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ROMANIAN INTELLIGENCE SERVICE  
“MIHAI VITEAZUL”  
NATIONAL INTELLIGENCE ACADEMY

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**“MIHAI VITEAZUL”  
NATIONAL INTELLIGENCE ACADEMY**

**REGULATION  
ON THE ORGANIZATION AND FUNCTIONING  
OF THE SENATE STANDING COMMITTEE FOR  
QUALITY ASSURANCE AND UNIVERSITY  
DEVELOPMENT**

Approved within the Senate’s meeting of “Mihai Viteazul” National Intelligence  
Academy of March 29<sup>th</sup>, 2023

**BUCHAREST  
2023**

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## 1. Legal basis

- Law of National Education no. 1/2011, with subsequent amendments and additions;
- University Charter of “Mihai Viteazul” National Intelligence Academy;
- Regulation on the organization and functioning of the Senate of “Mihai Viteazul” National Intelligence Academy

## 2. General provisions

### Art. 1.

The Committee for quality assurance and university development (The Committee) is a specialized standing committee of “Mihai Viteazul” National Intelligence Academy’s Senate (The Senate), subordinated to it, whose main object of activity is the analysis of projects and documents with implications on academic quality and development of ANIMV, submitted for approval to the Senate, taking into account the quality standards in teaching and research.

### Art.2.

- (1) The decisions and documents issued by the Committee (reports, materials, papers, etc.) are subject to the debate and approval of the Senate and have an advisory role.
- (2) In situations where matters falling within its competence arise, the Committee may refer the matter to the Senate.
- (3) Members of the Committee have the following rights and obligations:
  - a) To attend the meetings and all the activities of the Committee;
  - b) To freely express their opinions on matters submitted to the Committee for consideration;
  - c) To participate by open or secret ballot, as appropriate, in the decision-making process of the Committee;
  - d) To be familiar with the relevant regulations and legislation concerning quality assurance in education and scientific research and the activity field of the Committee<sup>1</sup>.

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<sup>1</sup> OUG 75/2005 on quality assurance in education, as amended and supplemented by Law no. 87 / 2006 and OUG 75/2011, as well as in accordance with the provisions of the Law of Education no. 1/ 2011 and of the ANIMV Charter.

## **2. The work of the Committee**

### **Art. 3**

(1) The number of members of the Committee, their appointment and term of office shall be regulated by the Regulation on the organization and functioning of the Senate.

(2) The Committee shall appoint its chairman from among its members.

### **Art. 4.**

The chairman of the Committee shall have the following attributions and duties:

(a) to convene the members of the Committee to ordinary or extraordinary meetings;

b) to draw up the agenda of the meetings of the Committee;

c) to chair the meetings of the Committee;

d) to sign its advice, opinions, recommendations, resolutions and other documents and forward them to the President of the Senate for debate in the Senate;

e) to represent the Committee in its relations with the Senate and the executive and administrative management of ANIMV;

f) At the request of the Senate, to support and explain in meetings, advice, opinions, recommendations, resolutions and other documents issued by the Committee;

g) to invite representatives of the executive or administrative structures of ANIMV to meetings of the Committee or send them written requests for clarification, documentation, justification, etc. of issues under discussion by the Committee;

h) to coordinate the work of the Committee;

i) to verify that all documents proposed for approval comply with the relevant legal rules, with the provisions of the ANIMV Charter and with the internal regulations, decisions and rules of ANIMV.

### **Art. 5**

When performing its tasks, the Committee shall carry out the following activities:

a) Meetings in ordinary and extraordinary sessions;

b) Consultations with representatives of the various executive and functional structures of ANIMV;

c) Requests for additional information and documentation, addressed to the executive and functional structures of ANIMV, related to the clarification of issues on the agenda of the Committee;

d) The Committee has the right to request relevant information, documentary or logistical support from the executive and administrative management of ANIMV, under the conditions stipulated by the Regulation on the organization and functioning of the Senate;

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- e) The Committee shall meet in a regular meeting, as a rule on the last Monday of each month at 10:00 a.m., and in a special meeting whenever necessary;
- f) The Committee shall be convened by its chairman at least three days before the scheduled date;
- g) The summons shall be made individually, in writing, by e-mail to the address indicated by the members of the Committee or by telephone to the telephone number indicated by the members of the Committee.
- h) Once convened, the members of the committee shall be sent, by e-mail, the agenda and the documents to be discussed at the meeting for which the meeting has been convened. The documents sent less than 3 days before the date of the Committee meeting will be considered at the next meeting, except for those urgent cases, objectively justified, on which the members of the Committee, by consensus, will decide to consider at the regular meeting or, alternatively, to hold an extraordinary meeting.
- i) The Committee shall be deemed to be constituted in accordance with the rules if half plus one of its members are present.
- j) The work of the Committee shall be conducted by its chairman or, in his absence or unavailability, by one of the other members, determined by consensus.
- k) At the beginning of each meeting, the minutes of the previous meeting shall be submitted for approval.
- l) At the request of any member, made at the beginning of the meeting, the agenda may be supplemented by additional items with the approval of a majority of the members present.
- m) The chairman of the Committee may invite to its meeting the ANIMV Commandant (Rector) or other representatives of the executive or administrative management structures of the Academy, for consultation purposes.
- n) In their work, the members of the Committee shall take decisions, which shall be adopted by a vote of half plus one of the members present.
- o) In urgent cases, the members of the Committee may consult each other and vote by written correspondence (e-mail).
- p) Members of the Committee who are unable to attend a meeting of the Committee have the right to express their opinion in writing on an item on the agenda, a matter under discussion, the content of a material, report, paper, etc., by sending it in writing to the chairman of the Committee within two days of the date of the meeting.

### **3. Membership of the Committee**

#### **Art. 6**

(1) The election of the chairman of the Committee shall take place during the first meeting of the Committee, which shall be held after the Senate meeting at which the members of the Committee were appointed.

(2) The election shall be carried out by secret ballot by a majority of the members.

(3) Membership of the Committee, including that of its elected body, shall cease in the following cases:

(a) by retirement for reasons of health or conscience;

(b) by revocation:

a. in the event of termination of employment with ANIMV;

b. in the event of a serious breach of ANIMV's ethical rules;

c. if a member of the Committee knowingly and repeatedly fails to fulfil the obligations arising from this capacity;

(c) by death.

(4) The revocation procedure may be initiated, in writing and stating reasons, by at least 1/3 of the number of members of the Committee, and the revocation shall be decided by a majority of at least 2/3 of the number of members of the Committee.

### **3. Final provisions**

#### **Art. 7**

(1) This Regulation shall be updated whenever necessary and when changes occur in the relevant legislation.

(2) This Regulation has been endorsed by the Committee at its meeting of \_\_\_\_\_. \_\_\_\_\_ and approved at the Senate meeting of March 29<sup>th</sup>, 2023.