organizing and conducting the elections at UNITBV, approved by the University Senate, the number of the Senate members representing each faculty and department shall be specified.
- (8) The Senate shall elect its President by secret ballot. The President of the Senate leads the meetings in plenary and represents the Senate in relation to the Executive Board and the Rector. The President of the Senate signs the Management Contract with the Rector.
- (9) The Senate shall, through its own rules of procedure, determine its organization and functioning.
- (10) The number of members of the faculty councils and the number of representatives from each faculty department shall be determined according to the Methodology for the organization and conduct of elections in UNITBV, based on the number of tenured teachers and researchers in each faculty as of January 1st of the year in which the elections are initiated. Each department shall have representatives in their corresponding faculty council, respecting the principles of proportional representation.

- (11) The term of office of students as members of the governing structures of UNITBV or faculties is 5 years, valid until the termination of student status. Students who continue their studies at UNITBV in another cycle of studies retain their senator or faculty council membership if they remain representatives of the same structure that elected them, until the end of the term for which they were elected.
- (12) The number of members of the department councils, as well as the number of members of the governing structures of the departments will be determined by the Methodology for the organization and conduct of elections in UNITBV.
- (13) In the event of a vacancy in a governing position at UNITBV, the position shall be filled for the remaining duration of the current term of office, by following the same procedure (either by-elections or open competition) as stipulated in the Methodology for the organization and conduct of elections in UNITBV. The appointment is to be completed within a maximum of three months from the date of the vacancy.
- (14) If a position of membership in the governing structures of UNITBV becomes vacant, the position shall be filled following the same procedure stipulated in the Methodology for the organization and conduct of elections in UNITBV, in compliance with the representation norm for the current term of office, no later than three months after the date of the vacancy.

Art. 24. Relegation, release or dismissal from the governing positions or from membership of the governing structures of UNITBV

- (1) The relegation or dismissal from office of the Rector by the Minister in charge or by the UNITBV Senate, according to the management contract, as the case may be, shall be carried out in compliance with the legal provisions..
- (2) The Senate of UNITBV has the authority to refer to CNEMU, by a vote of 2/3 of its members, any infringement by the Rector of Article 12 of Law No. 199/2023.
- (3) The release of persons elected to governing structures or positions shall be possible upon request and shall take effect within 30 days of the request being submitted.
- (4) The Rector and the Deans revoke the persons appointed in their subordinate governing positions, in compliance with the legal formalities and the terms of investment.
- (5) Motions of no confidence may be introduced on the activity of persons appointed to governing positions or elected as members of the governing structures, at the initiative of at least 1/3 of the number of members of the structure in which the designation or election of those persons was made. Debate of the motion is within the competence of the respective structure, which will decide accordingly. The revocation of the respective persons may be decided, with the vote of at least 2/3 of the members of the structure concerned, in compliance with the legal provisions. The

term of settlement of the motions of no confidence is 30 calendar days from the date of their registration.

- (6) A member of the governing structures of UNITBV shall be revoked by law if, during one academic year, he is absent without leave from more than half of the meetings of the governing structure of which he is a member. For the position that has become vacant, elections shall be organized in legal conditions and in accordance with the Methodology for the organization and conduct of elections in UNITBV.

Art. 25. Associative structures at UNITBV: student associations, professional associations, cultural and sports associations, trade unions. Principles of collaboration

- (1) The members of the UNITBV community have the right to belong to professional associations, student associations, cultural and sports associations or legally constituted unions.
- (2) In the University space, students may organize themselves in associations or open branches of national or international student associations, provided that they represent the interests of students regarding social aspects, the facilities of training and of national and international partnerships for education and training.
- (3) UNITBV supports the operation of the Alumni Association and promotes the creation of its branches in the country and abroad, in accordance with the statute of the association.
- (4) All associative structures without legal personality organized under the auspices of UNITBV must have a status compatible with the legal provisions and with the provisions of this Charter. In this respect, the establishment and modification of their constitutive acts are subject to the approval of the Executive Board and the approval of the University Senate. The organization of activities by the associative structures, in the university area, is subject to the prior approval of the Executive Board of UNITBV.
- (5) UNITBV encourages its students to become involved in volunteering activities, for which they can receive a number of transferable study credits in addition to those provided in the curriculum, under the conditions specified in the internal regulations of UNITBV.
- (6) UNITBV can support materially and financially, according to law, the scientific, cultural and sporting activities of the members of the UNITBV community.
- (7) The collaboration between UNITBV and the associative structures that carry out their activity in the University space is based on the following principles:
 - a) mutual respect;
 - b) open and regular communication;

- c) partnership based on trust and good intentions;
- d) transparency of decisions;
- e) constructive debate of differences of opinion;
- f) mutual protection of the image of the partners;
- g) apolitical character;
- h) equal opportunities and non-discrimination.

CHAPTER IV. CONTINUOUS EDUCATION, TRAINING AND PROFESSIONAL DEVELOPMENT

Art. 26. Definition of the system of studies and diplomas

- (1) UNITBV organizes the following educational cycles:
 - a) *short-term study programmes*, in the following forms: full-time, part-time and distance learning;
 - b) *bachelor's degree programmes*, in the following forms: full-time, part-time and distance learning;
 - c) *master's degree programmes* with full-time and part-time learning (in accordance with the stipulations for respective fields and pursuant to conditions prescribed by Government decision, initiated by the Ministry of Education after consultation with ARACIS, the organization of master's degree programs is permissible in the form of distance education);
 - d) *doctoral university programmes* with full-time and part-time learning;
 - e) *postdoctoral programmes*;
 - f) *adult vocational training programmes*;
 - g) *training programmes in residency*.
- (2) Diplomas conferred upon the completion of bachelor's and master's degree programmes are accompanied by the Diploma Supplement, which is provided in both Romanian and another international language.
- (3) The examinations for the completion of the studies at the provisionally authorized study programmes shall be conducted in accordance with the regulations in force.

Art. 27. Content and structure of study programmes

- (1) The programmes of university studies are organized in four university cycles: short-term studies, bachelor's degree, master's degree, and doctorate degree.

- (2) The administration of all the bachelor's and master's programmes is done by the faculty to which the coordinating departments belong.
- (3) The administration of the doctoral programmes is done by SDI.
- (4) The activities in the curriculum of the short-term, bachelor's and master's programmes are carried out by the departments.
- (5) The initiation of new study programmes is made at the proposal of the departments, with the approval of the Faculty Council, the Executive Board and the Senate.
- (6) The authorization and accreditation of the university study programmes is done by the national / international authorized agencies.
- (7) The interruption of some programmes of university studies is done by decision of the Senate or of the national evaluation bodies (ARACIS, CNATDCU).
- (8) The study programmes will operate without exceeding the limit of the approved educational capacity.

Art. 28. Content and structure of adult vocational training programmes

- (1) The postgraduate programmes of adult vocational training can be organized only in the fields where there are accredited university degree programmes.
- (2) The postgraduate programmes of adult vocational training are organized at the initiative of the departments of UNITBV or at the request of private companies and are administered by the support structure that manages the continuous training activity.
- (3) The initiation, execution and completion of adult vocational training programmes shall be carried out in accordance with the specific regulations in force.
- (4) UNITBV's schooling capacity for adult vocational training programmes is in direct correlation with the institutional resources and with the quality assurance requirements.

Art. 29. Student-centred education

- (1) UNITBV provides the framework and tools for implementing student-centred education, as well as the necessary material, financial and human resources.
- (2) UNITBV permanently adapts its teaching and scientific research processes in order to promote student-centred education.
- (3) UNITBV promotes concrete mechanisms to provide tutoring at the level of bachelor's and master's degree programmes. The Head of Department is responsible for the management of the tutoring system at the level of the programmes, years and groups of students.
- (4) The tutoring activity is part of the job description of the teaching staff.

Art. 30. Standards and performance indicators

- (1) Education:
 - a) The standards and performance indicators of the study programmes are established by considering their values adopted at national level and at UNITBV level.
 - b) The UNITBV Senate periodically reviews the set of standards and indicators.
 - c) The study programmes are subject to evaluation for the provisional authorization, accreditation and periodic re-accreditation.
 - d) The teaching staff is subject to periodic evaluation based on the quality assessment and management tools approved by the Senate.
- (2) Continuous training and professional development: The standards and performance indicators are formulated by the Executive Board and approved by the Senate.

Art. 31. Quality management and evaluation

- (1) The management and evaluation of the quality of the educational programmes and of the continuous vocational training programmes shall be carried out in accordance with the reference system established at European level and at UNITBV level.
- (2) The necessary strategy, procedures and instruments are the responsibility of the Executive Board and are included in the Quality Manual.
- (3) The analysis of the results of the evaluation is carried out annually at the level of the department, faculty and Senate and is the basis for formulating the strategy in the teaching field for the following period.

CHAPTER V. SCIENTIFIC RESEARCH

Art. 32. The scientific research activity

According to the assumed mission, UNITBV carries out research and development activities through teaching staff, doctoral students, post-doctoral researchers and employed scientific researchers.

Art. 33. Compulsory scientific research

- (1) The scientific research activity is a mandatory component of the norm of the university teaching staff.
- (2) The allocation of time or workload dedicated to scientific research within the responsibilities of the university teaching staff is determined by the UNITBV Senate.

- (3) The research norm will be highlighted for each teacher in the organizational charts of the departments.

Art. 34. Advanced scientific research

- (1) Advanced scientific research ensures competitiveness and visibility at national and international level.
- (2) ICDT is the structure that supports the development of advanced scientific research activities at UNITBV.
- (3) The advanced scientific research is supported by the Technology and Business Incubator of UNITBV.

Art. 35. Areas of scientific research

- (1) The main areas of scientific research shall be established according to the priorities of the research framework programmes undertaken at national and European level.
- (2) The scientific research strategy is elaborated by the UNITBV Executive Board and is approved by the UNITBV Senate.

Art. 36. Human resource training through and for research

- (1) The human research resource is developed through master's, doctoral, and postdoctoral programmes.
- (2) From an organizational point of view:
 - a) the research master's programmes are administered by departments and faculties;
 - b) the doctoral and post-doctoral programmes are administered by SDI.
- (3) The structure and content of the research master's programmes shall be established by the departments in which they are included, they shall be endorsed by the Executive Board and approved by the Senate.
- (4) The structure of the doctoral and post-doctoral programmes is established by SDI, through the doctoral supervisors / mentors.
- (5) UNITBV may carry out, through SDI, post-doctoral programmes of advanced scientific research, financed by grants and contracts concluded with funding bodies and with economic or research entities in the country and abroad or from its own revenue.
- (6) UNITBV supports, including financially, students with special results in the scientific research activity, in order to participate in scientific events and competitions.

Art. 37. Standards and performance indicators in scientific research

- (1) UNITBV shall adopt the national standards and indicators corresponding to the mission undertaken.

- (2) The standards and performance indicators for the fulfilment of the scientific research obligations of the teachers and researchers are formulated by the UNITBV Executive Board and approved by the UNITBV Senate at the beginning of each academic year, at the latest on November 30th, for the following calendar year.

Art. 38. Processes and instruments for evaluation and management of the quality of scientific research

- (1) The evaluation of the scientific research activity carried out by teaching staff and researchers is performed annually, based on the data reported in FRACS.
- (2) The structure of FRACS reflects the obligations of scientific research and is proposed by the UNITBV Executive Board and approved by the University Senate.
- (3) The specialized Vice-Rector is responsible for organizing the process of evaluating and reporting the results of scientific research.
- (4) Failure by teachers, for three consecutive years, to fulfil their scientific research obligations may lead to sanctions, according to the law.
- (5) The evaluation of the scientific research centres within ICDT is performed periodically, based on a set of standards and indicators formulated by the ICDT Coordination Council, in accordance with the UNITBV research strategy.
- (6) Failure by researchers, for three consecutive years, to fulfil their scientific research obligations may entail the termination of the employment contract, according to the law.
- (7) Retired teachers who have the status of doctoral supervisors may request the continuation of the activity at ICDT.
- (8) To carry out the processes of monitoring and evaluating the quality of scientific research, adequate structures will be set up at UNITBV level.
- (9) Research activities funded under a research contract are remunerated in accordance with the law, the university Charter and the contractual provisions. The research contract shall set out both the actual method of payment and the amounts.
- (10) UNITBV is authorized, in compliance with the law, to enter into contracts with public institutions and other economic operators. This is undertaken with the objective of organizing basic and applied research programs or enhancing the qualification levels of university-educated specialists.

CHAPTER VI. HUMAN RESOURCES

Art. 39. UNITBV human resources

The human resource of UNITBV consists of teaching staff, scientific researchers, auxiliary teaching staff, administrative staff, and students, according to internal regulations. Their rights and duties are outlined in this Charter and other UNITBV regulations.

Art. 40. Teaching staff and scientific researchers

- (1) The tenured teachers carry out the activities stipulated in the university norms, according to the organizational chart and the job description.
- (2) The researchers carry out the activities specified in the job description.
- (3) The teaching and research staff have all the rights and duties that derive from the legislation in force, from the provisions of this Charter, as well as from the UNITBV regulations.
- (4) The selection, employment, periodic evaluation, training, motivation and termination of the contractual employment relations of the personnel of the departments, respectively faculties, ICDT or SDI shall be made in accordance with the legislation in force and the UNITBV regulations.
- (5) The employment and promotion of the teaching staff and the scientific researchers at UNITBV shall be done in compliance with the legal framework, the criteria established at national level and the UNITBV standards and indicators.
- (6) On the basis of professional performance criteria and the financial situation, the Senate may decide to continue the activity of a teaching or research staff member after retirement, on the basis of a fixed-term contract of one year, with the possibility of annual extension, in accordance with the law.
- (7) Collaboration with auxiliary teachers, respectively with auxiliary researchers, is carried out in compliance with the legal conditions, at the recommendation of the Head of Department or the SDI director, with approval of the higher hierarchical structures.
- (8) The results and the performances in the didactic and research activities of the teaching and research staff of UNITBV are evaluated periodically, according to the methodology approved by the UNITBV Senate.
- (9) The remuneration of the teaching and research staff can be differentiated, considering the professional results and performances within UNITBV, in compliance with the legal provisions and the internal standards.
- (10) The evaluation by students of the professional performance of the teaching staff is carried out every semester, according to the procedure approved by the UNITBV Senate. The statistical results of the evaluations are public information.

Art. 41. Auxiliary teaching staff and administrative staff

- (1) The auxiliary teaching staff and the administrative staff at UNITBV carry out the activities specified in the job description and have all the rights and duties that derive from the legislation in force, from the provisions of this Charter, as well as from the specific regulations.
- (2) The hiring of the auxiliary teaching staff and administrative staff shall be done by competition, according to the legal regulations in force.
- (3) The evaluation of auxiliary teaching staff and administrative staff shall be carried out annually by the direct supervisor on the basis of a set of specific indicators drawn up by the Executive Board and approved by the Senate.
- (4) The auxiliary teaching staff and the administrative staff are required to participate in vocational training and training courses in the field of the positions they occupy, organized within UNITBV or by authorized specialized institutions.

Art. 42. Incentives and sanctions for UNITBV staff

- (1) The basic salary shall be determined in accordance with the legal provisions in force and the budget resources approved by the Senate.
- (2) For activities related to the didactic, scientific and vocational training processes, UNITBV may grant to its staff incentives in the form of differentiated payment or other material forms, respectively financial support, within the limits of the available funds, in compliance with its own regulations and the legislation in force.
- (3) Teachers' and researchers' failure to perform their duties shall be sanctioned in accordance with UNITBV's own regulations and the legislation in force.
- (4) Reporting a potential disciplinary offense and suggesting a sanction can be initiated by either the immediate hierarchical superior or by any higher hierarchical structures, either ex officio or by notification from legitimate parties, in accordance with the legal and internal regulations currently in effect.
- (5) The termination of the contractual employment of a teacher or researcher at UNITBV may occur upon request, by retirement, upon the expiration of a fixed duration employment contract or by the disciplinary dismissal based on a decision of the UNITBV Senate voted by at least 2/3 of its members, following the disciplinary investigation procedure under the conditions of the law and the regulations of the relevant board.
- (6) Litigations of an ethical nature in which the members of the university community are involved can be resolved amicably. If this is not possible, the settlement of the conflict shall be in accordance with the legal and internal regulations in force.

Art. 43. Students

- (1) UNITBV students develop specific skills necessary to successfully access the professions on the labour market and to become active citizens of the knowledge-based society, using the resources and facilities offered by UNITBV.
- (2) The UNITBV students have all the rights and duties that derive from the legislation in force, from the provisions of this Charter, as well as from the UNITBV regulations.
- (3) The admission, the development and the completion of the studies are performed in compliance with the legal framework, the Senate decisions and the UNITBV regulations.
- (4) The review of appeals submitted by candidates seeking admission, examined students, as well as by graduates in final examinations is conducted in accordance with the internal regulations of UNITBV.
- (5) UNITBV may award prizes to students or groups of students who obtain outstanding professional, artistic, sports or carry out important civic activities.
- (6) UNITBV supports students with particular social problems through fee exemptions or reductions, or other forms of support, under legal conditions and in compliance with UNITBV internal regulations. The conditions for granting the various forms of social support to students are established by the Executive Board for each academic year

CHAPTER VII. UNIVERSITY ETHICS ȘI DEONTOLOGY

Art. 44. University ethics and deontology

- (1) UNITBV is the space in which the respect for the laws of the country, for the internal regulations of UNITBV, the values, principles, ethical and moral norms govern.
- (2) The values, principles and ethical rules of conduct of the members of the UNITBV community are specified in the University Code of Ethics and Deontology, part of the UNITBV Charter (Part II).

Art. 45. Structures for ensuring compliance with ethical and deontological norms

- (1) The Commission of Academic Ethics and Professional Deontology operates within UNITBV for a term of 4 years. The Commission acts independently of any other structure or person within the higher education institution.
- (2) The composition of the Commission of Academic Ethics and Professional Deontology is proposed by the Executive Board, endorsed by the Senate and approved by decision of the Rector. The composition of the Commission encompasses a maximum of 75% teaching and research staff, and a minimum of 25% students.

- (3) The powers and functioning of this commission shall be governed by its own regulations approved by the Senate.
- (4) With the approval of the Senate, on the proposal of the Commission of Academic Ethics and Professional Deontology and after consultation with the academic community, the necessary measures will be drawn up to develop and strengthen an organizational culture of a moral nature. These measures will include the establishment of principles and the necessary internal framework for the prevention and management of ethical risks, i.e. methods for training and assisting members of the university community in actions and activities to prevent deviations from national or internal rules on academic ethics and professional conduct, with due regard for specially regulated reporting and protection mechanisms

Art. 46. Conflicts of interests and incompatibilities

Conflicts of interest and incompatibilities are those provided for by the legal rules and Art. 19, Art. 20, Art. 26 of the University Code of Ethics and Deontology, part of this Charter (Part II).

CHAPTER VIII. EXTERNAL RELATIONS

Art. 47. General provisions

- (1) In all types of relations with the external environment, UNITBV is represented by the Rector, or a representative designated by the Rector.
- (2) UNITBV is subordinated to the relevant ministry and to the national commissions with responsibilities in the management of the academic activities, under the conditions of respecting the university autonomy and legal framework.
- (3) The official documents that record the collaborations with the economic and social external entities shall be signed by the Rector, economic director, legal adviser and, as the case may be, by the coordinator of the respective university activity.

Art. 48. UNITBV external relations

- (1) UNITBV may establish collaboration and partnership relations with public or private organizations with which it shares common interests at local, regional, national and international level, with national structures for evaluating academic processes and with academies.
- (2) These collaborations and partnerships should contribute, under conditions of sustainability, to the increase of the quality and competitiveness of the academic processes and of the visibility of UNITBV, in accordance with its assumed mission.
- (3) In accordance with its functional requirements or obligations stemming from the law or conventions to which it is a party, UNITBV has the authority to establish

consultative structures. These structures may include representatives from the socioeconomic sector and individuals distinguished in the external academic, cultural, and professional spheres, subject to approval by the Senate.

Art. 49. Procedural rules

- (1) External relations are initiated at the proposal of the structures of UNITBV and approved by the Rector.
- (2) The record of all collaborations with the external entities will be kept at the level of UNITBV.

Art. 50. The association of UNITBV in consortia

- (1) UNITBV may be associated in consortia with other universities in terms of performance and efficiency, with the approval of the university Senate.
- (2) UNITBV may form consortia with scientific research institutions or entities in whose field of activity scientific research is included, with a view to jointly carrying out scientific research programmes in the fields of interest and / or for the development of study programmes for the training of highly qualified human resources.

CHAPTER IX. PATRIMONY OF TRANSILVANIA UNIVERSITY OF BRAȘOV

Art. 51. Structure of the UNITBV patrimony

- (1) The UNITBV patrimony consists of the real property rights, use rights, usufruct, easement rights or rights of superficies exercised by UNITBV on the movable and immovable assets that represent the material basis of UNITBV, from the rights of administration or use on some goods, including from the public or private domain of the state, acquired by rent, concession or commodatum.
- (2) The patrimony of UNITBV also includes debt rights arising from contracts or court decisions, intellectual and industrial property rights, as well as any other patrimonial rights whose holder is UNITBV.
- (3) The modalities in which the elements of the material resources of UNITBV can be built, owned and used are in accordance with the legislation in force, with the development strategy and with the internal regulations approved by the UNITBV Senate.

Art. 52. Modification of the structure of UNITBV patrimony

- (1) The modification of the structure of the UNITBV patrimony, in the sense of acquiring, alienating, demolishing or constructing immovable property occurs in compliance with the legal provisions, by a decision of the UNITBV Senate, adopted by simple majority, in the presence of at least 2/3 of the members of the Senate.

- (2) UNITBV will take the necessary steps to obtain a certificate of attestation of the property right or to include in its property, under the law, the assets in its patrimony and on which it exercises one of the aforementioned rights.

CHAPTER X. FINANCIAL RESOURCES MANAGEMENT

Art. 53. The financial resources of UNITBV

UNITBV's financial resources consist of funds allocated from the state budget, own revenues, and other sources, according to the legal regulations in force. All funds for basic and supplementary financing of state universities are considered own revenues.

Art. 54. Funds allocated from the state budget

- (1) UNITBV is financed from the state budget by the annual Institutional Contract for basic financing, for the scholarship funds and social protection of students, for the UNITBV development funds, as well as for the investment funds, through the Supplementary Contract for financing capital repairs, endowments and other investment expenses, as well as subsidies for accommodation and meals, according to the legal regulations in force.
- (2) The funds allocated from the state budget shall be channelled through the State Treasury.

Art. 55. Resources from own revenues

- (1) Own revenues are represented by: revenues from fees, from administration, grants and other research contracts, development and innovation contracts, micro-production, consultancy, expertise, services, donations, sponsorship and other sources.
- (2) All fees shall be constituted and modified by the UNITBV Senate at the proposal of the Executive Board, within the legal framework.
- (3) Teachers and researchers with outstanding performance in scientific research may benefit from financial support for the development of scientific research programmes, depending on existing resources.
- (4) The renting of the spaces belonging to UNITBV shall be done with the consent of the Senate, according to the regulations in force, provided that it does not affect the basic activities.

Art. 56. Use of financial resources

- (1) The financial resources cover the expenses of the structures and services of UNITBV, the payment of the utilities and provide the maintenance and development funds of UNITBV. The UNITBV budget is proposed by the Executive Board based on the

foundations of the main structures and is approved by the Senate at the beginning of each financial year.

- (2) The budgetary funds ensure the salaries of teaching, auxiliary teaching and administrative staff, the material basis necessary for the organization, administration and running of the educational process, as well as support for the scientific development activities of this process.
- (3) The funds from the complementary and supplementary financing shall be allocated to the UNITBV structures for which they have been directly destined and shall be used strictly for the activity concerned.
- (4) Funds deriving from the institution's own revenue shall be used to support teaching, scientific research and the administrative operation of the institution, depending on the nature of their source.
- (5) The implementation of the university budget shall be open to the public.

Art. 57. Management of financial resources

- (1) The management of budgetary and extra-budgetary resources is carried out in the same way, regardless of source, respecting the principle of university autonomy and within the legal framework.
- (2) The Rector holds direct responsibility for the allocation of resources at UNITBV in alignment with the Strategic Plan sanctioned by the Senate.

CHAPTER XI. HONORARY TITLES

Art. 58. Honorary titles

The following honorary titles are awarded by Transilvania University of Braşov:

- a) Doctor Honoris Causa;
- b) Honorary Senator;
- c) Honorary Professor;
- d) Professor Emeritus.

Art. 59. Granting of honorary titles

These titles are granted as follows:

- (1) Doctor honoris causa – to scientific personalities with proven international recognition, who have made a concrete contribution to the development of education and scientific research in UNITBV.

- (2) Honorary Senator – to personalities from the academic, economic and social environment who have made a substantial contribution to the economic and / or social local, regional, national development, and to the international promotion of UNITBV.
- (3) Honorary Professor – to international personalities who have collaborated on scientific and didactic activities in UNITBV.
- (4) Emeritus Professor – the didactic and scientific personalities at UNITBV who have had scientific, didactic and managerial performances in UNITBV.
- (5) The titles of Doctor Honoris Causa, Honorary Senator and Professor Emeritus shall be granted at the proposal of the departments, with the approval of the Faculty Councils and Senate, under the conditions provided in the specific regulation.
- (6) The title of Honorary Professor, the Diploma of Loyalty and the Diploma of Excellence shall be granted at the proposal of the departments, with the approval of the Faculty Councils and the approval of the Executive Board.
- (7) The titles of Doctor Honoris Causa, Honorary Senator and Professor Emeritus are granted in a festive setting, by the UNITBV Senate.
- (8) The title of Honorary Professor, the Diploma of Fidelity and the Diploma of Excellence shall be granted by the Department Council or the Faculty Council.

Art. 60. Withdrawal of honorary titles

If one of the holders of the titles of Art. 58 commits serious deviations from the ethics of the university or commits crimes after the title has been awarded, the university Senate or the Executive Board, have the right to withdraw their title.

CHAPTER XII. PROCEDURES FOR THE ADOPTION, CHANGING AND AMENDING THE CHARTER

Art. 61. Adoption of the Charter

- (1) The UNITBV Charter reflects the major options of the UNITBV community and applies throughout the university area. It is adopted by the Senate with the absolute majority (50% + 1 of the members of the Senate), the necessary quorum of sitting being of 2/3 of the total of the members, after being previously submitted to debate in the UNITBV community. The Charter enters into force after the positive resolution of the relevant ministry regarding the legality notice, in adherence to the legal timelines stipulated in the prevailing legislation.
- (2) After its adoption, the Charter shall be published in Romanian and English on the UNITBV website.

- (3) At the date of entry into force of this Charter, the Charter approved by the Senate on 06.07.2016, as well as all internal provisions contrary to this Charter, shall be repealed.

Art. 62. Modification of the Charter

- (1) The initiative to amend the Charter belongs to the President of the Senate or to at least one third of the members of the Senate. Any modification of the Charter will be adopted by the Senate with the absolute majority (50% + 1 of the members of the Senate), the required quorum of sitting being 2/3 of the total members.
- (2) The provisions of the Charter regarding the election of the management structures cannot be modified during the last 6 months of the Senate's mandate.

PART II

UNIVERSITY CODE OF ETHICS AND DEONTOLOGY

CHAPTER I. SCOPE AND OBJECTIVES OF THE UNIVERSITY CODE OF ETHICS AND DEONTOLOGY

Art. 1. UNITBV is a space in which future specialists are trained as responsible citizens, guided by moral values, ethical principles and norms. For this reason, UNITBV is continuously committed that the activity of its members is carried out in accordance with the values and principles of academic ethics.

Art. 2. The University Code of Ethics and Deontology (hereinafter the "Code") is meant to support the members of the UNITBV community in identifying and solving ethical problems, to guide morally the relations between the members of the UNITBV community, their relations with the university, with institutional partners, as well as with the local, national and international community and contribute to creating a climate of trust and respect within and outside the UNITBV community.

Art. 3. The University Code of Ethics and Deontology and its application do not exclude and do not replace the legal rights and obligations of the UNITBV members, nor the professional ethical code and the one for scientific research.

Art. 4. The quality of member of the UNITBV community confers social prestige, but also entails professional and moral obligations. Violation of the rules of ethical and / or academic conduct is sanctioned according to the legal regulations in force and the Regulations of the Commission of Academic Ethics and Professional Deontology (hereinafter referred to as "the Commission").

CHAPTER II. THE VALUES AND PRINCIPLES OF UNIVERSITY ETHICS

Art. 5. Principles of university ethics

The life and activity of the UNITBV community is based on the following principles: legality, academic integrity, loyalty, academic freedom, merit, professionalism, responsibility, respect and tolerance, honesty, transparency, good faith, confidentiality, non-discrimination, equity, and equal opportunities.

Art. 6. Academic integrity

- (1) Academic integrity consists in the honesty and correctness of the members of the UNITBV community and is evaluated by reference to the system of values and

principles specific to it. Academic integrity contributes to maintaining the standards of excellence in research, education and community service.

- (2) Within UNITBV, academic integrity constitutes the essence of the university deontology; the members of the UNITBV community are obliged to exercise their profession and role honestly, in good faith, respect, responsibility and honourably.
- (3) Members of the UNITBV community have the obligation to know the laws, codes and regulations regarding their activity in the university space and to comply with them.
- (4) Members of the UNITBV community have an obligation not to damage the prestige and legitimate interests of UNITBV, the legitimate interests of persons with whom institutional legal relations have been established, and to adopt, in all circumstances, appropriate behaviours to avoid and eliminate conflict of interest, corruption, cheating, plagiarism, and any other deviation from the principles of academic ethics.
- (5) The teaching staff have the obligation to educate students in the spirit of academic integrity, to explicitly communicate the UNITBV expectations in this regard and to ensure that the values, principles, and norms of conduct in the Code shall be respected in all circumstances

Art. 7. Loyalty

- (1) Loyalty to UNITBV implies the obligation of each member of the UNITBV community to act in the interest of the university, to support its objectives, strategies and policies, in order to achieve its mission and to ensure its competitiveness.
- (2) The members of the UNITBV community have the obligation to defend the prestige of the institution in which they operate and to refrain from any manifestation that could harm its image or interests.
- (3) The students have the obligation to behave with loyalty to UNITBV and with honesty in fulfilling their professional duties, as outlined in the specific regulations.
- (4) Actions that may be considered breaches of loyalty include:
 - a) the intentional pursuit of actions that have or may have the effect of losing some patrimonial and non-patrimonial rights of UNITBV;
 - b) engaging outside UNITBV in activities that constitute acts of unfair competition;
 - c) expressing in public defamatory assessments towards UNITBV regarding the institution's organization, the carrying out of the specific activities or actions by the institution;
 - d) the disclosure of information to which they have access in the practice of the job duties, if by this undue advantages are obtained or if the image or rights of UNITBV are harmed.

Art. 8. Academic freedom

- (1) UNITBV promotes academic freedom under the conditions of the rule of law and respect for human rights.
- (2) Academic freedom refers to the right of any member of the UNITBV community to express openly and in accordance with the criteria of academic quality, scientific and professional opinions in courses, seminars, conferences, debates, as well as in works prepared and defended or published in the university environment or beyond it. This right extends to teaching, research or intellectual creation, as well as any other activities concerning UNITBV, according to the law. Forms of expression of academic freedom include, but are not limited to, the freedom to learn, teach and research, each of which implies the freedom to think, question and share ideas, inside and outside UNITBV.
- (3) The members of the UNITBV community have the right to formulate critical opinions, expressed publicly, based on scientific, pedagogical, ethical or legal arguments. Academic freedom implies, at the same time, the respect of the academic freedom of other people in all its components and should not be used as an argument for rejecting scientific or ethical criticism, justified and necessary in the evolution of research activities of any scientific branch.
- (4) Scientific objectivity is above any form of pressure arising from personal or group interests, including those of a financial nature.
- (5) Each member of the UNITBV community should avoid violating the freedom of others, based on respect for differences. UNITBV encourages critical approaches, dialogue, intellectual partnership and cooperation, regardless of political views, religious beliefs or sexual orientation.
- (6) In the university setting religious beliefs, political attachments and other categories of beliefs cannot be imposed on others by abuse of power and authority, representing a dimension of the privacy of the members of the UNITBV community.
- (7) The teaching staff have the freedom to adhere to any vision in their specialized field without, however, imposing that orientation on the students in the teaching process and without ignoring the possible invalidations coming from within the same field.

Art. 9. Merit

- (1) The only criterion of hierarchy accepted in UNITBV is that of merit, which is assessed according to the results of professional performance using transparent evaluation mechanisms.
- (2) In the case of teachers and researchers, merit can be established by reference to criteria such as: the quality of the activity carried out within the research and education projects in which they participate, the evaluation made by students,

colleagues, management, involvement in the development of the faculty, of the study programme, the prestige brought to the institution and the specialized field in which they work, etc.

- (3) In the case of students, merit can be established by applying criteria of performance evaluation and can be based on the degree of involvement in social and associative life, in civic actions, etc.
- (4) For the auxiliary and administrative teaching staff, merit may be established according to the degree, complexity and quality of the tasks provided in the job description.

Art. 10. Professionalism

- (1) The professionalism of the members of the UNITBV community is expressed through the quality of their endeavour both in the field of research and education and in the services provided to the academic and / or professional community.
- (2) Professionalism implies: competence and exigency in the exercise of the profession, dedication to teaching and research, collegial solidarity and fair competition with those from UNITBV and from the same field, concern for permanent professional development and maintaining high professional standards, avoiding amateurism, dilettantism and imposture in exercising the professional role, avoiding arbitrary and preferential treatment in relations with members of the UNITBV community or with persons outside it.
- (3) Maintaining academic excellence in the teaching, learning and research activities is an institutional and moral obligation of the UNITBV community, applicable to all its members.

Art. 11. Accountability

- (1) Accountability is fostered within the institution in both its professional and ethical dimensions. It entails members of the UNITBV community taking responsibility for and adhering to ethical and professional standards in all situations, even when publicly representing the institution.
- (2) Accountability does not preclude members of the UNITBV community from exercising their right to voice public criticisms – in department, council, Senate and other meetings – regarding the violation of ethical, deontological, scientific and pedagogical standards, if these criticisms are well founded and supported by evidence.
- (3) Accountability entails members of the UNITBV community refraining from formulating publicly opinions that could be construed as attempts to misinform, slander, or denigrate programmes and/or individuals within the same institution.

- (4) Accountability also involves the individual responsibility for the actions of those members of the UNITBV community whom the person is guiding, tutoring, mentoring, coordinating, etc.
- (5) Accountability also extends towards the institutions with which members of the UNITBV community maintain scientific and professional cooperation. It also extends to interactions with local, regional, national, and international communities.

Art. 12. Respect and tolerance

- (1) UNITBV is an environment dedicated to study and research, open to all members of the UNITBV community. In this regard, respect and tolerance are among the moral values that UNITBV constantly promotes in order to create and maintain a favourable climate as well as harmonious, balanced and rational relations between groups and members of its academic community.
- (2) Any interaction in the UNITBV space should be respectful.
- (3) To this end, at UNITBV everyone's dignity will be respected, in a climate free of any form of exploitation, humiliation, contempt, threat or intimidation. Consequently, no one has the right to infringe the dignity of others; suburban language, offensive, irreverent attitudes or vulgar gestures are undesirable; humiliation, intimidation, and personal attacks are unacceptable; exploitation and harassment in any form are reprehensible; intolerance, especially based on the natural differences between people, constitutes a serious violation of the elementary moral norms, and the inherent misunderstandings, disputes and conflicts must be solved exclusively through dialogue and civilized debate, using rational arguments, consistent with reality and always oriented towards their resolution.
- (4) The academic environment encourages the exchange of arguments and the diversity of opinions, through mutual respect, tolerance and cooperation.
- (5) Offensive behaviour, demonstrated through insults, humiliation, or intimidation, is deemed unacceptable and goes against the ethics of the UNITBV community. This holds true irrespective of the hierarchical positions of those involved, as such behaviour has the potential to escalate into an abuse of power when directed at subordinates or may lead to harassment when repeatedly targeted at the same individual or group of individuals.

Art. 13. Good faith

Every member of the UNITBV community must exercise their rights and perform their obligations in good faith, in accordance with public order and proper conduct, so that the exercise of their rights will not affect the rights of other members of the community. Good faith is implied until proven otherwise.

Art. 14. Transparency

The principle of transparency implies access to all categories of information of interest for the members of the UNITBV community, for the institutions with which UNITBV collaborates, for the potential candidates and the general public, according to the legal provisions. This ensures equal opportunities and equal access to the UNITBV resources. All information of interest to the members of the UNITBV community and for the general public will be accessible according to the law.

Art. 15. Confidentiality

- (1) The confidentiality imposes to the members of the UNITBV community the obligation not to disclose confidential information obtained from professional activities in the absence of adequate and required authorizations, except where the members concerned have the right or obligation not to conceal it, provided that they are not used for their personal advantage or for the benefit of third parties.
- (2) Each member of the UNITBV community has the obligation to respect the confidentiality in matters related to the professional activity and the privacy of the members of the community and not to provide information on the data and information thus obtained, unless authorized by law or by the member(s) in question.

Art. 16. Non-discrimination and equal opportunities

- (1) UNITBV encourages, supports and respects equal opportunities and equal treatment of members of its community.
- (2) In UNITBV the unequal treatment of an individual in relation to others is prohibited, as well as treatment with the intention of or which leads to the violation or limitation of the rights of an individual, on the criteria of: gender identity, race, age, disability, sexual orientation, nationality, ethnicity, religion, social status, material state or origin or any other criterion stipulated in the relevant legislation.
- (3) Discrimination or unequal treatment of individuals is prohibited, regardless of the forms in which it manifests itself, but the application of these principles also implies that they cannot and should not be interpreted and used in such a way as to cause reverse discrimination.
- (4) Acts and deeds that involve discrimination, exclusion, restriction, or preference based on factors such as race, nationality, ethnicity, language, religion, social category, beliefs, gender, sexual orientation, age, disability, chronic non-communicable disease, HIV infection, membership in a disadvantaged group, or any other criterion intending to limit or negate the equal acknowledgment, utilization, or exercise of the rights and freedoms of members of the UNITBV community as recognized by law, are considered discriminatory under the provisions of this Code.

- (5) Apparently neutral provisions, criteria or practices that disadvantage certain persons on the basis of the criteria set out in paragraph (4) in relation to other persons are discriminatory unless those provisions, criteria or practices are objectively justified by a legitimate aim and the methods of achieving that aim are appropriate and necessary.
- (6) In respecting the principle of non-discrimination and equal opportunities, members of the UNITBV community shall also take into account the regulations by which UNITBV establishes its strategies and policies in this field.

Art. 17. Honesty

Honesty and intellectual fairness are ethical values strongly promoted by UNITBV. In their absence, the right to intellectual property and the correct assessment of UNITBV members' performance (students, teachers and other staff members of the UNITBV community) would suffer from unacceptable practices such as cheating, plagiarism, falsification of research results, corruption, etc.

CHAPTER III. GENERAL RULES ON ACADEMIC ETHICS

Art. 18. General provisions

- (1) In teaching and scientific research activities, as well as in management activities, adherence to the principles of ethics and university deontology is obligatory.
- (2) Academic ethics and deontology include the following categories of rules:
 - a) rules of ethics and deontology in academic teaching and scientific research;
 - b) rules of ethics and professional conduct in scientific communication, publication, dissemination and popularization;
 - c) rules of ethics and professional conduct in the exercise of the duties associated with governing positions;
 - d) rules of ethics and professional conduct relating to respect for human beings and human dignity;
 - e) rules of ethics specific to the canonical and dogmatic principles of the respective cult, which do not contravene the rules set out in subparagraphs a) to d).

Art. 19. Incompatibilities

- (1) In the professional activities of members within the UNITBV community, the following situations are incompatible:
 - a) holding or concurrently exercising leadership positions such as Rector, Vice-Rector, Dean, Vice-Dean, Head of department, or director of a research and development,

design or micro-production unit, director of a university branch/extension, or the role of president of the university Senate, and any leadership position mentioned in Article 131, paragraph (2) of Law 199/2023;

- b) holding or serving in one of the prominent roles of Rector, Vice-Rector, Dean, Vice-Dean, Head of department, or director of a university branch/extension, and concurrently assuming the position of Minister, Secretary of State, Mayor, Deputy Mayor, or Chairman of the County Council;
 - c) being an authorizing officer of UNITBV and concurrently holding or exercising another role as the authorizing officer of a central or local public institution;
 - d) being a member of the Executive Board of UNITBV and simultaneously serving as a partner or shareholder in a company established by UNITBV, as per the provisions of Article 16, paragraph (1) of Law 199/2023;
- (2) The status of a student enrolled in a bachelor's or master's degree programme with an individual employment contract with UNITBV is incompatible with holding the position of student representative in the governing structures of the faculty or UNITBV.
- (3) Individuals in any of the aforementioned incompatible situations are granted a 15-day period to rectify the incompatibility, which may include suspending one of the functions.

Art. 20. Conflict of interest

- (1) In the professional activities of members within the UNITBV community, the following situations give rise to a conflict of interest:
- a) the simultaneous occupation of positions by individuals who are related by marriage, affinity, or relationship up to and including the third degree, resulting in each person holding a direct position of management, control, authority, or institutional evaluation at any level within UNITBV;
 - b) participation as a member of doctoral committees, evaluation committees, or competition committees, where the decision directly impacts spouses, relatives, or relatives up to and including the third degree;
 - c) participation in the same commission, formed in accordance with the law, alongside individuals who are spouses, relatives, or relatives up to the third degree inclusive;
 - d) the involvement of an individual, who is a member of a Ministry of Education commission, in the examination of a situation related to UNITBV.
- (2) In the event of a conflict of interest, the teaching or research staff member shall be obliged to discontinue any activity referred to in paragraph (1) subparagraphs a) to c)

and shall promptly notify the immediate hierarchical superior. The latter shall be obliged to take the requisite measures to ensure the impartial execution of the specific activities within a maximum of three days from the date of being notified.

- (3) In situations described in paragraph (2), an alternative person with equivalent training and experience shall be appointed based on the recommendation of the hierarchical superior to whom the relevant teaching or research staff member is directly subordinate.
- (4) In the event of a conflict of interest as referred to in paragraph (1), the individual in question must abstain from participating in the decision-making process of the committee regarding the matter giving rise to the conflict of interest.

Art. 21. Violations of the rules of ethics and professional conduct in academic teaching and research include:

- a) falsification of results or data, and their presentation as experimental data, as data obtained by numerical calculations, computer simulations, or as data/results derived from analytical calculations or deductive reasoning;
- b) falsification of experimental data, data obtained by calculation or numerical computer simulation, or data or results obtained by analytical calculations or deductive reasoning;
- c) Intentionally impeding, hindering, or sabotaging the teaching or research activities of others, including unjustifiably blocking access to university research premises, damaging, destroying, or tampering with experimental apparatus, equipment, documents, computer programs, electronic data, organic or inorganic substances, or living matter necessary for others to conduct, perform, or complete teaching or research activities;
- d) breach of the legal regime regarding conflict of interest and incompatibilities, and failure to disclose conflicts of interest or incompatibilities in the evaluation activity;
- e) failure to uphold confidentiality in the evaluation process;
- f) discrimination in assessment based on the criteria outlined in Article 2, paragraph (1) of Government Ordinance No. 137/2000, approved with amendments and additions by Law No. 48/2002, republished, with subsequent amendments and additions;
- g) assessment fraud;
- h) plagiarism;
- i) non-compliance with the legal provisions and procedures regarding academic ethics and deontology stipulated in the current legislation and this Code, where

applicable, including the neglect to enforce sanctions established by academic ethics commissions, CNATDCU, or CNEMU;

- j) failure to respect the dogmatic and canonical specificity of the founding cult, particularly in the context of denominational education.

Art. 22. Violations of the rules of ethics and deontology in scientific communication, publication, dissemination and popularization include:

- a) adding a person to the list of authors of a scientific publication without their explicit consent;
- b) unauthorised publication or dissemination by authors of unpublished scientific results, hypotheses, theories or methods;
- c) introducing false information in applications for grants or funding, as well as in applications for habilitation, teaching, or research positions.

Art. 23. Violations of the rules of ethics and deontology in the exercise of duties related to governing functions include:

- a) breach of the legal regime of public liability;
- b) abuse of position to obtain authorship or co-authorship of publications from subordinates;
- c) abuse of power to obtain salary, remuneration or other material benefits from research and development projects conducted or coordinated by subordinates;
- d) abuse of power to obtain authorship or co-authorship of the publications of subordinates or to obtain salary, remuneration or other material benefits for spouses, relatives or relatives up to and including the third degree;
- e) impeding the work of an academic ethics commission or review committee during the investigation of violations of academic ethics and deontology.
- f) non-compliance with the legal provisions and procedures related to academic ethics and deontology as stipulated in the current legislation and this Code, where applicable, including the failure to enforce sanctions established by academic ethics commissions, CNATDCU, or CNEMU.

Art. 24. Violations of the rules of ethics and deontology regarding respect for human being and dignity include:

- a) deviations that violate the protection of the rights of direct beneficiaries of the right to education;
- b) deviations that undermine the dignity of the direct beneficiaries of the right to education and the prestige of the profession;

- c) deviations that impair the recognition of the profession, responsibility, and trust conferred by society, as well as the internal obligations arising from this trust.

CHAPTER IV. SEVERE INFRINGEMENTS OF UNIVERSITY ETHICS

Art. 25. General provisions

- (1) Within UNITBV, the following deeds and actions constitute serious violations of ethical norms: conflict of interest, corruption, attempted corruption, data fabrication, plagiarism and self-plagiarism, fraud and facilitating fraud, unfairly obtaining advantages, harassment, sexual harassment, intimidation and insulting behaviour.
- (2) For the purposes of this Code, the following terms have the meaning presented below, which does not exclude the meaning enshrined by normative acts of the same notions.

Art. 26. Conflicts de interests and incompatibilities

- (1) All members of the UNITBV community, irrespective of their position in the UNITBV hierarchy, are obliged to consistently adopt appropriate attitudes to mitigate conflicts of interest that could influence their personal judgments, evaluations, decisions, and those of the organizational structure to which they belong. In instances prone to generating conflicts of interest and others with a likelihood of such conflicts, members of the UNITBV community are obligated to disclose the conflict of interest to the relevant bodies and, as necessary, discontinue any activity or abstain from participating in decision-making within the committees to which they belong.
- (2) Individuals in situations of incompatibility outlined in this Charter and in the current legislation are granted a 15-day period to rectify the incompatibility, which may involve suspending one of the functions.
- (3) Apart from situations of conflicts of interest and incompatibilities explicitly outlined in the current regulations, the following situations may also be considered deviations:
 - a) when an individual has multiple roles likely to alter their objectivity;
 - b) when the external collaborations and commitments of a member of the UNITBV community impede the conscientious and professional execution of the duties outlined in their job descriptions and organizational chart;
 - c) when a member of UNITBV participates in commercial negotiations with companies or organizations in which they have personal interests of a financial or other nature, etc;
 - d) when a tenured teaching or research staff member enrolls in a bachelor's or master's degree programme organized by their faculty;

- e) when an auxiliary or administrative teaching staff member enrolls in a bachelor's or master's degree programme organized by the structure to which they belong.

Art. 27. Corruption

- (1) Corruption generates unfair treatment, injustice and favouritism, undermines the application of the principle of merit and creates suspicion and distrust in the value of diplomas, in the professional competences of graduates and members of the UNITBV community.
- (2) All UNITBV members have the moral obligation to prevent and combat corruption in all circumstances, corruption which, generating favouritism, inequity, injustice, suspicion, mistrust and adversity, weakens the cohesion and feeling of belonging, alters the university climate and it causes serious harm to the institution's image.
- (3) Among the acts of corruption, besides those described in the normative acts, are also those which consist in the monopolization of UNITBV or the faculty, the department, etc. by individuals or groups that hold power and distribute resources in a discretionary manner.
- (4) UNITBV is committed to severely sanction, from an institutional point of view, both the obvious acts of corruption, such as bribery and attempted bribery, as well as the less obvious ones, but no less harmful such as influence peddling, illicit trafficking of exams or competitions (through the buying and selling of services using cash or counter services). This includes conferring hierarchical favours or utilizing other subjective criteria, engaging in nepotism, applying double standards in evaluations, and undertaking acts of persecution or revenge, among other behaviours.
- (5) Favouritism is not to be confused with preference based on demonstrated competences.
- (6) The following situations may constitute acts of corruption:
 - a) bribery and attempted bribery;
 - b) monopolization of departments by interest groups;
 - c) favouritism-driven manipulation of examinations or competitions to secure appointments or positions;
 - d) practicing hierarchical or collegial favours, etc.

Art. 28. Attempt of corruption

The following are considered corruption attempts: offering money, gifts or personal services to members of the UNITBV community, when the acceptance of these gifts and / or services is explicitly or implicitly conditioned by: providing services that the person offering has the legal right to receive, influencing evaluations, facilitate employment or a promotion process.

Art. 29. Fabrication and falsification of data or results

- (1) Fabrication and falsification of data and results constitute a serious breach of good conduct in research and dissemination, for both academics and researchers, and for students and doctoral students.
- (2) Fabricating results or data refers to: presenting false results or data that do not accurately reflect the outcomes of a research and development activity; incorporating unreliable data in a research work or experiment; purposefully manipulating data in a research study or experiment; referencing non-existent articles, etc.
- (3) Falsification of results or data represents selectively reporting or dismissing undesired data or outcomes, manipulating representations or illustrations, altering experimental or numerical apparatus to obtain desired data, without disclosing the modifications made, with the aim of distorting the scientific truth.

Art. 30. Plagiarism

- (1) The knowledge of the legal regulations regarding the intellectual property and the rules of academic writing is a professional obligation of the teaching staff, of the researchers, of the doctoral students and of the students. Ignoring these regulations and rules is not an excuse for plagiarism.
- (2) To facilitate effective dissemination of both general and specific legal requirements in the field, the University, in alignment with the provisions of Law No. 199/2023, including subsequent amendments and additions, implements educational, administrative, and technical measures. These measures are designed to safeguard the originality of various works, including but not limited to bachelor's and master's theses, projects, artistic creations, research projects, inventions and patents, articles, books, and publications issued by the UNITBV Publishing House or similar entities. The University also enforces associated penalties to ensure compliance with these legal and academic standards.
- (3) Educational measures, developed by internal regulations, shall include:
 - a) the professional and moral obligation of the teachers to explicitly inform students and doctoral students of the rules of academic writing and to ensure their compliance in all circumstances;
 - b) informing the UNITBV community about plagiarism cases and situations that may generate suspected plagiarism;
 - c) regularly informing the UNITBV community about the rules of ethics and deontology in scientific research.
- (4) Plagiarism is defined as the act of presenting, in a written work, whether in print or electronic format, purportedly personal scientific creations or contributions that incorporate texts, ideas, demonstrations, data, theories, results, or scientific methods

sourced from the works of other authors, when such borrowed elements are not duly acknowledged, and reference to the original sources is omitted.

- (5) The following can be considered plagiarism:
- a) the compilation of fragments from several sources / authors, without clear references to the source texts;
 - b) the interplay between plagiarized text fragments and one's own material;
 - c) retrieval of a text without clear references, with the modification of some expressions in the text, and / or the reversal of paragraphs / sentences / chapters;
 - d) omitting the clear citation markings in the text and the correct and complete mention of the source work in the bibliography;
 - e) republication of the same work or substantial portions from one's own previous publications, without proper acknowledgment or citation, is referred to as self-plagiarism. While the topic may be revisited, the content of the work should not be replicated.
 - f) plagiarism can be intentional (plagiarism itself) or by negligence (misuse of the citation system or incorrect and complete indication of the source of a material).
- (6) The material on which plagiarism is committed may be a book or part of a book, an article, a web page, a course, another work (in the case of reports, for example, the work of a colleague).
- (7) In conceiving an academic paper of any kind or of an oral presentation, the distinction between paraphrasing and actual citation shall be considered. The presentation of a quotation (block text from a material belonging to another author or the author of the present work in a previous publication) as a paraphrase (rendering an author's idea / argument) without the use of indications that conventionally signal the presence of a citation also constitutes plagiarism.
- (8) It is not plagiarism to use short phrases or definitions, considered by the community of specialists as part of common notions of the respective discipline. However, given that such an assessment implies a degree of subjectivity, it is recommended that authors exercise their discernment and pay greater attention to the use of such expressions or definitions.
- (9) In order to be considered valid, an allegation of plagiarism must be substantiated with clear evidence, by indicating the specific text or texts from which the alleged plagiarism has occurred; the indicated material need not be the primary source of plagiarism: if two (or more) reports / articles submitted simultaneously contain common fragments, without explicit references to sources, this is sufficient to substantiate an allegation of plagiarism; if the material presented as one's own contribution or a fragment thereof is identified on a web page and the source

(indicated or not) is the same, this is sufficient to substantiate an allegation of plagiarism.

- (10) The utilization of available software within the university to identify potential similarities indicative of suspected plagiarism must be complemented by a critical assessment conducted by competent individuals.
- (11) Reporting of intellectual fraud is a moral duty of the members of the UNITBV community. The reporting of such deviations cannot be followed by sanctions, relegation, demotion or any other forms of repression by the management of the department / faculty or by other persons.
- (12) The principle of good faith and transparency is fundamental in the identification and discussion of possible copyright infringement. The initiators of such notices should pursue solely the purpose of protecting academic integrity, not personal goals or vain interests. This type of initiative should have the result of clarifying the facts and restoring property rights.
- (13) The infringement of intellectual property rights takes various forms, and in evaluating and penalizing the facts, their context and their seriousness from the moral and institutional point of view will be considered.
 - a) accidental and insignificant errors must be detected and treated adequately, but they cannot be on an equal footing with the systematic practices of fraudulent appropriation of the results of other authors. As in any situation created through reprehensible behaviours, it is essential to establish the existence or non-existence of intent and of the deliberate character. In all assessments and decisions regarding the infringement of intellectual property or the violation of the rules of good academic practice, this distinction will be considered.
 - b) the absence of an intention of fraudulent appropriation of the contributions and merits of other authors eliminates the moral guilt of those involved and diminishes (proportionately) the appropriate institutional sanction, but does not exempt from any responsibility, does not cancel the regrettable nature of the act and does not justify its being ignored. In this case, it must be verified if the act was committed because of lack of professionalism, lack of seriousness, or lack of academic scrupulousness.
 - c) the purpose and results of the acts committed shall be considered; the seriousness of these acts increases with the importance of their consequences – for example, obtaining academic positions, distinctions, prizes or benefits (titles, academic roles, etc.) by infringing copyrights has a higher level of gravity than other deviations in the same category.
 - d) UNITBV aims primarily to play a constructive role, to educate the community in the spirit of respect for intellectual property and full academic integrity; especially

in the case of students and of involuntary deviations, the formative objectives, not the punitive ones, have priority.

Art. 31. Fraud and the facilitation of fraud

- (1) Deceit in academic evaluation implies fraud in evaluation, significantly undermining the quality of university education and the moral standards of the community. Any action where the recipient falsely represents knowledge or skills not genuinely possessed is deemed deceptive, with the intent to attain undeserved grades or merits. In this regard:
 - a) students will submit for evaluation only works that reflect their work, skills and competences;
 - b) it is fraudulent to substitute persons for an examination in order to obtain a promotion or an undue grade;
 - c) acquiring works with the intention of using them as scientific papers, reports, projects, graduation papers, undergraduate or diploma papers, dissertations, or doctoral theses, or for the purpose of successfully completing any evaluation process, is strictly prohibited.
- (2) Reporting deception is a moral obligation of UNITBV community members. Reporting such deviations cannot be followed by sanctions, dismissals, or any other forms of repression by the management of the department/faculty or by other individuals.
- (3) Other forms of deception may consist of:
 - a) the inclusion in one's CV or other documents of fictitious data or the presentation of incorrect or non-existent references;
 - b) the inclusion of fictitious data in applications for funding or projects.
- (4) Any person providing intentional assistance to another person committing fraud as defined by this Code shall be considered to facilitate fraud.

Art. 32. Harassment

- (1) UNITBV condemns harassment in its general meaning of degrading, intimidating or humiliating behaviour that pursues or leads to a serious impairment of a person's ability to naturally carry out professional and study activities or exercise their rights, regardless of the forms in which it might manifest itself
- (2) Harassment in forms such as: misogyny, sexism, racism, chauvinism, xenophobia, homophobia, harassment regarding religious or political beliefs is inconsistent with UNITBV's non-discrimination and equal opportunities policies and prevents staff and students to benefit from a fair and respectful treatment.
- (3) The acts of harassment mentioned in this Code will be sanctioned even if they take place outside of the university space, if they are directly related to the activity carried

out within the UNITBV, whether the facts are committed personally or through intermediaries.

- (4) Harassment based on abuse of power, exercised by persons with higher hierarchical function to the victim, teachers on students or evaluators on those being evaluated is a serious misconduct.
- (5) Harassment usually consists of repeated behaviour of physical and verbal threats, humiliating criticism, sexual advances, etc., but can also consist of single acts, when they are aggressive in nature.
- (6) Harassment may be directed against a person or may consist of acts which create a hostile academic environment, leading to serious damage to the ability of the members of a group to carry out their academic activities or to exercise their individual rights.

Art. 33. Sexual harassment

- (1) Any actions that create a climate of intimidation, fear, and hostility shall be considered offensive to anyone. All members of the UNITBV community must be aware that the institution vehemently opposes sexual harassment, and such behaviour is expressly prohibited by both legal regulations and university policies and guidelines.
- (2) Sexual harassment consists of unwanted sexual advances, requests for sexual favours and other verbal or physical manifestations of a sexual nature:
 - a) when the acceptance or rejection of such behaviour is related to the conditioning of the training, evaluation, employment, promotion, or participation in the university activities, and / or
 - b) which, by intimidation, hostility, offense, affects the work, performance, life or environment of a person's activity.
- (3) Forms of manifestation of sexual harassment may be considered:
 - a) insistence on obtaining sexual services or benefits by any means, when the harassed person has clearly rejected such propositions;
 - b) overtly sexual remarks insistently made by a member of the UNITBV community despite rejections;
 - c) conditioning student benefits on private interaction with the teacher for exam or assessment passing;
 - d) systematic statements of sexist remarks, jokes with sexual connotations or sexual fantasies despite the disapproval and protests of those present;
 - e) sending unsolicited or unwanted pornographic or obscene materials;
 - f) physical touch, with erotic-sexual connotations of a person without their consent.

Art. 34. Intimidation and insulting behaviour

UNITBV does not allow insulting behaviour or acts of insulting, intimidating or humiliating expression directed against participants in UNITBV's activities, regardless of who they are. The insulting behaviour contravenes with the university ethics both when it intervenes between persons in the same position and between persons in different hierarchical positions. Such acts, oriented against those of a lower hierarchical position, constitute a form of abuse of power. Repeating such behaviour towards the same person or group is a form of harassment. Firmness and severity are not insulting behaviours unless they become excessive and are systematically and unfairly directed at the same person or group, in which case they become acts of persecution.

CHAPTER V. PROCEDURES AND SANCTIONS

Art. 35. Procedure for notifying and resolving possible violations of university ethics and deontology

- (1) Any individual has the right to bring to the attention of the UNITBV Commission of Academic Ethics and Professional Deontology any action that may constitute a breach of university ethics and deontology.
- (2) The procedure for reporting and resolving potential violations of academic ethics and deontology is delineated in the Regulations for the organization and functioning of the Commission of Academic Ethics and Professional Deontology approved by the Senate of Transilvania University of Brasov.

Art. 36. Sanctions

- (1) Based on the decision of the Commission of Academic Ethics and Professional Deontology, UNITBV shall impose sanctions on teaching staff, auxiliary teaching staff, and research staff, including those in managerial positions, students, doctoral students, postdoctoral researchers, or other categories of trainees.
- (2) Sanctions are implemented through the decision of the Rector.
- (3) The types of sanctions for the violation of the norms of university ethics and deontology by teaching staff, auxiliary teaching staff, and research staff, including those in managerial positions, are:
 - a) written warning;
 - b) the withdrawal and / or correction of all the works published by violation of the university rules of ethics and deontology;
 - c) dismissal from the governing position;

- d) prohibiting, for a specified duration, access to compete for public funding;
 - e) imposing a suspension, lasting from 1 to 5 years, on the privilege of participating in competitions for a higher position, a managerial role, or as a member of competition boards
 - f) dismissal from the teaching or research position.
- (4) The types of sanctions for the violation of the norms of university ethics and deontology by students, doctoral students, postdoctoral researchers, or other categories of trainees are:
- a) written warning;
 - b) nullification of evaluation results;
 - c) temporary suspension (one month to one semester) or revocation of the scholarship granted from internal institutional sources;
 - d) temporary prohibition (one month to one semester) on access to scholarships from internal institutional sources;
 - e) temporary ban, for a maximum of one year or indefinitely, on access to student residence halls;
 - f) expulsion.

The Charter was adopted during the Senate session of Transilvania University of Brasov on 20.12.2023, and subsequent amendments were approved at the Senate session on 17.01.2024, following the recommendations outlined in the opinion of the Ministry of Education, No. 2930, dated 15.01.2024.

RECTOR,
Prof. Dr. Eng. Ioan Vasile Abrudan



PRESIDENT OF THE SENATE,
Prof. Dr. Eng. Mircea Horia Tîerean

A blue ink signature is written over the text of the President of the Senate.