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APPROVED  
Chairman of ANIMV's Senate

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# **METHODOLOGY**

## **FOR THE RECOGNITION AND EQUIVALENCE OF TEACHING POSITIONS AND CATEGORIES OF INTELLIGENCE INSTRUCTORS FOR THE VISITING TEACHING STAFF IN “MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY**

The methodology was approved by the Senate of “Mihai Viteazul” National Intelligence Academy during the meeting on May 29<sup>th</sup>, 2024

- Bucharest, 2024 -

## LEGAL FRAMEWORK

- *Law of Higher Education no. 199/2023, with subsequent amendments and completions;*
- *Law no. 80/1995 on the status of military staff, with subsequent amendments and completions;*
- *Government Decision no. 1339/2023 approving the Framework Competition Methodology for filling vacant teaching and research positions in higher education;*
  - *Methodology for the organization and conduct of the competitions for filling the vacant teaching and research positions in “Mihai Viteazul” National Intelligence Academy;*
  - *Methodology for the organization and conduct of the competitions for filling the positions of intelligence instructors in “Mihai Viteazul” National Intelligence Academy;*
  - *“Mihai Viteazul” National Intelligence Academy Charter.*

## CHAPTER I GENERAL PROVISIONS

**Art. 1. (1)** This methodology regulates the recognition and equivalence of teaching positions and categories of intelligence instructors for the visiting teaching staff of the “Mihai Viteazul” National Intelligence Academy (hereinafter referred to as ANIMV).

**(2)** The employment of visiting teaching staff shall be for a fixed period, in compliance with the provisions of art. 202 para. (7) and (8) and art. 203 para. (1) of Law no. 199/2023, with subsequent amendments and completions, and in compliance with the *Methodology for the recognition of teaching positions in higher education, obtained in accredited higher education institutions abroad, at “Mihai Viteazul” National Intelligence Academy.*

**Art. 2. (1)** Military and civilian university teaching staff operate in ANIMV as tenured and visiting teaching staff.

**(2)** The teaching positions in ANIMV are the following:

- a) assistant professor;
- b) lecturer;
- c) associate professor;
- d) professor.

**(3)** The categories of intelligence instructors in ANIMV are the following:

- a) intelligence instructor;
- b) principal intelligence instructor;
- c) senior intelligence instructor;
- d) advanced intelligence instructor.

**Art. 3.** For the purposes of this methodology, **visiting teaching staff** refers to the following categories of persons who conduct teaching activities in ANIMV, on an hourly basis:

**(a) invited university visiting teaching staff:** university teaching staff, military instructors, intelligence instructors, public order instructors, other specialists of recognized value in the field (with a PhD);

**(b) invited visiting teaching staff:** specialists with recognized scientific and professional value in the field, from Romania or abroad, who do not hold a PhD.

**CHAPTER II**  
**RECOGNITION /EQUIVALENCE OF TEACHING POSITIONS AND**  
**CATEGORIES OF INTELLIGENCE INSTRUCTORS**  
**FOR INVITED UNIVERSITY VISITING TEACHING**  
**STAFF AND FOR INVITED VISITING TEACHING**  
**STAFF**

**Art. 4.** Reserved, vacant or temporarily vacant teaching positions shall be filled on a priority basis by the institution's tenured teaching staff or by visiting teaching staff, on an hourly basis, in accordance with this methodology.

**Art. 5.** The visiting teaching staff are proposed by the faculty department director/ director of the Doctoral School to perform teaching activities related to the vacant position in the organizational staff positions chart.

**Art. 6.** Equivalence of the teaching position or category of intelligence instructors for the invited university visiting teaching staff will be achieved as follows:

**(1) Tenured teaching staff** in other universities can be employed:

**a)** according to the organizational staff positions chart for the teaching staff – by recognizing the teaching position held;

**b)** according to the organizational staff positions chart for the intelligence instructors – by equivalence with a category of military instructor, under the conditions set out in Chapter II of the *Methodology on the organization and conduct of the competitions for filling the positions of intelligence instructors in "Mihai Viteazul" National Intelligence Academy*.

**(2) Military instructors, intelligence instructors and public order instructors who are tenured teaching staff** at other universities can be employed:

**a)** according to the organizational staff positions chart for the intelligence instructors – by recognizing the instructor category held

**b)** according to the organizational staff positions chart for the teaching staff – by equivalence with a teaching position by reference to the conditions for filling teaching positions in the *Methodology on competitions for filling the vacant teaching and research positions in "Mihai Viteazul" National Intelligence Academy*;

**(3) Specialists with recognized value in the field, who hold a PhD,** can be employed:

**a)** according to the organizational staff positions chart for the teaching staff – by equivalence with a teaching position by reference to the conditions for filling teaching positions in the *Methodology on competitions for filling the vacant teaching and research positions in "Mihai Viteazul" National Intelligence Academy*;

**b)** according to the organizational staff positions chart for the intelligence instructors – by equivalence with a category of military instructor, equivalence with an intelligence instructor, under the conditions set out in Chapter II of the *Methodology on the organization and conduct of the competitions for filling the positions of intelligence instructors in "Mihai Viteazul" National Intelligence Academy*.

**Art. 7. Equivalence of the teaching position or category of intelligence instructor for the invited visiting teaching staff will be achieved as follows:**

Specialists with recognized scientific and professional value in the field, who do not hold a PhD, can be employed:

**a)** according to the organizational staff positions chart for the teaching staff – by equivalence with the assistant professor position;

**b)** according to the organizational staff positions chart for the intelligence instructors – by equivalence with a category of intelligence instructor, under the conditions set out in Chapter II of the *Methodology on the organization and conduct of the competitions for filling the positions of intelligence instructors in "Mihai Viteazul" National Intelligence Academy*.

### **CHAPTER III PROCEDURE FOR RECOGNITION AND EQUIVALENCE OF TEACHING POSITIONS FOR VISITING TEACHING STAFF**

**Art. 8. (1)** Proposals for the recognition and equivalence of teaching positions or categories of intelligence instructors for the visiting teaching staff for employment purposes will be made by the faculty department director/ the director of the Doctoral School, as needed.

**(2)** The faculty department director/ the director of the Doctoral School will submit the proposals for recognition and equivalence to the Faculty Department Council/the Council for Doctoral School (as appropriate) or to the Council of Faculty - where the Faculty Department Council is not established and subsequently to the Board of Trustees for approval.

**Art. 9. (1)** Recognition or equivalence of the teaching position or of the category of intelligence instructor will be based on the evaluation of the documents in the individual file submitted to the faculty department or to the Doctoral School, as appropriate.

**(2)** The file referred to in par. (1) will contain the following documents:

- a)** curriculum vitae;
- b)** copy of ID card, documents for the change of name, where applicable;
- c)** copies of documents attesting the studies: bachelor's degree, master's degree, PhD (where applicable), psycho-pedagogical module/ certified trainer certificate (where applicable), accompanied by diploma supplements/descriptive supplements to certificates;
- d)** list of published works and verification sheet, where appropriate;
- e)** certificates/ employment record/ retirement certification, as applicable, showing: the length of service in education / the field (the periods during which they previously conducted activities in the field / specialty of the subject for which they are to conduct teaching activities in ANIMV on an hourly basis), as well as the total length of service;
- f)** agreement of the higher education institution where they are employed for the employment in ANIMV on an hourly basis in the academic year of reference (certificate issued by the University Senate);
- g)** medical certificate attesting that the person is medically able to conduct teaching activities;
- h)** bank statement showing the account holder and the IBAN account number.

**Art. 10.** Fixed-term employment on an hourly basis for visiting teaching staff is made by Decision of the Board of Trustees, before the beginning of the teaching activities.

**Art. 11.** All documents at the time of approval of visiting teaching staff employment (including staff documents and the decision on the equivalence/recognition of the teaching position) will be sent to the human resources structure serving ANIMV.

### **CHAPTER IV FINAL PROVISIONS**

**Art. 12.** The current Methodology is enforced on the date of its approval by the University Senate and will apply for proposals for the recognition and equivalence of teaching positions or categories of intelligence instructors for visiting teaching staff to be submitted for the academic year 2024-2025 and thereafter.