

BIOTERRA UNIVERSITY from BUCHAREST



OWN COMPETITION METHODOLOGY FOR FILLING VACANCY TEACHING AND RESEARCH POSITIONS

FROM THE FRAMEWORK OF BIOTERRA UNIVERSITY IN BUCHAREST

2024

** Consolidated form, including the amendments provided for in the Higher Education Law no. 199/2023*

PREAMBLE.....3

CHAPTER I- GENERAL PROVISIONS.....4

CHAPTER II – ORGANIZATION OF THE COMPETITION.....6

CHAPTER III – COMPETITION REGISTRATION AND COMPETITION FILE.....9

CHAPTER IV – COMPOSITION OF THE COMPETITION COMMITTEE, THE COMPETITION COMMITTEE AND PROCEEDING OF THE COMPETITION.....13

CHAPTER V- FINAL AND TRANSITIONAL PROVISIONS.....22

APPENDIX 1- THE CALENDAR FOR THE ORGANIZATION AND CONDUCT OF THE COMPETITION FOR FILLING THE POSITIONS FOR AN UNDETERMINED DURATION21

APPENDIX 2 – LIST (TYPED) OF POSITIONS PROPOSED FOR EMPLOYMENT THROUGH COMPETITION.....23

APPENDIX 3 – REQUEST (TYPED) FOR COMPETITION REGISTRATION.....24

APPENDIX 4 – STANDARDS FOR OCCUPIING TEACHING POSITIONS SPECIFIC TO THE FUNCTIONS OF UNIVERSITY ASSISTANT AND THE POSITION OF LECTURER/HEAD OF WORK.....25

APPENDIX 5 – NECESSARY AND MANDATORY STANDARDS FOR OCCUPIING THE POSITION OF LECTURER AND UNIVERSITY PROFESSOR.....26

Preamble

Considering: the provisions of HG no. 1339/2023, regarding the approval of the competition framework methodology for EMPLOYMENT posts TEACHING and research vacancies in higher education (in continuation " mETHODOLOGY framework "), the Law of higher education no. 199/2023 and The code labor ,

need insurance in THE " Bioterra " University from Bucharest called (hereinafter " the University ") of a effective and transparent selection and recruitment policies , as well as rigorous quality control regarding the University's human resources,

THE SENATE OF THE UNIVERSITY ADOPTS THE PRESENT METHODOLOGY (THE CONTINUATION OF THE METHODOLOGY) WITH THE FOLLOWING CONTENT:

CHAPTER I

GENERAL PROVISIONS

Art. 1.

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

(2) In the Bioterra University of Bucharest (UBdB), vacant teaching or research positions are, as a rule, filled for an indefinite period and only through *public competition* , according to the Higher Education Law no. 199/2023, GD 1339/2023 regarding endorsement The competition framework -methodology for EMPLOYMENT posts TEACHING and research vacancies in higher education , Law no . 319/2003 regarding status research staff development , Code LABOR with MODs and Completion subsequent to the Order MINISTER Education in in force on the date of organization CONTEST watching endorsement sTANDARDS MINIMAL Nation REQUIRED and mandatory for conferral titles didactic degrees from higher education , and professional research-development degrees and the present own competition Methodology for filling vacant teaching and research positions at the Bioterra University in Bucharest.

Art. 2

(1) The legal procedure for organizing the competition for the occupation of a position may differ, at the time of organizing the competition, both depending on the nature of the teaching or research position, as well as depending on the nature of its occupation, respectively, *undetermined* or *determined* . Any subsequent legislative amendment to this Methodology will be made public on the web page (www.bioterra.ro) .

(2) The fixed-term employment contract concluded between university and PERSONNEL TEACHING and research following a competition can be renewed, depending on the personal professional results, evaluated based on the criteria adopted by the University Senate, as well as depending on the employment needs and the financial resources of the university, in accordance with the legal provisions in force.

(3) As an exception to the provisions of the labor legislation, the duration of a determined period is, according to Law 199/2023 art 202 paragraph (3), (4) and (5), of at least 4 years and respectively 6 years for doctoral students. Fixed-term employment contract following a new competition, it can be renewed.

Art. 3

(1) In relation to its own academic needs, the Board of Directors of UBdB can approve, for a fixed period, the invitation to the university of university teaching staff and other specialists of recognized value in the field, from the country or abroad, as invited associate university teaching staff.

(2) The employment of specialists with recognized value in the field, from the country or abroad, who do not hold a doctor's degree, as invited associate university teachers is approved by the Department Council and approved by the Board of Administration.

(3) The university senate can equate the quality of university professor for the prestigious specialists who hold this quality acquired in one of the higher education institutions in the world, according to the list approved by the Ministry of Education by order of the Minister of Education.

Art. 4

(1) Doctoral students can be employed for a period determined by a maximum of 6 years but it is necessary be enrolled in a study program doctoral without overcome PERIOD maximum number of studies that includes extensions admissible according to the Law of higher education no. 199/2023.

(2) The duties of doctoral students, employed as research assistants or university assistants for the determined period, are established by the university senate, upon the proposal of the Faculty Council.

(3) Doctoral students benefit from the recognition of seniority in the specialized field and guaranteed medical assistance.

Art. 5

(1) The competition for the permanent or fixed duration of a teaching or research post is organized only if it is vacant.

(2) A position is considered vacant if it is provided as such in the list of positions, drawn up annually, or if it is vacant during the academic year.

(3) Vacationing is done in one of the following ways:

- a) the termination of the individual employment contract, through retirement, death, resignation, dismissal or by other means 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 competition or in follow pROMOTION in career TEACHING in the conditions laws
- (4) teaching and research positions cannot be put out to competition through transformation.

CHAPTER II

ORGANIZATION OF THE COMPETITION

Article 6

(1) *Bioterra University in Bucharest can organize a competition for the occupation of a teaching or research position for an indefinite period, only after the Ministry of Education publishes the position put up for competition in the Official Gazette of Romania, Part III.* The request made by the university for the publication in the Official Monitor of Romania of teaching positions is carried out *within 30 working days from the beginning of each semester of the academic year* . For fixed-term teaching positions, the competition can be organized only after the publication of the competition announcement *on the UBdB website* .

(2) The application for the publication of positions, sent to the Ministry of Education, will be accompanied by the following documents:

a) *the list of positions proposed for competition* and their structure, signed by the rector of Bioterra University in Bucharest and stamped;

b) *the extract from the list of positions containing the positions put up for competition* , signed by the rector, the dean and the director of the department or the head of the doctoral school;

c) in the case of teaching positions, *the declaration on his own responsibility of the rector of the Bioterra University in Bucharest* , which certifies that all the positions proposed to be put out for competition have in their structure only subjects from the curricula of the legally established specializations/study programs, including the form of education and the locality of the respective contests;

d) *Own competition methodology* .

Art. 7

(1) In accordance with the legislation in force, the university can put out to competition teaching and research positions, of: university assistant, university lecturer/head of work, university

lecturer, university professor, research assistant for an indefinite period, scientific researcher grade III , scientific researcher grade II and scientific researcher grade I.

(2) The teaching and research positions provided for in para. (1) of the present Methodology , can be busy and on duration determined

(3) Contests for EMPLOYMENT permanent positions undetermined or determined is organized and it unfolds with COMPLIANCE the calendar contained in Annex 1 hereof Methodologies .

Art. 8.

(1) Teaching or research positions may be occupied by Romanian or foreign citizens, without any discrimination, according to art. 202 of the Higher Education Law no. 199 of July 5, 2023.

(2) Persons convicted definitively for the intentional commission of a crime for which rehabilitation has not taken place cannot have a teaching position in higher education, according to art. 20 paragraph (7) of the Higher Education Law no. 199/2023.

(3) In view EMPLOYMENT a job or in term of two years since occupation to him , the staff teacher in higher education completes a program university of psychopedagogical training for higher education , 30 study credits transferable ECTS/SECT.

Art. 9.

(1) The opening of positions to competition is proposed by the director of the department in which the position is located, through a report approved by the department council and the faculty council.

(2) The list of positions proposed to be filled by competition is approved by the faculty council, approved by the dean and forwarded to the university's administrative board for approval, according to art. 139, letter d) of the Higher Education Law no. 199/2023 with amendments and additions subsequent

(3) In the document submission address to the Ministry of Education and the announcement of the organization of the open-ended competition, the positions will be individualized by indicating the position in the department's job description, the disciplines in the position structure, mentioning whether the position is vacant .

(4) The department director's proposal will be accompanied by a report that must contain clarifications regarding: the necessity of occupying the position in the context of achieving the objectives of the faculty's development plan, the scientific value expected of the candidates, the prospects of the position, the number of positions already existing in the same specialty, the existence of financial resources to support the position.

Art. 10.

(1) The competition procedure for *open-ended and fixed-term positions* is triggered *as follows*: *open -ended* positions are published by the Ministry of Education in the Official Gazette of

Romania, Part III, and *fixed-term* teaching positions are published by the university *on the UBdB web page*

Article 11

Public announcement of the organization of contests:

(1) Bioterra University of Bucharest can organize a public competition for employment for a fixed period or for a period indefinite number of posts TEACHING with compliance with the provisions of the Higher Education Law no. 199/2023.

(2) To fill vacant teaching or research positions *for an indefinite period* , the announcement is published by the Bioterra University of Bucharest, at least two months before the date of the first competition tests , *on specialized website administered by the Ministry Education , and on the website of UBdB*

fixed-term teaching positions , the announcement is published by the Bioterra University of Bucharest, at least two months before the date of the first competition test, *on the UBdB website*

(4) By posting in a visible place at the university premises.

(5) In depending on the profile JOB and the needs of qualified personnel of the university , the announcement it is made public , at the proposal COUNCIL faculties .

(6) On the web page of the UBdB of the contest will be published, within the term provided for in art. 11, par. (1), (2) and (3) of this Methodology, at least the following information:

a) description of the position put out to competition;

b) the attributions/activities related to the position put up for competition, including the didactic norm and the types of activities included in the didactic norm, respectively the research norm;

c) the competition calendar;

d) the topic of the competition tests, including the lectures intended for them from which the subjects of the competition tests will be selected;

e) description of the competition procedure;

f) the complete list of documents that candidates must include in the competition file;

g) the address to which the competition file must be sent.

(6) Announcements regarding the lecturer positions academic , university professor , researcher scientific degree II and scientific researcher degree I will also be published in English.

CHAPTER III

COMPETITION REGISTRATION AND COMPETITION FILE

Article 12

(1) *The registration period for permanent teaching positions starts from the day on which the announcement is published in the Official Gazette of Romania, Part III, regarding the organization of the competition and ends 15 working days before the first competition test .*

(2) For fixed-term teaching positions, registration for the competition starts from the day the announcement regarding the organization of the competition is published on the UBdB website and ends 15 working days before the first competition test.

(3) *The competition takes place in no more than 45 days from the end of the registration period .*

Art. 13

(1) In order to register for the competition for a teaching post, the candidate prepares a file containing the following documents:

a) *the application for registration to the competition* , signed by the candidate accompanied by a self - declaration liability watching VALIDITY OF INFORMATION present in file (Appendix 3) ;

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

The proposal is drawn up by the candidate, *it contains a maximum of 10 pages* and is one of the main criteria for deciding the candidates.

c) *candidate's curriculum vitae* in printed and electronic format (Europass model);

d) the candidate's *list of works in printed and electronic format*;

e) *the verification sheet for meeting the minimum national standards approved according to Law 199/2023 art. 156 paragraph (1) letter a) Paragraph I (2) and the minimum standards of the university* , for presentation at the competition, completed and signed by the candidate;

f) *copy in accordance with the original of the doctor's diploma* , and in case the original doctor's diploma is not recognized in Romania, copy in accordance with the original of the recognition certificate or its equivalent;

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

h) *declaration on the candidate's own responsibility* indicating the situations of incompatibility provided by the Higher Education Law no. 199/2023 with the subsequent amendments and additions in which they would be in the event of winning the contest or the absence of these situations of incompatibility;

i) *copies of other diplomas* attesting to the candidate's studies: baccalaureate diploma or certificate of recognition, bachelor's degree or certificate of recognition, master's degree or certificate of recognition, diploma of advanced studies;

j) *transcripts, diploma supplements* or school reports issued for each study cycle, in photocopy;

k) *copy of the identity card* , or if the candidate does not have an identity card, the passport or another document equivalent to the identity card will be presented;

l) if the candidate has changed his name, *copies of documents certifying the change of name* , marriage certificate or proof of name change;

m) *a maximum of 10 publications, patents or other works of the candidate* , in electronic format, selected by him and considered to be the most relevant for his own professional achievements, (in the case of publications or works that cannot be presented in electronic format, the candidate scans the pages in which the mentions regarding: title, authors, publisher, year of publication, ISBN, CNCS code, table of contents are mentioned);

n) *for candidates for the position of university lecturer*, scientific researcher grade II, *respectively university professor* / scientific researcher grade I, *three letters of recommendation according to art. 14.*

o) *medical certificate* issued on a specific form adapted by joint order of the Minister of Education and the Minister of Health;

p) *the medical certificate for the performance of the teaching profession* issued according to the joint order of the Minister of Education and MINISTER health .

r) *criminal record certificate.*

s) *behavioral integrity certificate;*

§) *all the documents provided for in art 13 (1) are submitted both in written format and on electronic media.* A CD/DVD, or other electronic medium, with its entire content scanned in order to be sent to the competition committee (the documents created by the candidate will be in "word" format, and the pre-existing ones, such as identity documents) is also attached to the competition file , the study documents, will be scanned);

Art. 14

(1) *Candidates for the positions of university lecturer or scientific researcher grade II must include in the competition file at least 3 letters of recommendation* from personalities in the respective field in the country or abroad, external of the university whose position is open for competition, who have agreed to prepare letters of recommendation regarding the candidate's professional qualities.

(2) *Candidates for the positions of first-degree university professor or researcher must include in the competition file at least 3 letters of recommendation from personalities in the field respectively from abroad* who agreed to prepare letters of recommendation regarding the candidate's professional qualities.

(3) *In the case of scientific fields with a specific Romanian language, letters of recommendation for candidates for the positions of professor or scientific researcher first degree can also come from personalities in the respective field in Romania , external to the Bioterra University in Bucharest* whose post is out for competition.

Art. 15

(1) *Curriculum vitae of the candidate must saddle include :*

- a) information about *the studies completed and the diplomas obtained*;
- b) information *about professional experience* and relevant jobs previously occupied;
- c) information *about the research projects, which he led as project director and the grants obtained* , if there are such projects or grants, indicating for each funding source, and the volume of funding and the main publications or patents results;
- d) information about *awards or other recognition elements of* the candidate's scientific contributions.

Article 16

(1) The complete list of works of the candidate will be structured as follows:

- a) *the list the maximum 10 papers* considered by the candidate to be the May Helpful for FIELD disciplines , position for which they can be found and in other categories of work provided by the present article (in EVENT publications or working which cannot be presented in electronic format, the candidate scans page in which they are passed PARTICULARS regarding : title , authors , publisher , year publication , ISBN, CNCS code, table of contents);
- b) *doctoral thesis or theses* (diploma);
- c) *patents and other industrial property titles* ;
- d) *books and chapters in books* (printed form);
- e) *articles / studies in extenso*, published in magazines from the main international scientific flow;
- f) *publications in extenso* , appearing in works of the main international specialized conferences;

g) *other scientific works and contributions or, as the case may be* , from the field of artistic creation.

Art. 17

(1) The competition file is created by the candidate and together with the electronic support that contains the scanned file, it is submitted to the address of the Bioterra University in Bucharest specified on the web page of the competition, directly or through postal or courier services that allow confirmation of receipt.

(2) On the web pages of the contest administered by UBdB , respectively by The Ministry Education , the following will be published, at the latest within 5 working days from the deadline for registering for the contest, for each of the registered candidates and respecting the protection of personal data within the meaning of the law:

a) curriculum vitae;

fulfillment verification sheet sTANDARDS minimal ;

c) complete list of works ;

Art. 18

(1) The fulfillment by a candidate of the legal conditions for submission to the competition is certified by the opinion of the legal department of the university, based on the resolution of the scientific commission

(2) In order to obtain the opinion of the legal department of the Bioterra University of Bucharest , each file must include the resolution regarding the verification of the information from the verification sheet provided for in art. 13, para. (1), lit. e) from the Methodology own competition for EMPLOYMENT posts TEACHING and research vacancies in higher education . This resolution is established by the scientific commission appointed, at the proposal of the Board of Administration, by decision of the rector.

(3) The legal opinion and the resolution of the scientific commission are communicated to the candidate no later than 48 hours after its issuance, but at least 5 working days before the first test of the competition.

CHAPTER IV

COMPOSITION OF THE COMPETITION COMMITTEE, THE COMPETITION COMMITTEE AND PROCEEDING OF THE COMPETITION

Art. 19.

(1) The composition of the competition commission is established after the publication of the announcement of the competition for the position in the Official Gazette of Romania, Part III.

(2) The composition of the competition committee also includes substitute members.

(3) The Council of the Department in whose structure the post is located, makes proposals for the nominal composition of the competition committee.

(4) The composition of the competition committee is approved by the dean of the faculty, based on the proposals provided for in art. 19, para. (3), and is approved by the faculty council. *The proposal must saddle include and THE little two the members ALTERNATES* which saddle ENSURING substitution States THE two commissions .

(5) Composition nomination of the competition commission together with advised COUNCIL the faculty is transmitted SENATE university and subject to approval.

(6) Following approval by the university senate, the competition committee is appointed by decision of the rector.

(7) Within two working days of issuing the rector's decision , the decision watching STRUCTURE nomination of the competition committee for the positions of university lecturer and university professor, scientific researcher grade II and scientific researcher grade I for an indefinite period, is sent to the Ministry of Education for PUBLICATION in The Official Gazette of Romania , Part III and on the website INSTITUTION respectively . The decision regarding the nominal composition of the competition committee is public on the competition web page .

Article 20

(1) *The competition committee is made up of 5 members , including its president, specialists in the field of the position put up for competition or in related fields.*

(2) *The appeals committee is composed of three members who meet the same conditions applicable to members of the competition committee. In the case of the unavailability of a member to participate in the work of the commission, that member is replaced by one of the alternate members appointed according to the same procedure as the commission members.*

(3) The decisions of the competition committee are taken by majority vote (at least 3), through the open vote of the members.

(4) The work of the competition commission is led by the president of the competition commission.

(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 competition , from the country or from abroad .*

(7) The members of the competition committee must have a teaching title higher or at least equal to that of the position put up for competition, or for members from abroad, meet the university standards corresponding to the position put up for competition.

(8) For the exclusive purpose of participation, in the competition committee, the equivalence of the didactic titles of the members from abroad with the didactic titles in the country is done through the approval by the university senate of the nominal composition of the competition committee.

(9) The president of the competition committee can be the director of the department in which the position is found, the dean or vice-dean of the faculty in which the position is found, or a tenured teaching staff in university specialist in FIELD JOB or in FIELD close , delegated in this scope by VOTE COUNCIL department , respectively of the council faculties , which organize the contest .

The proposal to appoint the president comes from the council the department in the structure CARU it is part of the post , once with the proposal the competition committee and are approved by the council faculties .

Art. 21

(1) *The competition file is sent electronically to the members of the competition committee starting from the closing date of the process of submitting the competition files, but no later than 5 working days before the first test of the competition .*

(2) Sending the file, in the electronic format submitted by the candidates, after multiplying into 5 copies, is done through the university registry.

(3) At the faculty's request, competition files are also submitted in physical/written format.

Art. 22

(1) The competition committee evaluates the candidate from the perspective of the following aspects:

- a) relevance and the impact rESULtS scientific knowledge of the candidate in relationship with disciplines JOB for which he is applying ;
- b) capacity the candidate to guide student or young researchers ;
- c) didactic skills of the candidate;
- d) the candidate's ability to transfer his knowledge and results to the economic or social environment, or to popularize his own scientific results;
- e) the candidate's ability to work in a team and the efficiency of his scientific collaborations, depending on the specifics of the candidate's field;
- f) the candidate's ability to lead research and development projects;
- g) the professional experience of the candidate in institutions other than the institution organizing the competition.

(2) *The competition commission has the obligation to verify the candidate's fulfillment of the minimum national standards .*

Art. 23

(1) In order to resolve the appeals of the candidates regarding non-compliance with the legal competition procedures, commissions for the resolution of appeals are established, the composition of which is established by going through the same procedure as when establishing the composition of the competition commission (art. 20 of the own Methodology).

(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) The professional competences of the candidate are evaluated by the competition committee, based on the competition file and, additionally, through one or more competition tests, including lectures, holding courses or other such activities according to its own Methodology.

(2) *For all positions, at least one competitive exam is represented by a public lecture of at least 45 minutes in which the candidate presents the most significant previous professional results and the university career development plan . This sample must also include a session of questions from the committee and the public.*

(3) *The Bioterra University of Bucharest announces, at least 5 working days before the test , on its own web page of the competition, the day, time and place of this test and thus invites all candidates to take the competition tests.*

Article 25

The university assistant for an indefinite period or the scientific researcher is hired through a public competition, from among the graduates of accredited higher education institutions if they meet the following conditions:

(1) *hold a doctoral degree (thesis score, according to annex 3) or have the status of a doctoral student , respectively, be enrolled in a doctoral study program, without exceeding the maximum study period, which includes admissible extensions according to the law ;*

(2) *to establish the standards for the occupation of teaching positions , specific position , approved by the senate university , without imposing SOME aging conditions conformable laws and , respectively , according to annex 3.*

(3) *in higher medical education, candidates for the competition for the position of university assistant must have at least the title of resident doctor/resident dentist. The exceptions are positions from disciplines that do not have a correspondent in the network of the Ministry of Health and those from pre-clinical disciplines.*

Art. 26

(1) *The competition committee for a position of university assistant for an indefinite period is formed according to art. 20 of this methodology.*

(2) *The competition for the position of university assistant for an indefinite period will be announced on the UBdB web page specifying the day(s), time(s) and room(s). The competition committee has the obligation to verify and ascertain, during the competition, the fulfillment from the point of view of didactic and scientific relevance, of the standards for occupying teaching positions, specific to the position approved by the university senate, according to the law. (Appendix 4).*

(3) *For the oral exam, the bibliography is announced on the university's web page with the publication of the announcement of the job opening .*

(4) *The competition commission sets the topic for the didactic/scientific lecture 48 hours before its delivery and is published on the UBdB web page. The evaluation is done with marks from 1 to 10, the candidate must obtain a minimum average 8 and at least grade 7 in each test to be ADMITTED.*

(5) *The lecture public Yes possibility APPLICANTS saddle SUBMIT in THE ITS activity milestones scientific , competence didactic , the most significantly result professional above and the university career development plan . This test, evaluated with "admitted/rejected", must also contain a session of questions from the committee and the public.*

Art. 27

To occupy a position of *university lecturer (head of work)*, ***candidates must cumulatively meet*** the following conditions:

- (1)- *to hold a doctor's degree (score thesis , according to Annexes 4);*
- (2)- *to have a published course in at least one of the disciplines of the position put up for competition ;*
- (3)- *fulfilling the standards for occupying teaching positions, specific to the position approved by the university senate without imposing any seniority conditions according to the law (respectively to have published coursework, monographs, articles, etc. whose score is equal to or higher than 30- (according to Appendix 3).*
- (4)- *in higher medical education, candidates for the competition for the position of head of works , according to art. 206, paragraph (8) of the Higher Education Law no. 199/2023, must also have the title of medical specialist/ dentist specialist I make an exception for positions from disciplines that do not have a correspondent in the network of the Ministry of Health and those from preclinical disciplines.*

Art. 28

(1) *The competition for the occupation of a the post of university lecturer (head of papers) consists of analyzing the competition file , giving a didactic/scientific lecture , as the case may be, in the presence of the competition committee.*

(2) *The program related to the contest is published on the UBdB web page, together with the publication of the announcement of the job opening.*

(3) *The topic of the didactic/scientific lecture is determined by the committee and announced to the candidates 48 hours before the presentation on the UBdB website*

The evaluation is done with grades from 1 to 10, the candidate having to obtain an average of at least 8 and the at least grade 7 in each test to be declared admitted.

(4) *The lecture public Yes possibility APPLICANTS saddle SUBMIT some important aspects of his scientific activity and didactic , the most significantly result professional above and university career development plan . This test, evaluated with "admitted/rejected", must also contain a session of questions from the commission and the public.*

(5) *The competition committee verifies and ascertains, during the competition, the fulfillment by the candidate, from the point of view of the didactic and scientific relevance of the standards for occupying the didactic positions, specific to the position approved by the senate university conformable the law (Annex 3).*

(6) *The competition committee, formed according to art. 20 of the present methodology, decides the hierarchy of the candidates and nominates the candidate with the best results.*

Art. 29

In order to occupy the position of *university lecturer*, the following conditions must be met cumulatively:

(1) - *possession doctor's degree* ;

(2) - *fulfillment STANDARDS MINIMAL national criteria* for the occupation of teaching positions, specific to the teaching position of university lecturer, established by *the National Council for Attestation of University Degrees, Diplomas and Certificates* (CNATDCU) and approved by order of the relevant minister.

(3)- *in higher medical education, candidates* for the competition for the position of *university lecturer* , according to art. 206, paragraph (8) of the Higher Education Law no. 199/ 2023, *must also have the title of primary doctor/primary dentist* . The exceptions are positions from disciplines that do not have a correspondent in the network of the Ministry of Health and those from preclinical disciplines.

Art. 30

In order to occupy the position of *university professor*, the following conditions must be met cumulatively:

(1) - *possession doctor 's degree* ;

(2) - *possession the qualification certificate or , as the case may be, the right to conduct doctorates* obtained before the entry into force of Law no. 1./2011

(3) - *fulfillment STANDARDS MINIMAL national requirements* for teaching positions, specific to the didactic position of a university professor , established by *the National Council for the Attestation of Titles , Diplomas and Certificates University* (CNATDCU) and approved by order of the competent minister .

(4) - *in higher medical education , candidates* for the competition for the *position of university professor* , according to art. 206, paragraph (8) of the Higher Education Law no. 199/2023, *must also have the title of primary doctor/primary dentist* . The exceptions are positions from disciplines that do not have a correspondent in the network of the Ministry of Health and those from preclinical disciplines.

Art. 31

(1) The competition for the position of *lecturer* and *teacher* consists of the analysis of the competition file and the presentation of a public lecture.

(2) The public lecture gives the candidate the opportunity to present the most significant previous professional results and the university career development plan. This sample must also include a session of questions from the committee and the public.

(3) In EVENT for the position of lecturer /teacher, the competition committee has the obligation to check and evaluate the fulfillment, from the point of view of didactic and scientific relevance by the candidate, of the minimum national standards approved according to art. 156, para. (1) lit. a) from the Law of higher education no. 199/2023, (with MODs and Completion subsequent), through order of the minister education in vigor . Also from the same perspective, the verification of the university's additional standards is considered, to the extent that the university senate has established this.

(4) The competition committee for a *lecturer or professor position*, formed according to art. 20 of this Methodology, proceeds to rank the candidates taking into account the provisions of art. 22 of the same Methodology.

Art. 32

(1) For each position, the competition committee decides the hierarchy of candidates and nominates the candidate who has achieved the best results.

(2) The president of the competition committee draws up a report on the competition, based on the evaluation reports drawn up by each member of the competition committee and respecting the hierarchy of candidates decided by the committee.

(3) The report on the competition is approved by the decision of the competition commission and is signed by each of the members of the competition commission and by the president of the commission.

(4) The president of the competition committee submits the competition report approved by decision of the committee, the evaluation reports and the original file submitted by the candidate to the dean of the faculty.

(5) The report of the competition committee after its validation in the faculty council is submitted by the dean of the faculty to the university senate for approval.

33

(1) The University Senate analyzes compliance with the procedures established by the University's own Methodology and approves or rejects the report on the competition. The hierarchy of candidates established by the competition committee cannot be changed by the university senate.

Art. 34

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

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

Art. 35

- (1) Appeals can be submitted exclusively for non-compliance with legal procedures.
- (2) *In the event that a candidate has elements that can demonstrate non-compliance with the legal evaluation procedures, based on the criteria provided by art . 22 paragraph (1) and/or regarding the organization and conduct of the competition, the candidate can file an appeal within 3 working days from the communication of the result.*
- (3) The appeal shall be formulated in writing, registered at the Bioterra University Registry in Bucharest and resolved by the appeals resolution commission.
- (4) The appeals committee analyzes the issues reported by the candidate through the appeal, which it resolves within 48 hours at the latest from its registration and on which it prepares a report, before the publication of the results of the contest.
- (5) The decision of the appeals committee is published on the university 's website

Art. 36

- (1) *The appointment to the position and the granting of the related university degree by the Bioterra University of Bucharest, following the approval of the result of the competition by the university senate, is based on the approval of the university senate by decision of the rector, starting from the first day of the semester following the competition.*
- (2) For teaching positions for an indefinite period, the appointment decision and awarding of the university degree related to the University , together with the summary competition report, are sent, within 5 working days from the issuance of the appointment decision, in electronic format/on paper electronically with a forwarding address to the National Commission for Attestation of University Degrees, Diplomas and Certificates (CNATDCU) through the specialized department within the Ministry of Education.

Art. 37

- (1) In order to occupy a research position, it is necessary to fulfill the conditions provided by Law no. 319/2003 and the Higher Education Law no. 199/2003 as follows:
 - a) for positions for an indefinite period, possession of a doctor's degree;
 - b) meeting the minimum national standards for the occupation of research positions.
- (2) The provisions of Law no. 319/2003, by way of exception from the provisions of art. 15 para. (1) and of art. 17 para. (2) of the Framework Methodology.
- (3) In order to hold competitions for research positions in higher education institutions, the attributions provided by Law no. 319/2003 are fulfilled as follows:
 - a) those provided for the scientific council of the unit, by the faculty council;
 - b) those provided for the institution's administrative board, by the university senate;

c) those provided for the scientific secretary or the scientific director of the unit, by the director of the department, dean or vice-dean according to the own Methodology.

Art. 38

If the position put up for competition has not been filled, the competition can be resumed in the following semester, with the full resumption of the competition procedure.

Art. 39

The result of the contest is published on the web page of the contest, within 2 working days from the end of the contest. The result of the competition is also uploaded on the electronic platform managed by the Ministry of Education.

Art. 40

(1) Persons who: are considered to be involved in the competition procedure

- a) participates in the decision-making process regarding the appointment of the competition commission;
- b) they are members or alternate members of the competition commission;
- c) are involved in professional or administrative evaluation decisions within the contest;
- d) are involved in SETTLEMENT appeals .

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

- a) they are spouses, next of kin and relatives up to the third degree inclusive of one or more candidates;
- b) are employed in the same institution as a candidate who holds a management position and are hierarchically subordinate to the candidate;

Art. 41

(1) In the event that following the winning of a competition by a candidate, one or more persons from the University involved in this activity are in a situation of incompatibility according to art. 201, paragraph (3) and (4) of the Higher Education Law no. 199/2003, the respective competition will be invalidated, and the concerned persons will be sanctioned according to the framework methodology, art. 205 paragraph (2) and (3) of the said law and Framework methodology.

Art. 42 The provisions THIS Methodologies are applicable and for EMPLOYMENT positions per period determined with the exceptions stipulated in art. 2 paragraph (1) and paragraph (3), art. 4 paragraph (1) and art. 11 paragraph (2).

Art. 43 The calendar organization competitions for STATIONS didactic during the period determined is approved by Senate University .

CHAPTER V

FINAL AND TRANSITIONAL PROVISIONS

Art. 44

- (1) Annexes 1-5 are an integral part of this Methodology.
- (2) The present methodology in the consolidated form was modified and supplemented according to HG no. 1339/2023.

Art. 45

Non-compliance with the provisions of the Methodology by the persons with attributions in the procedure of organizing and conducting the competitions constitutes a disciplinary offense and is sanctioned in accordance with the provisions of art. 205 of the Higher Education Law no. 199/2023 or of another legal provision depending on the nature of the act.

Art. 46

This Methodology is published on the university's website and enters into force starting from the academic year 2024-2025

**THIS METHODOLOGY IN CONSOLIDATED FORM WAS ADOPTED IN THE
SENATE MEETING OF 27.05.2024**

**THE PRESIDENT OF THE SENATE
University lecturer Dr. Nicolae MARGARIT**

Appendix 1

THE ORGANIZATION AND RUNNING CALENDAR OF THE COMPETITION FOR FILLING THE POSITIONS INDEFINITELY

- (1) In the first ones 30 of working days of at the start EACH semester of annulled university, it transmit to ME PROPOSALS of REMOVAL TO COMPETITION A teaching positions.*
- (2) I last at least 2 months before of date conduct first probably of COMPETITION it public the*

announcement regarding the organization the contest.

(3) On the day of publication of the announcement in the Official Gazette of Romania, part III JOB REMOVED at the contest start Registrations at the contest and it ends with 15 calendar days before conduct first probably AD competition

(4) After PUBLICATION Notice of REMOVAL TO COMPETITION A post, it SETS nominal composition a the committee of COMPETITION for each post REMOVED TO competition The respective proposal, accompanied by the opinion of the faculty council, is sent to the university senate for approval. Following approval by the university senate, the competition committee is appointed by decision of the rector.

(5) Within 2 days of issuing the rector's decision regarding the composition of the commission, this is sent to the ME and the nominal composition of the competition commission is published on the website of the UBdB In the case of positions of university lecturer , teacher university, scientific researcher degree y1 and researcher scientific degree 1, STRUCTURE COMMISSION it is published in Monitor Official of Romania, Part III.

(6) Beginning with closing date the process of SUBMISSION A FILES of contest, but not later of 5 working days before conduct of the first sample a the competition, the file of the competition is sent to the members of the competition committee.

(7) fulfilling of by a candidate A the conditions link of presentation TO COMPETITION it is certified by notice COMPARTMENT legally of university and it is PRESS APPLICANTS in maximum 48 of hours from its issuance, but not less than 5 working days before the first test of the competition.

(8) In the event of disputing the unfavorable legal opinion, CANDIDATE will be informed in term of 1 working day of TO the date of resolution of the appeal of to the Senate Commission for Approving Didactic Competitions with look to how to solve it and, if it is case, on TO issuing the new opinion by the Directorate Legal.

(9) candidate that meet the legal conditions for submission to the contest will be guests to support competition tests. The day, time and venue of the competition are announced on the university's website.

(10) Within 5 working days from deadline for Registrations at the contest for each of the candidates i enrolled, WILL be published on page web A CONTEST and on SITE website of University , curriculum vitae and sheet of verification A ACCOMPLISHMENT sTANDARDS minimal.

(11) With at least 5 working days before the event of the test, on the web page of the contest the day and time are announced and the place deployments i proof of the lecture public.

(12) *Competitions it Scrolls in THE much 45 of days of TO conclusion PERIOD of enrollment* . competitions for EMPLOYMENT posts of increase it roll in 30 of days from date of registration, at the level COMMISSION of contest, and of 45 of days, TO THE University.

(13) *In term of 2 days WORKING of TO END CONTEST it public the result CONTEST* on the contest web page.

(14) *Appeals are possible formula in term of 3 working days of when communicating the result* and is registered at the university registrar and *the settlement is made within 48 hours of* its registration.

(15) In following the approval of the competition result by the university senate, *the appointment on post and the granting of the university title is done by the Rector's decision* , starting from *the following semester* the conduct of the competition .

(16) *The decision to appoint and award the university title together with the competition report, they are sent* in electronic format/on electronic support, with a forwarding address *to ME and CNATDCU, within 5 days of issuing the appointment decision* .

Appendix 2

BIOTERRA UNIVERSITY from BUCHAREST
THE FACULTY
THE DEPARTMENT

COMPETITION FILE

Position:
.....

Position :
.....
...

SUBJECTS position :

-
-
-
- ..
-
- ..

Fundamental field ¹:

Scientific field ¹ :
.....

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

.....
.....

Appendix 3

No..... /

Mister Rector,

The undersigned
born on (dd.ll.yyyy) __.__.__, graduate of the Faculty of
....., study program university degree
.....
....., with the general average of the years of study ... (teaching or research degree
and place of work)

.....
 ... please approve my application for the competition for 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 disciplines 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,

.....

We certify the legality of the competition registration

LEGAL DEPARTMENT

Date: __.__.____

Signature.....

Appendix 4

**STANDARDS FOR EMPLOYMENT OF TEACHING POSITIONS SPECIFIC TO UNIVERSITY ASSISTANT FUNCTIONS AND
 OF THE POSITION OF UNIVERSITY LECTURER / HEAD OF WORK**

For the position of university assistant and for the position of university lecturer / head of works, the score regarding the fulfillment of the
 specific standards approved by the senate of the Bioterra University in Bucharest according to the law, for the occupation of the respective teaching
 position, is calculated according to the scores related to the indicators in the table below:

Research activity		
publication doctoral thesis	scores PROVIDED	
	30	
Indicators / evaluation criteria	scores PROVIDED	
	As a director	As a member
International research grants /contracts obtained through competition	35	20
Research grants /contracts nationals obtained through competition	15	6
Contracts with social and / or business environment with values higher than 10,000 Euro/contract	8	3

contribution scientifically

Indicators / evaluation criteria	scores PROVIDED			
	construction made	Unique author	First author / coordinator	CO-AUTHOR
Articles / studies published in specialized traffic magazines International recognized (magazines ISI quotes or indexed in international databases specific to the field)	ISI quotes	15	12	10
	Indexed in international databases	12	10	8
Articles / studies published in magazines in the country thankful in FIELD and / or in specialized journals from abroad (not listed by ISI)	Country , ratings B+, B in CNCS classification / stay	5	3	2
	Country , recognized in FIELD	3	2	1
studied published in the volumes SOME EVENTS scientifically international or Nation recognized (with ISSN or ISBN)	ISI quotes	15	12	10
	Indexed in international databases	12	10	8
	abroad needs	12	10	8
	Country	3	2	1
Treatises , monographs or specialized books published abroad or in publishing houses with CNCS recognition. The score is given for 100 pages.	abroad needs	50	35	25
	Country	20	8	5
Manuals university with ISBN. The score is given for 100 pages.	-	8	6	4
Course support or other teaching material for the course, including the virtual library. The score is given for 100 pages.		7	5	3
presentations – course support		6	4	2
Studio support or other didactic material for the seminar/laboratory. Scoring it is PROVIDED for 100 pages .		5	3	1

Appendix 5

NECESSARY AND MANDATORY STANDARDS FOR HOLDING THE POST UNIVERSITY LECTURER AND THE POSITION OF UNIVERSITY PROFESSOR

conferral titles lecturer didactic university and university professor is achieved with COMPLIANCE sTANDARDS MINIMAL Nation REQUIRED and mandatory for the occupation of the two categories of approved teaching positions, according to art 156 par. (1) letter (a) of the Law of higher education no. 199/2023, prin order of the minister education in vigor .

