

**ROMANIA  
ROMANIAN INTELLIGENCE SERVICE  
“MIHAI VITEAZUL”  
NATIONAL INTELLIGENCE ACADEMY**

No. 147877 of 31.05.2021



**REGULATIONS ON THE ORGANIZATION AND FUNCTIONING OF  
THE FACULTY OF INTELLIGENCE STUDIES**

**- Bucharest, 2021-**

UNCLASSIFIED

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## CHAPTER I GENERAL PROVISIONS

**Art. 1. (1)** The Regulations on the organization and operation of the Faculty of Intelligence Studies (FSI), hereinafter referred to as Regulations, are elaborated on the basis of Article 126 of Law 1/2011 and establish the framework and regulations for the conduct of the education and university research process, encompasses the regulations on the life of the university community in its own space, as well as the responsibilities of the governing bodies and structures of the Faculty.

**(2)** The Regulations are adopted in the Faculty Council and approved by the Academy Senate, hereinafter referred to as the Senate.

**(3)** The provisions of the Regulations are mandatory for FSI staff and non-FSI persons who, according to the duties or requirements of the actions in which they participate, are active in the faculty.

**Art. 2.** FSI is an organizational subdivision of 'Mihai Viteazul' National Intelligence Academy, hereinafter referred to as ANIMV.

**Art 3.** FSI was established in 2015 by Government Decision No. 446/2015 amending Article 2 of Government Decision No. 2006/1995 on the reorganization of the National Intelligence Institute in ANIMV, under SRI.

**Art. 4.** FSI is organized and operates in accordance with the provisions of the existing education legislation, as well as the military regulations, the instructions and orders of the Director of SRI, the provisions of the ANIMV rector, the decisions of the Senate, the Faculty Council, the Departments Council.

**Art 5. (1)** Considering the role and place of the faculty in the ANIMV organization chart, FSI carries out activities with the following established and approved types of functional relationships: *(1) authority, (2) advice, coordination and control and (3) collaboration.*

**(2) The Authority relationships** are of two types: outside FSI and inside FSI. The authority relationships outside the FSI result from the subordination of the faculty management through the chain of command to the Rector of ANIMV. The authority relationships within the faculty are established between the dean, the vice-dean of the faculty and the departments, centres, laboratories, professors, groups of students and learners, according to the FSI organization chart.

**(3) The consultation, coordination and control relationships** work between the faculty and the rector, vice-chancellor/commandant's deputies, the Director of the Council for University Doctoral Studies.

**(4)** Collaboration relationships are of two types:

- a) internal collaboration;
- b) external collaboration.

**(5)** Internal cooperation is established between FSI and all other functional structures in the Academy, such as the Faculty of Intelligence, the Academy Secretariat, the Quality Assurance Office, other independent support offices or structures. Relationships between the departments, centres, and laboratories of the faculty are also internal collaborative relationships.

**(6)** The external collaboration of the faculty is carried out at the level of the management and/or departments and faculties in order to facilitate the optimal conduct of the education process and scientific research. External cooperation is materialized by fostering a permanent contact with SRI and the other institutions of the National Defence, Public Order and National Security System (SAOPSN) - as the main beneficiaries of FSI - but also with other educational structures for the purpose of knowledge of intelligence practices and developments in the area of national and international security.

**Art. 6. (1)** FSI uses the following ANIMV heritage spaces:

- a) Spaces for conducting the education process: lecture halls, classrooms, seminar rooms, laboratories, etc.,
- b) Spaces auxiliary to the education process: ANIMV library, administrative premises, etc.,
- c) Spaces for the teaching staff: offices.

**(2)** The faculty management decides how to use the spaces at their disposal.

## **CHAPTER II MISSION AND SPECIFIC TASKS**

**Art. 7.** FSI organizes and conducts university bachelor, master, postgraduate training and continuing professional development programs in the science fields of “Military Sciences, Intelligence and Public Order” and “International Relations and European Studies”, as well as non-university programs, as required by the Romanian Intelligence Service (SRI).

**Art. 8.** For this, FSI ensures:

- a) training of military personnel, to fill specific positions in the fields related to the branch of science “Military Sciences, Intelligence and Public Order”,
- b) training of civil personnel to promote the culture of security in civil society in the field of “International Relations and European Studies”,
- c) organizing and conducting academic scientific research in intelligence and national security.

**Art. 9.** On the basis of the mission received, FSI has set for itself the following educational objectives:

- a) Training of undergraduate and master's students for their formation as intelligence officers in order for them to fill the first position in SAOPSN structures;

- b) Further training of selected staff in SAOPSN structures for management and expertise positions in the area of intelligence and national security;
- c) Improving the training of students in master's programs to promote security culture for specific expert positions;
- d) Conceptual development of security and intelligence studies with the aim of shaping the identity of a Romanian school of thought in this area;
- e) Conducting research activities in national and international partnerships with results for the benefit of education;
- f) Design of the teaching logistics for their own needs as well as for other beneficiaries.

**Art. 10.** FSI education strategy is based on ANIMV educational strategy, the management plan of the rector and of FSI dean, and aims at:

- a) Promoting and developing the values and traditions of SRI, as well as exploiting the experience of other structures in the field of intelligence and national security;
- b) The full integration of ANIMV into the national and international system of scientific education and research, with its own identity and characteristics;
- c) Ensuring the humanist, secular, open, unified, and politically equidistant character of scientific education and research;
- d) Promoting academic freedom by expressing free thinking, while taking on individual and structural responsibility, based on the professional competence of members of the university community;
- e) Provide students with access to practical expertise by inviting SRI specialists and official personalities in the Academy;
- f) Ensure an organizational structure that achieves an optimal climate, able to offer transparency and equal opportunities of success to all members of the academic community;
- g) Providing educational goals based on the applicability of knowledge in the future profession;
- h) Representation and participation of students in the life of the university community, in collective management structures, according to the regulations in force;
- i) Compliance with the provisions of national legislation on evaluation and accreditation of the quality of higher education;
- j) Ensure, in relation to the public and the media, all available information, in accordance with applicable legal regulations.

### **CHAPTER III**

## **MANAGEMENT OF THE FACULTY OF INTELLIGENCE STUDIES**

**Art. 11. (1)** The management of FSI is exercised, in accordance with the law, through management structures and management functions.

**(2)** The military and administrative management is carried out in accordance with specific regulations and rules.

**Art. 12. (1)** FSI management structures are:

- a) Faculty Council;
- b) Department Council.

**(2)** Members of the governing structures have equal deliberative voting rights.

**Art. 13. (1)** The Faculty Council is the decision-making and deliberative structure of the faculty. It consists of representatives of the teaching staff, assimilated teaching staff and students.

**(2)** The members of the Faculty Council, representatives of the teaching staff, are elected by direct and secret vote by the teaching community from FSI. The students' representatives are elected according to the specific regulations. The number of members of the Council and the distribution of the terms of office are established by the Charter.

**(3)** The meetings of the Faculty Council are chaired by the Dean. The Council is legally convened in the presence of at least two thirds of the total members. The decisions of the Faculty Council are taken by a simple majority of Members present.

**(4)** Any FSI tenured teacher may be elected to the Faculty Council.

**(5)** The term of office in the Faculty Council is 4 years, with the possibility of renewal. For students, the term of office is valid until the completion of the study program. When a seat in the Council falls vacant, specific procedures are triggered to elect a new representative.

**(6)** The activity of the Faculty Council normally takes place in ordinary meetings and in extraordinary meetings when convened by the Dean or one-third of its members. The meetings are recorded in minutes.

**(7)** For the proper conduct of activities, the Faculty Council is assisted by a Secretary, who carries out specific activities without separate remuneration.

**(8)** The Secretary is appointed from the FSI Secretariat. The Secretary does not have the right to vote in the meetings of the Council.

**(9)** The Secretary of the Council organizes activities for the preparation of the Council meetings and for the dissemination of its decisions and verdicts. For this purpose, the Secretary executes the following:

- a) Prepares the annual thematic plan of the meetings of the Council and its agenda;



- b) Forwards to the members of the Council the documents to be discussed at the meeting;
- c) Draws up the drafts of the decision-making documents (minutes, resolutions, extracts) and submits them to the Dean for verification, validation and approval;
- d) Submits, with the approval of the Dean, the decisions of the Council for the endorsement and approval of the Board of Trustees or the Senate, as appropriate.

**(10)** The Faculty Council has the following main competences:

- a) At the proposal of the Dean, approves the structure, organization, and functioning of the Faculty.
- b) Approves faculty-managed study programs.
- c) Approves the Dean's annual reports on the general state of the faculty, the quality assurance and the respect for university ethics in the faculty.
- d) Proposes to the Senate, with the opinion of the Board of Trustees, the establishment, organization, division, consolidation or disbanding of the faculty departments.
- e) Specify the teaching and research tasks for the preparation of the departmental organisational chart.
- f) Approves the organisational chart of teaching and research staff.
- g) Proposes annually to the Senate the conditions for admission, tuition figures and registration fees (possibly exemptions from or reduction of these fees), the organization and conduct of admission, and lays down responsibilities for their publication on the faculty's website, after approval by the Senate.
- h) Approves the employment, as guest associate teaching staff, of specialists with recognized scientific value in the field (through inventions, innovations, awards, scientific publications, from country or abroad), and proposes to the Senate the equivalence of the teaching degrees for each guest.
- i) Proposes to the Senate the disciplinary sanction of the persons who are subject to such measures. The proposals are made on the basis of referrals received or on the initiative of at least 1/3 of the total number of members of the Faculty Council.
- j) Proposes and establishes the following disciplinary sanctions: written warning; reduction of basic salary, combined, where appropriate, with management, mentoring and control allowance.
- k) Approves the analytical programs drawn up by the departments for each training program.
- l) Approves educational plans drawn up by departments.
- m) Approves the proposals of the Department Council on the expulsion of students.
- n) Proposes and submits for approval to the Board of Trustees, at the beginning of each academic year, the composition of the selection and appeals committees for Erasmus+ mobility.

- o) Proposes every six-months and submits for approval to the Board of Trustees the selection calendars for Erasmus+ mobility beneficiaries and the number of open positions.

**Art. 14. (1)** The department is led by the Department Council. This is the department's collective managing body. The Department Council is composed of the Department Director and the department's teaching staff according to the representation quota established by the Charter. The Department Council is elected by universal, direct, and secret ballot of the full teaching staff of the department.

**(2)** Council decisions are made by a simple majority of the members present, if at least 2/3 of the total number of members of the Council are present at the meeting.

**(3)** The Department Council has the following tasks:

- a) Approves the department's organisational chart, following the Faculty Council's specification of Teaching and research tasks.
- b) Approves the employment, as guest associate teaching staff, of specialists of recognized scientific value in the field (through inventions, innovations, awards, scientific publications, in the country or abroad), and proposes the equivalence of the teaching degrees for each guest.
- c) Makes proposals for disciplinary action following a complaint received or takes actions in the case of misconduct directly observed by at least 1/3 of the total number of members of the department.
- d) Approves the draft curricula of the study programs organized by the Department.
- e) Approves the analytical programs of the study programs organized by the Department.
- f) Proposes the expulsion of students under the conditions established by the University Charter and by the regulations of functioning of the study programs organized in ANIMV.

**Art. 15. (1)** FSI management positions are:

- a) The Dean;
- b) The Vice-dean;
- c) The Department Director.

**(2)** The filling of managerial positions in FSI is done under the conditions established by the law and according to the provisions of the Academy Charter.

**(3)** The management positions referred to in paragraph (1) cannot be cumulated.

**Art. 16. (1)** The Dean is responsible for the management and leadership of the faculty.

**(2)** The Dean is selected through a public competition organized by the ANIMV Rector at the university level according to its own methodology.

**(3)** The FSI Dean has the following tasks:

- a) heads the meetings of the Faculty Council and applies the decisions of the Rector, the Board of Trustees and the Senate;

- b) leads the selection, employment, periodic evaluation, training, motivation and termination of contractual employment relationships of faculty staff, in accordance with the legislation in force;
- c) cancels the results of an examination or evaluation when it is proved that they were obtained fraudulently or in violation of the provisions of the Code of Ethics and Deontology;
- d) orders the reorganization of an examination, in accordance with the Methodology for examining students and learners during study programs;
- e) appoints his Vice-dean after winning the contest;
- f) every year, in February, submits an annual report to the Faculty Council on the faculty status;
- g) makes proposals for disciplinary action following a complaint received or takes actions in the case of a misconduct directly observed;
- h) implements disciplinary sanctions;
- i) ensures the fulfilment of the duties of the position he holds and may benefit, with the approval of the Senate, from a reduction of the teaching or research quota, according to the provisions of the Methodology for establishing the university quota and the teaching and scientific research duties in ANIMV.
- j) performs other duties assigned to him by the law, Senate decisions, as well as those of Head of structure on a military line.

**Art. 17. (1)** The Vice-dean is appointed by the dean.

**(2)** The Vice-dean is appointed from among the tenured teaching and research staff of the faculty.

**(3)** The persons appointed to the position of Vice-dean also ensure the fulfilment of the duties of the teaching position from where they were promoted and may benefit, with the agreement of the Senate, from a reduction of the teaching and research quota according to the provisions of the Methodology for establishing the academic quota and the teaching and scientific research duties in ANIMV.

**(4)** The Vice-dean carries out the duties established by the Dean, so as to participate in the implementation of the Dean`s managerial program for the category of issues for which he/she is responsible.

**(5)** The Dean may remove the Vice-dean from their position during their term of office. In case of removal, the Vice-dean may resume their full activity in the position from which they were promoted.

**(6)** The term of office of the Vice-dean will not be longer than the term of office of the Dean who appointed him, except in the event of the termination of the term of office of the Dean, in which case their term of office continues until the appointment of the new Dean.

**(7)** The term of office of the Vice-dean is 4 years.

**Art. 18. (1)** The Department's operational management is the responsibility of the Director of the Department.

**(2)** The Director of the Department is subordinating to the Dean.

**(3)** The Director of the Department has the following main tasks:

- a) directs the meetings of the Department Council and applies the decisions of the Rector, the Board of Trustees, the Senate, the Faculty Council and the Department Council;
- b) participates in the selection, employment, periodic evaluation, training, motivation, and termination of contractual employment relationships of the Department staff;
- c) is responsible for the curricula, the staffing tables, research and quality management and the financial management of the department;
- d) proposes how to supplement the teaching quota, where the weekly teaching quota is below the minimum weekly teaching quota or when the teaching staff quota, because of the specific nature of the subjects, does not have in the structure of the position classes or courses;
- e) makes proposals for disciplinary action following a complaint received or takes actions in the case of a misconduct directly observed;
- f) implements disciplinary sanctions;
- g) ensures the performance of the duties of the position he holds and may, with the consent of the Senate, benefit from a reduction in the teaching or research standard as provided for in the Methodology for establishing the academic quota and the teaching and scientific research duties in ANIMV;
- h) organizes and coordinates the Scientific Communication Sessions at the department level;
- i) performs other tasks received in accordance with the job description and with the regulations applicable in ANIMV.

**Art. 19. (1)** In carrying out their specific tasks, the FSI management functions are supported by the FSI Secretariat of the SAGPS. It is responsible for organizing and planning the education process and cooperates FSI decision-makers according to the institutional relationship diagram.

**(2)** The Academy Secretariat supports the decision-making in the FSI through the following activities:

- a) Studying, analysing and proposing how to apply in the FSI the normative acts, clarifications and orders in the field of education;
- b) Record-keeping and analysing of the presence and results of the students together with the Directors of Departments, Vice-dean and Dean;
- c) Organizing, together with the Directors of Departments, activities outside the university campus (field work, internship, scientific convoys, etc.);

- d) Provides administrative support for the preparation and conduct of FSI competitions and examinations (admission competition, current examinations, graduation examinations, etc.).

## **CHAPTER IV**

### **ORGANIZATION OF THE FACULTY OF INTELLIGENCE STUDIES**

**Art. 20. (1)** FSI has the following structure:

- a) Dean of Faculty;
- b) Vice-dean of Faculty;
- c) Department of Security and Intelligence Studies;
- d) Department of Foreign Languages,
- e) Department of Analysis;
- f) OSINT Centre of Excellence;
- g) Laboratory for Advanced Studies of Foreign Languages, Cultures, and Civilizations;
- h) Groups of students and learners.

**Art. 21. (1)** In FSI, the department is the functional academic unit which provides for the production, transmission, and exploitation of knowledge in one or more specialized fields.

**(2)** The Department may organize teaching committees which group together teachers with the same or similar subject areas.

**(3)** The teaching staff's staffing table is drawn up annually by the directors of the departments, endorsed by FSI Council and approved by the Senate, considering the curricula, the study groups and the teaching and research regulations, according to the timetable established in their methodologies.

**Art. 22. (1)** *The Dean of the Faculty* carries out the operational management of the Faculty and represents it in relations with third parties, as specified in Chapter III.

**(2)** *The Vice-dean* participates with the Dean in the exercise of the operational management of the Faculty, as specified in Chapter III.

**(3)** *The Department of Security and Intelligence Studies* is the functional unit of the FSI that manages university programs and prepares faculty students in the field of national and international security and intelligence studies.

**(4)** *The Department of Foreign Languages (DLS)* is the functional unit of the FSI which coordinates and implements, through its own teachers, associated teaching staff and Service experts, the language learning process at university level or through postgraduate courses. DLS provides language testing for candidates for bachelor's and professional master's degrees.

(5) *The Department of Analysis* is the functional unit of FSI which ensures the development of the skills required for intelligence analysts in accordance with the specific requirements of SRI and the institutions of the National Defence System, Public Order and National Security (SAOPSN).

(6) *The OSINT Centre of Excellence* is the functional unit of the FSI which ensures the development of the skills required for open source specialists through courses, training and workshops for both SRI staff and other SAOPSN partners.

(7) *The Laboratory for Advanced Studies of Foreign Languages, Cultures, and Civilizations (LSA)* is the functional unit of FSI that ensures the development of the language skills required for specialists in foreign languages, cultures, and civilizations through non-university level courses for both SRI staff and for other partners in SAOPSN. LSA also provides language skills testing for SRI staff and for candidates selected for employment in SRI, other than those who participate in the admission examination for bachelor and master studies. LSA also carries out research activity in the field of foreign languages, cultures, and civilizations, as well as testing IT applications useful for carrying out SRI-specific activities.

**Art. 23. (1)** Tutelage is operated in FSI, in order to develop a closer bond between the departments staff and students.

(2) The tutor is the teacher appointed by the department council to carry out counselling, guidance, and solution activities specific to the students' activity on campus, as well as didactic coordination.

(3) The tutors advise students during a training program. Mentoring is carried out both individually and in groups and consists of study guidance and regular assessment of the academic course as well as career orientation for students.

(4) The tutor has the following main duties:

- a) is the academic manager of the study group, also handling specific organization problems during the training period;
- b) provides an interface between the students, the teaching staff and the educational resources;
- c) encourages the scientific work of the student.

## **CHAPTER V ORGANIZATION OF THE EDUCATION PROCESS**

**Art. 24. (1)** FSI organizes and conducts higher education for Cycle I – Bachelor's studies 3 years and Cycle II – Master's studies 2 years. Postgraduate training and continuing professional development programs and non-university level programs are also organized by FSI.

(2) Bachelor studies are carried out in the field of Military and Intelligence Sciences, in accredited specializations, in the form of full-time studies. The master studies are organized in the fields of “Intelligence and National Security” and “International Relations and European Studies”.

**Art. 25.** The admission to FSI, the daily schedule, examination sessions, not passed examinations sessions, study finalization examinations, holidays, internships, the evaluation of ongoing work in the faculty are organized and conducted on the basis of national regulations, existing national law and those regulations developed for their application in SRI and ANIMV.

**Art. 26.** The education process is organized in such a way as to ensure that all the objectives set out in the ANMIV Charter are achieved.

**Art. 27.** The standardization of teaching activities is carried out in accordance with the provisions of the Methodology for establishing the academic quota and the teaching and scientific research duties in ANIMV.

**Art. 28. (1)** Consultations are held at the initiative of the faculty or departments and at the request of the students.

(2) Consultations are usually provided during scheduled self-study hours, in application modules and during examination sessions, by year of study.

## **CHAPTER VI ACADEMIC SCIENTIFIC RESEARCH**

**Art. 29.** The academic scientific research in FSI is carried out on the basis of the existing national legislation, the provisions of the instructions, orders and provisions on scientific research in SRI, the Scientific Research Regulation in ANIMV and the ANIMV Scientific Research Plan approved by the Senate.

**Art. 30. (1)** The academic scientific research in FSI is organized and conducted through the realization of the research potential of teaching staff and students, with a view to increasing the level of research integration in the educational process, in a unified concept of learning - research, considering the strategic directions set out in the ANIMV Strategic Plan.

(2) Records of research work, by beneficiaries and contracts, are kept by the vice-dean/project managers.

**Art. 31. (1)** Scientific research in FSI concerns with predilection the development of the field of intelligence and national security, security policies, intelligence analysis, OSINT, languages, cultures, and foreign civilizations, as well as the improvement of the scientific content of study subjects.

(2) The objectives of scientific research are developed in the ANIMV Scientific Research Plan, which integrates the activities of teaching staff and students.

(3) The results of scientific research are disseminated through participation in national and international scientific events and are incorporated into university courses and textbooks, complex application exercises.

**Art. 32.** In order to stimulate the creativity and the formation of research skills, the students may be organized, on the basis of measures established by the Faculty Council, in scientific groups.

**Art. 33. (1)** Scientific research tasks within FSI are established before the beginning of each academic year for the following academic year, in relation to the individual research potential of the departments and faculties.

(2) Scientific research includes all the tenured professors and research staff in the faculty who are obliged, according to the legal regulations in force, to carry out annually verifiable scientific activity.

(3) Students participate in scientific research programs and topics, in groups or individually, usually within the framework of scientific circles organized by specialization and study groups, as well as in the context of the elaboration and support of projects and papers foreseen in the teaching plans.

## CHAPTER VII

### DOCUMENTS FOR PLANNING, ORGANIZATION, AND RECORD KEEPING OF EDUCATION AND SCIENTIFIC RESEARCH ACTIVITIES

**Art. 34.** FSI prepares documents for the organization of education, scientific research and staff training planning, documents of evidence, evaluation, material base, such as: the curricula, the analytical programs, the research plans, plans for the technical and material assurance of faculty education, the documentary assurance plans, the drafts of the annual publishing and printing plans by faculty and departments and the situation with the distribution and record of the fulfilment of teaching tasks.

**Art. 35. (1)** The curricula are drawn up by the department, endorsed by the Faculty Council and approved by the Senate.

(2) The content, structure, standards and procedure for development and approval complies with the provisions of the Regulations on the initiation, approval, monitoring and evaluation of ANIMV study programs.

(3) The curriculum is the basic document for planning and organizing the education process, and details the provisions of the education plan.

(4) The curriculum is drawn up on the basis of the education plan for the study program, by the department responsible for the program, and it is endorsed by the Department Council and approved by the Faculty Council.

(5) The curriculum will include: the specialization files; the general and specific objectives of the study program; subjects files.



(6) The subject files, course files and specialization files contain information on the objectives of subject/course/specialization, duration of studies, content, bibliography and other details required for students. They are made available to students at the beginning of the academic year (study program).

**Art. 36. (1)** FSI admission competitions are proposed by the departments with the support of the FSI Secretariat, endorsed in the Faculty Council and subject to the approval of the Senate.

(2) The implementation of the programs is done by decision of the rector and the topic of admission competitions is attached to this document.

(3) The admission competitions programs are drawn up on study programs in accordance with the existing regulations of ANIMV. Each admission program comprises: general problems regarding the organization of the competition; the competition tests and the methodological norms of conduct; the topic and bibliography of the competitions by specialization; organizational issues.

**Art. 37.** The situation with the distribution and the record of teaching tasks is drawn up by the directors of departments on the basis of the teaching plans and programs, the number of groups of students with whom teaching activities are carried out, the teaching regulations established by the Senate and the staffing table.

**Art. 38. (1)** On the basis of the approved plans and programs, FSI draws up, together with the supporting structures, proposals of *Plans for the Technical and Material Assurance of the Education Activities*.

(2) Proposals are drawn up by the Directors of the Departments, centralized and signed by the Dean of Faculty.

## CHAPTER VIII UNIVERSITY COMMUNITY

**Art. 39. (1)** The University Community of FSI consists of all the teaching staff, the assimilated teaching staff, the research staff and the students and learners of the faculty.

(2) FSI teaching staff consists of: the teaching staff, ranked by university degrees, in accordance with the legal regulations in force; the intelligence instructors, teachers assimilated to military teaching positions, according to the legal norms in force;

(3) Students represent the totality of people who follow a training program organized by the FSI.

(4) Students are registered, as appropriate, in university bachelor's studies or master's studies.

(5) Trainees represent all the people who follow a postgraduate training program or a continuing professional training program organized by FSI.

**(6)** Entry into the university community is made by acquiring one of the statuses listed above as follows:

- a) for the teaching staff and the assimilated teaching staff, by filling the teaching positions put out to competition, in compliance with the legal conditions in force, the regulations of the relevant Ministry, the regulations of SRI and the methodologies for organization and conduct of competitions for teaching positions and military instructors in ANIMV, approved by the Senate.
- b) for students, by filling the study positions put out to competition and registering as students, on the basis of the legal conditions in force, the regulations of the relevant Ministry, the regulations of SRI and the Methodologies for the organization and conduct of ANIMV study competitions, approved by the Senate.
- c) for trainees, by filling the study positions put out for competition and registering in this position, on the basis the legal conditions in force, the regulations of the relevant Ministry, the regulations of SRI and the Methodologies for organizing and conducting the competitions for admission to ANIMV studies, approved by the Senate.

**(7)** Participation in the life of FSI University Community is free and open, materializing in the form of the activities carried out by each of its members, in accordance with the educational and research role and missions of the faculty.

**(8)** Members of FSI University Community have the rights and obligations set out in the ANIMV Charter and in these Regulations.

**Art. 40.** The appointment, secondment and dismissal of teaching staff and assimilated teaching staff are carried out in accordance with the Law of National Education No. 1/2011, with the subsequent amendments and additions, the regulations of the Ministry of National Education, SRI and ANIMV, with reference to the teaching staff.

**Art. 41.** The teaching staff fills the teaching positions by competition and is directly subordinated to the Director of the Department.

**Art. 42. (1)** The teaching staff carries out teaching and academic scientific research activities in accordance with the applicable legislation, detailed in the teaching assignments and performs the duties provided for in the job description.

**(2)** During their teaching activities in FSI, the associated teaching staff and the guest associate teaching staff have the general obligations and rights of the teaching position in ANIMV.

**Art. 43 (1)** The students of FSI acquire this status by filling the places put out for competition and registering as students in one of the education forms organized and conducted within the FSI.

**(2)** Throughout their studies, they carry out their work in accordance with the provisions of the ANIMV Charter, the Regulations of Procedure of the Academy, the

Regulations on the Organization and Functioning of FSI and other specific regulations of ANIMV.

**(3)** The basic deontological principle in the behaviour of each student is personal responsibility for his own exemplary scientific training and civic and military behaviour.

**(4)** Students are organized in study formations, by specializations in university studies, directly subordinated to the tutor and course holder (subject) in terms of scientific training and to the group leader in terms of general organizational and administrative activities.

**Art. 44 (1)** Throughout the course of their studies, the students have the general rights of members of the university community as well as specific rights and obligations arising from the status of a student covered by the Study Guide, the University Code of Students' Rights and Obligations and the Regulations on Professional Activity of Students of the Academy.

**(2)** Students from all courses of university education may participate in scientific activities, debates, symposia and scientific communication sessions in or outside ANIMV.

**(3)** Students from the master study training cycle may be members of the work teams of scientific research and development projects.

**Art. 45 (1)** Students and learners are required to attend all training activities.

**(2)** The attendance record of students and learners is kept up to date and is recorded by subject and training session in the class register.

**(3)** The course (subject) holders are required to verify, for the sessions conducted by them, the manner in which attendance is recorded in the class register.

**(4)** During online learning, attendance and absence records are kept on the basis of the elements recorded by the platforms used in the teaching process. In this case, the specialized communications and IT structure will provide the Academy Secretariat with the necessary data for centralization.

**(5)** The Dean of the Faculty is informed monthly of the students' and learners' absences.

**(6)** The information is provided by those responsible for the study programs, based on the centralized attendance reports provided by the FSI Secretariat.

**Art. 46 (1)** Specific action procedures are applied in FSI in the case of student and trainee attendance as specified in the Regulations for the Professional Activity of Students in Cycle I – Bachelor's Studies in ANIMV, The Regulations for the Professional Activity of Students in Cycle II – Master's Studies in ANIMV and the Regulations for the Professional Activity of Learners in ANIMV.

**(2)** Students/learners may request for their absences to be excused in accordance with the situations set out in the Regulations under paragraph (1).

**(3)** The request for the excused absences will be assessed by the Dean of the FSI, on the basis of supporting documents, no later than one week after the request has been submitted.

(4) The procedure for dealing with requests for absences being excused is brought to the students' attention in person.

## **CHAPTER IX**

### **EVALUATION (SELF-EVALUATION) OF THE ACTIVITY OF THE FACULTY OF INTELLIGENCE STUDIES**

**Art. 47.** The evaluation/self-evaluation of FSI's activity is carried out in accordance with the criteria and standards laid down in the legislation in force on quality assurance of education as well as in the ANIMV Charter.

**Art. 48. (1)** The Faculty Management organizes and conducts internal evaluation audits of the departments and subordinate structures.

(2) The purpose of the evaluation audits is to ascertain the state of fulfilment of the national standards and reference standards established by FSI within the study programs and the orders of the higher levels, as well as to adopt the necessary measures in order to improve the instructional-educational process carried out with the students.

**Art. 49. (1)** The performance evaluation of students, during the course of their studies, is carried out using a method which allows for a high degree of objectivity in measuring the level of education, confidentiality and security of records of qualifications given to each student.

(2) Each mark (grade, average) is recorded within 48 hours after the examination and forwarded to the FSI Secretariat, which takes the necessary steps to enter it in the central record system.

(3) The planning of the examination session is established by the FSI Secretariat, with the opinion of the subject tenured teacher and the approval of the Dean of Faculty, and it is brought to the students' attention at least one week before the beginning of the session.

(4) The planning is done so as to ensure three days of study for an examination.

(5) The third session is planned so as to end at least three days before the beginning of the new year of education.

(6) For the last year of studies, the second and third sessions are planned in the second half of the year, before the submission of the bachelor or master thesis for pre-final evaluation.

**Art. 50. (1)** The current and periodic evaluation of students is carried out in accordance with the Academy Charter, the Methodology for the examination of students and learners and the Regulations for the professional activity of students developed at ANIMV level.

(2) The final examinations (bachelor, dissertation, thesis, graduation, or certification exams) are planned, organized, and conducted in accordance with the

Academy Charter and the regulations for the organization and completion of studies in ANIMV.

**(3)** Students have the right to challenge the results of a written evaluation in accordance with the approved ANIMV procedure.

**Art. 51. (1)** The service appraisal of military students and trainees is done according to the criteria and regulations established for that purpose.

**(2)** The correspondence between the service appraisal grades and the learning results is done in accordance with the regulations established for this purpose.

**Art. 52. (1)** The assessment of the professional performance of the teaching and research staff is done in accordance with the provisions of the Academy Charter and the Methodology for Evaluation of Teaching and Research Staff of ANIMV.

**(2)** The annual service appraisal of military teachers and the annual evaluation of civil teachers is done in accordance with the criteria and regulations established for that purpose.

## **CHAPTER X**

### **ETHICS and ACADEMIC DEONTOLOGY**

**Art. 53. (1)** FSI promotes a set of moral principles that underpin professional conduct in accordance with the values of the ANIMV Charter.

**(2)** FSI promotes academic freedom, integrity, loyalty, intellectual honesty, transparency, respect, tolerance, and equal opportunities.

**Art. 54. (1)** The following are prohibited in FSI:

- a) Use of sources of information not allowed by examiners during examinations.
- b) Fraud of examinations or attempted fraud of examinations.
- c) Plagiarism and publishing research based on fabricated results.
- d) Substitution of works or identity of the persons examined.

**(2)** The bachelor and dissertation papers are a benchmark of the quality of education promoted by ANIMV. For this reason, the quality level of the papers must be high, which is reflected in the value and importance of the research results, in the relevance of the subject in relation to current academic research and in the clarity of the wording.

**(3)** FSI applies educational, technical, and administrative measures to promote the originality of all graduation papers (bachelor, master), scientific articles and any other work in its academic field, such as:

- a) Inform members of the academic community of the consequences of non-compliance with intellectual property rights;

- b) Require the completion and signature of a declaration of authenticity by students presenting their bachelor and dissertation papers;
- c) FSI Council sets the values of the maximum similarity coefficients allowed for graduation papers presented in FSI.

**(4)** FSI takes measures to sanction deviations from the rules of scientific, professional and academic ethics, according to the Code of Ethics and Deontology in ANIMV.

**(5)** All members of the academic community of FSI are obliged to comply with and respect the *Law 206/2004 on good conduct in scientific research, technological development and innovation, with subsequent amendments and additions*.

**Art. 55. (1)** Any conflicts or misunderstandings in the professional relationship between teachers and students/learners, as well as between students or learners, are mediated by the Dean of FSI according to a specific procedure.

**(2)** To report situations that may lead to conflicts or misunderstandings in professional relations, the students/learners, the professors and the instructors will send a written note to the Dean of FSI.

## **CHAPTER XI FINAL PROVISIONS**

**Art. 56.** The Regulations on the organization and functioning of FSI may be amended and supplemented, following the procedure for its drafting, at the proposal of the Dean or the Faculty Council and whenever there are changes in the structure of the Faculty or changes in the normative acts on which they were based.

**Art. 57.** These Regulations have been approved by the Faculty Council and shall come into force on the date of approval by the Senate.

*The Regulations on the organization and functioning of the Faculty of Intelligence Studies were approved in the Academy Senate meeting on 20.05.2021.*