



BUCHAREST UNIVERSITY OF ECONOMIC STUDIES
Faculty of Management
Doctoral School of Management



RREGULATIONS ON THE ORGANIZATION AND OPERATION

DOCTORAL SCHOOL OF MANAGEMENT

2025

Legal reference framework

These *Regulations on the Organization and Operation of the Doctoral School of Management* provide the general reference framework regarding the organization and conduct of doctoral university study programs within the Doctoral School of Management (hereinafter referred to as SDMAN) of the Bucharest University of Economic Studies – an institution accredited by the Ministry of National Education as an *Institution Organizing Doctoral University Studies* (hereinafter referred to as ASE–IOSUD). These regulations are based on the provisions set out in the *Institutional Regulations for the Organization and Conduct of Doctoral Studies*.

GENERAL PRINCIPLES

Art. 1

(1) Doctoral studies organized by the Doctoral School of Management represent the highest form of research within the Faculty of Management, focussing on knowledge and research in the field of Management.

(2) The Doctoral School of Management organizes doctoral university studies in the fundamental field of *Social Sciences*, the branch of *Economic Sciences*, the doctoral study field of *Management*.

Art. 2

(1) The training program based on advanced university studies includes a course dedicated to the in-depth study of research methodology and/or statistical data processing and a course dedicated to ethics in scientific research, organized at Council for Doctoral Studies (CSUD) level. The ethics and academic integrity course, including the ethics of scientific research, is mandatory for all enrolled doctoral students.

(2) The Doctoral School of Management provides doctoral students with courses and seminars on training and development of research skills and advanced research in management.

Art. 3

These Regulations on the Organization and Operation of the Doctoral School of Management were drafted by the Council of the Doctoral School of Management, endorsed by the General Assembly of SDMAN members, the Council of the Faculty of Management, CSUD and the Board of Administration, and approved by the Senate of ASE.

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Art. 4

Members of SDMAN are doctoral supervisors in the field of Management, affiliated with SDMAN.

Art. 5

(1) The SDMAN is led by a Director, who is an ex officio member of the SDMAN Council. The Director's term of office is five years.

(2) The SDMAN Director ensures the management and operational leadership of the doctoral school. He/She is responsible for the elaboration and implementation of the curricula, for the management of research and quality, and supports the leadership of ASE-IOSUD in the financial management activity of the doctoral school. In the exercise of this function, he/she is assisted by the doctoral school council.

(3) The selection, periodic evaluation, training, motivation and termination of membership of a doctoral school are the responsibility of the doctoral school director, with the endorsement of the SDMAN Council.

(4) In order to ensure the functionality and sustainability of SDMAN activities, except in cases of force majeure, all SDMAN members are obliged, at the request of the SDMAN Director, to promptly provide all requested information.

Art. 6.

The responsibilities of the Doctoral School Director are those provided for in the Regulations on the Organization and Operation of the Doctoral School, the ASE Charter, and the job description.

A. *The Director has the following rights:*

- a) to be remunerated in accordance with legal regulations applicable to public higher education institutions;
- b) to benefit from annual leave in accordance with applicable legal provisions;
- c) the right to daily and weekly rest;
- d) the right to equal opportunities and treatment;
- e) the right to occupational health and safety;
- f) the right to professional training;
- g) the right to health and social security benefits.

B. *The Director has the following obligations:*

- a) to comply with the Rector's management program regarding the proper conduct of doctoral university studies;
- b) to ensure the management and coordination of doctoral university studies within the doctoral school;
- c) to monitor the achievement of objectives and performance indicators of the doctoral school;
- d) to develop and implement specific strategies to ensure high-performance doctoral activities in the short and medium term, in accordance with Senate decisions and Board of Administration resolutions;
- e) to establish and monitor the fulfilment of doctoral supervisors' responsibilities;
- f) to oversee the process of granting or withdrawing doctoral school membership;
- g) to contribute to identifying financial resources to support doctoral school activities;
- h) to submit, upon request, reports to the CSUD Director, the Board of Administration, and the Rector regarding the achievement of objectives and indicators, including measures to improve performance;
- i) to ensure self-evaluation of the doctoral school and to provide support to evaluators for internal and international accreditation;
- j) to apply organizational regulations and standardized administrative procedures approved by the Senate.

Art. 7

- (1) The Management Doctoral School Council (hereinafter SDMAN Council) is composed of:
 - a) tenured PhD supervisors affiliated with SDMAN;
 - b) PhD students of SDMAN.
- (2) The Council of a doctoral school shall have at least 3 members: the Director of the doctoral school, one tenured PhD supervisor and one PhD student. The term of office of the members of the SDMAN Council is 5 years, except for the PhD student member, whose mandate may be shorter.
- (3) By way of exception to paragraph (1), at the date of approval of this Regulation, the SDMAN Council is composed of 7 members, namely: the Director of SDMAN, 2 PhD supervisors from within SDMAN, 2 PhD students and 2 members external to the doctoral school, selected from among scientific personalities whose scientific activity enjoys significant international recognition and/or outstanding personalities from relevant industrial and socio-economic sectors. This structure shall remain in force until the completion of the current mandate of the SDMAN Council. The SDMAN Council shall meet in ordinary meetings at least three times a year. The Council may also meet in extraordinary sessions, at the request of the SDMAN Director or at least one third of its members.
- (4) The SDMAN Council shall meet in ordinary sessions at least three times per year. The Council may also convene in extraordinary sessions at the request of the SDMAN Director or of at least one third of its members.
- (5) Decisions within the SDMAN Council shall be adopted by free vote, with a simple majority of the members present (50% + 1). For the validity of deliberations, the presence of at least 50% + 1 of the total number of Council members is required.

Art. 8

- (1) At the level of SDMAN, the Director of the doctoral school and the PhD supervisor members of the SDMAN Council are elected by universal, direct and secret vote of the PhD supervisors.
- (2) Student representatives in the SDMAN Council are elected in accordance with the Methodology regarding the election of student representatives of the Bucharest University of Economic Studies in consultative, deliberative and executive structures.

Art. 9

The main duties of the SDMAN Council are:

- a) drafting and revising the Regulation on the organization and functioning of SDMAN;
- b) establishing the framework content of the training programme based on advanced university studies and endorsing the Individual Doctoral Plan (IDP);
- c) endorsing the granting or withdrawal of membership status of the doctoral school, as well as establishing minimum scientific performance standards;
- d) Endorsing the enrolment and expulsion of PhD students, which shall also be endorsed by the Faculty Dean, the CSUD and approved by Rector's decision;
- e) Endorsing the proposal regarding the composition of the habilitation committee, which is subsequently subject to endorsement by the Faculty Council and the CSUD and approval by the Rector, as well as the report regarding the evaluation of the candidate's file, drawn up by the specialized committee consisting of three members from the doctoral school;

- f) Endorsing the composition of the public defence committees of doctoral theses, proposed by the PhD supervisor, subsequently endorsed by the Faculty Council and approved by the CSUD;
- g) Assisting the CSUD in internal evaluation and assisting the external evaluator in the evaluation process of the doctoral study programme;
- h) Endorsing requests for interruption of the doctoral programme of a PhD student, based on well-founded reasons (medical reasons, professional reasons, maternity leave, postnatal leave, etc.), which are approved by the CSUD;
- i) Mediating conflicts that arise between PhD supervisors and PhD students, and in case of failure, requesting mediation from the CSUD;
- j) Upon the reasoned request of the PhD student, the SDMAN Council may decide to change the PhD supervisor if the failure to fulfil legal or contractual obligations is established. The SDMAN Council may also decide to change the PhD supervisor for other reasons concerning the supervisory relationship between the PhD supervisor and the PhD student, as well as in cases where the PhD supervisor is unavailable. The PhD student requesting the change bears the obligation to obtain the consent of a new PhD supervisor. Otherwise, the doctoral school council appoints another PhD supervisor within a maximum of 30 days. In appointing a new PhD supervisor, the SDMAN Council shall primarily consider the need for the PhD student to successfully complete the doctoral programme. The new PhD supervisor may maintain the existing guidance and academic integrity committee or propose another committee. The change of PhD supervisor may not be requested less than one year before the completion of the doctoral programme or less than three months before the defence of the progress reports, except in cases of unavailability of the PhD supervisor. By way of exception, the change of PhD supervisor may be made at any time during the doctoral programme, at the request of the PhD student, if there are well-founded reasons, with the agreement of both PhD supervisors (the initial and the new one) or in case the PhD supervisor is no longer a member of the doctoral school (withdrawal from the doctoral school, retirement and unwillingness to continue activity, or death).
- k) In situations where the PhD supervisor does not respond within the established deadline to the obligations within the doctoral school, the SDMAN Council may substitute the PhD supervisor in order to ensure continuity of administrative activities within the doctoral school. In these situations, the SDMAN Council shall sign, approve or solve documents, requests or other solicitations that are essential for the proper conduct of doctoral studies.
- l) The SDMAN Council may propose the application of sanctions to PhD supervisors who do not comply with deadlines and obligations deriving from their status as PhD supervisors and members of the doctoral school, consisting of prohibition to offer admission places in the following year, prohibition to teach within the doctoral school, prohibition to participate in guidance or public defence committees and habilitation committees, as well as withdrawal of doctoral school membership.
- m) Other specific duties, in accordance with the *Institutional Regulations* and applicable legislation.

- (1) The General Assembly of SDMAN members meets whenever necessary, at the request of the SDMAN Director or of at least one third of its members.
- (2) For the validity of deliberations of the General Assembly, the presence of at least 50% of the total number of SDMAN members is required. All decisions are taken by free vote, with a simple majority (50% + 1 of the members present/participating in the vote). If the General Assembly cannot meet due to lack of quorum, it shall reconvene and be considered legally constituted regardless of quorum, being able to adopt decisions with the majority of votes expressed.
- (3) By way of exception, the General Assembly and voting may also be conducted online.

Art. 11

The decisions of the SDMAN General Assembly are recorded in the Minutes and refer to, but are not limited to, the following aspects:

- (1) Organizing elections for appointing the Director and members of the SDMAN Council;
- (2) Endorsing the Regulation on the organization and functioning of SDMAN;
- (3) Issuing the Opportunity Endorsement regarding the granting of SDMAN membership, based on at least the following aspects:
 - a) Strategic research objectives provided in the Research Strategy of the Bucharest University of Economic Studies for the period 2022–2030;
 - b) Compliance with moral and professional ethical norms, according to the Code of Ethics of the Bucharest University of Economic Studies;
 - c) Provisions of the *institutional regulation* regarding membership of a doctoral school in the fundamental field of Social Sciences;
- (4) Issuing endorsement on internal evaluation reports of habilitation candidates' files;
- (5) Issuing recommendations regarding the opportunity, structure and content of the advanced university training programme;
- (6) Other specific duties, in accordance with *Institutional Regulations* and applicable legislation.

Art. 12

In order to become a member of SDMAN, the candidate must cumulatively meet the following conditions:

- a) Has obtained habilitation in the doctoral field of Management, and the candidate's publications belong to this field;
- b) Meets the minimum habilitation criteria in force at the time of submission of the affiliation file;
- c) Meets the additional criteria for the fundamental field of Social Sciences established at CSUD level and provided in the institutional regulation in force at the time of submission;
- d) Has obtained the Opportunity Endorsement regarding SDMAN membership from the SDMAN General Assembly. Candidates who did not obtain the endorsement may resubmit their file, but not earlier than one calendar year from the date of the first request.

Art. 13

- (1) The PhD supervisor loses membership of the doctoral school in the following situations:

- a) upon request;
 - b) if they have no PhD students under supervision for three consecutive years;
 - c) after reaching retirement age, if they have no PhD students under supervision;
 - d) if they do not comply with obligations provided in *Institutional Regulations* and the SDMAN regulation or do not comply with deadlines and obligations deriving from their status as PhD supervisor and doctoral school member, following the application of Article 9 letter l).
- (2) In the situations provided under paragraph (1) letters b)–d), the Director of the doctoral school proposes to the SDMAN Council the withdrawal of membership. The proposal is endorsed by the SDMAN Council and forwarded for approval to the CSUD.

FINAL PROVISIONS

Art. 14

The *Regulation on the Organization and Operation of the Doctoral School of Management* shall be automatically supplemented by applicable legal acts and may be periodically revised in accordance with the *Institutional Regulations for the Organization and Conduct of Doctoral Studies* of ASE and current legislation.

Art. 15

The present Regulation was approved in the meeting of the Management Doctoral School Council, the Faculty of Management Council and the Council for University Doctoral Studies by Decision no. 261/05.12.2025, as well as in the meeting of the Board of Administration no. 940/15.12.2025 and in the Senate meeting of 17.12.2025.

Director CSUD,
Prof. Mirela Ionela Aceleanu, Ph.D.

Director of Management Doctoral School,
Prof. Carmen Nadia Ciocoiu, Ph.D