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ROMANIAN INTELLIGENCE SERVICE  
"MIHAI VITEAZUL"  
NATIONAL INTELLIGENCE ACADEMY  
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APPROVED,  
ANIMV Senate Chairman  
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**REGULATIONS  
ON THE ORGANIZING AND FUNCTIONING OF  
"MIHAI VITEAZUL"  
NATIONAL INTELLIGENCE ACADEMY SENATE**

Approved in the University Senate session on Nov 27<sup>th</sup> 2024

**BUCHAREST  
2024**

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## **Section 1 Legal Basis**

### **Article 1**

This Regulation shall be based on the following documents:

1. Higher Education Law no. 199/2023 with its subsequent amendments and additions;
2. University Charter of "Mihai Viteazul" National Intelligence Academy.

## **Section 2 General Provisions**

### **Art. 2.**

(1) The university Senate (Senate) of "Mihai Viteazul" National Intelligence Academy (ANIMV) represents the university community and is the highest forum for deliberation and decision at the level of ANIMV, through which the principles of university autonomy are implemented in practice.

(2) The university Senate guarantees academic freedom and university autonomy.

(3) The powers of the university Senate are established by the Higher Education Law no. 199/2023 with its subsequent amendments and additions, the University Charter of ANIMV (the Charter) and by its own regulations, in accordance with the provisions of the legal norms.

### **Art. 3.**

(1) The Senate's decisions are final and binding for all executive and administrative bodies, as well as for the entire university community.

(2) The Senate's decisions may be amended, supplemented or annulled only by the Senate.

(3) The Senate's strategic decisions are implemented by the Board of Trustees of ANIMV.

(4) All administrative and executive structures of ANIMV are obliged to respond to the requests of the Senate and its committees.

## **Section 3 Structure and Organization of the Senate**

### **Art. 4.**

(1) The Senate is composed of a maximum of 75% - teaching staff, assimilated teaching staff and research staff, tenured - and a minimum of 25% - student representatives. The share of representation in the university Senate for teaching and research staff is up to 20% of tenured teaching staff of each of the university education and scientific research structures of ANIMV (Faculty of Intelligence Studies, Faculty of Intelligence, Intelligence and Security Doctoral School, National Institute for Intelligence Studies). ANIMV assimilated teaching staff has 1 representative in the University Senate, from the established share for teaching and research staff. The actual number of representatives of teaching and research staff, as well as student representatives, is determined by a decision of the Senate.

(2) Senate members representing teachers and researchers shall be elected in constituencies established by the Senate, by universal, direct and secret vote of all tenured teachers and researchers in the respective constituencies.

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(3) The representative of intelligence instructors is chosen by the tenured intelligence instructors, in one constituency, common to all ANIMV Faculties.

(4) The elections for the appointment of students' representatives in the Senate are organized and carried out by the students, based on ANIMV own methodologies. The leadership of ANIMV does not get involved in organization of the election process for the students' representatives.

**Art. 5.**

(1) The mandate of the Senate is 5 years.

(2) Senate members representing the teaching staff, the assimilated teaching staff and the research staff have a mandate of 5 years, which they keep as long as they have the status of tenured ANIMV staff.

(3) If seats are vacated in the Senate, they will be taken by persons coming from the same structure, by organizing partial elections to fill the vacant seats. The partial elections shall be held within 1 month of the vacancy date, in accordance with the election methodology in force on the vacancy date.

(4) For students, the mandate is valid until graduation of the study program, but not more than 5 years, if the methodology of election of student representatives does not establish other durations of student mandates. Seats left vacant after graduation or after the end of the mandate established by the methodology of election of student representatives shall be filled by partial elections, organized and conducted by students.

(5) When organizing new elections for the constitution of the university Senate, the representatives of the students of the old Senate shall terminate their mandate and have the right to participate in elections for the new Senate.

(6) The Senate shall be deemed dissolved on the day of the session of the newly elected Senate.

**Art. 6.**

(1) The Senate Chairman is elected by the Senate, from among its members, by direct and secret vote, by a simple majority of its members.

(2) Senate members may stand for the office of Senate Chairman, regardless of their teaching or research grade.

(3) The Senate Chairman may be elected in two rounds of voting, if no candidate has obtained the majority vote. The second round is attended by the first two candidates to have the largest number of votes.

(4) The quorum requirement for the Chairman election is 2/3 of the number of Senate members.

(5) The Senate Chairman shall have the following powers:

- a) conducts Senate sessions;
- b) summons the Senate in ordinary and extraordinary sessions;
- c) approves the agenda of the Senate session;
- d) signs the Senate decisions and minutes of the session;
- e) coordinates the activities of standing and specialized Senate committees;
- f) coordinates the work of the Senate secretariat;
- g) confers the honorary titles granted by the Senate under the law;
- h) signs the management contract with the ANIMV Commandant (Rector);
- i) represents the Senate in relation to the ANIMV Commandant (Rector);

j) represents the Senate in relation to similar structures of other higher education institutions from Romania and abroad.

**(6)** If the Senate Chairman is not present or is unable to perform his duties, his duties shall be exercised, by delegation, by a chairman of a standing committee, designated by the Senate Chairman.

**(7)** The Senate Chairman may be removed from office in the event of serious and repeated failure to fulfill his duties. The revocation procedure will be initiated in writing, indicating the reasons that determine it, by at least 1/3 of the Senate members. The dismissal decision must be taken by a vote of two thirds of the Senate members.

**(8)** In the event of dismissal or vacancy of the position of Senate Chairman, this position shall be temporarily exercised by the oldest Senate member.

**(9)** The election of a new Senate Chairman shall take place within 30 days of the vacancy, in accordance with the provisions of this article.

## **Section 4**

### **Structures of the Senate**

#### **Art. 7.**

**(1)** The functional structures of the Senate are:

- a) standing committees;
- b) specialized committees;
- c) *ad hoc* committees;
- d) the secretariat.

**(2)** Each committee shall be headed by a chairman, elected from among the members of the committee.

**(3)** The mandate of the structures provided in par. (1), points (a), (b) and (c), and of the committee chairmen, shall be limited to the duration of the Senate's functions which have elected or approved them.

#### **Art. 8.**

**(1)** The following standing committees shall be established within the Senate as specialized working structures to facilitate the adoption of decisions within their respective areas of competence:

- a) The Curriculum Committee;
- b) The Regulations and Methodology Committee;
- c) The Human Resources Committee;
- d) The Quality Assurance and University Development Committee.

**(2)** The Curriculum Committee shall have the following duties:

(a) verifies compliance with legal regulations in the case of proposals for new study programs and in the case of proposals to discontinue study programs that no longer fit within the mission of ANIMV or that are academically and/or financially inefficient;

(b) verifies compliance with legal regulations in the process of drawing up the Organizational Staff Positions Charts of ANIMV structures and establishing teaching regulations for teaching staff and assimilated teaching staff;

(c) verifies compliance with legal regulations in the case of annual reports on the status of study programs;

(d) verifies compliance with legal regulations in the case of annual reports on the degree of fulfillment of teaching tasks for ANIMV structures.

(3) The Regulations and Methodologies Committee is responsible for analyzing the regulations and methodologies that have been submitted to the Senate for approval, together with the related documentation.

(4) The Human Resources Committee is responsible for analyzing projects and documents in the field of human resources within ANIMV.

(5) The main activity of The Quality Assurance and University Development Committee is to analyze projects and documents with implications for quality and university development in ANIMV, submitted for approval to the Senate, taking into account quality standards in education and research.

**Art. 9.**

(1) The standing committees are made up of at least three members, one of whom is the chairman. A Senate member can be part of no more than two committees. The Senate Chairman is not part of any standing committee.

(2) The distribution of members in the standing committees shall be carried out considering the competences and preferences of the Senate members, at the proposal of the Chairman of the Senate, and shall be approved in plenary session.

(3) The standing committees shall hold their first working session within a maximum of 15 calendar days from the date of their establishment. During this session, the committee chairman shall be elected.

(4) A member of a standing committee may be dismissed, at the proposal of the committee chairman, by a simple majority vote of the committee members, in the event of failure to perform the duties entrusted to them within the framework of the committee.

**Art. 10.**

(1) In carrying out their duties, standing committees shall be called and chaired by their chairman.

(2) The standing committees have the right, in order to carry out their duties, to request relevant information, logistical support or documentation from the executive and administrative management of ANIMV.

(3) The chairmen of the standing committees may invite representatives of the executive or administrative management of ANIMV or specialists in their field of activity, the staff of ANIMV, to the sessions of the committees.

(4) The standing committees shall draw up minutes, signed by the chairman of the committee and its members, whose recommendations shall be submitted to the Senate for debate and approval. In order to be submitted to the Senate, the proposals for approval, rejection, or postponement from the minutes must be agreed upon by a simple majority of the committee members. Separate opinions, disagreeing with the simple majority proposals for approval, rejection, or postponement, shall be clearly stated in the minutes submitted to the Senate.

(5) The minutes shall be submitted to the Senate by sending them, in electronic and printed form, to the Senate Chairman and to the designated secretary.

**Art. 11.**

(1) *Ad hoc* committees are committees specially set up by the Senate on a temporary basis to resolve issues that do not fall within the scope of the Senate's current activities.

(2) *Ad hoc* committees are set up at the initiative and request of the Senate Chairman or one-third of the Senate members.

(3) The duties, composition, chairman of the committee and duration of the *Ad hoc* committees shall be determined in the constituent session, by open vote, with a majority of the votes of the present Senate members.

(4) The chairman of the *Ad hoc* committee shall present the report drawn up in the plenary of the Senate.

(5) *Ad hoc* committees shall be dissolved as a matter of law upon approval of the report by a simple majority by the plenary of the Senate.

**Art. 12.**

(1) The Senate establishes specialized committees through which it controls the activity of the executive management of the ANIMV and the Board of Trustees.

(2) The monitoring and control reports drawn up by the specialized committees are regularly presented and discussed in the university Senate and form the basis of its decisions.

**Art. 13.**

(1) The Senate Secretariat is its technical working structure, subordinate to the Chairman.

(2) The Senate Secretariat is provided by two persons appointed for this purpose, by the executive management, from the level of the Academy Secretariat.

(3) The Senate Secretariat shall participate, without the right to vote, in the sessions of the Senate.

(4) The Senate Secretariat shall have the following powers:

- a) ensures the registration of members of the Senate;
- b) sends out summons for Senate sessions, along with the agenda;
- c) draws up minutes of the Senate session, which he proposes for signature to the members and the chairman of the Senate;
- d) drafts the Senate's decisions in accordance with the minutes of the session and submits them to the Senate Chairman for signature.

## **Section 5 Powers of the Senate**

**Art. 14.**

The University Senate, in accordance with the legal provisions, the University Charter and its regulations, has the following powers:

**(1) Lays down:**

- a) the conditions under which the status of fee-paying students is changed at the beginning of each academic year;
- b) the performance conditions of the students in order to keep, throughout the undergraduate studies, the Olympic/International Excellence Scholarship awarded from the budget of the Ministry of Education;
- c) the study programs promoted within the accredited field for master's degree studies, which shall be communicated to the Ministry of Education by February 1st of each year;
- d) the study groups and their dimensions, in compliance with the quality standards, in accordance with the program and cycle of studies, proposed by the Romanian Agency for Quality Assurance in Higher Education (ARACIS) and approved by the Ministry of Education;
- e) disciplinary sanctions, according to the legislation in force, which apply to teaching and research staff who have committed disciplinary offenses;
- f) constituencies for the election of members of the university Senate;

g) criteria for evaluating the professional performance of teaching and research staff in order to renewi their fixed-term employment contracts.

**(2) Approves:**

- a) the ANIMV mission, at the proposal of the Commandant (Rector);
- b) the amount of fees provided for in the methodology for setting fees in ANIMV, at the proposal of the Board of Trustees;
- c) The Code of Academic Ethics and Deontology, part of the University Charter;
- d) regulations and methodologies regarding internal quality assurance;
- e) the regulations and methodologies regarding the organization and functioning of ANIMV, at the proposal of the Commandant (Rector);
- f) the methodology for the recognition and equivalence of teaching and research positions and categories of intelligence instructors for associated teaching staff within ANIMV;
- g) the methodology for recognizing teaching positions in higher education obtained at accredited higher education institutions abroad;
- h) the Regulations of the Commission for Evaluation and Quality Assurance (CEAC);
- i) the regulations governing the organization and operation of the study programs for each academic cycle;
- j) the regulations governing the organization and operation of integrated study programs;
- k) the methodology for conducting activities carried out within ANIMV in online format;
- l) the regulations governing the organization and conduct of final examinations for each accredited study program, in accordance with the framework methodology approved by order of the Minister of Education;
- m) the regulations governing the organization and implementation of postgraduate programs, in accordance with the legislation in force;
- n) extending the duration of the doctoral studies program by 1-2 years, in special situations, upon the proposal of the doctoral supervisor and within the limit of the available funds;
- o) reducing by 1 year the duration of the doctoral studies program, at the request of the doctoral student, with the approval of the doctoral supervisor;
- p) the maximum number of doctoral students that can be supervised by a doctoral supervisor;
- q) extending the duration of the postdoctoral advanced research program by 1-2 academic semesters, in special situations, at the proposal of the doctoral supervisor and within the limits of available funds;
- r) regulations for the election of student representatives in the management and administrative structures of ANIMV;
- s) the students' assessment methodologies, approved by the Board of Trustees;
- t) specific methodologies for recognition and equivalence, as well as recognition of studies or periods of study completed in the country or abroad, based on the rules of the European Credit Transfer and Accumulation System for studies, in compliance with the framework methodology approved by order of the Minister of Education;
- u) the competition methodology for the recruitment of teaching and research staff;
- v) the methodology for establishing the university teaching load;
- w) the methodology for filling teaching and research positions;
- x) the career promotion methodology for academic staff;

- y) regulations on the classification and promotion of research staff to positions corresponding to their professional functions and grades, as well as the competition tests and their content;
- z) the methodology for evaluating the results and performance of teaching and research staff;
- aa) the methodologies for admission to study programs, for each organized cycle and study program;
- bb) the establishment, within projects, for a fixed or indefinite period, of research structures that are distinct in terms of their income and expenditure budget, which have their own autonomy and statutes, in compliance with the legal provisions and internal regulations in force;
- cc) the establishment, organization, or dissolution, at the proposal of the Board of Trustees, of a new faculty within ANIMV, by a government decision on the structure of higher education institutions, initiated annually by the Ministry of Education;
- dd) the organization of new study programs and the elimination of study programs that no longer fit within the mission of ANIMV or that are academically and financially inefficient, at the proposal and with the approval of the Board of Trustees;
- ee) the structure of the academic year;
- ff) the calendar of educational activities specific to the academic semesters, at least 3 months prior to the start of the academic year;
- gg) the regulations on the professional activity of students, which may be amended at least 3 months prior to the start of the academic year;
- hh) organizing undergraduate and postgraduate study programs;
- ii) the amount of fees for issuing documents assigning a number of transferable study credits to the courses taken by a graduate for the equivalence, continuation, or completion of studies and the recognition abroad of diplomas issued prior to the introduction of the transferable credit system, based on the information available in its own matriculation register;
- jj) the multi-annual strategic plan for institutional development and operational plans, at the proposal of the Commandant (Rector);
- kk) the structure, organization, and functioning of ANIMV, at the proposal of the Commandant (Rector) and in compliance with the legislation in force, in accordance with the provisions of the University Charter;
- ll) the draft budget of ANIMV, at the proposal of the Commandant (Rector);
- mm) the report on budget execution, at the proposal of the Commandant (Rector);
- nn) the sanctioning of staff with poor professional performance, at the proposal of the Commandant (Rector), based on its own methodology and the legislation in force;
- oo) the curriculum of each undergraduate and postgraduate study program, as well as in the case of integrated study programs. Each curriculum is developed by ANIMV and approved by SRI, in accordance with the provisions of the Higher Education Law no. 199/2023 with its subsequent amendments and additions and with its own regulations;
- pp) the organizational staff positions chart of teaching and research staff in the faculties, namely the organizational staff positions chart of Intelligence and National Security Doctoral School;
- qq) increasing the minimum weekly teaching load, in compliance with quality assurance standards, without exceeding the maximum limit of 16 conventional hours provided for by law depending on the position held;

- rr) reduction of the teaching load by up to 50% for teaching staff who hold a management position within ANIMV, a management, guidance, and control position within the Ministry of Education, in institutions under its authority and coordination, as well as Romanian Agency for Quality Assurance in Higher Education (ARACIS), or who have been elected to public office;
- ss) continuation of the activity of a teaching or research staff member after retirement, on the basis of a fixed-term contract for one year, with the possibility of annual renewal, without age limit, and with the obligation to undergo an annual evaluation of teaching or scientific research performance. In the case of tenured military teaching staff, continuing teaching activities after retirement, within ANIMV, is possible for those teachers who have retired due to age and full military service, under the conditions of the law. Within 30 calendar days prior to meeting the conditions for retirement, military teaching staff and tenured teaching staff may opt to continue teaching until they reach the legal retirement age in state education, in accordance with article 219 of the Higher Education Law No. 199/2023, with its subsequent additions and amendments;
- tt) the methodology for maintaining the status of tenured teaching and/or research title for teaching and research staff who are eligible for retirement;
- uu) conferring the honorary title of professor emeritus for teaching and research excellence on teaching staff who have reached retirement age;
- vv) appointing 1-3 representatives of the teaching staff to the CEAC, at the proposal of Board of Trustees;
- ww) the results of the teaching career promotion exams;
- xx) the results of contests for filling teaching and research positions;
- yy) the standards for filling teaching and research positions, specific to each position, in accordance with the legislation in force;
- zz) the minimum standards for the results of teaching and research activities, at the proposal of the Board of Trustees;
- aaa) the establishment, organization, division, merger, or dissolution of a department, at the proposal of the Faculty Council in which it operates, with the endorsement of the Board of Trustees;
- bbb) the organization of research centers or laboratories that operate as units of income and expenditure within ANIMV, with the endorsement of the Board of Trustees;
- ccc) methodologies for organizing elections for academic leadership structures and positions;
- ddd) requests from ANIMV tenured teaching and research staff to carry out teaching and research activities in other higher education or research institutions;
- eee) the structure and Regulations on the organization and functioning of the ANIMV Senate;
- fff) Regulations on awarding scholarships and other forms of material support for students;
- ggg) the content and format of the academic documents issued upon completion of integrated study programs, namely the joint diploma or double or multiple diploma, as well as the language in which they are drafted;
- hhh) the methodology for establishing the minimum number of study credits required to pass the academic year;
- iii) the methodology for recognition and equivalence, namely the recognition of studies or periods of university studies previously completed;

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jjj) granting merit grades to ANIMV staff;

kkk) the equivalence of research positions with teaching positions in both directions.

**(3) Validates:**

a) the annual report on research, development, and innovation activities, on how overhead costs for research grants and contracts were incurred. The report shall include information on research funds and funds related to projects financed through national and international programs carried out by ANIMV;

b) elections for management and representative positions within ANIMV;

c) the results of university admission competitions;

d) the resolution to accept or to reject the habilitation thesis issued by the Habilitation Committee, accompanied by the candidate's file, submitted by Regulations on the organization and functioning of the Council for Doctoral University Studies (CSUD);

e) the report on the status of ANIMV, presented by the Commandant (Rector) of ANIMV, in April of each year;

f) the results of the public competition for the selection of deans;

g) ANIMV medium and long term strategies and policies in areas of interest, at the proposal of the Board of Trustees;

h) public competitions for positions on the Board of Trustees.

**(4) Drafts and adopts:**

a) The University Charter, following debate with the university community;

b) the methodology for organizing the public competition for the selection of deans;

c) the strategy for combating discrimination.

**(5) Adopts:**

a) The University Code of Student Rights and Obligations, in compliance with the provisions of the Code of Student Rights and Obligations, approved by order of the Minister of Education;

b) Regulations on the functioning of ANIMV Ethics Commission.

**(6) Grants:**

a) membership of the university community, by decision;

b) other distinctions, titles, and diplomas for excellence in teaching and research.

**(7) Endorses:**

a) the composition of the University Ethics Commission;

b) the annual report of the University Ethics Commission;

**(8) Analyzes:** the internal evaluation report on the quality of education, prepared by CEAC.

**(9) Appoints:** the vice-rector who represents ANIMV, in the event of the revocation or interruption of the Commandant's (Rector's) mandate;

**(10) Applies:**

a) the sanctions of the Ministry of Education regarding non-compliance with the public accountability obligations of ANIMV;

b) the sanctions established by its own regulations regarding non-compliance with the conditions for conducting competitions for teaching and research positions.

**(11) Signs:** the management contract with the Commandant (Rector).

**(12) Controls:** the activity of the Commandant (Rector) and the Board of Trustee through specialized committees.

**(13) Evaluates:** human resources, periodically.

## **Section 6**

### **Activity of the Senate**

**Art. 15.**

(1) The Senate works in plenary, in ordinary or extraordinary sessions.

(2) During the academic year, the Senate meets in ordinary sessions, monthly, according to a plan established during the September session. As a rule, ordinary sessions of the Senate are not scheduled during academic holidays.

(3) Whenever necessary, the Senate may be convened in extraordinary sessions by the Senate Chairman, the Commandant (Rector) or at the request of at least one third of the members of the Senate. By way of exception, for student issues, the Senate may be convened at the request of the entire group of student representatives who are members of the Senate.

(4) If, for valid reasons, Senate members cannot physically participate in the Senate sessions, their presence may also be online, using a communications platform that allows audio-video transmission and recording.

(5) The Senate meets in plenary session, before the start of a new academic year, usually in the last decade of September, to adopt the annual development plans and directions of action for a new academic year.

**Art. 16.**

Senate members are summoned individually, in writing, by the Senate Secretariat, by sending email notifications to the address indicated by each member of the Senate or by text message, at least two days before the date of the ordinary meetings.

**Art. 17.**

(1) The quorum for Senate meetings is 2/3 of the total number of Senate members, with the mandatory participation of at least one student representative.

(2) If a meeting does not have a quorum, the Senate Chairman will announce the date and time at which it is rescheduled, but not earlier than 48 hours. The summons is sent immediately to all members of the Senate.

(3) Senate members are required to attend Senate sessions. Members who cannot take part in the Senate session for justified reasons shall notify the Senate Secretariat before the meeting begins. Absences justified by medical leave or missions shall be considered justified. Any other justifications shall be approved by the Senate Chairman, based on a written request from the Senate member.

(4) Upon the accumulation of 3 unexcused absences in an academic semester from ordinary and extraordinary Senate sessions or of the standing committee of which he is a member, the Senate Chairman shall request the members of the university community who elected him to adopt a decision to maintain or withdraw his Senate membership.

(5) If it is decided to withdraw his Senate membership, the respective community shall initiate the process of partial elections.

**Art. 18.**

(1) In order to be included on the agenda of the Senate session, documents shall be submitted at least 7 days before the date of the ordinary sessions. The documents shall be sent to the Senate Secretariat in electronic and physical format, registered.

(2) Individual requests from members of the university community, which, pursuant to the legal provisions or the Charter, are within the competence of the Senate to approve, shall

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be addressed directly to it, in writing, through the Senate Chairman, who shall request analysis in the competent standing committee.

**(3)** The Senate Chairman shall send the materials to be debated during the meetings of the standing committees to the Senate members at the indicated email addresses, immediately upon receipt. After receiving the documents, the committee members shall be obliged to read and analyze them, and where there are points of view, to send them by email to the committee chairman no later than two days before the Senate session. If there are no points of view, the committee members shall send an email to the committee chairman stating this.

**(4)** One day before the Senate session, the committee chairman shall convene the committee members to discuss the points of view (if any) and to obtain additional information from the initiators of the documents, where applicable. In the event that the documentation relating to a point of discussion is incomplete, the committee chairman shall return the documents to the initiator for completion. That item will no longer be on the Senate agenda.

**(5)** As a rule, on the same day of the committee meeting, the committee chairperson will draw up the minutes with the proposal to approve, reject or postpone the documents in the Senate. The proposal to approve or reject is obtained by a simple majority vote of the committee members. The committee may formulate amendments, which it will support in the Senate plenary session. Where the views of the committee members remain divergent in relation to the committee's voted proposals, these will be recorded separately and discussed in the Senate plenary session. If the committee issues a negative opinion, the Senate chairperson will communicate this to the initiator, who may opt to withdraw the item or to include it on the agenda.

**(6)** Each Senate member is obliged to go through all the documents proposed on the agenda. Questions regarding a document that is not the subject of debate in the committee of which he is a member shall be addressed by the senator to the chairman of the standing committee in which that document is being analyzed, at the latest one day before the Senate session. If the senator continues to have objections regarding the document being discussed, he shall formulate a point of view in writing, which he shall submit to the Senate Secretariat before the Senate session. The situations that have generated divergent points of view shall be debated in the Senate plenary.

**(7)** In the case of extraordinary situations - documents sent to the Senate after the expiry of the submission deadline - the chairman of the committee may urgently convene the members and shall establish, in common agreement with them, the working method.

**(8)** Failure to submit materials by the deadline established by the regulation entitles the Senate members to request the postponement of their debate to the next Senate session.

**(9)** By way of exception, extraordinary sessions may be convened on the day of their organization, without the obligation to submit the materials to be debated. In this case, the materials will be debated in the plenary session of the Senate.

### **Art. 19.**

**(1)** Senate sessions are not public.

**(2)** The Commandant (Rector) of ANIMV participates in the Senate meetings, without the right to vote, who will support the position of the Board of Trustees. Other persons from within ANIMV or from outside may also participate in the Senate meetings, as guests, without the right to vote, when the issue under debate requires such participation.

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- (3) The Senate agenda may be supplemented at the request of any Senate member, formulated at the beginning of the session, with additional points, with the approval of a simple majority of the members present.
- (4) Before the start of the debates on an item on the agenda, the initiator may briefly present its content and the motivation that determined the initiative.
- (5) The committee chairman that approved the proposal, with or without amendments, shall argue the proposed decision in plenary.
- (6) In speaking on the items on the agenda, the Senate members shall respect the rules of academic ethics as well as the right of the other senators to express their opinion. The speeches shall not exceed 5 minutes.
- (7) The Senate Chairman may interrupt an intervention that does not comply with the provisions of paragraph (6).
- (8) In exceptional cases, the Senate Chairman may, by a majority vote of the Senators present, order the removal from the chamber of a person whose conduct seriously disrupts the proceedings of the Senate session.
- (9) The proceedings of the Senate session shall be recorded in the minutes of the session. This shall include the names of all members of the Senate who spoke, the points of view other than those mentioned in the minutes of the standing committees, and the content of those statements for which a record in the minutes has been expressly requested.
- (10) The minutes of the Senate sessions shall be signed by all Senate members.
- (11) The minutes shall be archived by the Senate Secretary. Upon termination of the Senate's term of office, they shall be submitted to the ANIMV archive.
- (12) The minutes may be consulted at the Senate Secretariat by any member of the university community. Copies of official documents of the Senate shall be issued only with the approval of the Senate Chairman.

### **Art. 20.**

- (1) The decisions of the University Senate shall be adopted by a simple majority of the members present.
- (2) The members of the Senate shall have an equal deliberative vote.
- (3) The vote shall be direct and may be open or secret. The open vote may be expressed by a show of hands or by roll call. The secret vote shall be expressed by ballots or electronically.
- (4) In the event that the session is held online, both the open and the secret vote shall be carried out using an electronic platform.
- (5) For each item on the agenda, the Senate shall adopt a decision by vote or issue a resolution.
- (6) Decisions are normative or individual acts producing legal effects.
- (7) Resolutions express a position of the Senate on an issue that has been brought to its attention.
- (8) A decision adopted by vote in a Senate session cannot be amended in the same session.
- (9) Senate decisions become public and are transmitted to the university community through the care of the Senate Secretariat.
- (10) Adopted decisions are drafted in the final form approved by the Senate, within 3 working days from adoption.
- (11) Senate decisions are signed by the Senate Chairman.

## **Section 7**

### **Rights and Duties of Senate Members**

**Art. 21.**

(1) Each Senate member represents the community that elected them and has the obligation to supervise the observance of academic values in accordance with the legislation in force and the ANIMV Charter.

(2) Members of the Senate have the following rights and duties:

- a) to know the legislation in the field of higher education;
- b) to express their opinions freely and with justification regarding the items on the agenda of the Senate sessions;
- c) to obtain access to any information or documents of the ANIMV to analyze the items on the agenda of the Senate meetings;
- d) to propose to the Senate the discussion of issues of major interest to the ANIMV, under the terms of this regulation;
- e) to participate in the Senate sessions and of the Senate committees of which they are a member;
- f) to participate by open or secret vote, as the case may be, in the decisions of the Senate;
- g) to maintain professional secrecy.

## **Section 8**

### **Conflict of Interest and Incompatibility**

**Art. 22.**

(1) Situations of conflict of interest and incompatibility are provided for by the legal norms in force and must be reported to the Human Resources Commission.

(2) Senate members have 15 days to eliminate the situation of conflict of interest or incompatibility.

(3) Declarations of conflict of interest or incompatibility, as well as declarations of their resolution, shall be submitted to the Senate Secretariat and shall be presented to the Senate plenary session by the Chairman.

## **Section 9**

### **Loss of Senate Membership**

**Art. 23.**

Membership of the University Senate shall cease:

- a) on the date of the legal meeting of the newly elected Senate;
- b) by renouncing the mandate for personal reasons/resignation;
- c) because of the termination of the employment relationship with ANIMV;
- d) because of losing the title in the constituency in which he was voted;
- e) by retirement;
- f) by death;
- g) in the case of students, by graduation, expelling or termination of their term of office;

h) in case of finding a situation of incompatibility;

i) by exclusion.

**Art. 24.**

The exclusion procedure may be initiated in case of deviations from the norms of academic conduct, intentional non-compliance with the decisions of the Senate or failure to fulfill the tasks entrusted within the standing, specialized or *Ad hoc* Committees by their Chairmen.

**Art. 25.**

The exclusion of a member is debated and voted on in the plenary session of the Senate; the exclusion is adopted by simple majority if the number of those present represents at least 2/3 of the number of members of the Senate. The decision is brought to the attention of the academic community.

**Art. 26.**

The Senate will request the organization of partial elections, within 1 month, for the vacant position, in accordance with the conditions of art. 23, in compliance with the election methodology.

## **Section 10 Final Provisions**

**Art. 27.**

**(1)** These Regulations on the organization and functioning of the University Senate of "Mihai Viteazul" National Intelligence Academy may be amended and supplemented upon the proposal of the Commission of Regulations and Methodologies or of one third of the Senate members.

**(2)** The provisions of these Regulations shall be supplemented with the provisions of the Higher Education Law no. 199/2023 with its subsequent amendments and additions, and of the Charter.

**(3)** This Regulation shall enter into force on the date of approval by the senate. On the same date, the Regulations on the organization and functioning of the University Senate of the "Mihai Viteazul" National Intelligence Academy approved on Sep 29<sup>th</sup> 2022 shall be repealed.