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# **REGULATIONS ON THE ORGANIZATION AND OPERATION OF THE DOCTORAL SCHOOL OF *ECONOMICS I***

## **Legal framework of reference**

These ***Regulations on the Organization and Operation of the Doctoral School of Economics I*** provide the general reference framework for the organization and conduct of doctoral study programmes within the Doctoral School of Economics I (hereinafter SDE I), at Bucharest University of Economic Studies - an institution accredited by the Ministry of National Education as an Institution Organising University Doctoral Studies (hereinafter ASE–IOSUD) and are based on the provisions set out in the *Institutional Regulations on the organization and conduct of doctoral studies*.

## **GENERAL PRINCIPLES**

### **Art. 1**

(1) Doctoral studies organized by the *Doctoral School of Economics I* represent the highest form of education within the *Faculty of Economics and Business Communication*, focusing on knowledge development and research in the field of *Economics*.

(2) The Doctoral School of Economics I (SDE I) organizes doctoral studies in the fundamental field of *Social Sciences*, the specific area of *Economic Sciences*, and the doctoral study field *Economics*.

### **Art. 2**

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

(2) The Doctoral School of *Economics I* provides doctoral students with seminars and courses on research methodology and on the analysis of current issues in economic theory and practice.

### **Art. 3**

These *Regulations on the Organization and Operation of the Doctoral School of Economics I* are drafted by the Council of the Doctoral School of Economics I, endorsed by the General Assembly of SDE I members, by the Council of the Faculty of Economics and Business Communication, by CSUD and by the Council of Administration, and approved by the ASE Senate.

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### **Art. 4**

Members of SDE I are doctoral supervisors in the field of *Economics*, affiliated with the SDE I.

## **Art. 5**

**(1)** SDE I is led by a Director, who is an ex officio member of the SDE I Council. The Director's term of office is 5 years.

**(2)** The SDE I Director carries out the management and operational leadership of the doctoral school. The Director is responsible for drafting and implementing curricula, managing research and quality, and supporting the ASE–IOSUD management in the financial administration of the doctoral school. In performing this role, the Director is assisted by the Council of Doctoral School.

**(3)** The selection, periodic evaluation, training, motivation and termination of membership in a doctoral school are the responsibility of the doctoral school Director, with the endorsement of the SDE I Council.

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

Art. 6. The responsibilities of the Director of the Doctoral School are those provided 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 the legal regulations applicable to state higher education institutions;
- b) to benefit from annual leave in accordance with the legal regulations applicable to higher education institutions;
- c) the right to daily and weekly rest;
- d) the right to equal opportunities and equal treatment;
- e) the right to occupational safety and health;
- f) the right to professional training;
- g) to benefit from social health insurance rights, as well as those regarding state social insurance;

### **B. The Director has the following obligations:**

- a) to comply with the Rector's management programme regarding the proper conduct of activities in the field of doctoral studies;
- b) to ensure the management and coordination of doctoral studies within the doctoral school;
- c) to monitor the achievement of the doctoral school's objectives and performance indicators;
- d) to develop and implement specific strategies to ensure the short- and medium-term performance of doctoral studies within the doctoral school, in line with Senate decisions

and Council of Administration decisions;

- e) to establish and monitor the fulfillment of doctoral supervisors' responsibilities within the doctoral school;
- f) to be responsible for the process of granting/revoking doctoral school membership;
- g) to contribute to identifying financial resources in support of doctoral school activities;
- h) to submit, upon request, reports to the CSUD Director, the Council of Administration and the Rector on the implementation of objectives and indicators, including measures to enhance performance;
- i) to ensure the doctoral school's self-evaluation and to support evaluators for internal and international accreditations;
- j) to apply the organization and operation regulations and the standardized administrative procedures approved by the Senate;

## **Art. 7**

- (1) The Council of the Doctoral School of Economics I consists of:
  - a) doctoral supervisors affiliated with the SDE I;
  - b) doctoral students of the SDE I.
- (2) The Council of a doctoral school has at least three members: the Director, a doctoral supervisor affiliated with the SDE I, and a doctoral student. The term of office of SDE I Council members is 5 years, except for the doctoral student member, whose term may be shorter.
- (3) By way of exception to paragraph (1), as of the date of approval of these regulations, the SDE I Council consists of 7 members, namely: the Director, 2 doctoral supervisors from SDE I, 2 doctoral students and 2 members external to the doctoral school, selected from scientific personalities whose scientific activity has significant international recognition and/or leading personalities from relevant industrial and socio-economic sectors. This structure shall be maintained until the end of the current term of office of the SDE I Council.
- (4) The SDE I Council meets in ordinary sessions at least three times per year. The Council may also meet in extraordinary sessions, at the request of the SDE I Director or at least one third of its members.
- (5) Decisions within the SDE I Council are taken by open vote with a simple majority of the Council members (50%+1 of members attending the meeting). 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 SDE I level, the Director and the members of the SDE I Council who are doctoral supervisors are elected by universal, direct and secret vote of the doctoral supervisors.
- (2) Student representatives in the SDE I Council are elected in accordance with the *Methodology on 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 SDE I Council are:

- a) Drafting and revising the *Regulations on the organization and operation of SDE I*;
- b) Establishing the framework content of the advanced university studies training programme and endorsing the Individual Doctoral Plan (IDP);
- c) Endorsing the granting or withdrawal of doctoral school membership, as well as setting minimum scientific performance standards in order to objectively substantiate such proposals;
- d) Endorsing the enrolment and expulsion of doctoral students, which shall also be endorsed by the Dean of the Faculty and by CSUD and approved by the Rector's decision;
- e) Endorsing the proposal regarding the composition of the habilitation committee, which is subsequently submitted for endorsement by the Faculty Council and CSUD and approved by the Rector, as well as the report on the evaluation of the candidate's file, prepared by the specialised committee consisting of three members of the doctoral school;
- f) Endorsing the composition of public doctoral thesis defence committees, proposed by the doctoral supervisor, endorsed by the Faculty Council and approved by CSUD;
- g) Assisting CSUD in internal evaluation and assisting the external evaluator in the evaluation process of the doctoral study programme;
- h) Endorsing requests for interruption of a doctoral student's programme, based on well-founded reasons (medical reasons, professional reasons, maternity, postnatal leave, etc.), which are approved by CSUD;
- i) Mediating conflicts arising between doctoral supervisors and doctoral students; and if they are not resolved, requesting mediation by CSUD;
- j) Upon a doctoral student's reasoned request, the SDE I Council may decide to change the doctoral supervisor if failure to fulfill the legal or contractual obligations undertaken by the supervisor has been established. The SDE I Council may also decide to change the doctoral supervisor for other reasons concerning the supervisory relationship between the doctoral supervisor and the doctoral student, as well as where the doctoral supervisor's unavailability is established; the doctoral student requesting the change of doctoral supervisor has the obligation to obtain the acceptance of a new doctoral supervisor. Otherwise, the Doctoral School Council designates, within a maximum of 30 days, another doctoral supervisor. When designating a new doctoral supervisor, the SDE I Council shall give priority to the need for the doctoral student to successfully complete the doctoral studies programme. The new doctoral supervisor may maintain the existing guidance and academic integrity committee or may propose another committee. A request to change the doctoral supervisor may not be submitted to the SDE I Council less than 1 year before completion of the doctoral studies programme or less than 3 months before the submission of progress reports, except where the unavailability of the doctoral supervisor is established. By exception, the doctoral supervisor may be changed at any time during the doctoral programme, if there is agreement of both doctoral supervisors (the initial and the new supervisor), upon the doctoral student's

request, for well-founded reasons, or where the doctoral supervisor is no longer a member of the doctoral school (withdraws from the doctoral school, retires and no longer wishes to continue the activity, or in the event of death).

- k)** Where a doctoral supervisor fails to respond within the allotted time to obligations within the doctoral school, the SDE I Council may substitute the doctoral supervisor to ensure continuity of administrative activities within the doctoral school. In such cases, the SDE I Council shall sign, approve or resolve documents, requests or other submissions that are essential for the proper conduct of doctoral studies.
- l)** The SDE I Council may propose sanctions for doctoral supervisors who do not comply with deadlines and obligations arising from their status as doctoral supervisor and doctoral school member. Sanctions may include: prohibition to offer places for the next year's admission competition, prohibition to teach within the doctoral school, prohibition to participate in guidance committees or public doctoral thesis defences and habilitation committees, as well as withdrawal of doctoral school membership.
- m)** Other specific duties, in accordance with the *Institutional Regulations* and applicable regulations

## **Art. 10**

- (1)** The General Assembly of SDE I members meets whenever necessary, at the request of the SDE I Director or 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 SDE I members is required. All decisions are taken by open vote with a simple majority of SDE I members present/participating in the vote (50%+1). If the General Assembly cannot convene due to the quorum not being met, a second meeting shall be called, which shall be considered legally convened regardless of quorum, and may adopt decisions by a majority of the votes cast.
- (3)** By exception, the General Assembly and the voting on decisions may also be conducted online.

## **Art. 11**

Decisions of the General Assembly of SDE I are recorded in the minutes and refer to, but are not limited to, the following aspects:

- (1)** Organizing elections for the appointment of the Director of SDE I and members of the SDE I Council;
- (2)** Endorsing the *Regulations on the organization and operation of SDE I*;
- (3)** Issuing an opportunity endorsement regarding the granting of membership in SDE I, based on consideration of at least the following aspects:
  - a) The strategic objectives of scientific research set out in the Research Strategy of the Bucharest University of Economic Studies for the period 2022–2030;
  - b) Compliance with moral and professional ethical standards, in accordance with the ASE Code of Ethics;

- c) the provisions of the *Institutional Regulations* regarding obtaining the membership in an ASE doctoral school in the fundamental field of Social Sciences;
- (4) Issuing an endorsement on the internal evaluation reports of candidates' files for obtaining the habilitation certificate;
- (5) Issuing recommendations on the opportunity, structure and content of the advanced university studies training programme;
- (6) Other specific duties, in accordance with the *Institutional Regulations* and the applicable regulations.

### **Art. 12**

To become a member of SDE I, the candidate must cumulatively meet the following conditions:

- a) Has obtained habilitation in the doctoral field of study *Economics*, and the candidate's publications belong to this field;
- b) Meets the minimum habilitation criteria in force at the date 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 Regulations* in force at the time of submission of the affiliation file;
- d) Has obtained the opportunity endorsement regarding the granting of membership within the General Assembly of SDE I. Candidates who did not obtain the opportunity endorsement may resubmit the file, but not earlier than one calendar year from the date of the first request.

### **Art. 13**

(1) A doctoral supervisor loses their membership in the doctoral school under the following conditions:

- a) upon request;
- b) if they have no doctoral students under supervision for a period of three consecutive years;
- c) after reaching retirement age, if they have no doctoral students under supervision;
- d) if they do not comply with the obligations provided in the *Institutional Regulations* and in the *Regulations on the organization and operation of SDE I*, or do not comply with deadlines and obligations arising from their status as doctoral supervisor and doctoral school member, following the application of the provisions of Art. 9, item 1).

(2) In the situations provided under paragraph (1) items (b)–(e), the Director of the doctoral school proposes to the SDE I Council the withdrawal of membership. The proposal is endorsed by the SDE I Council and submitted for approval to CSUD.

## **FINAL PROVISIONS**

### **Art. 14**

These *Regulations on the organization and operation of the Doctoral School of Economics I* are supplemented, as a matter of law, by the applicable normative acts in force and may be revised periodically in accordance with the *ASE Institutional Regulations on the organization and delivery of university doctoral studies* and with the applicable legislation.

### **Art. 15**

These regulations were approved at the meeting of the Council of the Doctoral School of *Economics I*, the Council of the *Faculty of Economics and Business Communication* and the *Council for University Doctoral Studies (CSUD)* by Decision No. 261/05.12.2025, as well as at the meeting of the Council of Administration by Decision HCA No. 940/25.12.2025, and were approved at the ASE Senate meeting of 17.12.2025.

CSUD Director,

Professor Mirela Ionela Aceleanu, PhD

Director Doctoral School of Economics I

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