

No. 147908 of 31.05.2021

**PROCEDURE
FOR CONFLICT RESOLUTION IN
THE TEACHING-LEARNING PROCESS WITHIN
"MIHAI VITEAZUL" NATIONAL INTELLIGENCE ACADEMY**

Legal basis:

- Law of National Education no. 1/2011, with subsequent amendments and additions;
- Order of the Minister of Education, Research, Youth and Sports no.3666/2012 for the approval of the Code of Student Rights and Responsibilities;
- Government Decision no. 1418/2006 for the approval of the Methodology for external evaluation, standards, reference standards, and the list of performance indicators of the Romanian Agency for Quality Assurance in Higher Education;
- The Guide of the Romanian Agency for Quality Assurance in Higher Education on the elaboration of the Internal Evaluation Report on the external evaluation of a bachelor's degree study program;
- Government Decision no.206/1995 on the reorganization of the National Intelligence Institute into "Mihai Viteazul" National Intelligence Academy;
- University Charter.

Art. 1 (1) The present procedure aims at establishing an algorithm that allows the conflict resolution which may occur in the teaching-learning process within "Mihai Viteazul" National Intelligence Academy, hereinafter referred to as ANIMV.

(2) The procedure is applied in the professional activity of ANIMV students.

Art. 2 At ANIMV level it is encouraged the informal conflict resolution that may occur within the academic process through the involvement of the parties and the tutor.

Art.3 (1) The incident must be brought to the tutor's attention within maximum 7 working days from the date of the incident.

(2) If the conflict is not resolved through mediation by the tutor within maximum 3 working days from the date of his/her notification, the student may submit a written request to the dean for the resolution of the conflict.

(3) The request is submitted to the secretariat of the Faculty to which the student in question belongs and will include the following elements:

- (a) name and surname of the student;
- (b) name and surname of the person/persons with whom he/she came into conflict;
- (c) nomination of other persons involved;
- (d) a presentation of the incident;
- (e) the legal or regulatory provisions that the student considers to have been violated.

(4) If the dean is the person against whom the complaint is filed, the student's request will be submitted to the commandant (rector) of ANIMV.

Art. 4 The request must be submitted within 7 working days from the finding of the impossibility of mediation of the incident by the tutor, according to paragraph 2 art.3.

Art. 5 (1) Following the approval of the request, the dean proposes to the commandant (rector) a committee for investigating the incident, which will have 7 working days to analyze the events that took place. The time limit shall run from the appointment of the Committee.

(2) The Committee will comprise 3 members, of which two teachers or instructors and one student. The members of the Committee must not be a party to the incident, relatives up to the third degree, nor subordinated to the persons involved.

(3) The decisions of the Committee shall be taken by simple majority.

Art. 6 At the end of the analysis, the Committee investigating the incident submits to the commandant (rector) of ANIMV an outcome report within maximum 7 days from the appointment of the Committee, in which it proposes corrective actions. The commandant (rector) will order the informing of those involved on the conclusions of the report.

Art. 7 If during the analysis the Committee considers that there are suspicions regarding the existence of disciplinary or regulatory misconduct, it will propose to the commandant (rector) of ANIMV the initiation of specific actions in this regard by the competent structures.

The procedure for conflict resolution in the teaching-learning process within "Mihai Viteazul" National Intelligence Academy was approved in the meeting of the Academy Senate on 20.05.2021.