

THE TECHNICAL UNIVERSITY OF CIVIL ENGINEERING BUCHAREST

**THE CHARTER OF THE
UNIVERSITY**

Bucharest, 2019

On 20 June 2011 this Charter was adopted by the Senate of the Technical University of Civil Engineering Bucharest in compliance with the provisions of the Constitution of Romania and the Law of National Education no. 1/2011. It was approved by the Ministry of Education, Research, Youth and Sport, by its General Legal Division and the Division of Document Authentication and Litigation on 19 September 2011.

The Charter was last updated by the Senate of the Technical University of Civil Engineering Bucharest on 18 July 2019 and was endorsed favorably by the Ministry of National Education on 1 August 2019 and adopted by the Senate of the Technical University of Civil Engineering Bucharest on 10 September 2019.

THE CHARTER OF THE TECHNICAL UNIVERSITY OF CIVIL ENGINEERING BUCHAREST

Chapter I

General Provisions

Art. 1. The Technical University of Civil Engineering Bucharest continues the traditions of the school of land surveyors, founded by Gheorghe Lazăr at St. Sava Monastery in Bucharest in 1818, of the School of Bridges, Roads, Mines and Architecture, founded by Prince Alexandru Ioan Cuza by the decree no. 1129/1864, and of the National School of Bridges and Roads, founded in 1881, reorganized during King Carol I's reign, and led by engineer Gheorghe Duca.

Art. 2. The identity of the Technical University of Civil Engineering Bucharest is established by:

- a) Name: The Technical University of Civil Engineering Bucharest (UTCB);
- b) Logo, seal, flag and ceremony outfit (the gown);
- c) The headquarters of the Rector's Office: Bd. Lacul Tei 122-124, Sectorul 2, București, Romania.

Art. 3. The Technical University of Civil Engineering Bucharest is an accredited autonomous higher education state institution, which shall advance learning and transmit knowledge through academic teaching and scientific research, development, innovation and technological transfer in the fields belonging to engineering sciences (including management in civil engineering) and applied modern languages. Furthermore, the Technical University of Civil Engineering Bucharest shall organize graduate and post-graduate programs of initial and continuing education in engineering specializations, in accordance with the specificity of the University, as well as programs of pedagogical professionalization, professional conversion and advancement in the teaching career.

Art. 4. The Technical University of Civil Engineering Bucharest shall be a public institution with legal personality, in compliance with the provisions of the Constitution of Romania and the legislation on education, and shall perform its activity in full autonomy and academic freedom on its own premises, obtaining its own financial resources from the public budget and other sources, according to the law.

Art. 5. (1) The academic community shall consist of teaching staff, auxiliary teaching staff, research and design staff, students, PhD candidates, as well as the trainees who attend the programs of pedagogical professionalization, professional conversion, continuing education and professional development, organized by the University.

(2) For its activity, the academic community shall use auxiliary and administrative staff.

Art. 6. The university autonomy, guaranteed by the Constitution of Romania, shall manifest itself through the freedom of the academic community to establish its own mission, institutional strategy, structure, organization and functioning, as well as the management of the material and human resources of the University.

Art. 7. The academic freedom shall be guaranteed by law and shall ensure:

a) the right of the University to organize itself and function independently from any ideological, political or religious interference;

b) the right to select the members of the academic community in compliance with the provisions of the University Senate and the Law of National Education;

c) the right of the members of the academic community to freely acquire, develop and transmit professional knowledge;

d) the right of the entire academic community, as well as the right of each of its members, to participate in the teaching, research/development and project set-up activities within the Technical University of Civil Engineering Bucharest.

Art. 8. – (1) The premises of The Technical University of Civil Engineering Bucharest shall include the buildings, fields and facilities used by the University, irrespective of the legal title under which it is entitled to use them for running the teaching and research process, for accommodation, canteen and study, for performing scientific, cultural and sport activities. The buildings assigned to the administration services shall also belong to the premises of the University.

(2) The premises of the University shall be inviolable. Access to academic premises is permitted only under the conditions established by law and by the Charter of the University.

(3) The members of the academic community, as well as the administrative and auxiliary staff, shall be protected on the premises of the University against any person or group of persons that may impinge on their human or professional dignity or prevent them from exercising their rights and obligations. The protection shall be requested by the Rector or the person authorized by him.

(4) The General Administrative Department of the Technical University of Civil Engineering Bucharest shall be obliged to take the necessary measures for ensuring security and order on the premises of the University.

Art. 9. (1) Some regulations that are based on the provisions of this Charter shall be adopted with regard to:

a) the organization and operation of the Technical University of Civil Engineering Bucharest;

b) the Code of academic ethics and professional deontology;

c) the Regulation concerning the methodology for organizing and conducting the elections for management structures of the Technical University of Civil Engineering Bucharest;

d) the selection, promotion and development of the teaching and research-design staff, as well as the auxiliary and administrative staff;

e) the methodology for evaluating the results and performance of the teaching and research activities carried out by the teaching and research staff;

f) carrying out research, development and innovation activities;

- g) carrying out the international cooperation actions of the University;
- h) the admission competition for students and trainees;
- i) the development and completion of students' professional activity;
- j) assigning study and research grants;
- k) the organization and conduct of the doctorate studies;
- l) the organization and operation of other departments and structures within the University.

- m) the organization and operation of the University library and the Conspress Publishing House;

- n) the organization and operation of the hostels and canteens on the premises of the Technical University of Civil Engineering Bucharest;

(2) All the regulations mentioned in par. (1) shall be submitted to the approval of the University Senate and shall be part of this Charter.

Art. 10. (1) The academic community shall adhere to the values of democracy and the rule of law, with a view to ensuring the fundamental rights and liberties of man and citizen, shall encourage dignity and tolerance, shall protect these values and shall promote them in the Romanian society.

(2) Any action of political propaganda or proselytism shall be strictly forbidden on the premises of the Technical University of Civil Engineering Bucharest.

Art. 11. The Technical University of Civil Engineering of Bucharest shall comply with the principles of "The Universal Declaration of Human Rights", adhere to "*The Lima Declaration on Academic Freedom of Institution of Higher Education*" (1988), "*The Magna Charta of European Universities*" (Bologna, 1988), the Association of European Universities, the International Association of Universities and the Bologna Declaration (1999).

Chapter II

Mission and Objectives of the Technical University of Civil Engineering Bucharest

Art. 12. The Technical University of Civil Engineering Bucharest shall undertake the fundamental mission to generate and transmit knowledge to students and trainees through graduate and post-graduate programs of initial and continuing education, as well as through scientific research, development, innovation and technological transfer. At the same time, the Technical University of Civil Engineering Bucharest is committed to offer its students a proper education, which can essentially contribute to the development of their personality as active citizens of a democratic society.

Art. 13. The main objectives of the Technical University of Civil Engineering Bucharest, with a view to fulfilling its mission, shall be:

(1) Training specialists with higher education in the fields and specializations within the structure of the University, by transmitting a coherent system of scientific, technical-engineering, economic and humanistic knowledge to

the students, as well as by enabling them to acquire professional and transversal competences, in accordance with the current and prospective requirements of the economic, social and scientific life.

(2) Continuously improving the study programs, syllabi and teaching methodology.

(3) Organizing activities of pedagogical professionalization and continuing education in the fields and specializations within the structure of the University.

(4) Organizing the process of evaluation, selection and promotion of the teaching staff on the criteria of professional performance and acknowledged scientific value.

(5) Organizing and participating in national and international academic programs.

(6) Organizing and participating in activities of advanced scientific research, project elaboration, consulting and expertise, through the research centers and laboratories within the structure of the University.

(7) Developing and diversifying the services addressed to the economic and social environment through technologies adapted to the requirements of a knowledge-based society.

These activities should lead to:

a) the promotion of technical higher education and research in civil engineering, in accordance with the exigencies of a knowledge-based society through initial training, continuous education and integration into the circuit of universal values;

b) the enhancement of the University's prestige, by using and disseminating the results of its own scientific research;

c) the inclusion of the main contributions of its own scientific research in lectures and other forms of teaching activity;

d) the modernization of its laboratories and research centers;

e) the participation of the teaching and research-design staff and students in national and international programs of scientific research;

f) the development of exchanges with other universities in the country or abroad through programs of academic mobility, scientific cooperation and participation in scientific events;

g) the involvement of the University in the community through actions of social responsibility.

Art. 14. The Technical University of Civil Engineering Bucharest shall award degrees and certificates of study, for which it is authorized by law, as well as certificates that shall confirm specific professional competences for the post-graduation programs of continuing education and professional development, approved by the decisions of the University Senate.

Art. 15. Through the decisions of the University Senate, the Technical University of Civil Engineering Bucharest shall confer the title of Doctor Honoris Causa, Professor Emeritus or Honorary Member of the University Senate to local and foreign personalities who have brought remarkable contributions to the development of science and education.

Chapter III

Fundamentals of Organization and Operation in the Academic Field

Art. 16. (1) The academic community of the Technical University of Civil Engineering Bucharest shall be open, without discrimination, to Romanian and foreign citizens who meet the criteria appropriate to the status that they are going to acquire in the University.

(2) Membership of the academic community shall be granted by competition for the teaching and research positions, as well as for all higher education programs. For the post-graduation programs of continuing education and professional development, access shall be granted through regulations established by the University Senate.

Art. 17. (1) Within the Technical University of Civil Engineering Bucharest, associations and/or unions of the teaching staff, researchers, students and the auxiliary and administrative staff may be founded and run. Their branches shall also be permitted provided that their own regulations be compatible with the provisions of this Charter.

(2) The Technical University of Civil Engineering Bucharest may be a member of professional associations and/or unions in its fields and specializations, under the conditions provided by par. (1).

Art. 18. The functioning, on the University's premises, of any organizational structure with or without legal personality shall be submitted to the approval of the University Senate.

Art. 19. (1) The Technical University of Civil Engineering Bucharest shall offer study programs for all the three cycles: Bachelor's, Master's and Doctoral degree.

(2) The Technical University of Civil Engineering Bucharest shall organize post-doctoral programs of advanced scientific research and post-graduate programs of continuing education and professional development, as approved by the University Senate.

(3) The Technical University of Civil Engineering Bucharest shall apply the European Credit Transfer and Accumulation System, ECTS, in compliance with the provisions of the law.

Art. 20. The students shall express their opinions through their representatives in the management structures, through surveys or any other forms of communication.

Art. 21. The persons who occupy management positions in the University or who are part of the management structures or bodies of the Technical University of Civil Engineering Bucharest shall be appointed, at all levels, pursuant to the regulation provided by art. 9, par. (1), point c).

Art. 22. The Technical University of Civil Engineering Bucharest shall encourage partnership and cooperation relations in the field of education and science with

higher education and research institutions from Romania and abroad. Partnership may take place as co-tutorship studies, mobility programs for students, PhD candidates and teaching staff, as well as any type of scientific cooperation at individual or institutional level. These relationships shall rely on the universal character of scientific knowledge and on the principles of democracy, academic freedom, equality and openness to international scientific community integration.

Chapter IV

University Autonomy

Art. 23. (1) The Technical University of Civil Engineering Bucharest shall operate on the basis of university autonomy according to the provisions of the Constitution of Romania and other legal regulations.

(2) University autonomy shall be exerted under the conditions of assuming public responsibility by the Technical University of Civil Engineering Bucharest.

Art. 24. (1) The university autonomy within the Technical University of Civil Engineering Bucharest is expressed by: organizational and operational autonomy, administrative autonomy, fund management autonomy, teaching and scientific autonomy and legal autonomy.

(2) The regulation of powers of the Technical University of Civil Engineering Bucharest and its structures shall be made by the decisions of the University Senate, on the basis of the Charter of the University, and in compliance with the legislation in force.

Organizational and Operational Autonomy

Art. 25. The organizational autonomy of the Technical University of Civil Engineering Bucharest shall reside in the right to:

- a) establish its own structures, according to the provisions of the law;
- b) make its own regulations, by complying with the legislation in force;
- c) select, employ or dismiss, evaluate, promote or relegate teaching staff, auxiliary teaching staff, research-design staff, students, as well as auxiliary and administrative staff, in accordance with the legislation in force;
- d) organize admission examinations for students, PhD candidates and trainees;
- e) form consortia with universities and research-development institutions/units on the basis of partnership agreements.

Art. 26. The operational autonomy of the Technical University of Civil Engineering Bucharest shall reside in its right to:

- a) elect its management structures;
- b) establish study programs;
- c) establish the teaching and research duties in relation to the university's human and financial resources and the provisions of the study programs;
- d) guide scientific research;

- a) publish journals, textbooks, courses, research papers and any other publication that supports education and scientific research;
- b) regulate and evaluate the conduct of the members of the academic community on the premises of the University;
- c) confer didactic, scientific and honorary titles;
- d) organize production and service units which bring financial profit or other benefits, in compliance with the provisions of the law and of the present Charter;
- e) initiate and develop cooperation and exchanges at a national and international level;
- f) initiate and perform, on the University Senate's approval, any activity that complies with legal provisions and international agreements.

Administrative Autonomy

Art. 27. The administrative autonomy of the Technical University of Civil Engineering Bucharest shall reside in its right to have executive charge of the premises of the University and its entire patrimony according to its own requirements, in compliance with legal provisions.

Fund Management Autonomy

Art. 28. The fund management autonomy of the Technical University of Civil Engineering Bucharest shall reside in the right to:

- a) use the budget and financial resources at its disposal in compliance with legal provisions and according to its own needs, priorities and decisions;
- b) get revenues from scientific research and other activities;
- c) establish taxes in compliance with legal provisions;
- d) guide investments and facilities;
- f) accept donations and legacies, and benefit from sponsorship;
- g) award scholarships, research grants and prizes, funded by the University from its own revenues.

Art. 29. The financial resources of the Technical University of Civil Engineering Bucharest shall consist of funds from the public budget and other legally obtained revenues, such as taxes, revenues from scientific research, designing, consulting, expertise, editorial activities, revenues from the management of students' hostels and canteens, rentals, revenues from the production and service units, interest revenues, donations, sponsorships, credit lines, external non-refundable financing and other similar activities.

Art. 30. The revenues obtained by the departments/centers of research and design and those assimilated to these shall be used by the departments in question, apart from a quota managed by the University as overhead costs. This quota shall be established by the University Senate, on the proposal of the Administrative Board, without exceeding 25%.

Art. 31. The Technical University of Civil Engineering Bucharest shall implement a responsible managing system that is based on the model of units of revenue and expenditure, in compliance with the law. These models of units of revenue and expenditure shall be implemented in all faculties and research centers founded through the decision of the University Senate.

Teaching and Scientific Autonomy

Art. 32. The teaching autonomy of the Technical University of Civil Engineering Bucharest shall reside in the right to:

- a) develop study programs for all cycles of higher education and syllabi for their subjects;
- b) organize post-graduate programs of continuing education and professional development;
- c) establish its own standards of quality assessment;
- d) participate in national and international programs.

Art. 33. The scientific autonomy of the Technical University of Civil Engineering Bucharest shall reside in the right to:

- a) found centers of scientific research, development and innovation;
- b) initiate and run scientific research programs;
- c) participate in competitions for obtaining research grants or other types of projects and programs;
- e) publish and disseminate the results of scientific research;
- f) organize and/or participate in scientific events at a national and international level;
- g) participate in the activities of national and international scientific and professional organizations;
- h) participate in scientific research programs at a national and international level;
- i) evaluate, according to its own criteria, the activity of scientific research.

Legal Autonomy

Art. 34. The legal autonomy of the Technical University of Civil Engineering Bucharest shall be represented by its right to create its own Charter and decide, through its own management structures, the manner to apply it, as well as by the right to decide on all the issues coming under the authority of the university, in compliance with all legal provisions.

Art. 35. The prerogatives deriving from the legal autonomy cannot be totally or partially entrusted to other institutions.

Chapter V

Scientific Research, Development and Innovation

Art. 36. Scientific research, development and innovation shall be the main parts of the activity of the Technical University of Civil Engineering Bucharest – as a university with numerous achievements in its fields of expertise – and shall be an obligation of the entire teaching and research staff. Advanced scientific research shall be concentrated in the research centers and laboratories affiliated to the departments of the University, which shall have the mission to ensure the scientific visibility of the Technical University of Civil Engineering Bucharest at a national and international level.

Art. 37. (1) The teaching activity shall be inseparable from advanced scientific research activity.

(2) The activity of scientific research, development and innovation, acknowledged in the field by scientific publications, patents, innovative products, new or improved technologies, inventions and awards, shall be, together with the teaching performance, a fundamental criterion for the evaluation of the professional activity of the teaching staff.

(3) The research activity of the teaching and research staff must be made known by the publication, annually, of at least two scientific articles on average, included in international data bases. Non-compliance with these requirements shall be sanctioned in accordance with the decision of the University Senate.

Art. 38. The strategy and priorities of scientific research shall be approved by the University Senate, depending on the existing and prospective scientific potential correlated with the priority directions of the European Research Area.

Art. 39. The Technical University of Civil Engineering Bucharest shall use nationally and internationally acknowledged criteria to evaluate scientific research in its specific fields, and shall encourage scientific competition and performance, even in the case of PhD candidates and young researchers involved in post-doctoral scientific activities. Teaching staff members and researchers who have fallen under suspicion of plagiarism which has been confirmed by the Ethics Commission and validated by the University Senate shall not be allowed to apply for promotion for a period of 4 years.

Art. 40. The scientific research activity within the Technical University of Civil Engineering Bucharest shall benefit from all the facilities of the institution and shall be controlled by the regulation stipulated in art. 9, par. (1), point f).

Chapter VI

The Structure of the Technical University of Civil Engineering Bucharest

Art. 41. (1) The management structure and positions of the Technical University of Civil Engineering Bucharest shall be established by the University Senate, in compliance with the legislation in force.

(2) The Technical University of Civil Engineering Bucharest shall comprise the following structures:

a) teaching and research structures – faculties, departments, the Doctoral School, Research centers, the Research, Development and Innovation Management Department;

b) auxiliary structures: the Teaching Resource Center, the Library of the university, the Publishing House of the university, quality management structures, structures for the promotion of ethics and professional deontology, structures for developing international and partnership relations and other structures of the kind;

c) the administrative structure – divisions and services according to the organization chart approved by the Senate.

d) structures for quality management, for the promotion of academic ethics and professional deontology and for international and partnership relations.

Art. 42. (1) The faculties within the Technical University of Civil Engineering Bucharest shall be individualized by study programs and specializations.

(2) A faculty shall consist of one or more departments with their own staff, teaching staff from other departments of the University who have their teaching load mainly at that faculty, students and secretariat staff.

(3) The management of each faculty shall be provided by the Faculty Council. The management positions are those of Dean and Vice-Dean(s).

Art. 43. (1) The departments shall be functional academic units of the Technical University of Civil Engineering Bucharest, which ensure the creation, transfer and utilization of the knowledge in one or more specialization fields and shall perform teaching and scientific research activities.

(2) The departments shall be founded, organized, divided, combined or dissolved by the decision of the University Senate, on the proposal of the Council of the faculty they are part of.

(3) A department may have one or more research centers in its structure.

(4) The department shall consist of the management structure – the Department Board, the management position – the Director of the department, the teaching staff for one discipline or group of disciplines, research-design personnel, auxiliary and secretariat staff.

Art. 44. The following functional academic units shall be coordinated by the Administrative Board of the Technical University of Civil Engineering Bucharest:

a) The Department of Continuing Education and Professional Development;

b) The Teacher Training Department;

c) The Department of Foreign Languages and Communication;

Art. 45. (1) The Research, Design and Innovation Management Department is the research and design structure which shall:

- a) inform the teaching and research staff on the opening of grant competitions and research programs, at a national and international level;
- b) ensure logistic support for completing the documentations necessary for grant competitions and research programs;
- c) monitor the stages of progress and the running of the research grants and programs;
- d) centralize scientific research data;
- e) contribute to the dissemination of the results of scientific research, development and innovation carried out in the centers and laboratories of the Technical University of Civil Engineering Bucharest.

(2) The Research, Design and Innovation Management Department is coordinated by the Administrative Board of the Technical University of Civil Engineering Bucharest, represented by the competent Vice-Rector.

Art. 46. The Quality Management Department shall contribute to:

- a) assessing the quality of teaching, research and auxiliary processes;
- b) applying the best practices for quality control and improvement of personnel training and teaching and research processes;
- c) the internal audit and preparation for external audits;
- d) the periodical evaluation of the personnel;
- e) identifying the actual requirements and expectations of the socio-economic environment regarding the graduates' skills, and their correlation with the experience of the University and the international/European practice.

Art. 47. The Department of International Relations shall contribute to:

- a) ensuring the framework for student mobility through bilateral agreements;
- b) concluding institutional contracts for participating in various activities of the EU community programs;
- c) signing agreements with universities from other countries;
- d) ensuring the conditions for the teaching staff and students to participate in conferences, symposia and other international events.

Art. 48. (1) The Education Resource Center shall be the didactic unit of the Technical University of Civil Engineering Bucharest, which shall provide means of complementary training for the teaching and research-design personnel, as well as for students.

(2) The Center shall consist of the management structure/position of director and the qualified assistance staff.

Art. 49. (1) The University Library shall be the unit that shall collect, organize and assess the resource fund – books, publications, graphic, audio-visual and digital documents – for the fields and specializations of the Technical University of Civil Engineering Bucharest.

(2) The University Library shall comprise the management structure/position – director, librarians, secretariat and technical-administrative personnel.

(3) Conspress Publishing House and the copying workshop shall function within the Technical University of Civil Engineering Bucharest. Conspress Publishing House shall consist of the management structure/position – director; editors, desktop publishers, editorial secretary and copying workers – technicians, typographers, bookbinders and administrators.

Chapter VII

The Management Structure of the Technical University of Civil Engineering Bucharest

Art. 50. The management structures of the Technical University of Civil Engineering Bucharest shall be the University Senate, the Administrative Board, the Board of the Doctoral School, the boards/councils of faculties and departments.

Art. 51. (1) The Technical University of Civil Engineering of Bucharest shall be led by the University Senate consisting of 45 members.

a) The Senate shall be made up of tenure teaching and research personnel in a quota of 75% (33 persons), as well as 25% students (12 persons).

b) The members of the University Senate shall be elected according to the regulation stipulated in art. 9, par. (1), point c).

c) Each faculty shall have its representatives in the University Senate, on the basis of the principle of representativeness regarding departments and education cycles – bachelor and master programs -, approved by the University Senate. In the same way, the students and the PhD candidates shall be represented in the University Senate.

d) The Rector shall not be a member of the University Senate, but he shall be a permanent guest without the right to vote.

(2) The University Senate shall elect, through secret vote, a President that shall preside over its meetings and a Vice-President.

(3) The Senate shall be convoked for an ordinary meeting every two months during the teaching activity and for extraordinary meetings on the Rector's demand or on the request of at least one third of the Senate's members.

(4) Anyone from within or outside the Technical University of Civil Engineering Bucharest may participate, as a guest, in the Senate's meetings.

(5) The operational management of the Technical University of Civil Engineering Bucharest shall be ensured by the Administrative Board, represented by the Rector – as a president –, the Vice-Rectors, the Deans of the faculties, the administrative manager and a representative of the students, who is a member of the Senate.

(6) The Administrative Board shall be convoked by the Rector of the Technical University of Civil Engineering Bucharest.

(7) At the Rector's invitation, anybody may participate in the meetings of the Administrative Board. The President of the Senate shall be a permanent guest without the right to vote at the meetings of the Administrative Board.

Art. 52 (1) The Rector of the Technical University of Civil Engineering Bucharest shall be appointed in either of the following ways:

a) through public contest, on the basis of a methodology approved by the newly elected University Senate, in compliance with the legislation in force, or

b) through the universal, direct and secret vote of all the tenure teaching and research personnel of the University, as well as of the students' representatives in the University Senate and faculty boards.

(2) The manner to appoint the Rector shall be chosen from those stipulated under par. (1) and established through a referendum at least six months before each appointment of the Rector, through the universal, direct and secret vote of all the tenure teaching and research personnel of the University, as well as of the students' representatives in the University Senate and faculty councils.

(3) The Rector confirmed by the Ministry of Education and Research shall sign with the University Senate a management agreement which comprises the criteria and standards of managerial performance, as well as the rights and obligations of the contracting parties. The Rector shall present, as part of his annual report, the status of the fulfilment of managerial performance indicators.

(4) After being confirmed by the Minister of Education and Research, and after consultations with the University Senate, the Rector shall appoint the Vice-Rectors, thus ensuring a fair representation of the faculties within the Technical University of Civil Engineering Bucharest.

(5) The Rector may be dismissed by the University Senate, under the conditions stipulated in the management agreement or according to art. 56, par. (9) of this Charter.

Art. 53. (1) The faculty shall be led by the Faculty Council, presided by the Dean. The Council shall consist of the representatives of the teaching and research personnel, as well as of the students' representatives.

(2) The representatives of the teaching and research staff in the Faculty Council shall be elected through the universal, direct and secret vote of all the tenure teaching and research personnel with their main teaching load at that faculty. The teaching staff with reserved positions benefit from the same right, according to the legal provisions in force.

(3) The students' representatives in the Council shall be elected through universal, direct and secret vote by the students of the faculty, in a quota of 25% of the total number of Council members.

(4) The Deans shall be selected through public contest organized by the Rector of the University at the level of each faculty. Anybody from the University or from a similar faculty in the country or from abroad may participate in the contest provided that, on the basis of the hearing in the plenum of the Faculty Council, has been granted the approval to participate in the contest. The Faculty Council should approve at least two candidates. After being appointed by the Rector, pursuant to the contest validation in the University Senate, the Dean shall appoint the Vice-Deans.

(5) Anybody from within or outside the University may participate, as a guest, in the meetings of the Faculty Council.

(6) The Faculty Council shall be convoked for ordinary meetings every two months during the teaching activity and for extraordinary meetings on the Dean's decision or on the initiative of at least one third of its members.

(7) Annually, the Faculty Council shall convoke the General Assembly of the teaching staff for information and debates on the problems of the faculty.

Art. 54. (1) The Doctoral School shall be led by the Doctoral School Board, consisting of its director, appointed by the Rector's decision and following a contest organized in accordance with the law, members – doctorate coordinators from the Doctoral School in a quota of maximum 50%, PhD candidates in a quota of 20%, additionally adjusted if necessary. The rest shall be completed by members that do not belong to the Doctoral School, elected from the personalities whose scientific activity has a significant international acknowledgement, and/or personalities from the relevant industrial and socio-economic sectors.

(2) The Doctoral School shall have its own secretariat and may hire temporary staff for a limited period of time.

(3) The Doctoral School shall be directly coordinated by the Rector of the Technical University of Civil Engineering Bucharest.

Art. 55. (1) The department from the teaching and research structure shall be led by the Department Board, consisting of the Director of the department and 2 or 4 members, elected by and from the teaching staff of the department;

(2) The Director of the department from the teaching and research structure and the members of the Department Board shall be elected through the universal, direct and secret vote of all the tenure teaching and research staff of the department.

(3) The strategic decisions concerning the activity of the department from the teaching structure shall be made by the teaching and research staff of the department, which shall assemble every month or whenever necessary. The Department Board may invite the associated teaching staff, the auxiliary and administrative staff, as well as any person from within or outside the University to attend its meetings.

(4) The Department of Research, Design and Innovation Management, the Department of Continuing Education and Professional Development, the Teacher Training Department, the Quality Management Department and the Department of International Relations shall be led by Directors appointed by the University Senate, on the proposal of the Administrative Board.

Art. 56. (1) The mandate of the management structures and positions from the Technical University of Civil Engineering Bucharest shall be for a period of four years, in compliance with the regulation concerning the election methodology. As an exception, due to the completion of their studies, the students' representatives may be replaced at the beginning of the academic year, preserving the principle of representativeness. The teaching staff who reach the age of 65 shall be replaced within 90 days from the date of reaching the age and those found in special situations shall be replaced within 30 days.

(2) The number of Vice-Rectors at the Technical University of Civil Engineering Bucharest shall be 4. The number of Vice-Deans shall be established as follows: the faculties with up to 1000 students shall have two Vice-Deans and those with more than 1000 students shall have three Vice-Deans.

(3) The eligibility of the candidates for the management positions within the Technical University of Civil Engineering Bucharest, as well as the completion of their mandates shall be regulated by law. A member of the academic community sanctioned for plagiarism through the University Senate's decision shall not occupy any management position in the University.

(4) If a management position remains vacant, partial elections or, according to the case, a public contest shall be organized in at most three months since the date of the vacancy.

(5) The person in a management position who is not be able to perform his/her mandate for a period of more than 30 consecutive days during the teaching activities shall be replaced for this period by an interim substitute, appointed by the Rector's decision. The interim period may not exceed one year. In case that this period is exceeded, the provisions of par. (4) shall be applied.

(6) The management positions of Rector, Vice-Rector, Dean, Vice-Dean and Director of department shall not be cumulated.

(7) Someone may occupy the position of Rector or Dean for at most two successive four-year mandates each.

(8) Anyone in a management position shall have the right to hand in their own resignation to the Rector, as a unilateral act.

(9) Anyone in a management position may be revoked from that position through the procedure used for the election, at the initiative of a third of the electors or, according to the case, through the decision of the Faculty Council or the University Senate.

Art. 57. (1) The General Administrative Manager shall lead the administrative structure of the University, which shall be organized on divisions and services.

(2) The position of a General Administrative Manager shall be occupied by means of a contest organized by the Administrative Board. The president of the contest committee is the Rector of the Technical University of Civil Engineering Bucharest. It is mandatory that a representative of the Ministry of Education and Research should take part in the committee. The contest shall be validated by the University Senate, and the appointment for the position shall be made by the Rector.

(3) The General Administrative Manager shall keep his/her position on the basis of his/her written agreement to support the execution of the managerial plan of the new Rector.

Art. 58. The decisions of the University Senate and the Faculty Councils shall be made with the majority of the present members' votes, if the number of the

present members shall account for at least two thirds of the total number of members. The members of these management structures shall have equal deliberative vote right. If a scheduled meeting shall not have the necessary quorum, it shall be rescheduled within one week at most. The decisions shall be made public and shall be compulsory for all members of the respective community.

Chapter VIII

Decisional Competences

Art. 59. This Charter establishes the decisional competences specific to different structures of The Technical University of Civil Engineering Bucharest and of their management structures.

Art. 60. The Department Board shall have the following attributions:

- a) shall participate in elaborating the study programs for the specializations where its members activate according to the study disciplines they coordinate;
- b) shall assess and approve the syllabi for the study disciplines it shall coordinate;
- c) shall set the evaluation methods of the students' knowledge, in accordance with the general norms approved by the University Senate and with the specific ones approved by the Faculty Council, in order to ensure the quality of the educational process;
- d) shall set the teaching duties –on the basis of the demands received from the faculties – as well as the research and design duties of the members of the department and of the research centers coordinated by the department;
- e) shall monitor and assess the activity of the teaching staff and of the design-research personnel in the department;
- f) shall propose rewards and sanctions for the department personnel;
- g) shall approve the teaching materials developed by the members of the department;
- h) shall propose the posting of teaching as well as the research and design positions;
- i) shall participate in organizing contests for the teaching as well as the research and design vacant positions;
- j) shall propose hiring the temporary teaching staff and shall approve the requests of granting the title of professor emeritus as well as those of activity continuation for the retired teaching staff, according to the law in force;
- k) shall coordinate the department research centers and organize scientific events;
- l) shall establish the development strategy of the department and, to this effect shall propose partnership relations and attract material resources and funding;
- m) shall support activities for obtaining funds and supplementary means from the economic environment;
- n) shall set, with the approval of the Board of Directors, collaboration

agreements with national and foreign partners.

Art. 61. The Faculty Council, as the decisional and deliberative body of the faculty, shall have the following attributions:

- a) shall set the mission and the objective of the faculty;
- b) shall propose the foundation and liquidation of domains, specializations and departments in/from the structure of The Technical University of Civil Engineering Bucharest;
- c) shall approve the study programs managed by the faculty;
- d) shall approve the documents for the academic evaluation and accreditation of the domains and/or specializations managed by the Board;
- f) shall monitor the way the teaching assignments are accomplished by the teaching staff working within the faculty;
- g) shall assess periodically the teaching activity held in the faculty by organizing audits for a discipline or groups of disciplines;
- h) shall authorize the proposals for rewards and sanctions for the faculty staff;
- i) shall authorize the boards for the teaching position contests and shall transmit them to the university Senate for approval;
- j) shall analyze whether the contest procedures have been respected, shall authorize the board report and transmit the contest results to the University Senate for approval;
- k) shall approve the employment of temporary teaching staff and shall authorize the requests for activity continuation for the retired staff, based on a one-year fixed-term contract, with the possibility of annual renewal;
- l) shall propose the number of student places for the domains and specializations it shall coordinate;
- m) shall propose the specific entrance conditions and shall organize admission, if applicable;
- n) shall propose the number of teaching series, groups and sub-groups;
- o) shall approve, for each case, the members of the boards for the final examinations of the bachelor and master programs, as well as the continuing education programs it shall manage;
- r) shall organize national and international scientific events;
- s) shall establish the strategy for the development of the faculty and shall attract material resources and funding;
- t) shall control the activity of the Dean and approves the Dean's annual reports regarding the general situation of the faculty, the assurance of quality and the observance of the university ethics at the level of the faculty;
- u) shall develop any activity for the benefit of the university community, with the approval of the Administrative Board;
- w) shall comply with any other responsibility approved by the University Senate in accordance with the provisions of the law.

Art. 62. The University Senate, as a guarantor of academic freedom and university autonomy within The Technical University of Civil Engineering Bucharest shall have the following attributions:

- a) shall approve the University Charter and the regulations created in accordance with its provisions;
- b) shall approve the strategic plan for institutional development and the operational plans, following the Rector's proposal, debate and approve the university's budget proposed by the Administrative Board, as well as any other budget rectification proposed by the Administrative Board.
- c) shall approve the organizational chart of The Technical University of Civil Engineering Bucharest;
- d) shall approve the foundation and liquidation of departments and of the research-design centers, upon the proposals of either the faculties or the departments;
- e) shall propose the creation and/or liquidation of new faculties and shall ensure the completion of the legal conditions for temporary authorization or accreditation;
- f) shall approve the foundation and liquidation of specializations, in accordance with the provisions of the law;
- g) shall approve the establishment of continuing education and professional development programs in the domains of expertise of The Technical University of Civil Engineering Bucharest and, as the case may be, shall take the necessary steps for their institutionalization;
- h) shall approve the study programs of specializations, in conformity with national standards;
- i) shall establish the priorities of the scientific research programs of The Technical University of Civil Engineering Bucharest;
- j) shall request the number of subsidized budget places for all study cycles and forms of education from the Ministry of Education, Research, Youth and Sport and shall decide the distribution of the approved places among domains and specializations;
- k) shall request the number of study places funded by other sources than the public budget;
- l) shall approve the structure of the study formations – teaching series, groups and sub-groups, as well as the teaching load record of the departments;
- m) shall validate the completion of the election procedure of the Senate, Rector, Faculty Councils and of the designation of the Deans by public contest, according to the law and to the present Charter;
- n) shall approve the results of the contests for tenure teaching positions of Assistant Lecturer, Lecturer and shall confer the corresponding titles;
- o) shall validate the results of the contests for tenure teaching positions of Associate Professor and Full Professor;
- p) shall grant the titles of Professor Emeritus, Doctor Honoris Causa and honorary member of the University Senate;
- q) shall appoint the directors of the departments mentioned in art. 55, paragraph (4);
- r) shall approve the extension of the activity for the retired teaching staff, according to the law;
- s) shall grant rewards and approve sanctions, upon the Rector's proposal;

t) shall establish the assignment percentage of the university's extra-budgetary revenues obtained through the activities of research, design, consultancy, expertise and services for developing the facilities of The Technical University of Civil Engineering Bucharest and for rewarding the personnel who has performed the activities;

u) shall establish specialized boards through which it shall supervise the activity of the executive management of The Technical University of Civil Engineering Bucharest and of the Administrative Board. The monitoring and control reports shall be periodically presented and discussed in the Senate, lying at the basis for all the resolutions of the University Senate;

v) shall approve the annual report of the Rector regarding the situation of the University and the report of the Administrative Board regarding the budget development, course and execution;

w) shall authorize and decide the structure of the Professional Ethics and Deontology Commission of the University, proposed by the Administrative Board;

x) shall establish the logo, seal, flag and ceremony outfit of The Technical University of Civil Engineering Bucharest;

y) may delegate its own attributions to the subordinate management structures;

z) shall solve situations that are special or unstipulated in the regulations of the present Charter, following the proposal of the Academic Board;

Art. 63. The Administrative Board shall have the following attributions:

a) shall apply the decisions of the University Senate;

b) shall propose the organizational chart of The Technical University of Civil Engineering Bucharest to the University Senate;

c) shall ensure the management and operative administration of The Technical University of Civil Engineering Bucharest;

d) shall advance to the university Senate proposals regarding the budget development, course and execution;

e) shall analyze and authorize documents that are sent to the university Senate for approval;

f) shall nominate people for filling the executive positions in the structures under its coordination;

g) shall nominate people for the national commissions and boards in the educational and research domains;

h) shall ensure the organization of the contests for filling the teaching and research-design positions in The Technical University of Civil Engineering Bucharest;

i) shall approve or reject the requests of the tenure teaching staff to perform teaching activities outside the university;

j) shall authorize the proposals considering the continuation of the activity for retired academic staff, in accordance with the law;

k) shall analyze and authorize the proposals regarding the budget resource use for maintaining, repairing and expanding the University facilities;

l) shall coordinate public procurement;

m) shall analyze and authorize proposals regarding the designation of spaces in The Technical University of Civil Engineering Bucharest;

n) shall approve the activities proposed by the faculties for the benefit of the university community;

o) shall authorize the collaboration agreements, proposed by the faculties, with national and international partners;

p) shall inform the university community about the Senate decisions as well as about its own.

Art. 64. (1) The Rector shall take action to apply the provisions of the Charter, the regulations of The Technical University of Civil Engineering Bucharest and the decisions of the University Senate;

(2) The Rector shall have the following duties:

a) shall represent legally The Technical University of Civil Engineering Bucharest in third party relations;

b) shall be entitled to authorize expenditure from the University budget the, shall ensure the management and the executive leadership, on the basis of the management contract concluded with the University Senate and applies its decisions;

c) shall negotiate and sign the institutional contract with the Ministry of Education;

d) shall submit for approval the budget project and the report on the budget execution to the University Senate;

e) shall present the report regarding the University situation to the University Senate, each year in April; the University Senate approves or rejects the report, based on public analyses made by its specialty boards;

f) shall sign the decisions which involve the legal status of The Technical University of Civil Engineering Bucharest;

g) shall grant diplomas and study certificates issued under the heading of The Technical University of Civil Engineering Bucharest;

h) shall appoint and discharge from duty the university staff;

i) shall dispose students' registrations and expulsion.

(3) The Rector may delegate any of his/her duties to the members of the leading structures of the Technical University of Civil Engineering Bucharest;

Art. 65. The Vice Rectors shall fulfill the duties established by the Rector's decision according to the decision of the Senate. The 4 Vice Rectors of the Technical University of Civil Engineering Bucharest shall have the following responsibilities, respectively:

(1) shall coordinate the activities specific to the teaching process and quality assurance of the educational activities in the university;

(2) shall coordinate the scientific research, development and innovation activities;

(3) shall coordinate the activities with students, international relations, human resources and administrative policies;

(4) shall coordinate the activities related to the university's patrimony, IT, communication and institutional image.

The specific, detailed duties of the Vice Rectors shall be the ones stipulated in chapter 3.2.2 from the Organization and Functioning Regulation of The Technical University of Civil Engineering Bucharest, art. 9, paragraph (1), point a.

The number of mandates for a Vice Rector shall be of maximum three.

Art. 66. The Dean of the faculty **shall be** hierarchically subordinated to the Rector of UTCB. The Dean shall represent the faculty and shall be responsible for its management and leadership. The Dean shall present annually to the Faculty Council a report regarding the situation of the faculty. The Dean shall chair the Faculty Council meetings and applies the decisions of the Rector, of the Administrative Board and of the University Senate. The Dean of the faculty shall have the following duties and responsibilities:

- a) shall coordinate the elaboration of the study programs of the faculty and shall make requests for teaching staff to the departments;
- b) shall coordinate the managing activity of the faculty and the Faculty Board;
- c) shall be concerned with managing and modernizing the teaching and research facilities of the faculty;
- d) shall deal with the procedures regarding internal accreditations and periodic evaluations of the study programs of the faculties;
- e) shall propose and support the participation of the teaching staff and students in national and international scientific events;
- f) shall propose the adjustment and widening the students' specialization to the labour market;
- g) shall promote actions and shall coordinate activities to attract students towards research activities;
- h) shall coordinate and control the activity within the faculty secretariat;

The Vice Dean of the faculty shall be hierarchically subordinated to the Dean. The Vice Dean of the faculty shall have the following duties and responsibilities:

- a) shall replace the Dean, with the agreement of the latter, in the relationship with the University and other faculties, organisms and institutions;
- b) shall be concerned with the development and improvement of the syllabi;
- c) shall takes part in the completion and modernization of the teaching and research facilities;
- d) shall coordinate the training activities;
- e) shall assist the teaching staff in developing and publishing courses, manuals, practice workbooks;
- f) shall be responsible for organizing the entrance examination in the faculty.

The rest of the structures stipulated in art. 41 of the present Charter shall have the duties set by their own regulations, approved by the University Senate.

Chapter IX

Rights and Obligations of the Personnel in The Technical University of Civil Engineering Bucharest

Art. 67. The teaching staff of The Technical University of Civil Engineering Bucharest shall have the rights and obligations which shall result from the legislation in force, from the present university Charter and from the individual employment contract.

Art. 68. The rights of the teaching staff, guaranteed by the present Charter, shall be the following:

- a) the right to professional development;
- b) the right to participate in the activities of the department, of the research and design centre and of the faculty or of any other structures The Technical University of Civil Engineering Bucharest is a member of;
- c) the right to elect or to be elected in leadership positions or to participate in public contests, complying with the eligibility criteria;
- d) the right to have copyright on any scientific or technical creation as well as on lectures;
- e) the right to apply innovative ideas in order to modernize the teaching process, having the authorization of the department;
- f) the right to use the facilities and resources of The Technical University of Civil Engineering Bucharest with the purpose of accomplishing professional duties;
- g) the right to scientific research, complying with its deontological norms;
- h) the right to run for national and international grants, with no academic freedom restrictions;
- i) the right to communicate the research results freely, inside or outside the university premises, if there are no contract restrictions;
- j) the right to appeal any decision – hierarchically, to the University Commission of Ethics and to the courts of law;
- k) the right to have the position held in reserve for the period when they develop teaching or research activities in a foreign country, on the basis of inter-governmental agreements and conventions or of agreements signed by The Technical University of Civil Engineering Bucharest, or if they are sent for specialization;
- l) the tenured Full Professors and Associate Professors or the grant directors who have developed research grants and have worked in the Technical University of Civil Engineering Bucharest for six consecutive years shall have the right to benefit from a sabbatical year; during the sabbatical year they shall benefit from a basic salary, with the approval of the University Senate and shall maintain the

tenure quality but shall be exempt from performing the activities from their job description;

m) the right to have the position held in reserve for a one-year unpaid leave of absence, once in ten years, taken upon request, with the approval of the University leaders;

n) the right to have the position held in reserve for a period when they hold a public position, according to the law, and to hold a plurality of offices including the teaching and research activity;

o) the right to express professional opinions freely on the university premises and to undertake actions in one's own name, outside these premises, if these do not damage the prestige of education and the dignity of the profession;

p) the right to participate in social and public life in one's own benefit and/or in the benefit of The Technical University of Civil Engineering Bucharest;

q) the right to be part of trade unions, professional, cultural and sports associations and organizations, as well as of legally constituted political organizations;

r) the right to protection on the university premises, according to the provisions of art. 8 of the present Charter.

Art. 69. – (1) The obligations of the teaching staff shall result from the teaching and research obligations established by the department leadership, the university Charter and the regulations provided by it, completed by those in the teaching load record and job description, annexed to the individual employment contract.

(2) The teaching staff shall have the obligation to respect the conduct norms in the university environment, which are established by the Ethics and Professional Deontology Code of The Technical University of Civil Engineering Bucharest.

Art. 70. – (1) The results of the teaching and scientific activities held inside the structures of The Technical University of Civil Engineering Bucharest shall be made public through the annual report of the Rector regarding the situation of the University.

(2) The Senate shall carry out the internal evaluation and classification of departments on levels of performance in scientific research periodically, at intervals of maximum five years, according to the methodology approved by order of the ministry.

Art. 71. – (1) The rights of the research-design staff and of the auxiliary and administrative staff shall result from the general labor legislation and from the following provisions of the university Charter:

(a) the right to professional improvement in institutionalized structures, in The Technical University of Civil Engineering Bucharest or, if applicable, outside it;

(b) the right to be respected by the university community;

(c) the right to appeal any decision – hierarchically, to the Commission of ethics and to the courts of law;

(d) the right to undertake actions in one’s own name, outside the university premises, if these do not damage the prestige of the Technical University of Civil Engineering Bucharest;

(e) the right to be part of trade unions, professional, cultural and sports associations and organizations or/and legally constituted political organizations;

(2) The obligations of the research-design staff and of the auxiliary and administrative staff shall result from the general labour legislation and from the job description annexed to the individual employment contract.

(3) The research-design staff and the auxiliary and administrative staff shall have the obligation to observe the provisions of the ethics and professional deontology Code of The Technical University of Civil Engineering Bucharest.

Art. 72. The outstanding achievements of the teaching staff may be rewarded by:

a) public acknowledgments during the meetings of the department, Faculty Council and/or University Senate;

b) gratitude letters on behalf of the Rector of the Technical University of Civil Engineering Bucharest;

c) diploma with honors or of excellence issued by The Technical University of Civil Engineering Bucharest and awarded in front of the University Senate;

d) prize offering;

e) honors degree awarding, according to the legal provisions and to the methodology approved by the University Senate;

f) acknowledgment diploma for the retired teaching staff, awarded in front of the University Senate;

Art. 73. The disciplinary sanctions that may be applied to the teaching and research staff of The Technical University of Civil Engineering Bucharest are stipulated by the Law of National Education no.1/2011, art. 312.

Art. 74. The sanctions that may be applied to the teaching and research staff and to the auxiliary teaching and research staff for breaking the academic ethic or for deviations from the correct conduct in scientific research are stipulated by the Law of National Education no. 1/2011, art. 318.

Art. 75. The outstanding achievements of the research-design staff and of the auxiliary and administrative staff may be rewarded by:

a) public acknowledgement from the direct manager;

b) prize awarding;

c) honors degree awarding according to the legal provisions and to the methodology approved by the University Senate.

Art. 76. The disciplinary sanctions that may be applied to non-teaching staff employed by the Technical University of Civil Engineering Bucharest are stipulated in the Labor Code.

Chapter X

Selection, Promotion and Training of the Teaching Staff

Art. 77. The teaching positions in The Technical University of Civil Engineering Bucharest shall be: Assistant Lecturer, Lecturer, Associate Professor and Full Professor.

Art. 78. (1) Employment on a teaching or research position in The Technical University of Civil Engineering Bucharest shall be tenured or non-tenured.

(2) The duration of a non-tenure contract shall be of maximum three years. As an exception, Ph.D. students may be employed for a maximum of five-year tenure period.

(3) Employment on a tenure teaching or research position shall be made only through public contest, after obtaining the Ph.D. title, according to the law.

Art. 79. (1) The assessment of the candidates present for the contest shall be made on the basis of the performance criteria in scientific and teaching activity, established by the University Senate, pursuant to the provisions of the legislation in force.

(2) The regulations regarding the contest methodology for teaching and research vacant position are comprised in the regulation regarding the selection, promotion and training of the teaching staff.

Art. 80. The vacant teaching positions may be occupied by the staff of The Technical University of Civil Engineering Bucharest or by collaborators, temporarily, with annual revalidation, as follows:

a) occupying non-tenure vacant positions by retired professors, for a fixed period of time and based on an employment contract, with the approval of the University Senate, according to the law;

b) fulfilling teaching tasks from vacant positions by the retired Full Professors or Associate Professors through employment contracts for hourly payment, at the proposal of the departments and with the approval of the Administrative Board; the same provision applies to the retired teaching staff that have acquired the status of doctorate coordinators and coordinate Ph.D. students who continue their doctoral studies;

c) fulfilling teaching tasks from any vacant position may be made by teaching and research staff, including Ph.D. students, if they comply with the conditions of the respective position;

d) by employing specialists, as associate teaching staff, invited to fulfill teaching tasks, with the authorization of the Department Board and with the approval of the Faculty Council;

Art. 81. Training the teaching staff of The Technical University of Civil Engineering Bucharest shall be obtained by:

- a) research programs and academic mobility, at national and international level;
- b) specialization programs by cooperation with institutions of higher education and research in the country and abroad;
- c) Ph.D. programs;
- d) postgraduate education;
- e) other programs/grants for advanced scientific research, developed in the country or by international cooperation.

Art. 82. The Technical University of Civil Engineering of Bucharest may assign research grants for young teaching staff, out of its own funds, by contest. The amount, duration and conditions for grant awarding shall be established by the University Senate.

Chapter XI

Admission of Students and Trainees

Art. 83. – (1) Admission of students to all study programs organized by The Technical University of Civil Engineering Bucharest – undergraduate, graduate and postgraduate – shall be made through competition. Selection shall be made by analyzing the abilities and knowledge of the candidates eligible for the domain for which they compete.

(2) Admission of the trainees to post-university programs shall be made:

- a) by competition for postdoctoral programs in advanced research;
- b) by application, for continuing professional training and professional development programs.

Art. 84. The specific admission criteria and the methodology for the organization of the admission competition for all study programs held in The Technical University of Civil Engineering Bucharest shall be based on the methodology developed by the Ministry of Education, with respect to the organization of the admission in higher education state institutions in Romania. The specific criteria and methodology shall be stipulated by The Technical University of Civil Engineering Bucharest.

Art. 85. (1) The procedure for the admission to the Ph.D. programs shall consist in a process of selecting candidates for each vacant position which the Doctorate supervisors within the doctoral school decide to propose.

(2) The number of Ph.D. candidates who can be coordinated simultaneously by a Ph.D. supervisor is established by the UTCB Senate.

(3) The selection of the Ph.D. candidates for a vacant position shall be made by the Ph.D. supervisor who shall coordinate the respective position.

(3) The Ph.D. candidates, proposed by the Ph.D. supervisor, may be enrolled only after obtaining the approval from the Doctoral School Board.

(4) The Ph.D. studies may also be held in joint supervision. In this case, the Ph.D. candidate shall work under the supervision of a Romanian Doctorate supervisor and one supervisor from a foreign country, or under the simultaneous supervision of two supervisors from different institutions in Romania, on the basis of a written agreement between the two institutions. Joint supervision Ph.D. studies may also be organized when the supervisors belong to the same institution that holds Ph.D. programs, but have different studying specializations/domains, or when one of the Ph.D. supervisors is over 65 years old.

(5) The contents and the form of the admission competition for Ph.D. studies are established by the Ph.D. supervisor together with the Doctoral School Board.

(6) Only graduates with master's degree or its national or international equivalent, may participate in the admission competition for Ph.D. studies.

(7) The Doctoral School Board shall ensure the transparency of the procedures for the Ph.D. selection and admission, of the evaluation criteria and of the standards required from the candidates and shall guarantee the access to information, including posting on the internet page.

Chapter XII

Professional Activity of Students and Trainees

Art. 86. The professional activity of students and trainees in all study programs organized by The Technical University of Civil Engineering of Bucharest shall include actively attending courses, seminars, laboratories, projects and applications, other forms of study, trainship, studying the disciplines included in the curriculum, taking exams, assessments and other examination methods, including the final exams.

Art. 87. Registration conditions, duties regarding the participation in the education process, testing methods, conditions for passing each academic year, granting prolongation of enrolment, transfer and re-enrolment system shall be stipulated in the regulation for developing the students' professional activity or, as applicable, in the regulation regarding the organization and development of Ph.D. studies and in the contract of academic studies signed by the candidate/trainee and The Technical University of Civil Engineering Bucharest, as well as, if applicable, by the Ph.D. supervisor.

Chapter XIII

Support Offered to Students and Trainees

Art. 88. The Technical University of Civil Engineering Bucharest's students from all study programs who reside outside Bucharest may be lodged in the University dormitories, upon availability and observance of the regulation regarding the student dormitories and canteens in the University. Trainees of the postgraduate students of The Technical University of Civil Engineering Bucharest may also be lodged in these dormitories, upon observance of the same regulation.

Art. 89. – (1) The Technical University of Civil Engineering Bucharest's students from all study programs shall be provided, for a fee, with meals in the University canteen. The teaching staff, auxiliary teaching staff, research-design staff, trainees, auxiliary and administrative staff of the University and other people may also benefit from the canteen services, according to the organization and management regulation of the University's dormitories and canteens.

(2) The maintenance expenditures of the dormitories and the canteen shall be covered by extra-budgetary funds obtained by the University, completed by subsidies from the public budget. The dormitory and canteen fees are proposed by the Administrative Board of The Technical University of Civil Engineering Bucharest and approved by the University Senate.

Art. 90. The Technical University of Civil Engineering Bucharest's students from all study programs may use the facilities of the University for study and research, as well as for organizing cultural and sporting activities. Such activities may be organized by the University or, jointly, by the university and student organizations. The Administrative Board shall be responsible for ensuring the integrity of the facilities and preserving the discipline in the respective spaces.

Art. 91. The Technical University of Civil Engineering Bucharest's students from all study programs shall benefit from free medical services provided by the University's medical office.

Art. 92. The Technical University of Civil Engineering Bucharest's students may benefit from professional career advice services, offered by the internal structures of the University.

Art. 93. – (1) The students of The Technical University of Civil Engineering students shall benefit from scholarships during their studies, pursuant to the provisions of the law. The main criterion for offering the scholarships shall be the students' learning performance.

(2) Scholarships for students in The Technical University of Civil Engineering Bucharest shall be granted from the public budget funds and/or from other sources.

(3) The scholarships shall be offered in accordance with the regulation for student scholarships and for scholarships/grants for Ph.D. studies or the grants for postdoctoral advanced research.

Chapter XIV

Access into The Technical University of Civil Engineering Bucharest

Art. 94. (1) Access shall be freely allowed into The Technical University of Civil Engineering Bucharest to all the members of the academic community, as well as to the auxiliary and administrative staff, during the work programme according to the rules regarding the access and circulation on the University premises. In the University's dormitories and canteens access shall be controlled by the organization and management regulation of the University dormitories and canteens.

(2) Access of the members of the academic community and of the auxiliary and administrative staff with their own cars may only be permitted inside the University with an access card, limited to the available parking places. The access cards are issued by the Administration Direction upon payment, the amount of the fee being set by the University Senate.

(3) Access of cars, utility vehicles, and building equipment shall be done, upon request from the involved parties, with a written note left at the access gate, issued by the Administration Direction and approved by the University Management. Intervention vehicles from the General Inspectorate for Emergency Situations shall be exempt in case of necessity.

Art. 95. - (1) People authorized by central authorities for education and research, as well as those authorized for academic evaluation, financial and sanitary control shall also be allowed to enter the premises of the Technical University of Civil Engineering Bucharest with the approval of the Rector, the Deans or, if applicable, the General Administration Director.

(2) Authorities responsible for public order and authorized people from the General Inspectorate for Emergency Situations shall have access on the premises of The Technical University of Civil Engineering Bucharest, according to the legislation in force.

(3) People from outside the academic community may also have access, for current activities, as guests, on the responsibility of and accompanied by their inviters.

(4) The teaching, auxiliary and administrative staff may also enter the premises intended for current activities outside the working program or in the days off, with the approval of their direct superior.

Chapter XV

Partnership Relations

Art. 96. The Technical University of Civil Engineering of Bucharest shall develop partnership relations with institutions from the academic environment, the economic environment, the public administration and with students' organizations, nongovernmental organizations, unions and other such organisms.

Art. 97. The partnership of The Technical University of Civil Engineering Bucharest with the national and international academic institutions shall have the following priorities: developing scientific research programs and projects with universities in the European Union or in the country, in research domains which are a priority for Romania or at international level;

a) promoting bilateral mobility exchanges for students and teaching staff at prestigious universities in the European Union, the United States of America, Japan and so on.

b) signing bilateral agreements for the recognition of the double diploma for students attending the courses of The Technical University of Civil Engineering Bucharest;

c) stimulating the development of master's and Ph.D. programs in joint supervision;

d) inviting professors from prestigious universities from the European Union and the United States of America for conferences and academic consultancy.

Art. 98. – (1) The partnership with the economic environment and with the public authorities shall aim at the following objectives:

a) developing strategic and sustainable consultancy relationships – with national or municipal companies – and elaborating codes/norms for designing buildings, environmental protection, earthquake protection and so on for central and local authorities;

b) creating consortia with firms/companies active in the domain with the purpose of participating in complex programs of advanced research and of setting a common research basis, for the benefit of both parties;

c) creating partnerships with school inspectorates and with pre-university education institutions with the purpose of creating common educational projects/research programs and of organizing scientific events and continuing education programs for the teaching staff in the pre-university education;

d) signing framework agreements with school inspectorates and cooperation contracts of 1-4 years with school institutions from the permanent network of pre-university education, created according to the provisions of the law, with the purpose of doing pedagogical practicum as well as management and research practicum for students/participants in the pedagogical master's programs and professional reorientation programs.

e) holding advanced courses in the field with the purpose of promoting European specialty standards and norms;

f) sponsoring The Technical University of Civil Engineering Bucharest for educational activities;

g) organizing specialized national and international conferences by The Technical University of Civil Engineering Bucharest and civil engineers associations.

Art. 99. – (1) The partnership with the students' organizations recognized by the University Senate shall consist in ensuring the following free of charge facilities:

a) to hold a headquarter for their own activities;

b) to use the spaces in The Technical University of Civil Engineering Bucharest for specific activities, with no political nature;

c) to organize their own specific posting spaces as informative panels intended for student activities;

(2) Student organizations may hold cultural, entertainment and sporting activities in the spaces of The Technical University of Civil Engineering Bucharest, using the facilities of the institution, with the approval of the Administrative Board.

Art. 100. – (1) The partnership between the management structures of The Technical University of Civil Engineering Bucharest and the representatives of the legally constituted trade unions shall be materialized through:

a) the participation of the trade union representatives in the activity of all-level management structures of the University, as guests in the meetings of the respective structures, where issues concerning the trade union members are discussed, having the right to freely express their opinions;

b) including the trade union representatives in the organisms that organize specific manifestations for academic life (scientific sessions, sporting competitions, contests).

(2) The Technical University of Civil Engineering Bucharest ensures the necessary facilities for holding the specific trade union activities, according to the law and within the availability limits.

Chapter XVI

Final Provisions

Art. 101. The Charter of The Technical University of Civil Engineering Bucharest may be modified in the following conditions:

a) following changes of legal regulations;

b) by the vote of at least two thirds of the members of the University Senate, if the changes are proposed by the Rector, by the Administrative Board or following the initiative of at least one third of the Senate members.

Art. 102. The present University Charter shall come into force after it is approved by the University Senate and authorized by the Ministry of Education. The same provision is applied to all the subsequent modifications of the University Charter.
