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	<b>REGULATIONS          OF ORGANIZATION AND FUNCTIONING OF THE DEPARTMENT          FOR THE TRAINING OF TEACHING STAFF</b>	Edition 1 / Revision 5

## REGULATIONS OF ORGANIZATION AND FUNCTIONING OF DEPARTMENT FOR THE TRAINING OF TEACHING STAFF

### CHAPTER I. GENERAL DISPOSITIONS

**Art. 1.** This Regulation regulates the organization and operation of the Department for the Training of Teaching Staff (DTTS) within the University of Life Sciences “King Mihai I” from Timișoara (ULST).


**Art. 2.** (1) The DTTS within the ULST is organized and operates in accordance with the following legal norms:

- a) National Education Law no. 1/2011, with subsequent amendments and additions ;
- b) ARACIS standards regarding the external evaluation of the academic quality of study programs in the fields of bachelor's and master's related to the specialized commission No. 5: Administrative sciences, of education and psychology (ARACIS, 2016);
- c) OM 3850/02.05.2017 regarding the approval of the Methodology-framework for the organization of psycho-pedagogical training programs within accredited higher education institutions in order to certify competences for the teaching profession , with subsequent amendments and additions ;
- d) OM no. 4316/2008 regarding the approval of the Psychopedagogical Studies Program for the purpose of certification for the teaching profession through the Department for the training of teaching staff;
- f) Law no. 288/2004 on the organization of university studies, with subsequent amendments and additions;
- g) OM no. 3617/16.03.2005 regarding the generalized application of the European Transferable Credit System (ECTS);
- h) MECT order no. 5561/2011 regarding the approval of the Methodology of continuous training of teaching staff in pre-university education, with subsequent amendments and additions .

(2) DTTS is organized and operates in accordance with the provisions of the University Charter and the legal regulations in force. The provisions of the internal regulations and methodologies of the University are applied in the DTTS activity, except for the aspects that are specifically regulated by these Regulations.

**Art. 3.** (1) DTTS is an academic unit subordinate to the Vice-Rector for education and quality assurance, empowered to ensure the initial , psycho-pedagogical and didactic, theoretical and practical **training of students and graduates** of university education in order to obtain the right to exercise the teaching profession.

(2) DTTS is empowered to organize activities in the field of **continuous training** of teaching staff by offering continuous training programs for teaching staff, professional promotion through the system of awarding teaching degrees, as well as specific scientific research activities. According to the law, its own methodology and the internal regulations of ULST, DTTS can organize level I and II, in a combined regime, with a fee, in the regime of

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postgraduate courses and can participate in the competition for financing research through grants and contracts.

(3) DTTS can organize professional-scientific development programs in the psychopedagogical and methodical field for university teaching staff in order to develop and implement technologies specific to university education and pedagogical quality management in the university.

(4) DTTS can organize adult education programs at the request of interested persons/institutions.

**Art. 4.** DTTS is individualized structurally and functionally through the following elements:

- mission and specific objectives;
- students enrolled in psychopedagogical training programs for level I and II;
- management by the board and director;
- DTTS activity quality assurance committee;
- secretarial services and record of activity.

**Art. 5.** DTTS is the structure of the University, which carries out the specific activities for training as teachers (psycho-pedagogy, methodology, practice), distinct from the training in the fields and specialties carried out by the faculties, through a specific, unitary education plan at the national level, approved by the MEN and issues the final documents separately.


**Art. 6.** The didactic training of students who wish to obtain the qualification to practice in pre-university secondary school education is carried out as a separate course, during 3 years of university studies (Level I). Enrollment of students in the psychopedagogical training program is optional, but participation after enrollment is mandatory, in order to achieve the didactic competence profile required by the specific professional standards.

**Art. 7.** Graduates who during their university studies did not attend the psychopedagogical module during their university studies, can attend it in the post-graduate course regime, with a fee, according to the same curriculum and requirements as for full-time education.

## CHAPTER II. MISSION AND OBJECTIVES

**Art. 8.** The DTTS mission aims, first of all, to professionalize the teaching career of future specialists in the fields of agriculture, biology, horticulture, forestry, animal husbandry, food technology, agricultural management and veterinary medicine, as well as the continuous training and improvement of staff didactic from secondary, high school, post-high school and higher education. Second, DTTS fulfills a scientific research mission, promoting fundamental and applied research in education and related fields.

**Art. 9.** (1) DTTS has a didactic and scientific research mission in the field of teaching staff training, consisting in the *promotion of a formative, modern education, centered on the student/learner and on the learning activity, adapted to the European requirements regarding psycho-pedagogical training programs , pragmatically oriented towards the real needs of*

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*society and the current priorities of education .*

(2) **The didactic mission** covers three main components:

a) *the initial training* for the didactic profession of students and, as the case may be, of university graduates, in order to acquire the didactic skills necessary for occupying didactic positions in pre-university and university education;

b) *continuous training of the teaching staff* , through periodic training/improvement programs, through master's degree university study programs, as well as through the organization of training courses and exams for obtaining teaching degrees by the teaching staff in pre-university education;

c) *continuous training of adults* by providing training programs for the purpose of personal development, initiation, specialization and improvement in various fields of activity in accordance with the training needs identified at the individual and/or organizational level, and with the requirements formulated at the European level regarding the development of the basic skills of adults.

(3) **The mission of scientific research** , fundamental and applied, is carried out in accordance with the needs to improve the education process, with the educational standards and with the prospects for the evolution of education on a national and European level.

**Art. 10.** In order to achieve its mission, the DTTS collaborates with the faculties in order to achieve the following *objectives* :

a) ensuring a high-quality psychological and pedagogical, didactic and practical training, in accordance with current and perspective directions in the field of education, curriculum theory and practice, learning psychology, information and communication technology, design and evaluation in conditions quality and efficiency of the educational process;

b) the realization of a formative, modern, student-centered and pragmatically oriented education towards the real needs of the Romanian school, in the context of European integration;


c) the organization of study programs in the field of continuous training and improvement of teaching staff, according to the requirements of a modern and efficient education;

d) the direct connection of education to scientific research, the training of students and other students in the elaboration of studies on the current themes of pedagogy, educational psychology, specialized didactics and other sciences involved in the educational process;

e) carrying out research programs in education sciences, oriented towards the fundamental themes and towards the current priorities of the development of education processes and systems and the European integration of psycho-pedagogical training programs;

f) developing partnerships with other DTTSs, faculties and specialized institutions in the field of education in the country and abroad.

**Art. 11.** In order to achieve its mission, the DTTS complies with the legal norms regarding the provision of training programs for the teaching career and promotes quality, performance in education, scientific research, the development of human resources and the creation of an academic environment based on educational partnerships, thus fulfilling the following functions :

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- a) initial professional training for the teaching career;
- b) continuous, psycho-pedagogical, methodical and specialized training for teaching staff in pre-university education;
- c) organization of adult education programs, at the request of interested persons/institutions;
- d) preparing, organizing and conducting the exams for obtaining didactic degrees for the specializations assigned to him by the Ministry of Education;
- e) psychopedagogical and methodical counseling regarding professional development and evolution in the teaching career;
- f) initiation and development of fundamental and applied scientific research activities in the field;
- g) supporting the professional-scientific development of the university teaching staff.


### CHAPTER III. ORGANIZATION, TEACHING AND MANAGEMENT STAFF

**Art. 12.** The duties of the DTTS are the following:

- a) unitary coordination of activities regarding the conception, content and methodology specific to the professional training of students, according to the national curriculum according to OM 3850/02.05.2017, with subsequent amendments and additions ;
- b) drawing up the job description for the teaching staff with the basic norm in the DTTS;
- c) implementing solutions to modernize education and support educational reform through exchanges of experience, transfer of information and expertise between teaching staff in higher education, from the country and abroad, and between them and teachers in pre-university education;
- d) carrying out didactic activities for the initial training of future teachers in pre-university education;
- e) the elaboration of projects of postgraduate education programs and the improvement of teaching staff and the running of the approved programs in good conditions;
- f) activities to improve the psycho-pedagogical, didactic-methodical and managerial training of pre-university teaching staff; the organization and conduct of exams for obtaining didactic degrees II and I, in collaboration with the faculties, according to the MEN Methodology;
- g) carrying out fundamental and applied scientific research in the fields of psychopedagogy, sociopedagogy, educational management, specialized didactics, sociology or related disciplines determined by reference to the institutional mission, etc.; promoting their results through publications, research contracts, consultancy, scientific sessions, editing courses, manuals, methodical guidelines, etc.;
- h) the development of partnership relations with school inspectorates, teaching staff houses and educational units in carrying out tasks regarding the training and improvement of teaching staff, as well as in the joint realization of some training and research programs.

**Art. 13.** (1) DTTS is an academic unit within the University of Life Sciences “King Mihai I” from Timisoara and operates with the approval of the Ministry of Education and Culture and ARACIS, according to the legislation in force.

(2) Didactic activities in the subjects of the DTTS curriculum are provided by specialists

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in pedagogy, psychology, special psychopedagogy, sociology, special didactics and other specializations determined by reporting to the institutional mission. These activities are provided for in the DTTS's job description , approved by the Administrative Council and approved by the University Senate. Teaching positions are occupied by teaching staff or associate for teaching activities, according to the legal provisions.

**Art. 14.** The list of teaching staff positions of the DTTS is drawn up in accordance with the legislation in force, the university charter and the decisions of the university senate.

**Art. 15.** (1) Teaching positions that are not filled with full-time staff are considered vacant and may be put up for competition.

(2) The competition is organized according to the law and the University Charter, based on criteria and standards provided in the Methodology regarding the occupation of teaching and research positions in ULST.

**Art. 16.** In order to carry out the didactic activity, the DTTS within the University of Life Sciences "King Mihai I" from Timișoara collaborates with all the faculties/departments within the university.

**Art. 17.** (1) The leadership of the DTTS is ensured by the Department Council and the Department Director, according to the law and the provisions of the University Charter. The DTTS Council is chaired by the director, elected according to the regulation for the organization and conduct of elections in the structures and management positions in the ULST.


(2) The DTTS Council has the following powers:

- a) elaborates the DTTS development strategy in terms of study programs and scientific research;
- b) coordinates the didactic activities within the psycho-pedagogical training programs, according to the National Curriculum, according to OM 3850/02.05.2017, with subsequent amendments and additions ;
- c) elaborates and proposes to the Board of Administration drafts of postgraduate education and training programs for teaching staff;
- d) ensures the running of the approved programs in good conditions;
- e) ensures the cooperation with the School Inspectorate, the House of the Teaching Corps and the pre-university education institutions in carrying out the tasks regarding the training and improvement of the teaching staff, as well as in the joint realization of some training and research programs.

(3) The DTTS is headed by the director of the department. The director is a tenured teaching staff, with the basic norm in DTTS, having the didactic position of university professor/university lecturer or lecturer/supervisor with the title of doctor.

(4) The director of the DTTS has the following powers:

- a) decides the allocation of human and material resources necessary for the teaching and research activity within the department;
- b) draws up and proposes for approval the list of teaching staff positions of the DTTS;
- c) organizes the exams for obtaining teaching degrees by teaching staff in pre-university education, according to MECT Order no. 5561/2011 with subsequent amendments and

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additions and training courses;

d ) represents the DTTS in relations with the other university structures and with similar departments in other higher education institutions, is responsible for the fulfillment of the Department's duties, ensures the operative management and signs the graduation certificates, as well as the other documents drawn up by the DTTS within the University of Life Sciences "King Mihai I" from Timisoara ;

e) draws up the strategic scientific research plan of the DTTS, which will be included in the strategic plan of the faculty and, respectively, in that of the university.

(5) In order to carry out administrative and record-keeping tasks, DTTS has a secretariat. It ensures the records of students, trainees and teaching staff registered for the exams for teaching degrees, documents and normative acts related to the DTTS activity, carries out the correspondence with the Ministry of National Education, the School Inspectorates and the Teaching Corps Houses, performs the other tasks specific to the secretarial activity .

**Art. 18.** The university conduct of the DTTS teaching staff respects the norms of ethics and professional deontology, the norms regarding the fulfillment of the objectives of professionalization as future teachers, the norms of the relationship with the university community. DTTS adheres to the university code of ethics and professional deontology.


**Art. 19.** (1) The financing of the activities carried out within the DTTS is ensured from study fees and from other sources, according to the regulations in force. The main destinations of the uses of the revenues, as well as the balance between revenues and expenses, are specified by the DTTS budget, elaborated according to the law and internal regulations of the university.

(2) The revenues of the DTTS are constituted from the following sources:

- a) subsidies from the state budget, granted as part of the basic funding, depending on the number of equivalent students enrolled in psycho-pedagogical training programs;
- b) subsidies from the state budget, granted as part of the basic funding, depending on the number of teachers enrolled in the exams for obtaining teaching degrees;
- c) study fees collected from students and trainees enrolled in the programs organized by DTTS;
- d) study fees collected from higher education graduates registered at DTTS;
- e) income from grants and training, improvement, research programs;
- f) other incomes.

(3) The revenues of the DTTS are used according to the following destinations:

- a) covering the expenses with salaries related to the teaching positions established for the study programs organized by DTTS, according to the regulations in force;
- b) covering the costs of personnel and materials related to the organization of postgraduate courses,
- c) covering personnel expenses related to training courses and exams for teaching degrees in pre-university education;
- d) covering expenses related to the development of funded research programs;
- e) covering expenses for the DTTS secretariat;
- f) the allocation of funds for investments in development equipment, depending on the available income.

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**Art. 20.** DTTS has unrestricted access to the ULST educational spaces (seminar rooms, laboratories, lecture rooms and other ULST educational spaces, which are necessary for the training activity).

#### CHAPTER IV. CURRICULUM AND ORGANIZATION OF THE EDUCATIONAL PROCESS FOR INITIAL TRAINING AND CONTINUOUS TRAINING

**Art. 21.** The curriculum includes the integrative system of objectives, disciplines, forms of teaching, learning and evaluation aimed at ensuring that students acquire the skills necessary to practice the teaching profession. The structure of the curriculum, as well as the scheduling of contents and didactic activities during the psychopedagogical studies program, are established by the following correlated elements:

- a) the education plan;
- b) forms of teaching activities (courses, application activities);
- c) assessment/promotion methods (exams, colloquiums, practical checks, portfolios);
- d) subject sheets (specifying competencies, content structure, assessment forms, etc.);
- e) the way to complete the studies.

**Art. 22.** (1) The structure of the curriculum, as well as the scheduling of contents and didactic activities throughout the study program, are established, in a standardized manner, at the national level, by OM 3850/02.05.2017, with subsequent amendments and additions .

(2) Certification of competences for the teaching profession can be obtained at two levels, respectively:

a) **Level I (initial)** which grants university graduates the right to occupy teaching positions in compulsory pre-school, preschool and general education, provided they accumulate a minimum of 30 transferable credits from the psycho-pedagogical training program;


b) **Level II (advanced)** , which grants university graduates the right to occupy teaching positions at all levels of pre-university education, with the cumulative satisfaction of two conditions:

b.1. the accumulation of a minimum of 60 transferable credits from the psycho-pedagogical training program obtained by cumulating the 30 credits from level I with the 30 credits from level II;

b.2. graduation from one of the following categories of studies:

- master's university studies;
- long-term university studies;
- postgraduate program lasting at least one and a half years or ensuring the accumulation of at least 90 credits;
- professional conversion program for the acquisition of a new specialization, completed after graduation from master's or long-term university studies.

( 3) The curriculum of the DTTS is standardized at the national level and approved by

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OM 3850/02.05.2017, with subsequent amendments and additions. It includes three curricular components:

- a) *the core curriculum* , made up of the mandatory didactic subjects and activities for levels I and II of certification for the teaching profession;
- b) *the extended curriculum* , made up of the mandatory didactic disciplines and activities for obtaining level II certification for the teaching profession;
- c) *the optional curriculum* , made up of **two optional subjects** , which students choose from two packages of optional subjects.

**Art. 23.** (1) Students and graduates of higher education who opt for the teaching profession have the obligation to complete the courses of a didactic master with a duration of 2 years or the psycho-pedagogical training programs of level I, respectively II, accredited according to the law.

(2) Level I and II psycho-pedagogical training programs can be followed during university undergraduate studies (Level I) or postgraduate (Levels I and II).

(3) The level II psycho-pedagogical training program can only be followed in the post-graduate regime, by graduates of undergraduate university studies who followed study programs existing in ULST, related study programs or study programs for which there are, in ULST, specialized teaching staff who can teach the subjects Didactics of specialization and Pedagogical practice

(4) Graduates who have completed long or short-term university studies with a bachelor's degree/graduation until the year 2005 are considered to have fulfilled the psycho-pedagogical training condition of level I and II, if they prove through their transcripts that they have completed the following subjects: school psychology, pedagogy, the teaching methodology of the specialty and pedagogical practice in the specialty registered on the bachelor's/graduation diploma.


**Art. 24.** (1) The DTTS curriculum is structured and monitored in ***the system of transferable study credits*** . The packages of credits allocated to the subjects, as well as the number of credits for the end-of-studies exams are standardized at the national level by OM 3850/02.05.2017, with subsequent amendments and additions .

(2) The regulations regarding the way to obtain study credits, the recognition, transfer and mobility of credits are similar to those applied to the other areas of specialization, according to the ECTS (European Credit Transfer System) compatibility requirements law and the Regulation on the application of the curriculum reform and of the ULST transferable credit system.

**Art. 25 .** (1) The psycho-pedagogical training program offered by DTTS is organized only in the form of full-time education, including in the case of programs offered as postgraduate courses.

(2) The study program of the DTTS is carried out under the regime of optional didactic activities, access is allowed to all students who participate in the admission interview organized by the DTTS, are declared admitted and submit to the enrollment file the documents provided in the own Methodology for organizing the programs of psychopedagogical training from ULST, approved by the University Senate.



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(3) In the case of faculties or specializations which, by their profile, mainly prepare teaching staff or for which the teaching profession represents an important opportunity for socio-professional integration of graduates, the disciplines corresponding to psycho-pedagogical training programs can be included in the package of compulsory subjects.

**Art. 26 .** (1) Candidates admitted to the ULST faculties can be enrolled in the psycho-pedagogical training programs only after they have been confirmed at the relevant faculty. Admission to the psychopedagogical training program is based on an *interview* , in compliance with the provisions established by the own Methodology approved by the ULST Senate. In the case of graduates, the right to enroll in the psychopedagogical studies program is obtained on the basis of the license/graduation diploma. Graduates of undergraduate university studies who did not follow the psycho-pedagogical training program during their university studies can register to complete the psycho-pedagogical training program as part of postgraduate courses.

ULST students enrolled in undergraduate university studies (for level I) can enroll in the psycho-pedagogical training programs organized during university studies . The student's regime within the DTTS is the same as that which the student has in the case of undergraduate studies in which he is enrolled in ULST, respectively financing from the state budget or with a fee.


(3) Graduates of the University or of other state or private higher education institutions can enroll in the psycho-pedagogical training programs organized under the postgraduate course regime, completing in the postgraduate regime and in a compact period of one year (for each Level) the disciplines and didactic activities in distinct formations, in compliance with the following conditions:

a) At **level I, graduates of university studies** with a diploma of one of the following categories of studies can enroll :

- a.1. undergraduate studies;
- a.2. master's university studies;
- a.3. long-term university studies;
- a.4. postgraduate programs with a duration of at least one and a half years or which ensure the accumulation of at least 90 credits, approved by the Ministry of National Education: in-depth studies, postgraduate academic studies, postgraduate specialization studies, master's/master's postgraduate studies;
- a.5. professional conversion programs for acquiring a new specialization;
- a.6. short-term university studies.

Enrollment is conditioned by the completion of existing study programs in ULST, related study programs or study programs for which there are, in ULST, specialized teaching staff who can teach the subjects Didactics of specialization and Pedagogical practice

b) At **level II** enrollment is conditioned by the completion of the level I psycho-pedagogical training program or the fulfillment of the level I psycho-pedagogical training condition, in accordance with Ministry of Education Order no. 3850/2017 (art. 1 par. 3 letter b), with subsequent amendments and additions , as well as graduation with a diploma of one of the following categories of studies:

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- b.1. master's university studies;
- b.2. long-term university studies;
- b.3. postgraduate programs with a duration of at least one and a half years or which ensure the accumulation of at least 90 credits, approved by the Ministry of National Education: in-depth studies, postgraduate academic studies, postgraduate specialization studies, master's/master's postgraduate studies;
- b.4. professional conversion programs for the acquisition of a new specialization, completed after the graduation of the second cycle of university master's studies or after the graduation of long-term university studies.

Enrollment is conditioned by the completion of existing study programs in ULST, related study programs or study programs for which there are, in ULST, specialized teaching staff who can teach the subjects Didactics of the field and developments in the didactics of the specialization and Pedagogical Practice.

**Art. 27 .** (1) The psychopedagogical training program has a unitary and mandatory character. In the case of full-time students, the didactic subjects and activities are completed and promoted during the study years and semesters provided in the curriculum; in the case of deviations from the course of study provided by the curriculum by not promoting, postponing or obtaining credits (disciplines) in advance, the provisions of the legislation in force are applied.


(2) The didactic activities within the psycho-pedagogical training program are organized by course series and groups of applied activities (seminars, laboratories, practice), according to the regulations in force. The promotion conditions, evaluation forms, as well as the content of the educational subjects are specified in the related subject sheets.

**Art. 28.** The psycho-pedagogical training program is completed with **a graduation exam** for each certification level . The exam consists of developing and supporting a **didactic portfolio** . This is a package of documents that synthetically reflects the level and quality of the skills acquired by the graduates through the psycho-pedagogical training program. The structure and content of the didactic portfolio are presented in the own Methodology.

**Art. 29 .** (1) Completion of the psycho-pedagogical training program offered by the DTTS is completed by obtaining **the Graduation Certificate** of DTTS, corresponding to the graduated psycho-pedagogical training program, respectively Level I and II.

(2) Graduates of higher education who completed with a diploma one of the categories of studies provided for in art. 26 para. 3 lit. a, have completed the psycho-pedagogical training program of 30 credits and passed the program graduation exam, corresponding to level I certification for the teaching profession, they obtain the «graduate certificate of the psycho-pedagogical training program - level I», which gives them the right to occupy teaching positions in compulsory pre-school, preschool and general education.

(3) Graduates of higher education who completed with a diploma one of the categories of studies provided for in art. 26 para. 3 lit. b, who have completed the psycho-pedagogical training program corresponding to 60 credits and passed the graduation exam, corresponding to level II certification for the teaching profession, obtain the «graduate certificate of the

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psycho-pedagogical training program - level II», which gives them the right to occupy teaching positions at all levels of the national pre-university education system.

**Art. 30 .** (1) The certificates of graduation from the psycho-pedagogical training program are drawn up according to the study documents regime. Each certificate will have as an appendix the transcript in Romanian and in English, containing the school status of the graduate.

(2) Graduates of the psycho-pedagogical training program - level I, who completed the training program, as a student, obtain the "Certificate of completion of the psycho-pedagogical training program - level I" only after obtaining the bachelor's degree.

(3) Graduates who have passed the graduation exams of the psycho-pedagogical training programs can receive, upon request, a certificate of graduation, valid until the issuance of the certificate of graduation of the psycho-pedagogical training programs, but not more than 12 months .

**Art. 31 .** Graduates who did not pass the exams for completing their university studies can receive, upon request, **a certificate** issued by the DTTS, which will specify the subjects passed.


**Art. 32. (1) Pedagogical practice** is a mandatory discipline and is carried out according to a specific regulation specified by the legislation in force. Students have the obligation to respect the norms of moral conduct imposed by the deontology of the teaching profession, as well as the specific norms of professional conduct imposed by the educational institution where the practice is carried out. Deviations are sanctioned with the loss of the practitioner qualification and, consequently, the DTTS student qualification. The duration of the pedagogical practice in Level I is *two semesters* , in Level II, the pedagogical practice is carried out during a *single semester* . The minimum pass average for Pedagogical Practice is 7 (seven).

(2) Students' pedagogical practice is ensured by university teaching staff and pre-university teachers, who have the status of pedagogical practice *mentors* .

(3) The coordination of pedagogical practice by specialization is ensured by a university teaching staff. He prepares the subject of the practice, controls the activity carried out by the students, evaluates the performance of the students and awards the grades at the practical colloquium and the graduation exam.

(4) The practical training within the psycho-pedagogical training programs is carried out on the basis of framework agreements concluded between the ULST and the Timiș County School Inspectorate. Based on the Framework Agreements, collaboration agreements are concluded annually between the ULST and the pre-university education institutions where the DTTS students will carry out their pedagogical practice.

(5) The disciplines Didactics of the specialty and Pedagogical practice will be preceded by the promotion of the disciplines Educational psychology and Pedagogy.

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## CHAPTER V. CONTINUOUS TRAINING AND IMPROVEMENT OF TEACHING STAFF. SCIENTIFIC RESEARCH ACTIVITY

**Art. 33 .** The DTTS is authorized to organize the exams for obtaining didactic degrees by the teaching staff in pre-university education in the specializations that are authorized by the Ministry of Education. The activities related to the exams for obtaining didactic degrees include:

- a) organizing training courses in the specialty and in the field of psychopedagogy and specialized didactics;
- b) the organization of written and oral tests within the exams for obtaining the teaching degree II, according to the rules established by the Ministry of National Education;
- c) the organization of the admission interview, the provision of coordinators for the elaboration of methodological-scientific works, of the commissions for the special inspection and the support of the work for obtaining the didactic degree I;
- d) coordination and assistance in supporting the didactic grade I thesis;
- e) elaboration of analyzes and evaluation reports regarding the results of the exams for obtaining didactic degrees and their transmission to the Ministry of Education and Culture

**Art. 34 .** (1) DTTS has its own scientific research plan.

(2) DTTS carries out scientific research activities through research programs, as well as in collaboration with the other research structures within the higher education institution and the specialized faculties of other higher education institutions.


(3) The Department's research programs can take place in the form of projects obtained through national or international competition, in the form of research contracts concluded with the beneficiaries and based on the research themes provided in the own scientific research plan.

(4) Scientific research addresses topics that fall within the scientific area of the field of education sciences, psychology, sociology, in related or integrated/interdisciplinary fields.

(5) DTTS periodically organizes scientific sessions, symposia, conferences, round tables with teaching staff, researchers, students and graduates, and the communications are published in journals/volumes indexed in international databases.

**Art. 35 .** Scientific research aims at:

- a) carrying out fundamental studies and research - action regarding the initial and continuous training of teaching staff, educational policies in the field of curriculum development, strategies for training, evaluation and capitalizing on the potential of modern learning and communication technologies in the education process;
- b) the development of projects, curricular documents, methodologies, specialized studies, course materials in order to increase the efficiency of Romanian education in accordance with current European and international trends;
- c) conducting expertise and consultation studies, based on concrete investigations and needs analyses, for the MEN, for the local and regional education management and administration bodies (County School Inspectorates, Houses of the Didactic Corps, pedagogical practice units , psychopedagogical assistance centers, etc.);

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## CHAPTER VI. INTERNAL EVALUATION AND EDUCATION QUALITY ASSURANCE

**Art. 36 .** ( 1) Internal evaluation and quality assurance of study and research programs organized by DTTS is carried out according to the current legislative framework applied to all university structures and programs. In accordance with this legislative framework, the areas according to which the programs offered by DTTS are evaluated are:

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

(2) The main measures by which quality is evaluated and ensured are *monitoring and periodic evaluation* .

**Art. 37 .** *The monitoring* of a study program consists in *the systematic comparison of the current situation with the reference situation* defined by the standards and performance indicators based on which the program was approved, in order to *identify discrepancies and operative intervention* . The monitoring is distinguished by its relatively continuous character, in the sense of a higher frequency than periodic evaluations, as well as by the orientation towards operational improvements and timely solving of problems, preventing their accumulation. Monitoring is the process by which the control and maintenance of quality standards is ensured in the period between periodic evaluations.

**Art. 38 .** *The periodic evaluation* of a study program consists in verifying the fulfillment of quality standards and performance indicators in the main moments of the program. The analyses, conclusions and recommendations of the periodic evaluations carried out by the evaluation commissions, including the conclusions of the collegial analyses, are gathered in the Internal Evaluation Report of the quality of education.

## CHAPTER VII. MATERIAL BASE


**Art. 39 .** The material basis of the DTTS must correspond to the standards that ensure the development of a quality education process.

**Art. 40 .** (1) The number of seats in lecture rooms, seminars and laboratories must be correlated with the size of the study groups (series, groups, subgroups), according to the norms of the Ministry of Education and Culture

(2) The classrooms must have technical equipment for learning, teaching and communication that facilitate the activity of the teaching staff and the receptivity of each student.

(3) Teaching laboratories have equipment and means of operation corresponding to the minimum requirements.

**Art. 41 .** ULST ensures the book stock in the libraries, to fully cover the subjects from

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the DTTS curricula.

### **CHAPTER VIII. COLLABORATION WITH THE FACULTIES OF UNIVERSITY OF LIFE SCIENCES "KING MIHAI I" FROM TIMISOARA**

**Art. 42 .** To achieve its specific objectives and activities, DTTS collaborates with the management of the faculties within ULST. The collaboration is carried out in the interest of the appropriate, quality training of students, master's and doctoral students.

**Art. 43 .** For the disciplines aimed at modern IT technologies, collaboration with the IT teaching staff will be ensured for the development of these activities in the IT laboratories, according to ARACIS standards

**Art. 44 .** In order to carry out the activities of continuous training of teaching staff in pre-university education and for the certification of their competences through the examinations for obtaining teaching degrees II and I, the DTTS requests the support of specialized teaching staff.

### **CHAPTER IX. FINAL PROVISIONS**

**Art. 45 .** This revised Regulation was approved in the meeting of the University Senate on 13.09.2019.

Vice-rector of education and quality assurance,  
 Professor Iancu TIBERIU

DTTS Director,  
 Head of works Dr. Sebastian MOISA

Rector,  
 Professor Cosmin Alin POPESCU