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"MIHAI VITEAZUL" NATIONAL  
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APPROVED  
THE  
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**QUALITY MANUAL FOR  
EDUCATION AND  
RESEARCH IN THE  
NATIONAL INTELLIGENCE ACADEMY  
"MIHAI VITEAZUL"**

Approved in the University Senate's Meeting on  
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## REGULATORY FRAMEWORK

- *Higher Education Law No. 199/2023, as amended and supplemented;*
- *Law No. 25/2023 on the voluntary integration of research, development and innovation organizations from Romania into the European Research Area, as well as for the amendment of Government Ordinance no. 57/2002 on scientific research and technological development;*
  - *Law 183/2024 on the status of research, development and innovation personnel;*
  - *Government Decision No. 962/2024 regarding the approval of the External Evaluation Methodology for the Quality of Education in Higher Education;*
  - *Government Decision No. 138/2024 on the approval of the Methodological Norms on Performance Evaluation for integrating the scientific research and technological development activity of research organizations, as well as for establishing the criteria for selecting the evaluating experts provided in Article 19 of Law No. 25/2023 (...);*
  - *Government Ordinance no. 57/2002 on scientific research and technological development, subsequently amended and supplemented;*
  - *Order of the Minister of Education No. 3020/2024 for the approval of the Framework Regulation on doctoral studies, as amended and supplemented;*
  - *Order of the Minister for Education and Research No. 4148/2025 for the approval of the Framework Methodology on the organization and conduct of postgraduate programs of adult vocational training;*
  - *Order of the Minister of Education No. 4394/2024 regarding the Code of the rights and obligations of the student;*
  - *Council Recommendation of 18 December 2023 on a European framework for attracting and retaining research, innovation and entrepreneurship talent in Europe, Official Journal of the European Union No. C/2023/1640 of 29 December 2023 — Annex II: European Charter for Researchers;*
  - *ARACIS standards and guides for organizing and evaluating programs and fields of study;*
  - *Academic Charter of the "Mihai Viteazul" National Intelligence Academy;*
  - *Quality assurance strategy in the "Mihai Viteazul" National Intelligence Academy;*
  - *Strategy for scientific research, development and innovation of the "Mihai Viteazul" National Intelligence Academy, 2023-2027;*
  - *Rules of Organization and Operation of IOSUD ANIMV;*
  - *Internal regulations regarding the activity of the Romanian Intelligence Service.*

## CHAPTER I GENERAL PROVISIONS

**Art. 1. (1)** The "Mihai Viteazul" National Intelligence Academy, hereinafter referred to as ANIMV, as well as the fields and study programs carried out within it, are subject to the regulations on quality assurance, including those related to authorization and accreditation, established by Law No. 199/2023, as subsequently amended and supplemented, and Government Decision No. 962/2024

**(2)** The quality of education is ensured through the following processes:

- a)** effective planning and delivery of expected learning outcomes;
- b)** the internal evaluation of results;
- c)** the external evaluation of results;

d) the audit of the internal evaluation.

(3) ANIMV, as a higher education institution, is the legal subject of the education quality assurance system, hereinafter referred to as SACE, in Romania (*Annex 1*).

**Art. 2. (1)** Ensuring the quality of higher education and academic scientific research is part of ANIMV's obligations as part of the national education system.

(2) Ensuring the quality of education in ANIMV, in order to meet the standards, is a set of actions aimed at:

a) the development of institutional capacity;

b) the development, planning and organization of programs of initial training studies, continuing training and lifelong learning.

(3) For the implementation of the SACE processes, ANIMV has the following obligations and tasks:

a) effective planning and delivery of expected learning outcomes;

b) internal evaluation.

(4) In complementarity with the tasks and obligations specified in para. (3), the quality of education in ANIMV within SACE is completed by the external evaluation of the results, respectively the audit of the internal evaluation of the results, as processes of the external quality evaluation system, hereinafter referred to as the SEEC (*Annex 2*).

**Art. 3.** The purpose of ensuring the quality of education in ANIMV is to strengthen the capacity of ANIMV to offer university and postgraduate level study programs, as well as permanent education, in accordance with the standards laid down by the legislation in force, as well as to contribute to the development of an institutional quality culture, in order to increase the trust of society in the educational process conducted by ANIMV.

**Art. 4.** ANIMV adheres to the *European Charter for Researchers* and respects the principles set out therein.

## **CHAPTER II**

### **THE STRUCTURE OF THE INTERNAL QUALITY ASSURANCE SYSTEM (SIAC) OF ANIMV**

**Art. 5. (1)** In application of the legal provisions, ANIMV develops its own internal quality assurance system, hereinafter referred to as ANIMV SIAC, which is operational and constantly optimized.

(2) The actions referred to in Article 2 para. 2 are continuously carried out and include an ongoing process for evaluating the quality of education, for the programs and fields of study, organized within the framework of initial and continuing training, and for lifelong learning.

**Art. 6.** SIAC ANIMV contains the following elements:

a) the Commission for Evaluation and Quality Assurance, hereinafter referred to as CEAC, which coordinates the quality evaluation and assurance process in ANIMV and the quality evaluation and assurance committees for each university study program that is being carried out;

- b) technical-administrative and support structures designed to facilitate the management of internal and external quality assurance and evaluation activities;
- c) strategies, action plans, regulations and procedures;
- d) internal quality assurance and evaluation activities;
- e) internal education quality evaluation reports.

**Art. 7. (1)** The Commandant (rector) of ANIMV is directly responsible for the quality of education.

**(2)** The ANIMV University Senate approves the quality assurance strategy, the CEAC regulation on operation, and the quality assurance action plan, methodologies and procedures;

**(3)** The Rector, the Vice-Rector, the Deputy-Commandant (Rector), the Dean, the Vice-dean, the Directors of Departments, the Director of the Council for Doctoral Studies (CSUD) and the Director of the PhD School of ANIMV are responsible for organizing and carrying out study programs whose central element is to ensure the quality of education.

**(4)** The Scientific Council is responsible for designing and reporting the research activity in ANIMV, under conditions of ensuring the quality of the research products

**(5)** By capitalizing on the opportunities of research, development and innovation available at national and European level in the field of security and intelligence studies, INSI contributes to increasing the quality of the educational process by conducting a high-level scientific activity.

**(6)** The system for monitoring compliance with the provisions of the Code of Rights and Obligations of the students of ANIMV is part of the internal system of quality assurance.

**(7)** All ANIMV staff shall be responsible for the quality of the activities they carry out in accordance with the job description or other activities in which they are engaged.

### **CHAPTER III**

#### **RESPONSIBILITIES IN THE IMPLEMENTATION OF SIAC**

**Art. 8.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Commandant (rector):**

**a)** is directly responsible for the quality assurance policy of study programs, in full agreement with the ANIMV<sup>1</sup> mission;

**b)** appoint the Chair of ANIMV CEAC for the operational coordination of CEAC and approves the decision on founding CEAC;

**c)** presents the status of the quality assurance of the activities in ANIMV within the *Annual Status Report* of ANIMV;

**d)** approves the *annual internal evaluation reports on the quality of education in ANIMV*, the *internal evaluation reports of the fields and programs of study* and the *reports on the level of satisfaction of students/trainees with the educational process in ANIMV*;

**e)** analyzes and approves the proposals for measures aimed at ensuring and continuously improving the quality of education, formulated by CEAC;

**f)** propose for approval to the University Senate the methodologies and regulations regarding the organization and functioning of ANIMV;

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<sup>1</sup> According to the provisions of the University Charter, the ANIMV mission is education and research (in application of Law no. 199/2023, art. 138 para. (2) letter b) and MEC Order No 3027/2025)

**g)** is held accountable by the University Senate for the proper conduct of competitions for filling the position vacancy, in compliance with the standards of quality, ethics and academic ethics and applicable legislation;

**h)** Proposes for approval to the University Senate the sanctions against staff with poor professional performance;

**i)** periodically organizes meetings with teaching, research, technical and administrative staff, as well as with students, takes note of the problems indicated by them and establishes remedial measures, in compliance with the law;

**j)** is responsible for organizing and carrying out the management of academic records and university documents by ANIMV;

**k)** endorses the ANIMV Annual Scientific Research Plan, made by integrating the proposals of INSI, of the faculties and of the Intelligence and Security Doctoral School;

**l)** analyzes the results obtained in the scientific work within ANIMV in the previous year.

**Art. 9.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Vice-Rector:**

**a)** coordinates the university and postgraduate studies, as well as non-university initial/continuing training programs organized and carried out in ANIMV;

**b)** coordinates the development of the main documents of planning and organization of university and postgraduate studies and the non-university initial/continuous training programs;

**c)** stays in touch with student representatives of all study cycles, identifies issues of concern and establishes solutions or, as appropriate, submits proposals to the Commandant (rector) to solve issues under his/her responsibility;

**d)** periodically analyzes the results of the students and presents the deans proposals for improvement.

**Art. 10.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the University Senate:**

**a)** approves the quality assurance strategy, the CEAC regulation on operation, and the quality assurance action plan, methodologies and procedures;

**b)** approves the Commission's Quality Assessment and Assurance (CEAC) regulation;

**c)** approves the appointment of the teaching staff representative in CEAC, proposed by the Board of Trustees;

**d)** analyzes the internal evaluation report on the quality of education, drafted by CEAC;

**e)** approves the Periodic Self-Assessment Report of IOSUD ANIMV;

**f)** validates the rector's status report, which includes the quality assurance component;

**g)** analyzes the projects and documents with implications for quality and university development in ANIMV, received for approval, respecting the quality standards in education and research;

**h)** approves the curriculum of each university and postgraduate study program as well as the integrated study programs, ensuring that the curriculum matches the qualification offered by the study program;

**i)** approves the curriculum of doctoral studies programs and postdoctoral advanced research programs in the accredited fields;

**j)** establishes the study groups and their dimensions, in compliance with the quality standards, in accordance with the program and cycle of studies, proposed by ARACIS<sub>2</sub> and approved by the Ministry of Education and Research;

**k)** approves the increase or reduction of the minimum weekly teaching standard, respecting quality assurance standards in education and research;

**l)** approves the assessment standards for teaching and research staff in ANIMV;

**m)** establishes disciplinary sanctions for teaching and research staff, in accordance with the duties provided for by Law No. 199/2023, as subsequently amended and supplemented.

**Art. 11. (1)** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Commission for Evaluation and Quality Assurance** has the following responsibilities:

**a)** develops and submits to the approval of the Commandant (rector) of ANIMV the strategy for evaluation and quality assurance of education in ANIMV;

**b)** endorses the Quality Manual, which details the internal quality assurance system, referred to as SIAC ANIMV, and assesses its functionality with proposals for improvements;

**c)** drafts an internal evaluation report annually, on the quality of education, which is analyzed in the University Senate, is approved by the Commandant (rector) of ANIMV and brought to the attention of all interested parties, by publication on the ANIMV website, [www.animv.ro](http://www.animv.ro);

**d)** endorses the internal quality assurance regulations, methodologies and procedures carried out by the Quality Assurance Office (BAC);

**e)** monitors and, as appropriate, intervenes in the way that external partners, such as employers or institutional partners, are consulted and involved in internal quality assurance processes at different levels of ANIMV;

**f)** takes the necessary steps to fulfill the legal provisions in force on the quality assurance component of education in ANIMV, as well as to improve the results related to the three areas (Annex 2);

**g)** coordinates the application of internal evaluation procedures and activities and the quality assurance of education, approved by the University Senate;

**h)** develops and submits for the approval by the Commandant (rector) proposals for the improvement of the quality of education in ANIMV and assess the effectiveness of the proposed measures on a semi-annual basis or whenever necessary;

**i)** develops and submits to the Board of Trustees for approval proposals for measures necessary to design, implement, maintain, improve the quality of education in ANIMV;

**j)** develops and submits to the University Senate for approval the annual plan of activities in the quality assurance area and the reference standards in the internal quality assessment at the level of ANIMV;

**k)** coordinates the internal evaluation activity at the level of the faculties and departments in order to synchronize the actions of this process at the level of ANIMV;

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<sup>2</sup> ARACIS – Romanian Agency for Quality Assurance in Higher Education

l) monitors the consistency of the quality management system with the national reference standards and performance indicators for quality assessment and quality assurance in higher education established by ARACIS; establishes the reference standards in the internal quality assessment at the level of ANIMV;

m) coordinates the development and checks the documentation specific to the external periodic evaluation procedure of ANIMV, namely the one necessary to obtain the accreditation of the fields and study programs;

n) endorses the procedure for collecting and evaluating the feedback of students and trainees in ANIMV;

o) makes recommendations based on the evaluation of the teaching staff's performance by students/trainees, which they submit to the management of ANIMV;

p) develops and proposes for periodic review the procedures, policies and regulations on quality assurance, approved by the management of ANIMV;

q) endorses the scales for the operationalization of the evaluation criteria specific to the annual evaluation of teachers and submits them to the Commandant (rector) for approval;

r) endorses the forms of evaluation and feedback of the educational process carried out in ANIMV and submits them for approval to the Commandant (rector);

s) endorses the statistical reports for the university and postgraduate study programs and submits them to the Commandant (rector) for approval.

(2) The roles and duties of each CEAC member are detailed in the *Regulation on the organization and functioning of the Commission for Quality Assessment and Assurance of the "Mihai Viteazul" National Intelligence Academy*.

**Art. 12.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the CSUD Director:**

a) proposes for the approval by CSUD the *Strategy for increasing the quality of educational and research experience in IOSUD ANIMV*;

b) proposes for the endorsement by CSUD the necessary methodologies for the proper conduct of the activities specific to the doctoral programs in ANIMV;

c) proposes for the endorsement by CSUD the strategies of internationalization of university study programs;

d) conducts the internal self-assessment activities of IOSUD ANIMV and of the doctoral schools, based on the methodologies in force and proposes to the CSUD the *Internal Self-Assessment Report* of IOSUD ANIMV;

e) coordinates the activity of elaborating the *Regulation on the Organization and Function of IOSUD, ANIMV*;

f) monitors the activities of organizing, conducting and managing the doctoral studies programs in the field of accredited doctoral studies;

**Art. 13.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Board of Trustees:**

a) endorses the proposals for new study programs and the start of the processes of provisional authorization, accreditation or re-accreditation, respectively the registration and enrollment of study programs in the National Register of Qualifications (RNC);

b) approves the *Strategy for increasing the quality of educational and research experience in IOSUD ANIMV*;

c) makes proposals for the appointment of a teaching staff representative in the CEAC;

**d)** endorses the students'/trainees' assessment methodology (from Bachelor, Master and PhD programs) in ANIMV;

**e)** establishes disciplinary sanctions for teaching and research staff, in accordance with the duties provided for by Law No. 199/2023, as subsequently amended and supplemented.

**Art. 14.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, the **Council for Doctoral Studies (CSUD):**

**a)** approves the *Strategy for Improving the Quality of the Educational and Research Experience at IOSUD ANIMV* and submits it to the ANIMV Board of Directors for approval;

**b)** approves the *Internal Self-Assessment Report of IOSUD ANIMV*;

**c)** approves the internal evaluation reports for the accredited doctoral programs;

**d)** approves the internal evaluation reports of postdoctoral research programs in the fields of accredited doctoral studies;

**e)** approves the *Rules of Organization and Operation of IOSUD ANIMV*;

**f)** approves the *Rules of Organization and Conduct of Doctoral Programs at IOSUD ANIMV*;

**g)** approves the *Rules of Organization and Conduct of advanced postdoctoral research programs at IOSUD ANIMV*;

**h)** approves the rules of organization and operation of doctoral schools within ANIMV;

**i)** approves the curricula for doctoral degree programs in the fields of accredited doctoral studies;

**j)** approves the curricula for postdoctoral advanced research programs in the accredited fields;

**k)** approves the necessary procedures for the proper conduct of specific activities of postdoctoral advanced research programs in doctoral schools;

**l)** approves criteria for evaluating the quality of doctoral dissertations.

**Art. 15.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, the **Quality Assurance Office:**

**a)** supports CEAC in carrying out internal evaluation and quality assurance activities;

**b)** appoints a representative to the CEAC;

**c)** supports the drafting of ANIMV's quality assurance strategy, as well as the annual quality assurance action plan as part of the action plan;

**d)** drafts the regulations of the ANIMV's internal quality assurance system (SIAC), the operating regulations of the CEAC, as well as the regulations, methodologies, and procedures related to quality assurance;

**e)** participates, in cooperation with academic departments, in the preparation of documentation regarding periodic institutional evaluation and the evaluation of study programs;

**f)** drafts the documentation required for the registration of the undergraduate and graduate programs in the National Register of Qualifications (National Register of Qualifications in Higher Education - RNCIS and the National Register of Graduate Programs – RNPP);

**g)** approves the curricula and course descriptions for university programs,

postgraduate programs and non-university initial/continuing education programs organized by ANIMV;

**h)** prepares feedback reports from students, course participants, graduates and employers and submits them to ANIMV's management for review;

**i)** formulates proposals for improving the quality of the educational process and submits them to the ANIMV and/or CEAC management for review;

**j)** prepares the annual summary report on the quality of the educational process at ANIMV, which is published on the [www.animv.ro](http://www.animv.ro) website;

**k)** calculates the individual scores of ANIMV teaching staff based on feedback from students and trainees and submits them to ANIMV management for the purpose of periodically evaluating teaching performance;

**l)** prepares summary reports on the legislative framework applicable to ANIMV's activities, the evolution of ANIMV's internal regulatory framework, the status of compliance with legal requirements regarding the accreditation of study programs organized by ANIMV, and other reports requested by the management of ANIMV and CEAC;

**m)** monitors legislative developments in the field of education that impact the educational process carried out by ANIMV and informs the university community in order to update the internal regulatory framework;

**n)** manages the updating of the *Quality Management* and *Regulatory Framework* sections on the [www.animv.ro](http://www.animv.ro) website, with the support of ANIMV's communications department;

**o)** ensures communication and participation in events relevant to evaluation and quality assurance organized by ARACIS, ANC , UEFISCDI , relevant ministries other universities and organizations.

**Art. 16.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Academy Secretariat, through the Office of Educational Management:**

**a)** centralizes and supports the provision to the Ministry of Education and Research of the data it requests regarding the education and vocational training process, in accordance with legal provisions and in line with the principle of public accountability;

**b)** centralizes and submits for SRI management approval the overall planning of the education and professional training process carried out by ANIMV, for undergraduate and graduate programs, as well as non-university initial and continuing education programs;

**c)** prepares the rector's annual report on the state of ANIMV, the multi-year strategic plan, and the annual operational plans, which also include a quality assurance component;

**d)** prepares an annual report on the implementation of the plan referred to in subparagraph c), which is submitted to the SRI management;

**e)** ensures that data is entered and updated in the *National Single Reporting Platform for Higher Education* (PNRUIS), in accordance with the specific organizational and operational structure of ANIMV;

**f)** supports the update of the Quality Management section on the [www.animv.ro](http://www.animv.ro) website, in collaboration with ANIMV's communications department.

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<sup>3</sup> ANC – National Authority for Qualifications

<sup>4</sup> UEFISCDI – Executive Unit for the Funding of Higher Education, Research, Development and Innovation

**(2) The Academy Secretariat, through the Academic Records Office:**

**a)** ensures the preparation and issuance of academic transcripts in accordance with the curricula approved for undergraduate, graduate and non-university initial/ continuing education programs;

**b)** reviews curricula from the perspective of quality standards regarding the format of academic transcripts as required by domestic laws and regulations.

**Art. 17.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Dean:**

**a)** is responsible for the quality of education at the faculty level;

**b)** supports the internal evaluation process of study fields and programs within the faculty she or he leads, in order to meet the legal requirements for internal and external evaluation;

**c)** is responsible for organizing and conducting the teaching and educational process for students and trainees;

**d)** coordinates the drafting of the curriculum, which is then submitted to the faculty council for review;

**e)** checks the compliance of teaching staff activities with the provisions of the course syllabus;

**f)** checks the activities carried out by educational institutions regarding the adherence to the class schedule;

**g)** based on benchmarking practices, drafts measures for the continuous improvement of the quality of academic programs;

**h)** proposes assessment methodologies for the duration of study programs;

**i)** is held accountable by the University Senate for the proper conduct of competitions for filling the position vacancy, in compliance with the standards of quality, ethics and academic ethics and applicable legislation;

**j)** carries out the annual evaluation of the teachers' performance;

**k)** takes action based on feedback reports from students, trainees, graduates and employers, as well as the proposals to improve the quality of the educational process;

**l)** monitors the implementation of the established measures on quality assurance of the educational services from the faculty;

**m)** based on the results of the evaluation of the educational process at the faculty, drafts measures for the continuous improvement of the quality of academic programs;

**n)** reports annually to the faculty board on the status of the faculty, which includes the faculty quality assurance component;

**o)** takes measures for the good use of the space in which the faculty operates and for the use, in accordance with the law, of its patrimony.

**Art. 18.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Faculty Council:**

**a)** endorses the curriculum for undergraduate and postgraduate study programs for approval by the University Senate;

**b)** approves the curriculum for non-university initial/continuing development programs, documents drawn up within the departments;

**c)** monitors the compliance with the provisions of the curriculum, as well as the course syllabus within the study programs and the implementation of the requirements for quality assurance of the educational services offered;

**d)** approves the annual reports of the dean on the general state of the faculty, which include the faculty quality assurance component;

e) approves the results of the evaluation process for teachers in ANIMV;

f) approves the Commission's proposals for the recognition and equivalence of ECTS credits with regard to the applications submitted by students/trainees.

**Art. 19.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Department Director:**

a) organizes and manages the teaching and research activity of the department's staff;

b) is responsible for the development and implementation of the curriculum, job descriptions, research and quality management;

c) is responsible for the development and implementation of the curriculum for non-university initial/continuing development programs;

d) ensures the compliance with the requirements for the elaboration of the course syllabus in the responsibility of the department and supports them in the process of endorsement and approval;

e) is responsible for periodically evaluating the staff of the department;

f) is held accountable by the University Senate for the proper conduct of competitions for filling the position vacancy, in compliance with the standards of quality, ethics and academic ethics and applicable legislation;

g) ensures that the educational process is carried out in accordance with institutional quality standards.

**Art. 20.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Department Council:**

a) develops and endorses the curriculum of the study programs organized by the department;

b) analyzes and endorses the applications for recognition and equivalence of study credits;

c) coordinates the teaching and scientific research activity of the department.

**Art. 21.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Director of the Doctoral School:**

a) is responsible for the development and implementation of the curriculum, job descriptions, research and quality management;

b) coordinates the activity of elaborating the *Regulation on the Organization and Function of the Intelligence and Security Doctoral School*;

c) leads the activities of organizing, conducting and managing the doctoral studies programs in the field of Intelligence and National Security;

d) proposes for endorsement the curriculum of the doctoral studies program and the postdoctoral advanced research program for each of the accredited doctoral fields;

e) proposes the necessary procedures for the proper conduct of the activities specific to the doctoral programs in the Intelligence and Security Doctoral School;

f) leads the internal self-evaluation activities of the Intelligence and National Security doctoral studies field and proposes the Internal Evaluation Report.

**Art. 22.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Council of the Doctoral School:**

a) supports the Director of the Doctoral School for the implementation of quality management;

b) proposes evaluating criteria for the quality of doctoral dissertations;

c) endorses the necessary procedures for the proper conduct of the activities specific to the doctoral studies programs in the Intelligence and Security Doctoral School;

**d)** endorses the curriculum of the doctoral studies program in the Intelligence and National Security field;

**e)** endorses the curriculum of the postdoctoral advanced research program in the Intelligence and National Security field;

**f)** endorses the necessary procedures for the proper conduct of the activities specific to the doctoral studies programs in the Intelligence and Security Doctoral School;

**g)** endorses the curriculum of the doctoral studies program in the Intelligence and National Security field;

**h)** endorses the internal self-evaluation reports of the Intelligence and National Security postdoctoral advanced research program.

**Art. 23.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Scientific Council:**

**a)** develops the ANIMV Scientific Research Strategy;

**b)** proposes for endorsement by the Commander (rector) the ANIMV Annual Scientific Research Plan, made by integrating the proposals of INSI, of the faculties and of the Intelligence and Security Doctoral School;

**c)** establishes the performance criteria of scientific research in ANIMV;

**d)** develops and approves the Regulation on the Evaluation of the Researchers' Scientific Performance;

**e)** proposes the criteria for the evaluation and self-evaluation of research staff;

**f)** each year in January, it analyzes the results obtained in the scientific activity within ANIMV in the previous year, and submits the analysis to the Commander (rector);

**g)** validates the results of the evaluations of the scientific performance of researchers.

**Art. 24.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the INSI Director:**

**a)** endorses, in terms of quality, all the scientific research products made within INSI;

**b)** coordinates the regular assessment of the progress of ongoing research projects and endorses, in terms of the qualitative content, all scientific research products carried out within INSI;

**c)** endorses the results of the evaluations of the scientific performance of researchers.

**Art. 25.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the Deputy Commander for Logistics:**

**a)** provides logistical support for educational services in accordance with the requirements of the quality standards required by the national legal framework;

**b)** aims at implementing, from an administrative point of view, the ANIMV policy of providing the necessary resources for the educational process;

**c)** solves, in regards to quality, the administrative requirements formulated by students / trainees;

**d)** make proposals to continuously improve the quality of the material basis of education.

**Art. 26.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the teaching staff:**

**a)** complies with the quality requirements specific to the educational process, regarding: the elaboration of the course syllabus; the correspondence between the specific of the subject and the manner of evaluation; the use of the latest methods, means and procedures for carrying out the teaching activities; the announcement, at the beginning of the study program, of the criteria and requirements of the evaluation of the students / trainees; the correlation of the taught knowledge with the requirements of the beneficiary's

occupation; ensuring, at all times, that the planning of the themes in the course syllabus is consistent with their implementation, in accordance with the schedule;

**b)** makes proposals on the development of publishing and scientific research activities, in accordance with the ANIMV characteristics;

**c)** ensures that the teaching activity is carried out in accordance with institutional quality standards.

**d)** provides the necessary information in order to update the database used for the self-assessment process of the educational services offered;

**e)** proposes measures to further improve the quality of teaching.

**Art. 27.** In implementing the internal quality assurance system for educational processes and services provided by ANIMV, **the students:**

**a)** are full partners in the quality assurance process and have at least one representative on ethics, scholarship award, accommodation, and quality assurance committees and other social committees;

**b)** appoint 2 student representatives in CEAC;

**c)** have the obligation to comply with the quality standards imposed ANIMV;

**d)** participate, anonymously, in the semi-annual evaluation of courses, seminars, practical work, teaching staff performance and other educational and/or organizational aspects related to the study program they are enrolled in;

**e)** participate, anonymously, in the quality evaluation of internships;

**f)** participate, anonymously, in the evaluation of the activity of the student representatives.

**(2)** The representatives of military students and civil students' associations can present an Annual Report on the Compliance with the Code, which is debated in the first session of the University Senate of the academic year.

**(3)** Student representatives in the decision-making structures of ANIMV and the legally representative student associations are involved in the system of monitoring compliance with the provisions of the Code of Rights and Obligations of the ANIMV Student.

**Art. 28. Auxiliary and administrative staff** shall have the following responsibilities in ensuring the quality of the educational services:

**a)** ensures the application of the legal provisions in force and of the decisions of the University Senate in the field of education quality assurance;

**b)** participates in the formulation of proposals on the Policy and Education Strategy in ANIMV;

**c)** participates in the formulation of proposals on the evaluation of the quality of education;

**d)** based on the results of the training process activity in ANIMV, drafts measures for the continuous improvement of the quality of academic programs;

**e)** based on benchmarking practices, drafts measures for the continuous improvement of the quality of academic programs;

**f)** participates in the preparation of the quality management system documents;

**g)** participates in the development of institutional standards used as a basis for the evaluation of the quality of the educational process in ANIMV;

**h)** develops measures to further improve the quality of education services on the basis of the synthetic and/or analytical indicators determined at the level of ANIMV;

**i)** monitors the study programs organized by ANIMV, regarding their the activity areas;

**j)** continuously monitors the compliance of the quality management system with the

quality standards or accepted models;

**k)** participates in drafting the *Annual Internal Assessment Report on the Quality of Education in ANIMV*.

## **CHAPTER IV**

### **THE INTERNAL QUALITY ASSURANCE SYSTEM FOR STUDY PROGRAMS ORGANIZED BY ANIMV**

**Art. 29. (1) Quality assurance processes** shall be organized and implemented in ANIMV in such a way that they:

**a)** lead to the continuous improvement of the quality of university scientific education and research;

**b)** respond to the expectations of the beneficiaries of the educational process offered by ANIMV;

**c)** provide comprehensive information about ANIMV as part of the national higher education and research system.

**(2)** ANIMV presents its quality assurance processes in a transparent and accessible manner, by detailing them, in compliance with the legal provisions in force, in strategic and planning documents, regulations, methodologies, and procedures, as well as in regular reports, which are available to all interested individuals under the Quality Management section of the official website [www.animv.ro](http://www.animv.ro).

**Art. 30. (1) Quality assurance** at the level of ANIMV is ensured through the organization, implementation, and evaluation of university and postgraduate programs and fields of study, in compliance with the standards set forth in current legislation, as well as with the regulations in force applicable to non-university initial/continuing training programs.

**(2)** As employer, SRI provides non-university initial/continuing training programs through ANIMV for its employees, in compliance with the standards under the legislation on adult vocational training.

**(3)** ANIMV is constantly committed to improving the quality of education, by analyzing and implementing the best practices in accordance with the standards under the current legislation on the planning, implementation, evaluation, and continuous corrective action in the process of university education and scientific research.

**Art. 31. (1)** All study programs organized by ANIMV comply with the internal quality assurance system governing the design, organization, teaching, and management activities, as well as the effective learning, practical application, research, and evaluation.

**(2)** Each curriculum guarantees the necessary preparation for the qualification ensured by the study program and provides details on the learning outcomes, educational objectives, the student's/trainee's workload, the number of hours by type of teaching activity, for practical practice and for summative and final evaluations, the estimated number of hours for the student's/trainee's individual work, the number of transferable ECTS credits provided based on the provisions of the Methodology on the Application of the European Credit Transfer and Accumulation System (ECTS) in "Mihai Viteazul" National Intelligence Academy, the weekly workload, the type of courses (compulsory, elective, optional), and the assessment method.

**(3)** The course syllabus includes the learning objectives/expected outcomes of the course, the content of the educational process for the course, and the topics covered in each educational activity, the teaching and learning methods, a required reading list and a

suggested reading list, as well as the evaluation and examination methods, and the percentage of the different types of evaluation and examination in the final grade.

**Art. 32. (1)** The curricula for university and postgraduate study programs are developed at department level, endorsed by the Faculty Council/Doctoral School Council (as applicable), the Quality Assurance Office, the Academic Records Office, and, in the case of doctoral and postdoctoral study programs, by the Council for Doctoral University Studies (CSUD) and approved by the University Senate.

**(2)** The curricula of non-university professional training programs are developed at department level, endorsed by the Quality Assurance Office and the Academic Records Office, and approved by the Faculty Council.

**(3)** The curricula developed by ANIMV, institution within the military, intelligence, public order, and national security higher education system, shall be endorsed by the leadership of SRI.

**Art. 33. (1)** All study programs and teaching staff at ANIMV adhere to the **principles of student-/trainee-centered education**, with the aim of promoting:

**a)** sustained interaction between students and teachers, in order to stimulate the study of the subjects;

**b)** cooperation among students to encourage mutual learning, collaboration, and dialogue among the members of the academic community;

**c)** active learning backed by various strategies, in order to empower students to develop critical thinking and take an active role in guiding their own learning;

**d)** continuous improvement of progressive learning, based on summative assessments;

**e)** effective learning through realistic allocation of time for teaching, independent study, and assessment;

**f)** communication and clarification of expectations – expected learning outcomes, as well as assessment criteria;

**g)** compliance with the various learning styles and talents based on diversity.

**(2)** ANIMV provides support for the improvement of initial and continuing training of the teaching staff, as well as the professional development of auxiliary teaching staff and of administrative staff.

**Art. 34. (1)** Students are involved in the decision-making process regarding the organization and development of learning, teaching, and evaluation processes, in compliance with the provisions of the *University Charter* and of the *ANIMV Code of student rights and obligations*.

**(2)** The syllabus for each course shall be made available to students/trainees within the first two weeks of the semester/module.

**(3)** Changes made to the evaluation and examination procedures shall be made after consultations with students/trainees.

**(4)** Students/trainees participate in the semester-end evaluation of the courses, seminars, practical work, performance of teaching staff and other educational and/or organizational aspects related to their study program, in compliance with the *Procedure for collecting and evaluating feedback within “Mihai Viteazul” National Intelligence Academy*.

**Art. 35. (1)** ANIMV’s university and postgraduate study programs comply with the specific quality standards developed by ARACIS on the conduct of activities.

**(2)** Non-university initial/continuing training programs are organized in accordance with the specific guidelines approved by the leadership of SRI.

**(3)** In regard to all university and postgraduate study programs organized by ANIMV,

the activities of planning, organizing, teaching, management, and effective learning, practical application, research, and assessment lead to receiving a certificate or other study documents recognized by the Ministry of Education.

**(4)** ANIMV conducts the internal quality evaluation of the study fields and programs in compliance with ARACIS guidelines regarding the conduct of the external evaluation procedures for the purpose of provisional authorization, accreditation or maintenance of accreditation.

**(5)** ANIMV's university and postgraduate study programs are registered in the National Register of Qualifications (RNC) or, as applicable, in the National Register of Qualifications in Higher Education (RNCIS) or in the National Register of Postgraduate Programs (RNPP).

**Art. 36. (1)** At the level of ANIMV, the legal character of higher education activities is ensured through external evaluation.

**(2)** The external evaluation regarding the quality of education, for the purpose of reaccreditation, shall be conducted in compliance with the provisions of Art. 230 para. (3) of Law no. 199/2023, with subsequent amendments and completions, in a distinct manner, for each study cycle within ANIMV, as follows:

- a)** for each study program within the undergraduate study cycle;
- b)** for each master's study program;
- c)** for each doctoral university study program.

**(3)** ANIMV's postgraduate study programs shall be subject to external evaluation conducted by ARACIS, for the purpose of accreditation, for each field of study, taking into account the undergraduate or master's study programs established by the nomenclature provided for in Art. 30 para. (8) of Law no. 199/2023, with subsequent amendments and completions.

**Art. 37. (1)** Compliance with the standards by ANIMV, at institutional level and for each study field and program, is certified through accreditation obtained in accordance with the provisions of Law no. 199/2023, with subsequent amendments and completions, and of Government Decision no. 962/2024.

**(2)** Accreditation is obtained through the successive completion of two procedures, namely the provisional functioning authorization procedure and the accreditation procedure.

**Art. 38. (1)** ANIMV undergoes a regular external evaluation in order to maintains its accreditation. This procedure is conducted every 5 years, as follows:

- a)** at institutional level;
- b)** at IOSUD level;
- c)** at the level of each undergraduate study program;
- d)** at the level of each university master's program;
- e)** at the level of each program of doctoral studies;
- f)** at domain level in case of postgraduate study programs, considering the undergraduate/master's programs organized by ANIMV.

**(2)** Under the conditions specified in Government Decision no. 962/2024, ANIMV may request the renewal of accreditation also through the audit process or the simplified evaluation procedure, as applicable.

**Art. 39. (1)** The internal evaluation process for each of type of evaluation under Art. 35 para. (1) of this Regulation shall be carried out by ANIMV through a self-assessment based on Part I of the ESGs and includes the use of criteria, standards, and performance indicators set forth in the annex to the Methodology included in Government Decision no.

962/2024.

**(2)** ANIMV may develop its own standards and benchmark performance indicators for each type of evaluation under Art. 35 para. (1) of this Regulation, in compliance with its mission and strategic objectives.

**(3)** ANIMV may establish annually, within the accredited or provisional master's programs, new master's university programs, based on the internal evaluation process, without changing the maximum number of students who may be enrolled in that program.

**(4)** If an increase in the maximum number of students who can be enrolled is being considered, the external evaluation process shall be covered.

**Art. 40.** ANIMV shall publish the annual internal evaluation report (self-evaluation) on its official website [www.animv.ro](http://www.animv.ro), which must include references to feedback from students, trainees, and doctoral students regarding the quality of the educational process.

## **CHAPTER V**

### **CHAPTER V THE SYSTEM OF EVALUATION AND QUALITY ASSURANCE OF RESEARCH ACTIVITY IN ANIMV**

**Art. 41. (1)** The internal quality evaluation of research activities within ANIMV is conducted through:

- a) the annual report on the research, development, and innovation activity;
- b) a self-evaluation in view of the accreditation and/or the performance evaluation for integration;
- c) a regular assessment of the scientific performance of the teaching and research staff.

**(2)** The results of publicly funded research are registered in the Special Register of Research Results, pursuant to the applicable national regulations and in compliance with the legislation on classified information.

**Art. 42. (1)** The annual report on research, development, and innovation activity within ANIMV, approved by the University Senate, shall include information regarding research funds and funds related to projects financed through national and international programs carried out by ANIMV, as well as details on how the overhead expenses were incurred for research grants and contracts.

**(2)** The annual results of research activities are included in the *Report on the state of ANIMV*.

<sup>5</sup> ESG – Quality assurance standards and benchmarks in the European Space of Higher Education

<sup>6</sup> In compliance with provisions of Government Ordinance no. 57/2002 and the University Charter

<sup>7</sup> In compliance with provisions of Law no. 25/2023 and Government Decision no. 138/2024 in compliance with provisions of Government Decision no. 138/2024

(3) Self-evaluation for the purpose of accreditation and/or performance evaluation for integration is conducted based of the documentation templates provided by the relevant authorities.

**Art. 43. (1)** Regular evaluation of scientific performance of INSI researchers and of the results is conducted every 3-5 years, in compliance with the methodology approved by the University Senate.

(2) The minimum standards of the research outcomes are proposed by the Board of Trustees and approved by the University Senate.

**Art. 44.** The standards for taking a research position are approved by the University Senate, in compliance with national minimal standards and with current legislation.

**Art. 45. (1)** The external evaluation of the quality of research activity within ANIMV, including that of INSI, is conducted through:

a) as part of the external institutional evaluation, conducted by the Romanian Agency for Quality Assurance in Higher Education (ARACIS), every 5 years;

b) through the performance evaluation for integration, conducted by the Ministry of Education and Research/National Authority for Scientific Research (ANC), every 5 years.

**Art. 46. (1)** The accreditation and certification of scientific research activities are conducted in compliance with the national legislation.

(2) The institutional evaluation of ANIMV, concluded with the “High Confidence Level” rating awarded by ARACIS, also signifies the certification for scientific research activities, under Art. 33 para. (1<sup>2</sup>) of Government Ordinance no. 57/2002, with subsequent amendments and completions.

(3) ANIMV’s classification in the 1st and 2nd performance class for integration is considered to be accreditation from the perspective of research, development, and innovation, under Art. 33 of Government Ordinance no. 57/2002, in compliance with provisions of Art. 19 para. (15) of Law no. 25/2023.

(4) During the entire period of the performance evaluation for integration, no additional evaluation for accreditation is required.

(5) ANIMV’s Quality Assurance Office shall submit to the competent authority the documentation certifying the accreditation/reaccreditation of ANIMV, for the preservation of its active status in the Register of Possible Contractors.

## CHAPTER VI FINAL PROVISIONS

**Art. 47.** Regardless of their position, all persons involved in educational services are responsible for ensuring their quality, within the limits of their delegated powers.

**Art. 48. (1)** The *ANIMV Quality Manual* shall be drafted by the Quality Assurance Office, endorsed by the Commission for Evaluation and Quality Assurance (CEAC) of ANIMV and approved by the University Senate.

(2) The *ANIMV Quality Manual*, as well as the strategies, regulations, methodologies, procedures regulating the education and research activity within ANIMV, are available on the website [www.animv.ro](http://www.animv.ro), under the *Quality Management* section, in compliance with the applicable national legislation, including on the protection of classified documents.

**Art. 49.** Upon the entry into force of this *Manual*, the *Quality Assurance System for Educational Services of “Mihai Viteazul” National Intelligence Academy*, no. 193127 of 14.07.2021, is repealed.

**The Quality Assurance System for Education in Romania (SACE)**

The quality assurance system for education in Romania, hereinafter referred to as SACE, covers the following categories of subjects of law:

- a) institutions of higher education;
- b) education organizations;
- c) Romanian Agency for Quality Assurance in Higher Education (ARACIS);
- d) other quality assurance agencies from abroad (AAC) registered with the European Register for Quality Assurance in Higher Education (EQAR), with attributions in external evaluation of the quality of higher education;
- e) the Ministry of Education and Research, as a specialized body of the central public administration, which has fundamental responsibilities in assuring quality in higher education.

**SACE consists of two distinct systems:**

- a) the internal quality assurance system, hereinafter referred to as **SIAC**;
- b) the external quality evaluation system, hereinafter referred to as **SEEC**.

*(Government Decision no. 962/2024, Art. 4 lett. d, Art. 5)*

### AREAS COVERED BY QUALITY ASSURANCE IN EDUCATION

„(1) Quality assurance and evaluation in education cover the following **areas**:

- a) institutional capacity;
- b) educational effectiveness;
- c) quality management.

(2) The **institutional capacity**, resulting from internal organization and available resources, is described by the following criteria:

- a) institutional managerial and administrative structures and processes, involving students and other interested parties;
- b) material resources and the optimization of their use;
- c) suitable human resources and transparent staff recruitment processes, developed in accordance with the law;
- d) financial resources;
- e) digitalization of institutional processes;
- f) gathering, analyzing, and using data in order to streamline processes and adopt evidence-based managerial policies at institutional level.

(3) **Educational effectiveness**, consisting in mobilizing resources in order to achieve the expected learning outcomes, is described by the following criteria:

- a) the content and relevance of study programs;
- b) the alignment between curriculum and qualification;
- c) student-centered learning, teaching, and evaluation;
- d) accessibility and efficiency of resources and support services appropriate for learning;
- e) learning outcomes;
- f) the integration and retention of graduates in the labor market in line with the level of qualification;
- g) procedures and practices regarding the admission, the course of study, the recognition, and equivalence of studies, as well as the certification of results;
- h) the internationalization process;
- i) the results of scientific research.

(4) The **quality management** is described by the following criteria:

- a) strategies and procedures for quality assurance, including in the field of academic ethics and deontology, which involve students, employers, and other interested parties and are applied in a consistent and transparent manner;
- b) the functionality of the structures responsible for quality assurance in education, including in the field of academic ethics and deontology, in compliance with the law;
- c) procedures for the initiation, monitorization, and regular review of the study programs and fields and of the activities, involving students, employers, and other interested parties;
- d) procedures for the regular evaluation of the quality of the activity carried out by the teaching staff, the auxiliary and administrative staff;

- e) systematically updated databases, on the internal quality assurance;
- f) transparency of information of public interest, including information regarding the study programs and fields, as well as the corresponding certificates, diplomas, and qualifications;
- g) compliance with the deadlines and standards for reporting as provided by applicable law;
- h) participating in external evaluation processes under the law.

(5) In the case of integrated study programs, offered by two or more higher education institutions, quality assurance refers to the fields and criteria established at European level, through the European approach for quality assurance of integrated study programs, approved by the ministers of education in the countries part of the European Higher Education Area, hereinafter referred to as the European Approach (AE).”

*(Law no. 199/2023, with subsequent amendments and completions, Art. 226)*