



Ministry of National Education

Order No. 3084/2013

dated January 23rd, 2013

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Order on the publication of the Competition selection procedure of the members of the Romanian Agency for Quality Assurance in Higher Education's Council

Given the Letter of the Romanian Agency for Quality Assurance in Higher Education no. 189/2013, registered with the Ministry of National Education under no. 8.096/2013,

pursuant to the Order of the Minister of Education, Research, Youth and Sport no. 6.540/2012 for the temporary appointment of members of the Romanian Agency for Quality Assurance in Higher Education's Council,

in accordance with the provisions of Government Emergency Ordinance no. 96/2012 regarding the establishment of certain reorganization measures within the central public administration and for the amendment of certain regulations,

in accordance with the provisions set forth by Government Decision no. 536/2011 regarding the organization and operation of the Ministry of Education, Research, Youth and Sport, with subsequent amendments and completions,

the Minister of National Education issues this order.

Article 1. – It is hereby approved the publication in the Official Gazette of Romania, Part I, of the competition selection procedure of the members of the Romanian Agency for Quality Assurance in Higher Education's Council, provided for by the annex which is an integral part hereof.

Article 2. – The Directorate General for Higher Education carries out the provisions of this order.



Minister of National Education,
Gigel Paraschiv,
State Secretary

Bucharest, January 23rd, 2013.

No. 3.084

ANNEX

Competition selection procedure of the members of the Romanian Agency for
Quality Assurance in Higher Education's Council

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Competition selection procedure of ARACIS Council's members

1. Preamble

1.1 In accordance with the provisions set forth by Article III of *GEO No. 92/18.12.2012 on taking measures in the field of education and research, and in terms of payment of the amounts laid down in judgments having become enforceable from January 1st to December 31st, 2013*, by amendment of the Government Emergency Ordinance No. 75/2005, published in the Official Gazette of Romania, Part I, no. 642 dated July 20th, 2005, approved by Law no. 87/2006, with subsequent amendments and completions, the selection of ARACIS Council's members is carried out by competition, pursuant to the provisions of Article 19¹, paragraph (5) of *GEO No. 92/18.12.2012* according to an internal procedure published before starting the selection.

1.2 Pursuant to *GEO No. 92/18.12.2012*, Article 19, paragraph (7), the duration of the mandate of an ARACIS Council's member is four years.

1.3 The internal competition procedure for selecting the Council's members consists of:

- laying down and publishing the conditions and criteria for selecting candidates with a view to observing the legal provisions;
- organizing and conducting the competition selection.
- validating and announcing the selection's result.

1.4 Pursuant to *GEO No. 92/18.12.2012*, Article 19¹, paragraph (1), ARACIS is governed by a council composed of 25 members, out of which 23 professors with teaching positions in higher education, usually representing the fields of academic studies and 2 students, representatives of student unions in Romania, reconfirmed at the beginning of each academic year.

1.5 The public announcement of the competition for selecting candidates in

order to fill the vacancies in ARACIS Council is made by the Executive Board of ARACIS Council, by publishing in a national newspaper, posting at ARACIS headquarters and publishing on the Agency's website.

1.6 Applications for the competition to select the candidates are submitted at ARACIS headquarters located in Bucharest, 1 Schitu Măgureanu Blvd., sector 5. The deadline for entering the competition is 15 days after the public announcement of the competition. Only candidates whose files were submitted and registered with ARACIS Registrar's Office until 14:00 on the last day of enrolment, shall participate in the competition selection procedure.

1.7 Candidates applying for the competition are selected on their own behalf, for their experience in quality assurance in higher education and their managerial and professional competence, as representatives of the academic community as a whole. ARACIS Council members are not selected as representatives of the universities in which they perform their teaching, research or quality assurance activity and, in this respect, they sign statements to avoid conflicts of interests.

1.8 In accordance with the provisions of Article VIII of *GEO No. 92/18.12.2012 for ensuring activity continuity, by OMECTS No. 6540/2012 published in the Official Gazette, Part I no. 889 dated 27/12/2012*, 13 ARACIS Council members were provisionally appointed, who have had this capacity and meet the conditions set out by *GEO No. 92/18.12.2012*, who automatically enter ARACIS Council's structure. They are joined by 2 student representatives, reconfirmed by the student unions at the beginning of the year.

1.9 In the first quarter of 2013, the competition selection procedure is organized for teaching staff, in order to occupy the 8 positions which were additionally provided for by *GEO No. 92/18.12.2012*, so as to improve representation in ARACIS Council of fields of academic studies, and the 2 positions having become vacant by the appointment of a council member in the position of rector and, respectively, by decease, positions for which the earlier occupation thereof was not possible for reasons which led to the promotion and approval of *GEO No. 92/18.12.2012*. The mandate of members who shall fill

these vacancies is four years.

2. Conditions concerning participation in the competition selection

2.1 For the competition selection procedure may apply candidates who meet the requirements set out by the Emergency Ordinance 75/2005, as amended and approved by Law 87/2006 with subsequent amendments and completions and by *GEO No. 92/18.12.2012*, i.e. tenured university teachers or who continue their teaching activity with the approval of the University Senate, as well as associate professors with experience in education quality assurance;

2.2 ARACIS Council may not include rectors during the exercise of the said function;

2.3 ARACIS Council may not include persons who hold a public office position during exercise thereof.

2.4 At the same time, applicants are academic teaching staff with renowned professional activity and moral integrity, from accredited universities authorized to issue diplomas according to GD no. 707/2012, Annexes 2 and 3, in force, and which are able to prove their competence and experience in quality assurance in higher education at national and/or international level pursuant to the Standards and Guidelines for Quality Assurance in the European Higher Education Area – ESG and to the provisions of the related national regulations.

2.5 Candidates must be familiar with at least one international language.

3. Competition file and application for the competition

3.1 The competition file includes: application form, certified copies of identity and studies documents (graduation diplomas of Bachelor's, Master's degree and Ph.D. programmes); Curriculum Vitae (Europass type); activity brief showing the candidate's experience in academic quality assurance and his/her professional and managerial activity; documentary evidence concerning experience in evaluation and assurance of higher education quality; other documents evidencing the recognition of the candidate's professional, managerial and scientific activity; a brief program with proposals to improve the academic quality and activity of ARACIS (maximum 2 pages); confirmation from the higher education institution where they conduct their teaching and research activity, that he/she is tenured or has the approval of the University Senate for

continuing the activity as required by law; affidavit that he/she has not infringed, during his/her activity, the rules of ethics and professional deontology, that he/she has no criminal records or has not been convicted; statement concerning the field of academic studies, according to GD no. 707/2012, Annex 1, which he/she intends to represent within ARACIS Council or the field specific to distance learning/part-time education;

3.2 Enrolment is made by submitting and registering the competition file with ARACIS Registrar's Office in Bucharest, 1 Schitu Măgureanu Blvd., sector 5, as per paragraph 1.6. All documents are drawn up and submitted in Romanian, in hard copy and electronic format (pdf, on CD). In addition, the Curriculum Vitae, activity brief, documentary evidence regarding experience in quality evaluation and assurance in higher education, brief program with proposals for measures to improve the quality of academic studies and activity of ARACIS (maximum 2 pages) shall be drawn up in English and submitted in hard copy and electronic format (pdf, on CD);

3.3 The Council's executive board meets and validates the application files within no more than five working days after the end of the enrolment period. Validation aims at observing the conditions of enrolment in the competition. The work of the Executive Board for validating applications is supported by a Technical Secretariat comprising at most three persons appointed from the agency's technical staff; one student of ARACIS Council participates, as an observer, in the validation process;

3.4 After validating the compliance of the submitted files' content with the requirements set out at paragraphs 3.1 and 3.2, ARACIS Council's Executive Board draws up, within three working days after completion of validation, the list of validated candidates for the selection competition and publishes it on the Agency's website. Invalidated candidates, if any, shall be informed of the reasons for invalidation;

3.5 Only candidates on the list validated by the Executive Board can further participate in the vacancy-filling selection procedure.

4. Competition commission

4.1 The competition commission is chaired by the President of the Romanian Academy, as Honorary President and consists of nine voting members: the members of ARACIS Council's Executive Board; a member proposed by the President of the National Council for the Recognition of Degrees, Diplomas and Certificates (CNATDCU); a member invited by ARACIS, nominated after consulting with the European Association for Quality Assurance in Higher Education – ENQA; a member invited by ARACIS as students' representative, nominated after consulting with the European Students Union – ESU, as representatives of the academic community of the European Higher Education Area; one member representative of employers, invited by ARACIS Council's Executive Board. The chairperson of the commission for applications' competition selection is ARACIS Council's president.

The competition commission's members out of the academic community representatives in the European Higher Education Area may personally attend the commission's meetings or may express their views by means of an electronic procedure;

4.2 The commission's activity begins after confirming the nomination of the academic community representatives of the European Higher Education Area, of the CNATDCU representative and of the employers' representative, before the deadline for submitting application files;

4.3 If, due to force majeure reasons or other, the competition commission is rendered incomplete, its other members are empowered to conduct the competition provided the number of those who can exercise their right to vote is at least six; decisions are taken by simple majority of the votes of those who participated in the vote;

4.4 The validated candidates' files are made available to the members of the competition commission in electronic format, immediately after validating the list of candidates;

4.5 The costs related to the participation in the Commission's meetings of the

representatives of the academic community of the European Higher Education Area, of CNATDCU and of employers, are covered by ARACIS.

5. Competition procedure

5.1 The competition consists of two stages: analyzing and assessing the candidates' competition files in order to select the new members of ARACIS Council and an interview. Criteria for selecting the candidates are:

- activity and experience proven by the work carried out in the field of quality assurance in higher education and by the quality of the program presented with proposals to improve academic quality and ARACIS activity;
- experience in coordinating national/international programs in the field of education;
- representation in the Council, as appropriate as possible, of the fields of academic studies set out by GD No. 707/2012, Annexes 2 and 3 and of the specific field of distance learning/part-time education;
- ensuring multiculturalism and gender representation.

5.2 The commission's secretariat is provided by one of ARACIS representatives, responsible for performing the commission's activities, observing the schedule set by the commission, the commission's documents and drawing up of a report comprising the results of the competition, signed by the chairman and members of the commission;

5.3 After analyzing the competition files and taking the interview, each member of the competition commission exercises his/her right to vote, candidates being classified in descending order of the number of votes received. In case of equality of votes, the following further selection criteria shall be taken into account, in the following order: membership in the Commission of specialized experts; the capacity of ARACIS evaluator who participated in a significant number of external evaluations (not less than five); international visibility in the field of quality assurance in higher education, as evidenced by related publications; experience in the coordination of national/international educational programmes; experience in academic management; the field of study, to ensure

its fullest representation in the Council; as balanced geographical distribution as possible in the Romanian higher education network;

5.4 The list of the new ARACIS Council members, proposed by the competition commission, shall be made public by posting at ARACIS headquarters in Bucharest, 1 Schitu Măgureanu Blvd., sector 5, and on the agency's website www.aracis.ro on the competition completion date;

5.5 The candidates selected to become Council members are required to submit and register with ARACIS, within three working days following the posting of the list referred to in paragraph 5.4, the *Statement* whereby they accept the job, being bound to comply with the provisions of the legislation governing employment relationships and incompatibilities;

5.6 For the applicants selected as Council members who do not submit the Statement referred to at paragraph 5.5, it is considered that the vacancy is filled by another applicant, in descending order of the number of votes and according to further selection criteria;

5.7 The complete list of Council members shall be communicated in writing to the Ministry of National Education within three working days following the completion of the selection procedure recorded in the report, completed including in accordance with the provisions set forth at paragraphs 5.5 and 5.6, as appropriate.

6. Final provisions

This procedure was approved by ARACIS Plenary Council of January 17th, 2013, in compliance with the regulations in force, and shall be sent to the Ministry of National Education to be submitted for publication in the Official Gazette.