

# **BIOTERRA UNIVERSITY from BUCHAREST**



**Methodology own competition  
for employment posts teaching and research \_**

**2018**

## Chapter I

### GENERAL PROVISIONS \_

#### Art. 1.

(1) The purpose of this methodology is to describe the procedure for organizing and conducting competitions for teaching positions in Bioterra University in Bucharest.

(2) In University Bioterra from Bucharest ( UBdB .), the posts teaching or research \_ vacancies are usually dealt with on a permanent basis unlimited and no more through *public competition* , according to the Law Education National no. 1/2011, GD no. 457 of 2011 regarding endorsement The methodology-framework of the competition for employment posts teaching and research \_ vacancies in higher education with the changes and Completion later , HG no. 883/09.11.2018 regarding the modification and filling out The methodology-framework of the competition for employment posts teaching and research \_ vacancies in higher education, approved by HG no. 457 of 2011 , Law no. 319/2003 regarding status research staff \_ development , Law no. 53/2003 regarding the code Labor , republished , with changes and Completion subsequent the order Minister no. 6129/14.02.2017 regarding endorsement sTANDARDS minimal needed and mandatory for conferral titles didactic in higher education, of degrees professional research and development and the present Methodologies , named into the continuation Methodology own \_

#### Art. 2

(1) Procedure legal organization of the contest for employment a post maybe to different at the time organization the contest , that 's all into the depending on the nature teaching or research position , as \_ and into the depending on the nature EMPLOYMENT to it , respectively , undetermined or determined . Anything change IEGISLATION later this Methodologies will be made public on the web page ( [www.bioterra.ro](http://www.bioterra.ro) ) .

(2) Long - term employment contract determined ended between university and teaching and research staff into the follow of a competition can be renewed , in depending on the results professional personal , evaluated based on the criteria adopted by the Senate university , as well as into the depending on employment needs \_ and resources \_ finances of the university , in in accordance with the provisions link into the vigor .

#### Art. 3

(1) In relative to the needs academic own , the Senate university may be approve , for duration determined , the invitation into the the the higher education institution of some teaching staff university and others \_ valuable specialists \_ recognized into the domain , from the country or from abroad , in quality of teaching staff university associate guests .

(2) The Senate takes into the discussion endorsement inviting his teaching staff the value specialist recognized into the domain , from the country or from abroad , in as a university teacher \_ associate guest no more after endorsement by \_ Council Department and endorsement council Faculties .

(3) In case specialists without university teaching degree recognized into the country , the Senate university approve , by assessment , corresponding teaching degree performance , in compliance with standards national .

#### Art. 4

(1 ) Doctoral students are employed by IOSUD or by an institution member of an IOSUD as research assistants or ASSISTANT full - time university students determined by a maximum of 5 years, the norm didactics being low suitable LIMIT provided for in art. 164 paragraph ( 3) of the Law Education National no. 1 /2011.

(2) Attributions student PhD students , employed as research assistants or ASSISTANT university students for the duration determined , are established by the senate university , at the proposal council Faculties .

(3) PhD students benefit from the recognition seniority into the specialized work \_ and assistance \_ HEALTHCARE guaranteed .

#### **Art. 5**

(1) Competition for permanent employment \_ unlimited or determined by a teaching or research position is organized no more if this is vacant

(2) A post is considered vacant if It is provided so into the the list of functions , drawn up annually , or if It is vacationed during \_ year university .

(3) The vacation is carried out in one of next ways :

a) termination individual employment contract , by retirement , death , resignation , dismissal or through other method of termination of the individual employment contract , according to the law ;

b) the transfer the person occupying the position on another position within the framework the same higher education institutions , as a result of winning a contest.

(4) positions teaching and research can not be tendered through transformation .

#### **Article 6**

(1) The University Bioterra from Bucharest , maybe to organize competition for employment a permanent teaching or research position \_ indeterminate , only after publication by \_ Minister Education National post \_ tendered in \_ the screen Official of Romania . request publication by \_ university is realized into the the first 30 days calendars from the start each semester of the year university . For posts durational didactic \_ determined , the competition can organize no more after publication on the web page of UBdB ., a Notice looking conduct the contest .

(2) Application for publishing positions , transmitted ministry Education National , will be accompanied by the following documents :

a) the list posts propitious for tendering and \_ structure to them , signed by the rector and wearing Stamp the university ;

b) the extract from the list of functions that it contains posts put out for competition, signed by the rector, dean and department director \_ or the leader school doctoral degrees ;

c) in case posts didactic , self - declaration responsibility of the rector university Bioterra from Bucharest , which certifies that all posts proposed to be put out to competition have in structure only subjects from the curricula of legally established specializations / study programs , including as a form of education and locality of performance ;

d) Methodology strictly speaking of competition.

**Art. 7**

(1) In accordance with the legislation into the force , the university may be puts positions out to competition teaching and research , by : assistant university , university lecturer / supervisor , associate professor university , teacher academic , permanent research assistant \_ \_ indeterminate , researcher scientific degree III, researcher scientific degree II and researcher scientific first degree .

(2) posts teaching and research \_ provided in paragraph . (1) of the present Methodology , can be busy and on duration determined , (with exception assistant positions \_ university and research assistant ) .

**Art. 8.**

(1) Posts teaching or research can be occupied by citizens Romanian or foreigners , without any discrimination , according to art. 294 of the Law Education National no. 1/2011.

**Art. 9.**

(1) The tendering of positions is proposed by The principal Department into the structure to which it is located post , by reference approved by the Council Department or the Council The faculties , after case \_

(2) List of positions propitious for employment by competition is approved by the dean and submitted to the Administrative Council of the higher education institution in view approval , according to art. 213, paragraph (13) of the Law Education National no. 1/2011.

(3) In forwarding address , to \_ Minister Education Nation and the announcement of the organization of the long- term competition indefinite , positions will be individualized through the indication the position in the staff of the department , of the disciplines in the structure the post , mentioning if the post is vacant

(4) The proposal the department director will be accompanied by an appropriate report to contain clarifications regarding : necessity \_ EMPLOYMENT Job into the context completion the objectives of the faculty 's development plan , the value scientifically what is claimed candidates , prospects position , number posts being already into the same specialty , existence resources financial for support the post .

**Art. 10.**

(1) Competition procedure for posts *on duration unlimited and for those for duration determined* , it is triggered *thus* : the posts put out to competition *for duration unlimited* , are published by \_ ministry Education National , in the screen Official of Romania , Part III, again posts teaching *on duration determined* , is published by University Bioterra , *on the website of UBdB* .

**Article 11**

announcement publication of contests :

(1) For employment posts teaching or research \_ vacations *on duration undetermined* , is published by \_ University Bioterra from Bucharest , with the little bit two months before the performance date of the first competition test, on the *specialized website administered by the Ministry Education Nation , on the page website of UBdB . and into the the screen Official of Romania , part III.*

(2) For employment posts teaching *on duration determined* , the announcement is published by University Bioterra from Bucharest , with the little bit two months before the performance date of the first competition test, *on the page website of UBdB* .

(3) By display at headquarters the institution .

(4) In depending on the profile Job and the needs of qualified personnel of the university , the announcement it is made public , upon proposal council Faculties .

(5) On the website of UBdB . of the contest will be published in \_ deadline provided for in art. 11, paragraph . (1), ( 2) and (3) hereof Methodology , the little bit next information :

a) description Job out to competition;

b) attributions / activities related Job tendered , including norm didactics and types of activities included into the norm didactic , respectively research norm ; \_

c) the calendar the competition ;

d) the theme competition tests , including the lectures intended for them from which they will be selected threads competition tests ;

e) the description the competition procedure ;

f) the list complete of the documents that the candidates must to include them into the the tender file ;

g) the address to which it is due transmission the competition file .

## **Chapter II**

### **COMPETITION REGISTRATION**

#### **Article 12**

(1 ) Enrollment period for posts *durational didactic \_ indefinite* , starts from the day in which it is published advertisement into the the screen Official of Romania , Part III, regarding organization contest and ends with 15 days calendars prior to conduct the first competition test.

(2 ) For posts *durational didactic \_ determined* , registration for the contest starts on the day in which it is published on the web page of UBdB . advertisement looking organization contest and ends in 15 days calendars prior to conduct the first competition test.

(3) Unwinding the contest takes place in term of 45 days from the date of conclusion enrollment period . \_

#### **Art. 13**

(1) In view registration to the contest for employment a teaching position, the candidate draw up a file that contains next documents :

a) application for registration to the competition, signed by the candidate accompanied by a self - declaration liability looking veracity OF INFORMATION present into the file ;

b ) a career development proposal university of the candidate , both from a didactic point of view and and from the point of view of research activities scientific .

The proposal is drafted by \_ candidate , includes a maximum of 10 pages and It is one from main criteria for dividing the candidates .

c) curriculum vitae of the candidate ;

d) candidate 's list of works ;

e ) the fulfillment verification sheet competition presentation standards , completed and signed by \_ candidate ;

f) the copy legalized doctor 's degree , and into the case where the original doctoral degree is not recognized into the Romania , recognition certificate \_ or equalization of to it ;

g) the summary , in language Romania and in a language of circulation international version of the doctoral thesis , on a maximum of one page ;

h) self - declaration responsibility of the candidate in which it indicates situations of incompatibility provided by the Law Education National no. 1/2011 in which \_ find out into the case winning contest or lack these situations of incompatibility ;

i ) copies of others certifying diplomas \_ studies candidate : baccalaureate diploma \_ or recognition certificate , bachelor 's degree \_ or certificate of recognition , master 's degree or certificate of recognition ;

j) sheets transcripts , diploma supplements \_ or statements schools ISSUED for every cycle of studies , in photocopy ;

k) the copy identity cards , or \_ into the case in which the candidate does not have an identity card , it will present passport or another equivalent document identity cards ; \_

l) in case in which the candidate and changed \_ names , children after certifying documents \_ change name , marriage certificate \_ or proof change the name ;

m) maximum 10 publications , patents or other works of the candidate , in electronic format, selected by him and considered to be the May relevance for accomplishment professional own , ( in case publications or working which cannot be presented in electronic format, the candidate scans page in which they are passed entries regarding : title , authors , publisher , year publication , ISBN, CNCS code, table of contents ) ;

n) it is attached to the competition file and a CD/DVD, or other electronic medium , with full the content it scan into the view TRANSMISSION by competition committee ( the documents created by the candidate they will be in "word" format, again the pre- existing documents , such as identity documents , educational documents , will be scanned ) ;

o) medical certificate from which it results that is apt to place activity didactic ;

p ) registry certificate judicially .

#### **Art. 14**

( 1 ) Candidates for lecturer positions university must to include into the the tender file at least 3 names and contact addresses of some personalities in the field respectively from the country or from abroad , external the institution of higher education whose post is put out to tender, who accepted to develop letters of recommendation regarding the qualities professional of the candidate .

(2) Candidates for teacher positions university must to include into the the tender file at least 3 names and contact addresses of some personalities in the field respectively from abroad .

(3) In case domains with Romanian specificity letters of recommendation for candidates for teacher positions can come \_ and from the side of personalities in the field respectively from Romania , external the institution of higher education whose post is out to the competition.

#### **Art. 15**

(1) Curriculum vitae of the candidate must to include information about :

- a) studies conducted and the diplomas obtained ;
- b) experience professional and jobs ; \_ \_
- c) the research and development projects he led as project director and the grants obtained in \_ case in which it exists such projects \_ or grants , indicating for \_ every source of financing , the volume funding and main publications or PATENTS results ;
- d) prizes or other elements for recognition of contributions scientifically to the candidate .

#### **Article 16**

(1) Complete list of candidate 's works will be structured like this :

- a) the list the maximum 10 papers considered by the candidate to be the May relevance for accomplishment professional own , which are included in electronic format in folder and which can be found and into the other categories of work provided by the present article ( in case publications or working which cannot be presented in electronic format, the candidate scans page in which they are passed entries regarding : title , authors , publisher , year publication , ISBN, CNCS code, table of contents ) ;
- b) thesis or doctoral theses ( diploma ) ;
- c ) invention patents and other property titles \_ industrially and intellectual ;
- d) books and chapters into the books ( printed form ) ;
- e) articles / studies in extenso, published into the magazines from the stream scientific main international ;
- f) publications in extenso, appeared into the works of the principals conference international specialty ; \_
- g) other construction and INPUT scientifically or , after case , from the field creation artistic .

#### **Art. 17**

(1) The competition file is constituted by the candidate and together with the electronic support it contains scan the file is submitted to the address to the higher education institution specified on the competition web page , directly or through the services postage or by courier that allow confirmation reception .

(2) On the web pages of the competition administered by UBdB , respectively by \_ ministry Education National , will sons published , the May Late into the term of 5 days working from the deadline for registration to the competition, for every from candidates ENROLLED and with respect protection personal data in \_ \_ the meaning law , the following :

a) curriculum vitae;

b) the fulfillment verification sheet sTANDARDS minimal .

**Art. 18**

(1) For getting the notice department legal of the higher education institution, each folder must contain the resolution regarding the verification information from the verification sheet provided for in art . 13, paragraph (1), lit. e) from the Contest Framework Methodology for employment posts teaching and research \_ vacancies in higher education with the changes and Completion subsequent approved by HG no. 457/2011. This one resolution It is established by \_ commission scientifically called , at the proposal to the Board of Administration , by decision of the rector , into the follow approval SENATE university .

(2) Fulfillment by a candidate of the conditions legal submission to the contest is certified through opinion department legal of the higher education institution, in the base the resolution from paragraph ( 1) and others document needed registration to the competition.

(3) The notice It is communicate to the candidate within 48 hours of issuance yes , but with at least 5 days WORKING prior to conduct the first sample of the competition .

**Chapter III**

**RUNNING OF THE COMPETITION**

**Art. 19.**

(1) Establishment compound the competition commission is done after publishing the job announcement . \_ \_

(2) Composition of the competition committee also includes States alternates .

(3) The Council Department into the structure to which it is located the post , makes proposals for compound nomination of the competition committee .

(4) Composition the competition commission is approved by the dean faculties , on the basis proposals provided for in art. 19, paragraph . (3), and It is approved by the Council Faculties .

(5) Composition nomination of the competition commission together with the opinion council Faculties It is submitted SENATE university and subject approval .

(6) In follow approval by \_ senate university , the competition committee is named through decision of the rector .

(7) In within 2 days working since issuing decision the rector , the decision looking compound COMMISSION for lecturer positions \_ university and professor university , researcher scientific degree II and researcher scientific first degree for the duration indeterminate , it is submitted ministry Education Nation for publishing into the the screen Official of Romania , Part III and on the website. respective institution .

**Article 20**

(1) The competition commission is consisting of 5 members , including the president to it , specialists into the the Job out to contest or into the areas close .



(2) In case unavailability participation a member at work of the commission , the member respectively It is replaced by the member ALTERNATE appointed after same procedure as well members the commission .

(3) Decisions of the competition committee are taken with a majority of votes ( cel little 3), by secret ballot

(4) The works the competition commissions are led by a president .

(5) Members the commission can be from the inside or from outside higher education institution in the country or from abroad .

(6) For employment a lecturer position university , teacher university , researcher scientific degree II and researcher scientific first degree , the at least 3 members of the commission must to be outside the organizing institution the contest , from the country or from abroad .

(7) Members the competition commission must to have a higher teaching title or the little bit equal to that of the post put out to contest, or for members from abroad , to SATISFIED standards university corresponding to Job out to the competition.

(8) In the goal exclusive of participation , in the competition committee , the equalization didactic titles of your to members from abroad with the titles teaching in the country is done through approval by \_ senate university of the composition nominations of the commission .

(9) The President the competition committee can be the director Department in which it is found the post , the dean or dean faculties in which it is found the position , or a tenured teaching staff in university specialist in the Job or into the field close , delegated into the this purpose through vote council Department , respectively of the Council Faculties , which organize the contest .

The proposal to appoint the president comes from the council Department in the structure which it belongs to the post , together with the proposal the competition committee and are approved by the Council Faculties .

#### **Art. 21**

(1) The competition file is transmission States the competition committee starting from the closing date in the process of submitting tender files , but not anymore 5 days late WORKING prior to conduct the first sample of the competition .

(2) Shipping of the file , in the electronic format submitted by the candidates , after multiply in 5 copies , it is done by registry office the university .

(3) The file , in printed format , submitted by the candidate , will be sent President the commission .

#### **Art. 22**

(1) The competition commission evaluates candidate from perspective following Aspects :

a) relevance and the impact results candidate 's scientific knowledge ;

b) capacity the candidate to guide student or young people researchers ;

c) skills didactic of the candidate ;

d) capacity the candidate to transfer knowledge and its results to the economic or social environment, or to popularize own result scientific ;

e) capacity candidate to work into the team and efficiency collaboration his scientific , in \_ depending on the specifics areas the candidate ;

f) capacity the candidate to lead research and development projects ;

g) experience professional of the candidate into the other institutions than institution contest organizers .

(2) The competition commission has the obligation to verify fulfillment by \_ candidate of the standards minimum national .

### **Art. 23**

(1) For settlement complaints candidates targeting failure to comply proceeding competition laws are established appeals settlement commissions whose \_ \_ \_ composition is established through completion the same procedures as when establishing compound the competition commission (art. 19 of the Methodology own ).

(2) The members of the competition committee cannot be part of the appeals settlement committee.

(3) Following the approval by the university senate, the appeals resolution commission is appointed by the rector's decision.

### **Article 24**

(1) Competences the candidate 's professional skills are evaluated by the competition commission , on the basis of the competition file and , additionally , through one or May many competition tests, incl lectures , support of courses or other also , according to the Methodology own \_

(2) For all posts the it 's a bit of a competition test represented by a lecture public in which the candidate show the May significantly result professional above and career development plan \_ \_ university . This one sample contain mandatory \_ \_ and a session of questions from \_ COMMISSION and the public .

(3) The University Bioterra from Bucharest , announces , with the at least 5 days WORKING before the deployment of the test , on the contest 's own web page , day , time and the place conduct of this evidence and invite so all candidates for support competition tests .

### **Art.25**

assistant university for the duration unlimited or researcher scientific It is employee through public competition, from among graduates institutions accredited by higher education if MEETS next conditions :

(1) to hold a doctor's degree ( score thesis , according to annex 3);

(2) to have published *construction* ( monographs , articles , studies , etc. ) of which scores to be equal or greater than 10 (according to Annex 3).

### **Art. 26**

(1) *The competition committee for an assistant position university for the duration unlimited* It is made according to art. 20 of the present methodology .

(2) Competition for employment assistant position \_ full - time university unlimited consist into the three tests : *written , oral and practice* ; specifying the day ( s ) , time ( s ) and the room ( s ) , which will be announced by the commission on the website of UBdB . The evaluation is done with

marks from 1 to 10, the candidate must to obtain an average of at least 8 and the little note 7 for each sample to be able to sons declared admitted \_

(3) For sample writing and oral is announced the bibliography on the university website with publication \_ the job announcement . \_ \_

(4) The competition commission establishes theme for *sample practice* 48 hours before the support They and is published on the website of the UBdB . Sample practice consist into the support of practical works in present the competition committee .

(5) The lecture public Yes possibility candidate to present the May significantly result professional above and career development plan \_ \_ university . This one test , evaluated with " admitted / rejected " , contains mandatory \_ \_ and a session of questions from \_ COMMISSION and the public .

### **Art. 27**

For employment for a position of *university lecturer ( head of work )* , candidates must SATISFIED cumulative next conditions :

(1)- to hold a doctor 's degree ( score thesis , according to annex 3);

(2)- to have course published at the at least one of the disciplines Job out to competition;

(3)- to have published construction ( courses , monographs , articles , studies , etc. ) of which scores to be equal or greater than 30 ( according to Annex 3).

(4)- in higher medical education, candidates for the competition for employment the position of head of works , according to art. 300, paragraph (9) of LEN 1/2011, must to have and the title of specialist doctor. I make an exception positions from subjects that do not have a correspondent into the network ministry Health and those from the disciplines preclinical .

### **Art. 28**

(1) Competition for employment a *position of university lecturer ( head of works )* consists in , analysis the tender file , the support of a didactic / scientific lectures , after \_ case , in present the competition committee .

(2) Syllabus afferent of the contest is published on the website of the UBdB , together with the publication the job announcement . \_ \_

(3) **Theme lecture teaching / scientific is established by \_ committee and it is announced candidates 48 hours before the defense on the website of UBdB .**

The evaluation is done with marks from 1 to 10, the candidate must to obtain an average of at least **8 and the little note 7 for each sample to be declared \_ \_ admitted \_**

(4) **The lecture public** Yes possibility candidate to present the May significantly result professional above and career development plan \_ \_ university . **This one test , evaluated with " accepted / rejected " , contain mandatory \_ \_ and a session of questions from \_ COMMISSION and the public .**

(5) The competition committee, formed according to art. 20 of the present methodology , the hierarchy decides candidates and nominated the candidate who met the May good results .

### **Art. 29**

For employment the position of *lecturer university* it is requested met cumulative next conditions :

(1)- possession doctor 's degree ;

(2)- fulfillment sTANDARDS minimal national positions \_ \_ \_ didactic , specific functions lecturer didactic \_ university , established by *the Council National Certification of Titles , Diplomas \_ and certificates University* ( CNATDCU) and approved through order of the competent minister .

(3)- in higher medical education , candidates for the competition for employment the position of lecturer university, according to art. 300, paragraph (9) of the Law Education National no. 1/ 2011, must to have and the title of specialist doctor. I make an exception positions from subjects that do not have a correspondent into the network ministry Health and those from the disciplines preclinical .

**Art. 30**

For employment the position of *teacher university* it is requested met cumulative next conditions :

( 1)- possession doctor 's degree ;

(2)- fulfillment sTANDARDS minimal national positions \_ \_ \_ didactic , specific functions didactic teacher \_ university , established by *the Council National Certification of Titles , Diplomas \_ and certificates University* ( CNATDCU) and approved through order of the competent minister .

(3) - in higher medical education , candidates for the competition for employment the position of teacher university , according to art. 300, paragraph (9) of the Law Education National no. 1/ 2011, must to have and the title of primary doctor . I make an exception positions from subjects that do not have a correspondent into the network ministry Health and those from the disciplines preclinical .

**Art. 31**

(1) Competition for employment the position of *lecturer* and *teacher* , it consists analyze the tender file and support of a lectures public .

(2) The lecture public Yes possibility candidate to present the May significantly result professional above and career development plan \_ \_ university . This one sample contain mandatory \_ \_ and a session of questions from \_ COMMISSION and the public .

(3) Competition committee for a *lecturer position* or *teacher* , made according to art. 20 hereof Methodology , proceed to ranking With into the view and the provisions of art. 22 of the same Methodology .

**Art. 32**

(1) For for each post, the competition committee decides the hierarchy candidates and nominated the candidate who met the May good results .

(2) The President the competition commission prepares a report on the contest , based on appreciation reports \_ written by each member of the competition committee and with respect the hierarchy candidates decided by the commission .

(3) The report on contest It is approved through Decision the competition committee and It is signed by each of the members the competition commission and by the president the commission .

(4) The President the competition commission advances the approved competition report through decision of the commission , assessment reports and the original file submitted by the candidate at the registry office UBdB . within a maximum of 30 days from the conclusion enrollment period .

### **Art.33**

(1) Competition files , including and the report on the contest , it is advanced dean faculties , or the vice dean responsible , who organizes making their into the discussion council faculties and ensure conditions for consultation contest materials by members the council .

(2) For validation contest It is needed the presence of two third of the members council faculties .

(3) The Council Faculties Analyze compliance proceeding and granted or not, the opinion or on report the contest . Hierarchy candidates established by the competition committee can not be changed by the council faculties .

### **Art. 34**

( 1) Fr the base decision council Faculty , an extract from the minutes of the meeting is drawn up , to which is attached a copy of the convener of the meeting (with the signatures all the present ). These documents are added to the file each candidate and moves forward the vice- rector with the activity didactic from UBdB .

### **Art. 35**

(1) Competition files are sent by the vice- rector with the activity didactic , Senate university Bioterra from Bucharest .

(2) In follow presentation management SENATE university Bioterra from Bucharest , by the vice- rector with the activity didactic , of the way of conducting the competition , of the conclusions the competition committee and the Council The faculties , the Senate university Analyze compliance proceeding stable through methodology own of the higher education institution and approve or not the report on the contest . Hierarchy candidates , established by the competition committee , can not be changed by the senate university .

(3) The decision The Senate is taken by vote simple majority of the members present .

(4) Because the meeting to be legally constituted , the number members of the senate present must to represent the at least 2/3 of the total number of members .

### **Art. 36**

(1) Appeals may be submitted exclusive for failure to comply proceeding legal .

(2) In the situation in which a candidate by you elements that can prove failure to comply proceeding contest rules , the candidate can file an appeal into the term of 3 days communication worker \_ the result .

(3) The objection is formulated into the written , it is registered at the registry office the institution of higher education and is resolved by the appeals resolution commission .

(4) Failure to comply provisions methodologies own by \_ persons with attributions into the organization procedure \_ and conduct of contests is OFFENSE disciplinary and is sanctioned into the in accordance with the provisions Laws Education National no . 1/2011 or others stipulations legal , in depending on the setting the fact .

### **Art. 37**

(1) Appointment to the post and grant tITLE university related by \_ higher education institution , in follow approval result the contest by senate university , it is done through Decision to the rector , starting from the first day of the semester following conduct the contest .

(2) For posts didactic for the duration undetermined , appointment decision \_ and awarding the title \_ university related the institution of higher education, together with the competition report are sent ministry Education National , in within 2 days working since issuing appointment decision .

### **Art. 38**

(1) For employment of a research functions \_ It is needed ACHIEVING the conditions provided by Law no. 319/2003 and the Law Education National no. 1/2011 as follows :

a) for positions for the duration indefinite , possession doctor's degree ;

b) fulfillment sTANDARDS minimal national research positions . \_ \_ \_ \_

(2) For research positions apply \_ \_ provisions Law no. 319/2003, prin exception to the provisions of art. 12 (2) and art. 20 (1) hereof Methodologies .

(3) In view conduct competitions for research positions in higher education institutions , assignments \_ provided by Law no. 319/2003 are fulfilled like this :

a) those provided for council scientific of the unit , by Council Faculties ;

b) those provided for the board of directors of the institution , by senate university ;

c) those provided for Secretary scientific or the principal scientific of the unit , by the principal Department or dean.

### **Art. 39**

Into the case in which post it was not put up for competition busy , the contest can be resumed into the semester next , with the resume the entire tender procedure .

### **Art. 40**

The outcome of the contest is published on the web page of the contest , in within 2 days working since completion the contest .

### **Art. 41**

(1) They are considered to be involved in tender procedure persons who:

- a) participate into the the decision process regarding the appointment the competition commission ;
- b) are members or States alternates of the competition commission ;
- c) are involved into the evaluation decisions \_ professional or administration into the the the competition ;
- d) are involved into the settlement appeals .

(2) They cannot be involved in the competition procedure for people who:

- a) they are husbands , cousins and relatives up to the third degree including one \_ or May many candidates ;
- b) are employed into the same institution with a candidate holding a management position \_ and are subordinate hierarchical the candidate ;

#### **Article 42**

(1) In the situation in which in follow winning a contest by a candidate , one or May many people from the higher education institution follow to be found in a situation of incompatibility according to art. 295, paragraph (4) of the Law Education National no. 1/2011, appointment to the post and grant tITLE university by \_ the institution of higher education can only took place after settlement the situation / situations incompatibility .

(2) The method of solving the incompatibility situation is communicated Minister Education Nation into the term of *two* days settlement worker . \_

### **Chapter III**

#### **FINAL AND TRANSITIONAL PROVISIONS**

#### **Art. 43**

(1) Annexes 1-4 are part part of the present Methodology .

(2) This modified and completed methodology according to GD no. 883/9.11.2018, was approved in the Senate meeting on 26.11.2018 and enters into force on the same date .

**RECTOR,**

**University Prof. Dr. NICOLAE flower**

**BIOTERRA UNIVERSITY from BUCHAREST**  
**THE FACULTY** .....  
**THE DEPARTMENT** .....

**COMPETITION FILE**

**Position** :  
.....

**Position** :  
.....  
...

**SUBJECTS position :**

- .....  
....
- .....  
..
- .....  
..

**Fundamental field** : .....

---



Scientific field \_\_\_\_\_ 1 \_\_\_\_\_ :

Candidate (teaching degree, title scientific , name , surname )  
.....  
.....

Appendix 2

No..... / .....

Mister Rector,

undersigned \_\_\_\_\_ (a)  
born \_\_\_\_\_  
on ( dd.ll.yyyy ) \_\_\_\_\_.\_\_\_\_, graduate of the Faculty of \_\_\_\_\_ of  
\_\_\_\_\_, the study  
program \_\_\_\_\_ university degree

\_\_\_\_\_, with general average of the years of study \_\_\_\_\_ ( teaching or research  
degree and place of work )

..... you please to please approve me registration for the contest for  
employment of the position of \_\_\_\_\_,  
position \_\_\_\_\_, discipline / disciplines:

- 1. ....
- 2. ....
- 3. ....

at the department of .....  
Faculty .....

I state that I am a doctor since \_\_\_\_\_.\_\_\_\_, in the field of .....  
....., and in the subjects of the position put up for competition,  
I obtained the following grades during the faculty: .....  
.....

The competition was announced in the Official Gazette of Romania, part III, no..... of  
 \_\_.\_\_.\_\_\_\_.

I declare on my own responsibility, knowing the provisions of the Criminal Code regarding false declarations, that the information presented in the competition file is in accordance with reality.

Date, Signature,

.....

certify CERTIFICATION registration to the competition

LEGAL SERVICE

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

Signature .....

Appendix 3

**STANDARDS FOR THE POST OF UNIVERSITY ASSISTANT AND  
 OF THE POSITION OF UNIVERSITY LECTURER / HEAD OF WORK**

For assistant position \_ university and for the position of university lecturer / head of works, the score regarding the fulfillment of the standards for occupying the respective teaching position is calculated according to the scores related to the indicators in the table below:

Research activity _		
publication doctoral thesis _	scores agreement	
	30	
Indicators / evaluation criteria _	scores agreement	
	As a director	As a member
Research grants / contracts _ international ones obtained through competition	35	20
Research grants / contracts _ nationals obtained through competition	15	6
Contracts with the social and / or business environment with values May big than 10,000 Euro/contract	8	3

contribution scientifically				
Indicators / evaluation criteria _	construction realized	scores agreement		
		Unique author	First author / coordinator	CO-AUTHOR
Articles / studies published into the specialized traffic magazines _ _	ISI quotes	15	12	10
International recognized ( magazines ISI quotes or indexed into the international databases specific to the field )	Indexed into the international databases _	12	10	8
Articles / studies published into the magazines in the country thankful into the field and / or into the specialized journals from abroad ( not listed by ISI)	Country , ratings B+, B in CNCS classification / stay	5	3	2
	Country , recognized into the field	3	2	1
studied published into the the volumes of events international	ISI quotes	15	12	10

scientific or Nation recognized (with ISSN or ISBN)	Indexed into the international databases _	12	10	8
	abroad needs	12	10	8
	The country	3	2	1
Treatises , monographs or specialized books _ published into the foreign countries or into the publishers with CNCS recognition . Scoring It is agreement for 100 pages .	abroad needs	50	35	25
	The country	20	8	5
Manuals university with ISBN. Scoring It is agreement for 100 pages .	-	8	6	4
Course support or other didactic material for the course, inclusive library virtual . Scoring It is agreement for 100 pages .		7	5	3
Multimedia presentations – course support		6	4	2
Studio support or other didactic material for seminar/ laboratory . Scoring It is agreement for 100 pages .		5	3	1

Appendix 4

**STANDARDS FOR OCCUPIING THE POST \_ \_  
UNIVERSITY CONFERENCE FOR THE POSITION OF UNIVERSITY PROFESSOR \_**

-----

Starting with the year academic year 2017-2018, the conferment titles lecturer didactic \_ university and university professor is achieved into the compliance with standards own of the higher education institution, approved by the senate the university with respect Ord in uli The Ministry l ui Educate \_\_\_\_\_ Nation and Research \_\_\_\_\_ scientifically n . 6129/2016 , published in MO no. 123 bis/ 15.02.2017, p r i v i n d appr o b area standard e l o r m e n i m a l s n e c e s s a r y \_ \_ and i o b l i g a t o r i i f o r \_ \_ \_ \_ c o n f e r i r e a t i t l u r i l o r d i d a c t i c e d i n t e a c h m e \_ \_ \_ \_ s u p e r i o r , a g r a d e l o r r e s e a r c h - d e v e l o p m e n t p r o f e s s i o n . -----