



## „EDUCATION, REFLECTION, DEVELOPMENT” DOCTORAL SCHOOL REGULATION -short version-

### Chapter I – PhD studies

#### 1. Preamble

This Regulation is based on the following documents:

- National Education Law no. 1/2011;
- Code of Doctoral studies, hereinafter referred to as the Code, approved by the Decision of the Romanian Government no. 681/2011 regarding the approval of the Code of doctoral university studies;
- Law no. 288/2004 regarding the organization of university studies, with the amendments from Law no. 49/2013;
- Order no. 3482 of March 24, 2016 (OMENCȘ No. 3482/2016) on the approval of the Regulation on the organization and functioning of the National Council for Attestation of University Titles, Diplomas and Certificates and the Regulation on the organization and operation of the National Council for Attestation of University Titles, Diplomas and Certificates;
- Minister's Order no. 5110 of September 17, 2018 regarding the approval of the minimum national standards for granting the Doctoral title ;
- Order no. 3131/2018 of January 30, 2018 on the inclusion in the curricula, for all university study programs organized in higher education institutions in the national education system, of ethics and academic integrity courses.
- <https://senat.ubbcluj.ro/wp-content/uploads/2021/04/HS-nr.-46-privind-aprobare-modificare-la-Regulamentul-UBB-de-organizare-%C8%99i-desf%C4%83%C8%99urare-a-studiilor-de-doctorat.pdf>
- <https://senat.ubbcluj.ro/wp-content/uploads/2021/04/Anexa-la-HS-nr.-46-Regulament-UBB-de-organizare-si-desfasurare-studii-de-doctorat.pdf>
- <https://senat.ubbcluj.ro/wp-content/uploads/2021/04/Anexa-la-HS-nr.-46-Anexa-3-la-Regulamentul-UBB-de-organizare-%C8%99i-desf%C4%83%C8%99urare-a-studiilor-de-doctorat.pdf>

#### 2. General provisions regarding the organization of doctoral university studies in the field of Educational Sciences

The effective presence of the doctoral student frequently requires that he / she must carry out documentable activity: seminars / laboratories (min 2 hours / week), or if this is not possible, the allocation of these hours to another activity will be used. of at least 6 hours / week within the Department of Education Sciences. The part-time doctoral student will



provide a minimum of 10 hours / month allocated to the activities within the Department of Educational Sciences.

For fee-paying doctoral students, the UBB Senate establishes for each academic year, at the proposal of the council of the Faculty of Psychology and Educational Sciences, a fee.

### **3. The structure and functioning of the Doctoral School Education-Reflection-Development**

The program of doctoral studies in the field of Educational Sciences is organized by the Doctoral School Education - Reflection - Development.

ȘDERD operates within the structure of the Department of Educational Sciences within the Faculty of Psychology and Educational Sciences, UBB. ȘDERD has a rank equal to that of a department within the faculty.

The content of the doctoral study programs offered by ȘDERD is an integral part of the university study programs organized within the Faculty of Psychology and Educational Sciences.

The activity of ȘDERD is guided and coordinated by a Council of the doctoral school, which is subordinated to the Council for Doctoral University Studies (hereinafter CSUD).

ȘDERD is led by the doctoral school council. The ȘDERD Council is chaired by the director of the doctoral school, who is a full member of the doctoral school council. According to CSUD regulations, the ȘDERD Council consists of 4 members: the director of the doctoral school, a doctoral supervisor, a doctoral student and a scientific personality from outside the doctoral school who has a significant international recognition, proposed by the ȘDERD director and endorsed by the school council. The proposal is subject to the universal, direct, secret and equal vote of the titular doctoral supervisors in the respective doctoral school.

The purpose of ȘDERD is to ensure the improvement and extension of psycho-pedagogical and methodological training, attested by the diploma obtained at the end of master's degree studies, by teaching, seminar, evaluation, scientific research, capitalization of scientific research, in order to form a new generations of researchers according to the specifics of the field of Education Sciences.

In the field of pedagogical and didactic research, ȘDERD aims to: promote broad thematic concepts and efficient methodological commitments, with authentic educational values, both in the field of fundamental research and in the field of applied education sciences; cultivating the critical, reflective spirit in relation to the main challenges of the contemporary era; adopting modern, contemporary and comparative perspectives on the research topics addressed; promoting the comprehensive, inter- and trans-disciplinary vision, in which pedagogy and related sciences have a decisive role.

These principles are achieved by developing various forms of collaboration, based on concluded agreements, with other doctoral schools within UBB, and from other universities, as well as with research units in the country and abroad.

ȘDERD provides doctoral students and researchers with access to scientific information resources and equipment necessary to carry out scientific research in the best



conditions in the field of Educational Sciences (databases, libraries, research centers, laboratories, Internet).

At the ŞDERD headquarters, in collaboration with the management of the Faculty of Psychology and Educational Sciences, a multifunctional room is arranged for the development of activities within the doctoral studies in Educational Sciences.

ŞDERD encourages professional mobility at national and international level, participation in scientific events, publishing activity of teachers, researchers and doctoral students in order to improve training.

ŞDERD provides institutional support to doctoral students, doctoral supervisors, researchers to participate, in the country or abroad, in scientific research internships, scientific events, workshops, summer schools in the field of Education Sciences.

Within ŞDERD, every academic year, a scientific communication session is organized for doctoral students, open to other researchers from UBB or outside it.

The results of the training and research programs within ŞDERD are reflected in the scientific publications of doctoral students and teachers and researchers affiliated to the doctoral school, as well as in the scientific level of doctoral theses developed by doctoral students within ŞDERD.

The management activities, respectively, of guiding the doctoral students as well as the didactic ones provided in the doctoral study programs of ŞDERD are normed and remunerated (after their provision) in accordance with the legislation in force (art. 287 (7), (15) LEM), within the limit of 12 conventional hours per week: 0.5 conventional hours for a maximum of 8 doctoral students for the entire period of doctoral studies, and 2.5 conventional hours per course, respectively 1.5 conventional hours seminar time for 12 weeks of teaching activity performed in semester I. For the payment of the members of the guidance commissions, according to the decision of the ŞDERD Council, 0.1 conventional hours are normed for each guided doctoral student.

#### 4. PhD supervisors

A doctoral supervisor is a holder in ŞDERD of UBB if he meets the following conditions: a) he had the quality of doctoral supervisor in Education Sciences at UBB at the time of the entry into force of LEN no. 1/2011 or acquired the quality of doctoral supervisor according to art. 166 of LEN no. 1/2011; b) has an employment contract for an indefinite period with UBB; c) by decision of the SDERD Council he was granted the right to conduct doctorates in Education Sciences within the doctoral studies program in Education Sciences offered by SDERD, and is willing to work within SDERD.

A doctoral supervisor who is a holder in ŞDERD of UBB cannot be at the same time holder in another doctoral school in UBB, and does not have the right to conduct doctorates at other IOSUDs at the same time, except for co-supervised doctorates. As a university teacher or affiliated researcher, he can carry out activities in other doctoral schools.



The rights and obligations of the doctoral supervisor at ŞDERD derive from the National Education Law no. 1/2011, UBB Charter, from the SDERD Regulation, as well as from its employment contract.

The doctoral student has the status provided by LEN, the UBB Charter, the Code of Doctoral Studies, the IOSUD Regulation, the SDERD Regulation and the other norms adopted by UBB, the Faculty of Psychology and Educational Sciences and ŞDERD.

PhD students are employed by UBB as research assistants or university assistants, for a determined period. They are included in research positions in the staff status of ŞDERD.

The necessary effective presence of the doctoral student within ŞDERD is decided by the doctoral supervisor depending on the specifics and the period of the training program, with compliance with the provisions of this regulation. It is mandatory, throughout the doctoral studies in the field of Educational Sciences, monthly, at least one face-to-face meeting or, as the case may be, by video conference, Skipe system, etc. between the doctoral supervisor and the doctoral student.

ŞDERD requests from doctoral students the observance of the training programs organized within ŞDERD, the active participation in their design, organization and development, the active participation in the organization and development of scientific events within ŞDERD, the fulfillment of the minimum standards of scientific publications, the observance of ethical norms and professional ethics.

The doctoral student within ŞDERD, in collaboration with the Department of Education Sciences, can carry out teaching activities, within the first and second cycles of university studies of UBB, within 4-6 teaching hours per week, according to the doctoral studies contract. Teaching activities that exceed this level will be remunerated in accordance with the legislation in force, falling under the Labor Code, respecting the rights and obligations of the employee and paying contributions due, according to law, to state social insurance, unemployment insurance, to social health insurance and for accidents at work and occupational diseases.

## **6. Admission to PhD studies**

Admission to doctoral studies in the field of Educational Sciences is based on a competition organized by UBB, through FDI and SDERD in accordance with the framework methodology for organizing admission to higher education institutions in Romania, developed annually by the Ministry and UBB's own regulations.

Registration for the competition for admission to doctoral studies in Educational Sciences can be done regardless of the field in which the candidate obtained the bachelor's and master's degree.

In consultation with the ŞDERD board, the full-time PhD supervisors establish, in detail and at least 2 months before the date of the admission competition, the evaluation criteria of the candidates and the selection criteria of the candidates for the places offered by them for the admission competition. These criteria will be communicated in writing to FDI and made public by the most varied and accessible means possible, including the Internet.



In the field of Educational Sciences, the doctoral admission competition consists of two tests:

a) a specialized test, in writing or orally, at the decision and on the basis of a topic announced by the doctoral supervisor, with the agreement of the ȘDERD council, at least two months before the date of the admission competition;

b) an interview in which the candidate's scientific concerns, his research skills and the proposed topic for the doctoral thesis are analyzed.

In special conditions (state of emergency / state of alert / other special situations), at the proposal of SDERD and with the approval of CSUD, the competition tests can also take place by videoconference, the admitted candidates will travel to the SDERD headquarters in order to be admitted to the program. doctorate before the date of enrollment (beginning of the academic year).

For each specialized test, the commission gives a grade between 1 and 10, the average of these grades being the grade obtained by the candidate in the admission contest. Candidates who have obtained a minimum average of 8 will be declared admitted, in descending order of the averages obtained and within the limits of the places put up for competition.

## 7. Doctoral student training program

The training program based on advanced university studies in the field of Educational Sciences is achieved by the participation of the doctoral student in the activities within 3 disciplines focused on the specifics of the Doctoral School (3 + 1 hours / week), to which is added the discipline of Ethics and academic deontology, a discipline common to all doctoral programs (minimum 14 hours). The three disciplines focused on the specifics of the Doctoral School in the training program based on advanced university studies in Education Sciences of a doctoral student are established by the doctoral supervisor and the doctoral student and are subject to the approval of the ȘDERD council.

Each subject taught can end with an exam. The presentation at the exam is not obligatory for the doctoral student. If the doctoral student wishes to be examined, he / she requests in writing to the SDERD director to fix, during the examination sessions established by the Faculty of Psychology and Educational Sciences, the date for the examination and the appointment of an examination commission.

## 8. Elaboration and public defense of the doctoral thesis

The doctoral thesis in the field of Educational Sciences must comply with the requirements established by the SDERD Regulation. In order to institutionalize and collaborate with other similar doctoral schools, ȘDERD elaborates a guide for writing the doctoral thesis according to the particularities of the field of Education Sciences, specifying elements such as: formal structure of the thesis, content elements, minimum number of pages, references to bibliographic references, formal technical editing requirements. The author and the title of the doctoral thesis as well as the supervisor of the doctoral thesis will be specified



on the cover of the thesis. The thesis drafting guide is an integral part of the SDERD Regulation.

Based on the public support of the doctoral thesis and taking into account the evaluation reports, the doctoral committee deliberates on the grade to be given to the doctoral thesis. Usually, in an academic year, the Excellent grade is awarded for a maximum of 15% of doctoral students who obtain the title of doctor at ŞDERD.

The title of doctor in the field of Educational Sciences is awarded by order of the relevant ministry after the validation of the doctoral thesis by CNATDCU.

## **9. Ensuring the quality of doctoral university study programs**

ŞDERD in collaboration with CSUD, ISD, the departments of Educational Sciences within the Faculty of Psychology and Educational Sciences ensures the quality of doctoral study programs in Educational Sciences.

The doctoral study programs of ŞDERD represent continuations, at a higher level, of the undergraduate and master's degree programs in the field of Educational Sciences from UBB. The curriculum of a doctoral study program in the field of Educational Sciences does not include disciplines or knowledge modules / course chapters within the existing undergraduate or master's degree programs at the departments of Educational Sciences in UBB.

### **Final provisions**

The SDERD Regulation is elaborated by the Doctoral School Council by consulting all the titular doctoral supervisors in the respective school, in compliance with the legal provisions. The SDERD Regulation is endorsed by the universal, direct, secret and equal vote of the absolute majority of the doctoral supervisors holding the SDERD. It is approved by the CSUD within the UBB.

The SDERD Regulation is supplemented, whenever necessary, by new legal provisions covering aspects of the SDERD activity.