



# INSTITUTIONAL REGULATION FOR THE ORGANIZATION AND FUNCTIONING OF DOCTORAL STUDIES IN THE FRAMEWORK OF "VICTOR BABEȘ" UNIVERSITY OF MEDICINE AND PHARMACY OF TIMISOARA

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## SECTION I. Organizing Institution of Doctoral Studies (IOSUD)

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## CHAPTER I. General provisions

### Art.1.

*The institutional regulation for the organization and functioning of doctoral studies at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara is elaborated by the Doctoral Studies Council (CSUD), approved by the Board of Administration and endorsed by the Senate of the University, according to the provisions of the national legislation in force, as follows:*

1. Higher Education Law no. 199/2023, with subsequent amendments and additions;
2. Law no. 53/2011 - Labor Code;
3. Law no. 288/2004 on the organization of university studies;
4. Law on good conduct in scientific research no. 206/2004, with subsequent amendments and additions;
5. Order ME no. 3020/2024 for the approval of the Framework Regulation on doctoral studies;
6. Order MECTS no. 5691/2011 on the CNADTCU regulation for the evaluation of theses habilitation;
7. European Directive No 36/2005 as amended in 2011 and 2013;
8. Order MEN no. 4843/01.08.2006 regarding the fields of doctoral studies for Medicine, Dentistry and Pharmacy;
9. Order MECTS no. 4478/2011 on national minimum criteria - panels P1, P2, P3 of CNADTCU;
10. Order no. 3482/2016 on the Regulation of organization and functioning of the CNADTCU with subsequent updates;
11. Order MENCs no. 6153/2016 on the authorization, accreditation and periodic evaluation of Doctoral Schools;
12. ME Order no. 3998/2024 on the Methodology for granting the attestation of competence;
13. Charter of the "Victor Babes" University of Medicine and Pharmacy of Timișoara;
14. Internal regulations and decisions relevant to this activity.

### Art.2.

(1) Doctoral studies represent the higher cycle of university studies whose aim is to develop human resources competent in conducting original scientific research, and which culminates, after the defense of the doctoral thesis, with the award of the doctoral degree, a title corresponding to the level 8 qualification of the European Qualifications Framework (EQF) and the National Qualifications Framework (NQF).

(2) Doctoral studies shall be organized only in accredited or provisionally authorized doctoral schools operating within an institution organizing doctoral studies (IOSUD).

### Art.3.

(1) The University of Medicine and Pharmacy "Victor Babes" University of Timișoara (UMFVBT) is accredited by the Ministry of Education and Research (MEC) in accordance with the provisions of the Law on Higher Education no. 199/2024, the Order of the Ministry of Education no. 3020/2024 for the approval of the Framework Regulation on Doctoral Studies and the Charter of the University of Medicine and Pharmacy "Victor Babes" University of Timișoara as an Organizing Institution of Doctoral Studies (IOSUD).

(2) The head of the institution that legally represents IOSUD-UMFVBT is the Rector of the university, and the collective governing body to which IOSUD-UMFVBT is subordinated is the University Senate.

### Art.4.

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IOSUD-UMFVBT operates according to the provisions of the present *Institutional Regulation on the organization and functioning of doctoral studies at UMFVBT*.

#### **Art.5.**

(1) The UMFVBT has the right to organize the admission competition for doctoral studies in the fields of Medicine, Pharmacy and Dentistry, respecting the university autonomy according to the UMFVBT Charter.

(2) The scientific doctorate organized within IOSUD-UMFVBT is a prerequisite for a professional career in higher education and research and its form of study is full-time.

(3) The scientific doctorate is based on advanced innovative scientific research, contributing to the development of knowledge, competences and cognitive skills.

(4) The knowledge, competences and skills of professional specialization, specific to the field and transversal, confer to the graduate of scientific doctoral studies the ability:

- a) advanced knowledge in the field;
- b) the ability to creatively identify, formulate and solve research problems;
- c) mastering advanced research methods and techniques;
- d) knowledge of research project management;
- e) mastering new processes and solutions in research;
- f) documentation and exploitation of scientific work;
- g) the ability to write scientific papers and other scholarly material at an advanced level, in a style appropriate to the field of study and in accordance with the specific national and international rigors of the field;
- h) the ability to handle and process data at an advanced level, including the use of dedicated software, depending on the domain;
- i) academic-level language skills in languages of international circulation necessary to document and produce scientific work;
- j) understanding and ability to apply the principles and values of the ethics of scientific research in the field;
- k) written and oral communication skills in science and culture;
- l) advanced language skills in languages of international circulation, including the ability to express and formulate ideas in multicultural and multilingual contexts;
- m) advanced digital skills and competences, part of the digital transformation at societal level, including through the use of artificial intelligence;
- n) interpersonal and teamwork skills;
- o) knowledge of management of human, material and financial resources;
- p) knowledge of career management, as well as techniques for finding a job and creating jobs for others;
- q) knowledge of risk, crisis and failure management;
- r) knowledge of critical thinking, including the ability to analyze, interpret or formulate reasoning in different contexts;
- s) knowledge of the use of intellectual property rights legislation;
- t) the ability to innovate and the concepts of economic, technological and social entrepreneurship.

#### **Art.6.**

(1) IOSUD-UMFVBT enrolls doctoral students only within an accredited (or provisionally authorized) doctoral school, such as the Doctoral Schools of UMFVBT.

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- (2) Doctoral schools promote the interdisciplinary character of doctoral studies, implementing national and international best practices in their functioning within IOSUD-UMFVBT, which is a prerequisite for organizing doctoral cotutelle doctorates with other prestigious doctoral schools in the country and abroad.
- (3) The doctoral schools within IOSUD-UMFVBT ensure an active cooperation with all IOSUD collaborating institutions, including the Romanian Academy and other research institutions in the country and abroad in order to carry out scientific research programs within the doctoral cycle.

**Art.7.**

The doctoral schools within IOSUD-UMFVBT operate in accordance with the provisions of the *Institutional Regulation on the organization and functioning of doctoral studies at UMFVBT* and related methodologies, as well as the *Doctoral School Regulations*, documents that are permanently updated and validated in accordance with the legislation in force.

**Art.8.**

IOSUD-UMFVBT provides institutional, administrative and logistical support to the subordinated doctoral schools as follows:

- a) initiates and is responsible for the procedures for the establishment and/or accreditation of new doctoral schools in UMFVBT;
- b) carry out internal evaluations in accordance with the regulations in force;
- c) may make proposals for reorganization in accordance with the provisions of the Framework Regulation on doctoral studies (O.M.E. no. 3020/2024) with subsequent amendments and additions, as well as other normative acts in force at the date of reorganization.

## CHAPTER II. IOSUD Management

**Art.9.**

- (1) IOSUD-UMFVBT is governed by the Council for Doctoral Studies, hereinafter referred to as CSUD.
- (2) CSUD operates on the basis of this Regulation, in accordance with the provisions of the Law on Higher Education no. 199/2023 and the Framework Regulation on doctoral studies (O.M.E. no. 3020/2024) with subsequent amendments and additions.

**Art.10.**

- (1) The CSUD is composed of 7-17 members. Within IOSUD-UMFVBT, the number of CSUD members for the approved mandate 2024-2029 is 13 members (1 - CSUD Director, 6 members - Medicine, 2 members - Dentistry, 2 members - Pharmacy and 2 representatives of students-doctoral students from the lower years respectively from the upper years)
- (2) The members of the CSUD are elected by universal, direct, secret and equal vote of the doctoral supervisors and doctoral students within the doctoral schools of IOSUD-UMFVBT.
- (4) The Director of the CSUD is an ex officio member of the CSUD.

**Art. 11.**

- (1) CSUD may have as members:
  - a) IOSUD PhD supervisors;
  - b) PhD supervisors from home or abroad;

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c) representatives of doctoral students from IOSUD-UMFVBT doctoral schools, in the proportion of 25%, strictly for the duration of doctoral studies, namely until the date of public defense of the doctoral thesis.

(2) CSUD members who are academics or researchers must have the right to conduct doctoral studies in the country or abroad and meet the minimum and mandatory standards for the granting of the habilitation certificate in force at the date of their appointment as CSUD members.

(3) The methodology for the appointment of the members of the CSUD shall comply with the provisions of this Regulation, which shall be submitted to the UMFVBT management for approval and approved by the University Senate.

**Art. 12.**

(1) The term of office of the members of the CSUD is 5 years.

**Art. 13.**

In the event of a vacancy in the CSUD, by-elections shall be organized and the mandate of the new member shall automatically expire at the end of the CSUD's term of office.

**Art. 14.**

(1) The CSUD shall meet regularly and whenever necessary, at the request of the Director of the CSUD or of at least 1/3 of the number of members.

**Art. 15.**

(1) The CSUD is headed by a Director.

(2) The position of director of the CSUD is assimilated to the position of pro-rector.

(3) The attributions of the Director of the CSUD are specified in the *Regulation on the organization and functioning of the Doctoral Studies Council at UMFVBT*.

**Art. 16.**

(1) The Director of CSUD is appointed following a public competition organized by the institution legally representing IOSUD, namely UMFVBT.

(2) The methodology for conducting the public competition must comply with the provisions of the Framework Regulation on doctoral studies (O.M.E. no. 3020/2024), is proposed by the UMFVBT management and approved by the University Senate.

(3) The notice of the competition shall be published at least two months before the closing date for registration of candidates.

(4) Notices shall be published at least by the following means:

a) in a visible place on the main page of the UMFVBT website;

b) on the website of the Ministry of Education;

c) in the Official Monitor of Romania, Part III.

(5) The competition for the post of Director of the CSUD may only be held by persons who have the right to conduct doctoral studies and who meet the minimum and mandatory standards for the granting of the certificate of habilitation in force on the date of publication in the Official Monitor of Romania, Part III, of the announcement on the competition for the post.

**Art. 17.**

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- (1) The Selection Board is composed of 5 members, of which at least 3 must be from outside IOSUD-UMFVBT, from the country or abroad. The Selection Board is appointed by decision of the Rector.
- (2) At least one member of the competition committee has an employment contract with a foreign higher education or research institution recognized as such by the Ministry of Education.
- (3) The members of the competition committee must have the right to conduct doctoral studies, in the country or abroad, and must meet the minimum and mandatory standards for the granting of the habilitation certificate in force at the date of publication in the Official Monitor of Romania, Part III, of the announcement of the competition for the post.

**Art. 18.**

On the basis of the decision of the competition committee, the legal representative of IOSUD, i.e. the Rector of UMFVBT, concludes a management contract with the appointed person for a period of 5 years.

### CHAPTER III. Tasks of the CSUD

**Art. 19.**

(1) The main tasks of the CSUD are:

- a) setting the IOSUD strategy;
- b) developing its own regulation for the organization and conduct of doctoral programs at IOSUD level;
- c) formulating proposals for the establishment and closure of IOSUD doctoral schools;
- d) developing requirements for writing doctoral theses;
- e) developing ethical and deontological standards applicable during doctoral studies;
- f) providing institutional, administrative and logistical support to the subordinated doctoral schools;
- g) elaboration and updating of the Institutional Regulation on the organization and functioning of doctoral studies at UMFVBT;
- h) approval of decisions on the establishment and closure of doctoral schools within IOSUD;
- i) selecting doctoral supervisors who are part of a newly established doctoral school;
- j) the coordination of the partnership, where the IOSUD is constituted from a partnership, according to the partnership contract;
- k) granting or revoking doctoral supervisors' membership of the Doctoral School;
- l) registration and expulsion of doctoral students, at the proposal of the doctoral supervisors;
- m) establishing criteria for the elaboration of Doctoral School curricula;
- n) the realization of the Staff Regulations of the teaching and research staff affiliated to the Doctoral Schools;
- o) the approval of interruptions and extensions of the doctoral period (for good reasons and with the agreement of the supervisor);
- p) approval of withdrawals from the doctoral program;
- q) other specific tasks, established by the IOSUD regulation, according to the law.

**Art.20.** IOSUD-UMFVBT guarantees the transparency of the organization and conduct of doctoral study programs at the level of its own Doctoral School and ensures the publication on the Internet of all necessary information on doctoral study programs.

**Art. 21.**

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IOSUD-UMFVBT has the obligation to provide accurate and complete information on doctoral degree programs to doctoral candidates, to the academic community and to other interested individuals or legal entities.

**Art. 22.**

(1) IOSUD-UMFVBT together with the Doctoral School shall take measures to prevent and sanction deviations from the norms of scientific, professional and academic ethics, according to the Code of Ethics and Professional Deontology of UMFVBT.

(2) The doctoral supervisor is jointly liable with the doctoral student in the case of possible academic fraud, violations of academic ethics or misconduct in scientific research, including plagiarism.

(3) In the case of possible academic fraud, violations of academic ethics or misconduct in scientific research, including plagiarism, the doctoral student and/or the doctoral supervisor is/are liable under the law.

## CHAPTER IV. Acquisition and loss of IOSUD status

**Art. 23.**

IOSUD is the higher education institution that has acquired the recognition of this quality as a result of the external quality assessment process, according to the law.

**Art. 24.**

(1) The status of IOSUD is lost when the following conditions are cumulatively met:

- a) no IOSUD Doctoral School is accredited or provisionally authorized;
- b) all doctoral students who have a contract with the respective IOSUD and have completed their doctoral studies or have been dismissed.

**Art. 25.**

(1) IOSUD may enroll new doctoral students only within an accredited or provisionally authorized Doctoral School.

## SECTION II. Doctoral School

### CHAPTER I. Organization of the Doctoral School

**Art. 26.**

(1) Doctoral School is an organizational and administrative structure set up within IOSUD-UMFVBT and which provides the necessary support for the development of doctoral study programs.

(2) The doctoral school is organized and operates with doctoral supervisors who have acquired this right, according to the law. A doctoral school may be established only if it comprises at least 3 doctoral supervisors for whom it organizes doctoral studies.

(3) IOSUD-UMFVBT may operate one or more doctoral schools.

**Art. 27.**

The general framework for the organization and functioning of Doctoral Schools is established by the provisions of the present *Institutional Regulation on the organization and functioning of doctoral studies*

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at UMFVBT and the Framework Regulation on doctoral studies (O.M.E. no. 3020/2024) and may be supplemented by the provisions of the regulations of each Doctoral School, in compliance with the law.

**Art. 28.**

(1) The establishment and dissolution of doctoral schools shall be proposed by the CSUD and approved by the University Senate.

(2) In the structure of a higher education institution, a Doctoral School has equal rank with a department and may organize research centres or laboratories functioning as income and expenditure units within IOSUD-UMFVBT.

(3) The affiliation relations between the Doctoral School and other structures of the university are established by the *Institutional Regulation on the organization and functioning of doctoral studies at UMFVBT*.

**Art. 29.**

(1) The Doctoral School is governed by the Director of the Doctoral School and the Doctoral School Council (DSC).

(2) The director of the Doctoral School is assimilated to the department director.

(3) The Doctoral School Council is assimilated to the Department Council.

(4) The Doctoral School Council is chaired by the Director of the Doctoral School and is an ex-officio member of the Doctoral School Council. At Doctoral School level, the Director of the Doctoral School and the members of the Doctoral School Council shall be elected by universal, direct and secret vote of the doctoral supervisors and doctoral students of the Doctoral School.

(5) The persons entitled to be elected as members of the doctoral school council are those who have the quality of doctoral supervisor in the respective doctoral school.

(6) Doctoral students have at least one representative in the Doctoral School Council.

**Art. 30.**

(1) The persons entitled to be elected as members of the Doctoral School Council are those who are doctoral supervisors at the Doctoral School.

(2) Doctoral students have at least one representative in the Doctoral School Council.

(3) The proportion of doctoral supervisors from the Doctoral School in the Doctoral School Council is established by the CSUD.

**Art. 31.**

(1) The composition of the Doctoral School Council is established by a universal, direct and secret vote of the doctoral supervisors and doctoral students of the Doctoral School.

(2) The term of office of the Doctoral School Council is 5 years.

(3) Doctoral students members of the Doctoral School Council who complete their doctoral studies during the Council's term of office lose their membership of the Council on the date of the public defense of their doctoral thesis.

(4) Partial elections shall be organized to fill vacancies on the Doctoral School Council, in accordance with the provisions of para. (1), and the term of office of the new member shall terminate upon the expiry of the term of office of the Doctoral School Council.

**Art. 32.**

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(1) The Doctoral School Council meets at least 3 times a year, at the request of the Director of the Doctoral School or at least 1/3 of its members.

## CHAPTER II. Duties of the Doctoral School

### Art. 33.

The main tasks of the Doctoral School Council are:

- a) elaboration of *the Doctoral School Regulations*;
- b) taking decisions on granting or revoking the membership of the Doctoral School to doctoral supervisors, as well as setting minimum standards of scientific performance in order to apply these procedures objectively;
- c) the registration and expulsion of doctoral students, at the proposal of the doctoral supervisors members of the Doctoral School;
- d) taking decisions for the approval of the Staff Regulations of the teaching and research staff affiliated to the Doctoral School, as appropriate;
- e) assisting the external evaluator in the evaluation process for accreditation/reaccreditation or provisional authorization of the doctoral school;
- f) other specific tasks.

### Art. 34.

(1) *The Regulations of the Doctoral School shall* establish the manner in which the doctoral study programmes are organized and conducted within the Doctoral School.

(2) *The Regulations of the Doctoral School* are elaborated by the Doctoral School's Board, in consultation with all doctoral supervisors members of the respective Doctoral School, in compliance with the provisions of the *Institutional Regulation on the organization and functioning of doctoral studies at UMFVBT*.

(3) *The Regulations of the Doctoral School* shall be approved by the universal, direct, secret and equal vote of the absolute majority of the doctoral supervisors who are members of the respective Doctoral School.

(4) *The Regulations of the Doctoral School* are approved by the CSUD.

(5) *The Regulations of the Doctoral School shall* establish mandatory criteria, procedures and standards covering at least the following aspects:

- a) the acceptance of new doctoral supervisor members, as well as regulations on how a doctoral supervisor can be removed from the doctoral school;
- b) the mechanisms by which decisions are taken on the appropriateness, structure and content of the program of training based on advanced university studies;
- c) procedures for changing the supervisor of a particular doctoral student and conflict mediation procedures;
- d) conditions under which the doctoral program may be interrupted;
- e) how to prevent fraud in scientific research, including plagiarism;
- f) ensuring access to research resources;
- g) attendance obligations for doctoral students, according to a methodology developed by the Ministry of Education.

(6) The regulation may also apply to doctoral programs of doctoral studies carried out in cotutelle, if so decided by the partnership agreement.

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#### **Art. 35.**

Doctoral schools have the obligation to provide accurate and complete information on doctoral programs to doctoral candidates, the academic community and other interested individuals or legal entities.

#### **Art. 36.**

(1) IOSUD-UMFVVBT guarantees the transparency of the organization and conduct of doctoral study programs at the level of all its Doctoral Schools.

(2) Doctoral Schools, with the logistical support of IOSUD, will ensure the publication on the Internet of all necessary information on doctoral programs, targeting in particular the following categories:

- a) *Doctoral School Regulations*;
- b) information on vacancies for PhD students;
- c) information on vacancies for PhD supervisors;
- d) information on how doctoral programs are organized and run;
- e) information on the content of doctoral programs;
- f) information on how the studies are financed and the costs incurred by the doctoral student;
- g) model framework contract for doctoral studies;
- h) information on the supervisors and doctoral students they supervise, including at least a list of their publications and patents;
- i) information on the professional results and performance of doctoral supervisors;
- j) information on doctoral theses, i.e. standards, procedures and criteria for their evaluation;
- k) the abstracts of the doctoral theses to be defended in public, as well as the date, time and location of the public defense;
- l) the addresses where finalized doctoral theses published on a website administered by the M.E. can be accessed.

#### **Art. 37.**

(1) The doctoral school together with the doctoral supervisor have the obligation to inform the doctoral student about the scientific, professional and academic ethics and to verify compliance with it, including:

- a) compliance with ethical rules during the doctoral research;
- b) compliance with deontological provisions in writing the doctoral thesis.

(2) The Doctoral School and IOSUD, respectively UMFVBT, shall take measures to prevent and sanction deviations from the rules of scientific, professional and academic ethics, according to the UMFVBT *Code of Ethics and Professional Deontology*.

#### **Art. 38.**

(1) IOSUD, through the Doctoral Schools, may grant financial support to doctoral students for research internships in the country or abroad, with the consent of the doctoral supervisor.

(2) The conditions and the way in which academic mobility is realized shall be established by a methodology approved by order of the Minister of Education.

### **CHAPTER III. The doctoral student**

#### **Art. 39.**

(1) Doctoral student is the student enrolled in the doctoral program.

(2) The program of doctoral studies, hereinafter referred to as the doctoral program, represents the totality of activities in which the doctoral student is involved, relevant from the point of view of doctoral studies.

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(3) During the doctoral program, the doctoral student has the right:

- a) benefit from the support, guidance and coordination of the doctoral supervisor;
- b) participate in seminars or working meetings of IOSUD R&D staff when topics relevant to doctoral studies are under discussion;
- c) to be represented in the decision-making bodies of the doctoral school, in accordance with the provisions of this Regulation;
- d) access and use IOSUD's research infrastructure, including logistics, documentation centers, libraries (including international databases) and equipment of the doctoral school and IOSUD for the development of research projects and doctoral thesis;
- e) enrol in courses and seminars organized by other doctoral schools;
- f) work together with teams of researchers from IOSUD or from R&D units that have institutional agreements or partnerships with IOSUD, and interdisciplinary initiatives are encouraged and supported;
- g) to be integrated into IOSUD research project teams, including through participation in the grant writing and application process;
- h) benefit from national or international mobility;
- i) receive institutional support to participate in scientific conferences or congresses, workshops, summer or winter schools and national and international seminars in the field in which they have chosen their doctoral thesis;
- j) to participate in scientific communication sessions organized by the doctoral school and/or IOSUD;
- k) to be informed about the curriculum of doctoral studies at the doctoral school;
- l) benefit from existing student support services at higher education institutions, including accommodation and canteen facilities.

(4) The doctoral student has the following obligations:

- a) to respect the timetable established with the doctoral supervisor and to fulfill their obligations to defend their work and present the results of their research;
- b) to make a presentation on the progress of his/her scientific research program to the academic integrity and guidance committee and the doctoral supervisor at least once every 12 months, at his/her request;
- c) be in permanent contact with the supervisor;
- d) to respect institutional discipline without being restricted in their academic freedom;
- e) comply with policies of academic ethics and conduct and conduct their studies and research with academic integrity.

## CHAPTER IV. Doctoral supervisor and academic integrity and guidance committee

### Art. 40.

(1) Doctoral supervisors are persons who have obtained the right to doctoral supervision prior to the date of entry into force of the Law on Higher Education no. 199/2023, with subsequent amendments and additions, as well as persons who have obtained the habilitation certificate and become members of a doctoral school within an IOSUD, on the basis of an individual employment contract.

(2) In order to conduct doctoral programs, the teaching and research staff who have acquired this right must have an employment contract with IOSUD-UMFVBT and be members of a Doctoral School.

(3) A doctoral supervisor may supervise doctoral students only in the field for which he/she has obtained this right.

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(4) A teaching and research staff member who has the right to conduct doctoral programs and who is a tenured professor at a higher education or research institution that is not an IOSUD or a component of an IOSUD may, under the conditions of Article 166 para. (3) of Law no. 1/2011, be part of the Doctoral School of IOSUD-UMFVBT.

(5) A doctoral supervisor from the Doctoral School may simultaneously supervise doctoral students only in IOSUD-UMFVBT, except for doctoral students in cotutelle.

(6) A doctoral supervisor may simultaneously supervise a maximum of 8 doctoral students at different stages of doctoral studies.

#### **Art. 41.**

(1) Doctoral studies may also be organized in cotutelle, in which case the doctoral student carries out his/her work under the concurrent supervision of a Romanian doctoral supervisor and a doctoral supervisor from another country or under the concurrent supervision of two doctoral supervisors from different IOSUDs in Romania, based on a written agreement between the organizing institutions involved, which will be reflected in the study contract.

(2) Doctoral cotutelle can also be organized if the doctoral supervisors are from the same IOSUD, but have different specializations/fields of study or one of the doctoral supervisors has reached the age of 65.

(3) A main doctoral supervisor shall be defined in the case of a doctoral doctorate in cotutelle. The doctoral student is fully accountable to the main doctoral supervisor, including in the normalization of his/her teaching and research activity.

(4) The doctoral student who completes his/her doctoral program will defend the doctoral thesis at the IOSUD institution to which the main doctoral supervisor is affiliated, subject to the rules of the IOSUD and the Doctoral School of the respective university.

#### **Art. 42.**

(1) Doctoral supervisors shall be remunerated for their work in this capacity in accordance with the legislation in force.

#### **Art. 43.**

(1) At the reasoned request of the doctoral student, the council of the doctoral school may decide to change the supervisor, if it is found that the supervisor has failed to fulfill his/her legal or contractual obligations, for other reasons concerning the mentoring relationship between the supervisor and the doctoral student, as well as in case of the unavailability of the supervisor. In such cases, the Doctoral School Council shall appoint another doctoral supervisor in the same field within 30 days.

(2) The Council of the Doctoral School shall appoint another doctoral supervisor in the case referred to in paragraph. (1), as well as if the doctoral supervisor is unavailable.

(3) If the termination of a student-doctoral student's coordination relationship occurs due to the sole fault of the doctoral supervisor, the doctoral school proposes to the CSUD to take measures to sanction him/her, according to the provisions of the IOSUD regulation.

(4) When appointing a new doctoral supervisor, the doctoral school council will take into priority consideration the need for the doctoral student to be able to complete the doctoral program in the field of doctoral studies specified in the study contract, according to the registration.

#### **Art. 44.**

(1) The doctoral student is supported in the doctoral program by a guidance committee composed of 3 other members who may be part of the doctoral supervisor's research team, other persons affiliated to the

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Doctoral School or teaching and research staff not affiliated to the Doctoral School. The doctoral supervisor is supported in his/her work with the doctoral student by a committee for guidance and academic integrity.

(2) The composition of the doctoral committee is determined by the supervisor in consultation with the doctoral student. The supervisory committee shall provide advice to doctoral students through regular meetings in addition to those set by the doctoral supervisor. The members of the guidance and academic integrity committee may be members of the doctoral supervisor's research team, other persons affiliated to the doctoral school or teaching and research staff not affiliated to the doctoral school. At least one member of this committee must be from outside the higher education institution / Romanian Academy.

#### **Art. 45.**

(1) The activity of doctoral supervisors is regulated in accordance with the legislation in force.

(2) Reimbursement of transportation and accommodation expenses for members of the doctoral committee from other university centers is made in the amount of 2000 RON/commission/doctoral candidate based on a necessity report and proofs (invoices for transportation and accommodation, transportation tickets, gasoline vouchers) submitted to the Doctoral School Secretariat.

#### **Art. 46.**

(1) The rights and obligations of the doctoral supervisor derive from the Law no. 199/2023, with subsequent amendments and additions, from the *Institutional Regulation on the organization and conduct of doctoral studies at UMFVBT*, the *Doctoral School Regulation*, as well as from his/her employment contract.

(2) The doctoral supervisor's rights include, among others:

- a) the right to supervise and evaluate the doctoral student's work within the doctoral program, in accordance with professional and academic autonomy, following the requirements of the doctoral program and respecting the professional interests of the doctoral student;
- b) the right to propose the academic guidance and integrity committee and the doctoral committee;
- c) the right to an impartial internal and external evaluation in accordance with the specific methodology of the evaluation process;
- d) the right to know the methodology against which they are assessed, both in internal and external evaluation;
- e) the right to know the results of the internal and external evaluation of their own work;
- f) the right to refuse to supervise a doctoral student if he or she is unwillingly placed in a conflict of interest;
- g) the right to request the doctoral school council to terminate the mentoring relationship with a doctoral student, giving reasons;
- h) the right to request the doctoral school to organize an admission competition for each vacant student-doctoral student position under its supervision;
- i) the right to decide the elements of study within the training program based on advanced graduate studies in which the doctoral student must participate, subject to the provisions of this Regulation.

(3) The doctoral supervisor has the following obligations:

- a) to ensure the scientific, professional and ethical guidance of each doctoral student;
- b) propose research topics;
- c) provide conditions and stimulate the progress of doctoral students in their research;
- d) to carry out objective and rigorous monitoring and evaluation of each PhD student;
- e) support the mobility of doctoral students;

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- f) to avoid conflicts of interest in mentoring doctoral students;
- g) to make every effort to check the conformity of doctoral theses with the specific requirements of an original creation.

**Art. 47.**

The PhD student and the PhD supervisor have the obligation to present the correct affiliation to the Doctoral School of IOSUD-UMFVBT in absolutely all national or international publications in which they appear as first authors, main authors or co-authors, regardless of the level of quotation/indexing/recognition, respectively in all research contracts and national or international research projects, in which they are members and UMFVBT is coordinator/partner.

## CHAPTER V. Doctoral studies contract

**Art. 48.**

(1) The rights and obligations of doctoral students, doctoral supervisors and IOSUD, through the doctoral schools, are set out in the doctoral study contract.

The purpose of the study contract is to carry out activities specific to the doctoral program, regulating the relations between IOSUD, the doctoral supervisor and the doctoral student, specifying the rights and obligations of the signatory parties, in accordance with the legislation in force, the provisions of the university charter and the decisions of the university senate.

(2) The model framework contract for doctoral studies is elaborated by the CSUD and made available to all doctoral schools.

(3) The doctoral study contract is concluded with each individual doctoral student and is signed by the doctoral student, the doctoral supervisor and the legal representative of IOSUD.

(4) The doctoral student's teaching activities must not negatively affect the time available for the doctoral program, given that the doctoral program is primarily a professional research experience.

**Art. 49.**

The doctoral study contract shall contain at least the following information:

- a) IOSUD and doctoral school data;
- b) the identification data of the doctoral student and the doctoral supervisor;
- c) doctoral studies;
- d) type of doctorate;
- e) form of education;
- f) form of financing;
- g) the monthly amount of the scholarship/tuition fee, where applicable;
- h) the number of research and/or teaching activities, according to the degree, in the case of full-time doctorates;
- i) the duration of the doctoral program followed;
- j) research topic;
- k) the language in which the study program is organized;
- l) the language in which the doctoral thesis is written and defended - Romanian, the language of a national minority or a language of international circulation. Doctoral theses written in a language other than Romanian must be accompanied by an abstract in Romanian;
- m) minimum mandatory standards to be respected during the course of studies and in the process of preparing the doctoral thesis;

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- n) the deadline for completion of the doctoral thesis;
- o) conditions for extending the deadline for the completion of the doctoral thesis;
- p) conditions for interruption of the study program;
- q) the amount of teaching activities that the doctoral student carries out and the period during which they are carried out;
- r) the conditions under which the supervisor can change;
- s) conditions for termination of the study contract;
- t) information on the processing of personal data in accordance with the legislation in force.

**Art. 50.**

- (1) Conflicts between the doctoral student and the doctoral supervisor are mediated by the Doctoral School Council, and if the conflict is not resolved at this level, it is mediated by the CSUD.
- (2) Conflicts between the doctoral student and the Doctoral School are mediated by the CSUD.

## SECTION III. Organization and conduct of doctoral studies

### CHAPTER I. Selection, admission and employment in doctoral programs

**Art. 51.**

- (1) Admission to doctoral studies is the process of selecting candidates for the vacant positions of doctoral students that the doctoral supervisors of the doctoral school decide to propose for occupation during the admission sessions organized by IOSUD-UMFVBT, through the doctoral schools.
- (2) The selection of the candidate for a vacant student-doctoral student position is carried out by the doctoral school in compliance with:
  - a) provisions of the framework methodology for admission to university studies, adopted by order of the Minister of Education;
  - b) the provisions of the IOSUD-UMFVBT own regulation.
- (3) The rector's decision shall be made by decision of the rector.
- (4) The organization and conduct of the admission contest to the doctoral programs at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara shall be carried out according to the *Methodology* proposed by the CSUD, approved by the Board of Directors and endorsed by the Senate of the UMFVBT.

**Art. 52.**

The content and form of the admission competition are established by the *Methodology on the organization and conduct of the admission competition to doctoral studies*.

**Art. 53.**

- (1) Only graduates with a master's degree or its equivalent according to the law are entitled to participate in the admission contest for doctoral studies, and the cumulative number of transferable study credits acquired, for the bachelor's and master's degree cycle, must be at least 300.
- (2) Resident physicians have the right to enroll during their residency in a doctoral program and thus simultaneously have the status of research assistant or academic assistant for a fixed period, being remunerated for both activities, according to the law.

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**Art. 69.**

- (1) The doctoral school provides doctoral students with a training program based on advanced university studies consisting of activities carried out in institutionalized study formations, through courses, seminars, laboratories and the like.
- (2) The doctoral school is obliged to provide free and unrestricted access to the advanced training program to all doctoral students within the doctoral school or other doctoral schools.

**Art. 70.**

- (1) The doctoral training program based on advanced doctoral studies in the field of Health, within the doctoral school of IOSUD-UMFVBT totals 60 transferable credits.
- (2) The training program based on advanced university studies must not adversely affect the time available to the doctoral student for individual scientific research or artistic creation and must be relevant to the research subject of the doctoral thesis.
- (3) The doctoral school may recognize, according to the IOSUD regulation and under the conditions of the law, the completion of previous doctoral internships and/or scientific research internships, carried out in the country or abroad, in higher education institutions or in recognized research centers, as well as the completion of courses within the research master's degree programs.
- (4) The participation of a particular doctoral student in the training program based on advanced graduate studies and the choice of the elements of study within this program to be followed by the doctoral student shall be determined exclusively and independently by the doctoral student's supervisor. Restriction of this option of the supervisor is prohibited.
- (5) The doctoral student may independently choose to take courses within the framework of advanced university studies provided by his/her own Doctoral School or by other Doctoral Schools. Restriction of this independent choice is prohibited.

**Art. 71.**

- (1) The training program based on advanced doctoral studies is a tool to enrich the knowledge of the doctoral student and to serve him/her for the successful conduct of the scientific research program and the acquisition of advanced competences specific to the doctoral cycle.
- (2) Any evaluations related to courses, seminars or laboratories within the training program based on advanced university studies have an exclusively informative role, are not mandatory for doctoral students and cannot condition the funding of doctoral students or their path within the study program. Assessment for the award of the doctoral degree is based on the doctoral thesis and its public defense.
- (3) IOSUD-UMFVBT, through the Doctoral Schools, facilitates and guarantees the curricular flexibility of the doctoral programs.

**Art. 72.**

- (1) In order to ensure the necessary knowledge base for doctoral studies, doctoral schools may organize within their framework doctoral research master's degree programmes, exclusively in the full-time education form and mainly oriented towards the training of scientific research skills.
- (2) The learning achieved in the research master's program may be equivalent to the training program based on advanced university studies.
- (3) The training program based on advanced university studies may also be carried out through the participation of doctoral students in the research master's courses organized by the doctoral school if they have not already completed these courses, without the doctoral students being obliged to take the promotion examinations within this cycle.

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**Art. 73.**

- (1) The scientific research program involves the participation of the doctoral student in one or more scientific projects established by the doctoral supervisor.
- (2) The responsibility for the structure, content, conduct and organization of the doctoral student's scientific research program lies with the doctoral supervisor.
- (3) The doctoral supervisor is directly responsible for the doctoral student's scientific career and is obliged to take all necessary measures to ensure the conditions, knowledge and information that maximize the chances of completing the doctoral program.
- (4) Providing the necessary resources for research projects involving the PhD student is also a specific obligation of IOSUD-UMFVBT, the Doctoral School and the PhD supervisor.
- (5) In order to ensure a coherent scientific progress, the doctoral student shall, at his/her request and at least once every 12 months, make a presentation of the progress of his/her scientific research program to the doctoral supervisor and the doctoral supervisor's guidance committee, which have the role of guiding, correcting and supporting the doctoral student's scientific progress.

## **CHAPTER VI. Doctoral Thesis**

**Art. 74.**

- (1) Doctoral dissertation is the original scientific work elaborated by the doctoral student in the framework of doctoral studies, which is a legal condition for obtaining the doctoral degree. The doctoral dissertation must demonstrate advanced scientific knowledge of the subject matter, contain elements of originality in the development and solution of the subject matter, as well as ways of scientifically validating them with practical applicability.
- (2) The doctoral dissertation is elaborated in compliance with *the UMFVBT Standards for the elaboration of doctoral dissertations*, which include elements of structure and graphic formatting according to a standard format indicated on the university website.
- (3) The standard format of the doctoral dissertation at UMFVBT includes: 1/3 Theoretical part (general), 2/3 Special part (original), bibliography and appendices. The graphical formatting will comply with current national and international requirements regarding the format of a scientific text. The doctoral student must respect this format.
- (4) The doctoral thesis will be written in the language established in the doctoral study contract.
- (5) The title of the doctoral thesis may be modified with the opinion of the doctoral supervisor until the completion of the thesis for public defense.
- (6) The doctoral thesis is an original work and it is mandatory to mention the source for any material taken from it.
- (7) The content of the doctoral dissertation is determined by the doctoral student in consultation with the doctoral supervisor and will comply with *the Standards for the preparation of doctoral dissertations at UMFVBT*.

**Art. 75.**

The doctoral student is the author of the doctoral thesis and is responsible for the correctness of the data and information presented in the thesis, as well as for the opinions and demonstrations expressed in the thesis.

**Art. 76.**

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- (1) Doctoral theses together with their annexes are public documents and shall be written in digital format. The doctoral thesis shall be submitted in both printed and electronic (pdf) format. The doctoral thesis and its annexes shall be published on a website administered by the Ministry of Education, in compliance with the copyright legislation in force.
- (2) The protection of intellectual property rights on the doctoral thesis is ensured in accordance with the provisions of the law.
- (3) The exploitation of copyright and/or industrial property rights on the original product or creation realized within the doctoral studies program is carried out in accordance with the provisions of the relevant legislation.

## CHAPTER VII. Completion of doctoral studies

### Art. 77.

- (1) Doctoral studies are finalized by the public defense of the doctoral thesis before the doctoral thesis public defense committee, hereinafter referred to as the doctoral committee.
- (2) Public defense can take place only after the doctoral supervisor and the academic integrity and guidance committee have given their consent.
- (3) The doctoral thesis can be defended only after its evaluation by all the members of the doctoral committee and in the presence of at least 4 of them, with the mandatory physical participation of the committee chair and the doctoral supervisor(s), the other members of the committee may also participate in online videoconferencing.
- (4) Following the identification of breaches of good conduct in research and development, including plagiarizing the results or publications of other authors, fabrication of results or substitution of results with fictitious data, during the evaluation of the thesis by the supervisor or the supervisory committee, the agreement for public support is not obtained.

### Art. 78.

- (1) The composition of the doctoral committee is proposed by the doctoral supervisor, endorsed by the doctoral school and approved by the CSUD. The doctoral committee is composed of a minimum of 5 members: the president, as representative of the IOSUD, the doctoral supervisor and at least 3 referees from the country or from abroad, specialists in the field in which the doctoral thesis was elaborated and of which at least 2 are working outside the respective IOSUD. The members of the doctoral committee must have a doctoral degree and hold at least the teaching position of university lecturer or scientific researcher grade II or have the quality of doctoral supervisor, in the country or abroad.
- (2) In the case of cotutelle doctoral programs, the committee will be composed of 6 members: the president, as a representative of IOSUD-UMFVBT, the doctoral supervisor, the cotutelle doctoral supervisor and at least 3 official referees, from the country or abroad, specialists in the field in which the doctoral thesis was elaborated and of which at least 2 are working outside IOSUD-UMFVBT, one member being necessarily a tenured member of the institution with which the cotutelle was realized. The members of the doctoral committee must hold a doctoral degree and have at least the teaching position of university lecturer or scientific researcher grade II or have the quality of doctoral supervisor, in the country or abroad.
- (3) Both IOSUD-UMFVBT and the Doctoral School may impose minimum standards of scientific performance that doctoral committee members must meet in order to be eligible to serve on the respective committee, which shall be brought to the attention of the doctoral supervisors of the Doctoral School of IOSUD-UMFVBT in advance.

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methodology for conducting competitions for doctoral grant projects provides instruments for the extension of the doctoral grant through national competition.

**Art. 85.**

- (1) IOSUD-UMFVBT or the doctoral supervisor may use doctoral grant funds only for activities related to the doctoral study program for the doctoral student positions for which the funds have been allocated.
- (2) The doctoral supervisor has the obligation to present to the doctoral student, once every 6 months, the way in which the doctoral grant funds have been used.
- (3) It is forbidden to use the funds or parts thereof, allocated by doctoral grants to a doctoral student position, to support the activities of a doctoral student in another position.

**Art. 86.**

The student-doctoral student's rights are paid in accordance with the law, without excluding other forms of remuneration provided for by the legal provisions in force.

**Art. 87.**

- (1) Persons who have adequate financial resources, either from their own sources or from scholarships granted by natural or legal persons, may be admitted, at their request, as doctoral students on a fee-paying basis, under the conditions of the legislation in force.

## SECTION IV. Competences ensured by the completion of doctoral programs

**Art. 88.**

Doctoral degree programs ensure the training of professional competences (content, cognitive and research) in the specialized fields of Medicine, Pharmacy and Dentistry as well as transversal competences.

**Art. 89.**

- (1) For the purposes of this Regulation, the following domain-specific competences shall be qualified as professional competences:
  - a) advanced knowledge in the field;
  - b) the ability to creatively identify, formulate and solve research problems;
  - c) mastering advanced research methods and techniques;
  - d) knowledge of research project management;
  - e) mastering new processes and solutions in research;
  - f) documentation and exploitation of scientific work;
  - g) the ability to write scientific papers and other scholarly material at an advanced level, in a style appropriate to the field of study and in accordance with the specific national and international rigors of the field;
  - h) the ability to handle and process data at an advanced level, including the use of dedicated software, depending on the domain;

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- i) academic-level language skills in languages of international circulation necessary to document and produce scientific work;
- j) understanding and ability to apply the principles and values of the ethics of scientific research in the field.
- (2) For the purposes of this Regulation, the following shall be considered as transversal competences
- written and oral communication skills in science and culture;
  - advanced language skills in languages of international circulation, including the ability to express and formulate ideas in multicultural and multilingual contexts;
  - advanced digital skills and competences, part of the digital transformation at societal level, including through the use of artificial intelligence;
  - interpersonal and teamwork skills;
  - knowledge of management of human, material and financial resources;
  - knowledge of career management, as well as techniques for finding a job and creating jobs for others;
  - knowledge of risk, crisis and failure management;
  - knowledge of critical thinking, including the ability to analyze, interpret or formulate reasoning in different contexts;
  - knowledge of the use of intellectual property rights legislation;
  - the ability to innovate and the concepts of economic, technological and social entrepreneurship.

## SECTION V. Final and transitional provisions

### Art. 91.

Doctoral students on interruption or extension of their doctoral studies are not counted for the respective interruption periods. The number of doctoral students in relation to the number of doctoral supervisors is a criterion for assessing the quality of the IOSUD-UMFVBT and Doctoral Schools.

### Art. 92.

The doctoral schools within IOSUD - UMFVBT that no longer obtain accreditation shall complete the doctoral program of doctoral students according to the legislation in force. The institution is obliged to ensure the conditions for the completion of studies. After the loss of accreditation, Doctoral Schools can no longer enroll new students.

### Art. 93.

This Regulation is supplemented by the following related documents:

- *Methodology on the organization and conduct of the admission contest for doctoral studies*, approved annually by the Board of Administration and endorsed by the University Senate;
- *Methodology for completing doctoral studies*;
- *Standards of doctoral dissertation writing at UMFVBT*;
- *The contract of doctoral studies*, elaborated upon the proposal of the Doctoral School and approved by the CSUD and the additional acts for interruption, extension of doctoral studies.

### Art. 94.

The Senate of the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara approved this Regulation in the meeting of 26.06.2024, date on which it enters into force.

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**Rector,**

**Prof. Dr. Octavian Marius CREȚU**

**Director C.S.U.D.**

**Legal,**

**Prof. PhD Cristina Adriana DEHELEAN C.j. dr. Codrina LEVAI**

*The holograph signature is affixed on the original version of the document which is kept in the University Senate archives. This act shall have the same legal force as the original document.*

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