

UNIVERSITY OF ORADEA
FACULTY OF ELECTRICAL ENGINEERING AND INFORMATION
TECHNOLOGY

CONTEST PROCEDURE
For filling vacant teaching positions at the
Faculty of Electrical Engineering and
Information Technology

Valid starting with the academic year 2018-2019

The procedure was approved at the Faculty Council meeting from 03.12.2018

CONTENTS

I. General aspects	3
II. Registration for the contest	4
III. Contest development	6

I. GENERAL ASPECTS

Article 1

At the University of Oradea (UO) and within the Faculty of Electrical Engineering and Information Technology (FIETI), the vacant teaching positions are filled, for an indefinite period, only through public contest, according to:

- Law no. 1/2011, in H.G. no. 457 regarding the approval of the Methodology - contest framework for filling the vacant teaching and research positions in higher education (published in the Official Gazette, part I, no. 371 / 26.05.2011), both with subsequent modifications and completions,
- The internal methodology for filling vacant teaching and research positions at the University of Oradea, approved by the Senate of Oradea University on 26.11.2018
- the present procedure, hereinafter referred to as the *Contest Procedure for filling vacant teaching positions within the Faculty of Electrical Engineering and Information Technology*.

Article 2

(1) The public contest for the filling of a teaching position, for an indefinite period, is organized only if the position is vacant.

(2) A position shall be considered vacant if it is provided as such in the staff schedule, which is drawn up annually, or if it is vacated during the academic year.

(3) Vacancy occurs in one of the following situations:

a) termination of the employment contract, by retirement, death, resignation, dismissal or by other means of termination of the employment contract, in accordance to the law;

b) The transfer of the person occupying the position to another position within the same higher education institution, as a result of winning a contest.

(4) The teaching positions **cannot** be advertised as open to contest by transforming an occupied position into a higher position.

Article 3

(1) The OU may organize a public contest for the occupation of a teaching or research position only with the approval of the tutelary ministry, approval which is required in the first 30 calendar days from the beginning of each semester of the academic year.

(2) The application for obtaining the approval of the tutelary ministry shall be accompanied by the following documents:

a) The list of positions proposed for the contest and their structure, signed by the rector and stamped;

b) the statement from the staff schedule containing the positions presented as open for contest, signed by the rector, the economic director, dean and the department director or the CSUD director and the head of the doctoral school;

c) the affidavit of the rector of the University of Oradea, which attests that all the positions proposed as open to contest have in structure only disciplines from the curricula of the legally established study programmes, including as regards the form of education and the locality of development;

d) The internal contest methodology.

(3) The contest procedures can be started only after the publication of the position advertised as open for contest in the Official Gazette of Romania, Part III.

Article 4

The teaching positions that IETI Faculty can declare open for contest are:

a) Teaching assistant/assistant lecturer;

b) Assistant professor / Lecturer;

c) Associate professor;

d) University professor;

Article 5

The teaching positions can be filled by Romanian or foreign citizens, without any discrimination, according to art. 294 of Law no. 1/2011, as subsequently amended and supplemented.

Article 6

(1) The advertising as open for public contest for the teaching and the research positions is proposed by the head of the department in whose structure the position are included, by means of a report approved by the department council and the faculty council. The report must contain explanations regarding the compliance with the criteria for opening vacant positions for public contest and the existence of financial resources to support the position.

(2) The list of the positions proposed for occupation by public contest is approved by the dean and submitted to the board of directors of the OU for approval, according to art. 213, paragraph (13) of Law no. 1/2011 (L.E.N.), with subsequent amendments and completions.

(3) In the address of submission, the positions will be individualized by indicating the position in the staff schedule of the department, the disciplines in the structure of the position and the criterion of making the position open to contest, mentioning whether the position is vacant or vacated.

Article 7

(1) The public announcement of the public contests for the filling of the vacant teaching or research positions shall be made by the OU, at least 2 months before the date of the first contest. The announcements are published in the *Official Gazette of Romania, on the specialized website administered by the tutelary ministry and on the first page of the website www.uoradea.ro, in visible place.*

(2) Depending on the job profile and the needs of IETI Faculty's qualified personnel, the public announcement shall be made, at the proposal of the Faculty Council, in the national and international scientific publications renowned in the respective field.

(3) On the contest website, within the term provided in par. (1), at least the following information will be published (The form for introducing a new position, Section 3 of the User Manual for completing information on contests for vacant teaching and research positions in higher education for an indefinite period):

- a) Description of the position declared open to contest;
- b) The attributions / activities related to the position declared open to contest, including the didactic norm and the types of activities included in the didactic norm;
- c) The minimum salary for the job placement at the time of employment;
- d) The calendar of the contest;
- e) The subject of the contest tests, including lectures, courses or other similar aspects, or the topics from which the contest commission can choose the topic of the tests that will be actually passed;
- f) Description of the contest procedure;
- g) The complete list of the documents that the candidates must include in the contest file;
- h) The address to which the contest file must be sent.

(4) The announcements regarding the positions of associate and university professor will be published in English.

(5) The contest website and the University of Oradea website will publish, at the latest within 5 working days from the deadline for registration to the contest, for each of the registered candidates and in conditions of personal data protection, as specified by the law, the curriculum vitae of each candidate along with the verification sheet indicating the meeting the minimum standards.

II. REGISTRATION FOR THE CONTEST

Article 8.

(1) The registration for the public contest open for the occupation of a teaching position begins on the day of the publication of the position advertised as open to contest in the O.M. of Romania, Part III.

(2) The registration shall end 15 calendar days before the first contest test is held.

(3) The contest takes place within 45 days from the end of the registration period.

Article 9

- (1) The conditions for registration in the contest for the occupation of a teaching position are those provided by this article.
- (2) For the position of teaching assistant, the candidate must meet the following cumulative conditions:
 - a) holding the doctor's degree;
 - b) publication of at least 3 scientific works (articles, studies), in extenso or in summary, in specialized journals or in volumes of national or international scientific events;
- (3) For the position of assistant professor/ lecturer, the candidate must meet the following cumulative conditions:
 - a) holding the doctor's degree;
 - b) publication of at least 5 scientific works (in extenso or in summary) in specialized journals or in volumes of national or international scientific events;
 - c) the elaboration, at least in electronic form, of a specialized didactic material for the use of the students;
- (4) For the position of associate professor, the candidate must meet the following cumulative conditions:
 - a) holding the doctor's degree;
 - b) the fulfilment of the national minimum standards for occupying the teaching positions, specific to the didactic function of associate professor, approved by order of the minister, according to art. 219, paragraph (1), lit. a) of Law no. 1/2011;
- (5) For the function of university professor, the candidate must meet the following cumulative conditions:
 - a) holding the doctor's degree;
 - b) holding the title of doctoral supervisor;
 - c) meeting the national minimum standards for the occupation of teaching positions, specific to the didactic function of university professor, approved by order of the minister, according to art. 219, paragraph. (1), lit. a) of Law no. 1/2011;

Article 10

- (1) In order to register for the contest for the occupation of a teaching position, the candidate shall complete a file containing the documents mentioned in Annex 2 to this methodology.
- (2) If there are works that are not available in electronic format or cannot be scanned, records or photographs will be submitted.
- (3) A CD / DVD or other electronic format, with all its scanned content, shall be attached to the contest file for transmission to the contest commission.

Article 11

- (1) Candidates for the positions of associate professor must include in the contest file at least 3 names and contact addresses of personalities from the respective field, at home or abroad, outside the higher education institution where the position is declared open to contest, who have agreed to elaborate letters of recommendation regarding the professional qualities of the candidate.
- (2) Candidates for the positions of university professor must include in the contest file at least 3 names and contact addresses of personalities from the respective field from abroad, who have agreed to elaborate letters of recommendation regarding the professional qualities of the candidate.
- (3) In the case of fields with a national specificity, the letters of recommendation for the candidates for the teaching positions may also come from personalities from the respective field in Romania, outside the higher education institution where the position is declared open for contest.

Article 12

The candidate's Curriculum vitae must include information about:

- a) the studies carried out and the diplomas obtained;
- b) professional experience and jobs;
- c) the research-development projects that he/she has led as project manager and the grants obtained, if there are such projects or grants, indicating for each the source of financing, the volume of financing and the main publications or patents resulting from the activity;
- d) awards or other elements of recognition of the candidate's scientific contributions.

Article 13

The candidate's list of scientific papers will be structured as follows:

- a) the complete list of papers, of which, in the extract, the list of the maximum 10 papers considered by the candidate to be the most relevant for his/her own professional achievements, which are included in electronic format in the file and which can be found in the other categories of works provided for in this article. To fill the position of university professor, the list of papers will specify the works realized after acquiring the certificate of habilitation.
- b) doctoral thesis or theses;
- c) patents and other industrial and intellectual property titles;
- d) books and chapters in books;
- e) articles / studies in extenso, published in journals from the main international scientific flow;
- f) publications in extenso, published in works of the main international specialized conferences;
- g) other scientific papers and contributions.

Article 14

(1) The contest file is constituted by the candidate and, together with the electronic medium containing the scanned files, is submitted to the UO address specified on the contest web page, directly or through the postal or courier services that allow the confirmation of receipt.

(2) On the web pages of the contest administered by the OU will be published, at the latest within 5 working days from the deadline for registration to the contest, for each of the registered candidates and with respect to the protection of personal data, within the meaning of the law, the following:

- a) curriculum vitae;
- b) the verification sheet of compliance with the minimum standards;
- c) the nominal composition of the contest commission.

Article 15

(1) In order to obtain the opinion of the legal office, each file must contain the resolution regarding the verification of the information in the verification sheet provided in art. 17 paragraph (2) letter b). This resolution is established by a commission appointed by decision of the rector, at the proposal of the board of directors.

(2) The fulfilment, by a candidate, of the legal conditions for presentation to the contest is certified by the opinion of the legal department of the higher education institution, based on the resolution from paragraph (1) and other documents required to enter the contest.

(3) The notice is communicated to the candidate within a maximum of 48 hours from its issuance, but with a minimum of 5 working days before the first test of the contest is held.

III. DEVELOPMENT OF THE CONTEST

Article 16

(1) Establishing the composition of the contest commission shall be made after the publication of the announcement of the opening of the contest for the position, for each position advertised as open for contest.

(2) The composition of the contest commission includes at least 2 alternate members (one of whom may also fulfil the position of chairman of the contest commission in case of the unavailability of the designated chairman).

(3) The council of the department in whose structure the position is included makes proposals for the nominal composition of the contest commission.

(4) The composition of the contest commission is presented by the dean to the faculty council, for approval, based on the proposals of the department council.

(5) The nominal composition of the contest commission, together with the approval of the faculty council, is transmitted to the OU senate and subjected to its approval.

(6) Following the approval by the Senate of the UO, the contest commission is appointed by the rector's decision.

(7) Within 48 hours from the issuance of the rector's decision, the decision shall be transmitted to the tutorial ministry and published on the contest website. In the case of the positions of associate professor and university professor, the composition of the commission is published in the Official Gazette.

Article 17

- (1) The contest commission is made up of 5 members, including its president, who should be specialists in the field of the position open for contest or in related fields.
- (2) In case the chairman of the contest commission, or another member in the structure of the commission are not available to participate at the contest, the respective member shall be replaced by the alternate member appointed, following the same procedure as applied in the case of the members of the commission.
- (3) The decisions of the contest commission are made by the secret vote of the members.
- (4) A decision of the commission is valid if it has the vote of at least 3 members.
- (5) The activity of the contest commission shall be conducted by a chairman.
- (6) The members of the commission may be from inside or outside the OU, from within the country or from abroad.
- (7) In order to occupy a position of associate professor or university professor, at least 3 members of the commission must be from outside the OU, from the country or from abroad.
- (8) The members of the contest commission must have a higher educational qualification or at least a qualification that is equal to that of the position advertised as open for public contest.
- (9) For the exclusive purpose of becoming a member of the contest commission, the equivalence of the teaching titles of the members from abroad with the teaching titles from the country is done by the approval of the UO Senate, as regards the nominal composition of the commission.
- (10) The chairman of the contest commission may be the head of the department, the head of the doctoral school, the dean or the vice-dean, a senior lecturer in a specialized university in the field of the position or in a related field, delegated for this purpose by the vote of the department council, respectively of the faculty council organizing the contest. An alternate president (who may also serve as an alternate member of the contest commission) will be appointed at the appointment of the chairman of the contest commission.

Article 18

- (1) Persons who are considered to be involved in the contest procedure are those who:
 - a) participate in the decision-making process regarding the appointment of the contest commission;
 - b) are members or alternate members of the contest commission;
 - c) are involved in making professional or administrative evaluation decisions within the contest;
 - d) are involved in resolving appeals.
- (2) Persons who cannot be involved in the contest procedure are as follows:
 - a) spouses, kindred and relatives up to the third degree, of one or more candidates;
 - b) are employed in the same institution with a candidate who holds a management position and are hierarchically subordinate to the candidate.

Article 19

- (1) The contest file is sent to the members of the contest commission starting with the closing date of the process for submitting the contest files, but not later than 5 working days before the first trial of the contest is held.
- (2) The sending of the file, in the electronic format submitted by the candidate, after multiplying it in 5 copies, is done through the university registry. The file can only be transmitted in electronic format, by e-mail.
- (3) The file, in printed format, submitted by the candidate, shall be sent to the chairman of the commission.

Article 20.

- (1) The contest commission evaluates the candidate from the perspective of the following aspects:
 - a) the relevance and impact of the candidate's scientific results;

- b) the candidate's ability to guide students or young researchers;
 - c) the didactic competences of the candidate;
 - d) the candidate's ability to transfer his/her knowledge and results to the economic or social environment or to popularize his own scientific results;
 - e) the candidate's ability to work in a team and the efficiency of his/her scientific collaborations, depending on the specific field of the candidate;
 - f) the candidate's ability to lead research and development projects;
 - g) the professional experience of the candidate in institutions other than the OU.
- (2) The contest commission has the obligation to verify and ascertain that the candidate has met the national minimum standards.

Article 21

- (1) The professional competences of the candidate shall be evaluated by the contest commission on the basis of the contest file and, additionally, by one or more contest tests, as specified in Art. 21 (2), Art. 21 (4), respectively Art.21 (5) of the present procedure, as the case may be.
- (2) For the positions of university assistant, the professional competences of the candidate are evaluated by the contest commission on the basis of the contest file and, additionally, by **passing three tests**: written, oral and practical, specific to the position.
- (3) The subject of the practical test is established by the chairman of the contest commission, with the consultation of its members, and shall be announced at least 3 working days before the test is carried out on the website of the contest, together with the day, time and place of the contest, thus inviting all the candidates to be present at the contest tests.
- (4) For all the positions of assistant professor/lecturer, associate professor and university professor, **the professional competences of the candidates coming from higher education** are evaluated by the contest commission on the basis of the contest file and, additionally, by holding a lecture. This test a session of questions asked by either the contest commission members and / or by the public.
- (5) For all the positions of assistant professor/lecturer, associate professor and university professor, **the professional competences of the candidates who do not come from higher education** are evaluated by the contest commission on the basis of the contest file and, additionally, by holding the following lectures:
- (a) a teaching lecture in front of the students, and
 - (b) a lecture on the plan for the development of the university career, both from the teaching point of view and from the point of view of scientific research activities.
- These tests should also include a session of questions from the commission and / or the public.
- (6) The topic of the didactic lecture is established by the chair of the contest commission, with the consultation of its members, and is announced, at least 3 working days before the test is carried out, on the website of the contest, together with the specification of the day, time and place of the contest, thus inviting all the candidates for the contest tests.

Article 22

- (1) For each position, the contest commission decides the hierarchy of the candidates and nominates the candidate who has the best results.
- (2) The chairman of the contest commission shall draw up a report on the contest, based on the appraisal reports drawn up by each member of the contest commission and respecting the hierarchy of candidates decided by the commission.
- (3) The report on the contest is approved by decision of the contest commission and is signed by each of the members of the contest commission and by the chairman of the commission. The result of the contest is published on the contest website, within 2 working days from the end of the contest.
- (4) The president of the contest commission shall submit the report on it, approved by the decision of the commission, the appraisal reports and the original file of the candidate to the management of the faculty / department, respecting the time limit for conducting the contest.

Article 23

- (1) Contest files, including the report on the contest, shall be submitted to the dean of the faculty, or to the responsible dean, who raises the discussion of the contest report to the faculty council and ensures the conditions for consulting the contest materials by the members of the council.
- (2) In order to validate the contest, the presence of two thirds of the members of the Faculty Council is required.
- (3) The Faculty Council analyses the observance of the procedures and gives its approval or denial in relation to the report on the contest from this perspective. Any vote against or abstention will have to be justified and vetoed in the case of proving the violation of the legal procedures in force.
- (4) The hierarchy of candidates established by the contest commission cannot be modified by the faculty council.

Article 24. Based on the decision of the faculty council, an extract of the minutes of its meeting is prepared, to which a copy of the summoning to the meeting is attached (with the signatures of all those present). These documents are added to the file of each candidate and are submitted to the Human Resources Service of the OU.

Article 25

- (1) The contest files are sent to the UO Senate.
- (2) Following a presentation, by a leading member of the OU Senate, of the way of the contest was conducted, of the conclusions written by the contest commission and by faculty council, the Senate of the OU shall analyse the observance of the procedures established by the internal methodology of OU and approve or not approve the report on the contest. The hierarchy of candidates established by the contest commission cannot be modified by the university Senate.
- (3) The decision of the Senate shall be adopted by a simple majority vote of the members present.
- (4) In order for the meeting to be legally constituted, the number of members of the OU Senate present must represent *at least 2/3 of the total number of its members*.

Article 26

- (1) Appeals may be filed exclusively for cases of non-compliance with legal procedures.
- (2) In the event that a candidate presents proofs that can demonstrate the non-observance of the legal procedures for the contest, the candidate may file an appeal within 3 working days from the communication of the result. The appeal is formulated in writing, is registered with the UO registry and is solved by the appeals settlement commission. The solution is announced within 2 working days from the submission of the appeal, on the contest website.
- (3). The commissions for solving the appeals are established at the same time and follow the same procedures as the contest commissions. The members of the contest commission cannot be part of the appeals resolution committee. Following the approval by the university senate, the commission for solving the appeals is appointed by decision of the rector.
- (4) The non-observance of the provisions of the internal methodology by the persons with attributions in the procedure of organizing and conducting the contests constitutes a violation of disciplinary rules and is sanctioned in accordance with the provisions of Law 1/2011 or of other legal provisions, depending on the fact.

Article 27

- (1) The appointment to the position and the granting of the corresponding university degree by the OU, following the approval of the result of the contest by the OU senate, is made by the decision of the rector, starting with the first day of the semester following the contest.
- (2) The decision to appoint and award the corresponding university degree by the OU, together with the report of the contest, shall be sent by the OU to the tutorial ministry and the C.N.A.T.D.C.U., within 2 working days from the issuance of the appointment decision.

Article 28

If the position declared open for contest has not been filled, the contest can be resumed, while complying in totality with the contest procedure.

Article 29

In the event that after a candidate was declared winner of the contest, one or more persons from the UO will be in an incompatibility situation, according to art. 295 paragraph (4) of Law no. 1/2011, the appointment to the position and the award of the university degree by the OU takes place only after the incompatibility situation / situations were resolved. The way of solving the incompatibility situation is communicated to the tutelary ministry within 2 working days from the settlement.

Article 30

The OU will draw up annually, by the latest on September 1, a report on the organization, conduct and completion of contests for occupying teaching positions. The report will be sent for notification to the tutelary ministry and the C.N.A.T.D.C.U.

Article 31.

The present procedure enters into force on the date of its approval in the faculty council.

List of annexes:

- 1 - Application for registration to the contest
- 2 - Opis with the documents included in the contest file
- 3 – Verification sheet for meeting minimum standards
- 4 - List of referrals (only for the positions of **university professor and associate professor**)
- 5 - Report of appreciation
- 6 - Report on the contest

TO THE RECTOR OF ORADEA UNIVERSITY,

The undersigned born on the date (day, month, year)in the locality, domiciled in the locality street county block of flats... ..app. floor... ..phone number.....
.....
.....identified with the identity card series no issued by the Police on the date of, graduate of the Faculty, the program of studies, promotion, With the general average and the average at the exam for the bachelor / master degree, employee of on the position of please kindly approve my registration for the contest for the position of, position number, disciplines Department, Faculty of Electrical Engineering and Information Technology

I should mention that I am a doctor of sciences (Order of MECTS) from..... in the field and at the subjects relating to the position advertised as open for contest I obtained the following grades during the faculty
The contest was published in the Official Gazette and in the newspaper of

Note:
The candidates declared admitted will enter into a full-time employment contract with the university for an indefinite period.

Date.....

Signature.....

To,
The Rectorate of the University of Oradea

We thereby certify the legality of registering for the contest
THE LEGAL OFFICE
Signature Date

OPIS

CONTEST FILE

For filling vacant teaching positions

DATA ABOUT THE CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____

Position for which he/she candidates _____ Position number _____

Subjects _____

Department _____

Faculty of Electrical Engineering and Information Technology.

1. In order to register for the vacant teaching position, the candidate should complete a file containing the following documents::

No.	DOCUMENTS SUBMITTED	YES	NO
1.	The application for registration to the contest, signed by the candidate, accompanied by an affidavit regarding the veracity of the information presented in the file - standard model (Annex no. 1)		
2.	Proposal for the development of the academic career of the candidate, both from a teaching point of view and from the point of view of scientific research activities - <i>if applicable</i> .		
3.	Curriculum vitae in accordance with the Methodology, art. no. 14.		
4.	List of publications, in accordance with the Methodology, art. no. 15.		
5.	Verification sheet of compliance with the minimum standards for occupancy (<i>Annex no. 3</i>).		
6.	Copy of the doctoral diploma in sciences and, if it was obtained abroad, the certificate of recognition or its equivalence by the Romanian state - the original document will be presented for compliance		
7.	7. For the position of university professor, the copy of the order of the minister attesting the qualification / right to lead a doctorate and, if obtained abroad, the certificate of recognition or equivalence by the Romanian state.		
8.	The summary of the doctoral thesis and, as the case may be, of the habilitation thesis, on a maximum of one page each, in Romanian and English.		
9.	Affidavit attesting that the candidate is not in any situation of incompatibility provided by Law 1/2011 (Law of National Education) and the Methodology issued at national level.		

10.	For the positions of university professor, the list of references containing at least 3 names and contact addresses of personalities from the respective field, from abroad, who have agreed to elaborate letters of recommendation regarding the professional qualities of the candidate (<i>Annex no. 4</i>).		
11.	For the position of associate professor, the list of references containing at least 3 names and contact addresses of personalities from the respective field, from abroad, who have agreed to elaborate letters of recommendation regarding the professional qualities of the candidate (<i>Annex no. 4</i>).		
12.	Copies of other diplomas or certificates that confirm the studies completed by the candidate: the baccalaureate (high-school) diploma, bachelor's degree, master's degree - the original documents will be presented for compliance.		
13.	Copies of the registration sheets, diploma supplements or school situations issued for each cycle of studies - the original documents will be presented for compliance.		
14.	Copy of the identity card or passport, or other document equivalent to the identity card or passport - the original documents will be presented for compliance.		
15.	If the candidate has changed his/her name, copies of the documents attesting to the change of name - marriage certificate or proof of name change - the original documents will be presented for conformity.		
16.	Medical certificate attesting the fact that the candidate is able to carry out didactic activities.		
17.	Maximum 10 publications, patents or other works in electronic format selected by the candidate and considered to be the most relevant for their own professional achievements.		
18.	Agreement with the processing of personal data by the University of Oradea		

2. If there are works that are not available in electronic format or cannot be scanned, records or photographs will be submitted.

3. A CD / DVD or other electronic format, with all its scanned content, is attached to the contest file, for transmission to the contest commission; the file will be uploaded to the site. The list of scientific works, the CV and the Checklist (*Annex 3*) will be scanned as separate files, together with no more than 10 MB. The personal data of the candidate will not appear on the scanned documents (photo, CNP, home address, signature, etc.)

Checked at the moment of the file submission

Candidate

D.R.U.

**VERIFICATION SHEET
REGARDING THE MEETING OF THE MINIMUM STANDARDS
for filling the teaching positions of associate professor and university professor
FOR THE ELECTRICAL ENGINEERING COMMISSION**

I. DATA ABOUT CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The
position for which he/she candidates
_____ Discipline _____
_____ Position in the Staff Schedule
_____ Department _____
Faculty _____

Current teaching degree _____ Position in the Staff schedule
_____ Discipline _____
Departmental _____
Faculty _____ University _____

II. DATA CONCERNING THE MEETING OF CONDITIONS FOR THE CONTEST

1. Undergraduate and master's degree studies

No.	The higher education institution	Domain	Time-span	Title granted

2. Doctoral University studies

No.	The higher education institution	Domain	Time-span	Title granted

3. Postdoctoral studies and scholarships

No.	The higher education institution	Domain	Time-span	Title granted

4. Teaching/professional degrees

No.	The higher education institution	Domain	Time-span	Title granted

III. DATA CONCERNING THE MEETING OF MINIMAL STANDARDS

1. Table illustrating the structure of the candidate's activity

Activities type	Categories and restrictions	Subcategories	Indicators (kpi)	No. of achi	P oint			
1. The teaching and the professional activity (A1)								
1.1	Books and chapters in professional books	1.1.1	Books with ISBN/ Chapters as author: for professor minimum 4 For associate professor minimum 2	1.1.1.1	international	No. pages/ (2*no. authors)		
				1.1.1.2	national	no. pages/ (5*no. authors)		
		1.1.2	Books/ chapters in books as editor/ coordinator	1.1.2.1	international	no. pages/ (3*no. authors)		
				1.1.2.2	national	no. pages/ (7*no. authors)		
1.2	Teaching materials	1.2.1	Course support, including in the electronic format: for professor minimum 2 of which 1 as first author for associate professor minimum 1			no. pages/ (10*no. authors)		
		1.2.2	Course support, including in the electronic format: for professor minimum 2 of which 1 as first author for associate professor minimum 1			no. pages/ (20*no. authors)		
1.3	Coordination of study programs, the organization and coordination of continuous-formation programs and educational projects (POS, ERASMUS, and others)		Unique number of points for each activity			10		
TOTAL OF THE TEACHING AND THE PROFESSIONAL ACTIVITY(A1)								
2. Research activity (A2)								
2.1	Papers published in extenso in WOS Thomson-Reuters ⁽¹⁾ , Journals, in WOS Thomson-Reuters Procedures and WOS Derwent patents		Minimum 10 papers of which 4 as first author and minimum 4 in Journals for professor Minimum 7 of which minimum 2 as first author and minimum 2 in Journals			(25+20*impact factor ⁽²⁾)/ no. authors		

2.2	Papers published in the Journals and the Volumes of some scientific meetings – indexed in other international data bases ⁽³⁾	Minimum 20 papers of which minimum 5 in journals for professor Minimum 15 papers of which minimum 2 in journals for associate professor			20/no. of authors		
2.3.	Patents indexed in other international data bases		2.3.1	international	25/no. authors		

			2.4.1.2	National	10*years of development		
		2.4.2	Team member	2.4.2.1	International	4*years of	
				2.4.2.2	National	2*years of	
2.5	Research/Consultancy contracts (equivalent value of minimum 2 000 Euro)	2.5.1	Manager/Responsible for the project/ partner			5*years of	
		2.5.2	Team member			2*years of	

TOTAL FOR THE RESEARCH ACTIVITY (A2)

3. Acknowledgement and the impact of activity (A3)

3.1	Citations in WOS journals and volumes of WOS conferences ⁽⁵⁾	3.1.1	Minimum 10 citations for			5/no of authors for the article	
		3.1.2	Minimum 7 citations for associate				
3.2	Citations in BDI Journals and volumes of BDI Conferences	3.2.1	Minimum 20 citations for			3/no. Of authors for the article	
		3.2.2	Minimum 10 citations for			20	
3.3	Invited for presentation the plenary national and international scientific events and guest lecturer (excluding POS)		Unique score for each activity	3.3.1	International	5	
				3.3.2	National	10	
3.4	Member in the groups of scientific editorial board or committees of scientific journals and events, organizer of scientific events, reviewer for national and international journals and scientific events (the score is awarded for each journal, scientific event and review)			3.4.1	WOS	6	
				3.4.2	BDI	3	
				3.4.3	National and international not indexed		
3.5	Referent in PhD Committees			3.5.1	International	10	
				3.5.2	National	5	
3.6	Awards			3.6.1	The Romanian	30	
				3.6.2	ASAS, AOSR, domain-related academies	15	
				3.6.3	International awards	10	

				3.6.4	National awards in the field	5		
3.7	Member in academies, organizations, prestigious professional associations, national and international belonging to organizations in the field of education and research	3.7.1	The Romanian			100		
		3.7.2	ASAS, AOSR and			30		
		3.7.3	Management of professional		International	30		
				National	10			
		3.7.4	Professional associations		International	5		
				National	2			
3.7.5	Councils and organizations in the field of education and research		Manager	15				
			Member	10				
TOTAL THE ACKNOWLEDGEMENT AND IMPACT OF ACTIVITY (A3)								
TOTAL								

Notes:

- (1) According to the current situation on the WOS (Web of Science) THOMSON REUTERS website; a WOS-rated journal is equivalent to an ISI-rated journal according to Ministerial Order (MECTS) no. 4478 of June 23, 2011, published in the Official Gazette, Part I, Nr. 448 / 27.VI.2011 <
- (2) The impact factor of the journal mentioned on the WOS website in the current year; for articles in WOS proceedings and for WOS-Derwent indexed patents the impact factor considered will be 0;
- (3) The international databases (BDI) considered for the articles published in journals and published in the volumes of scientific events, with the exception of the articles published in WOS-quoted journals / proceedings, are those recognized internationally: Scopus, IEEE Xplore, Science Direct, Engineering Village, Compendex, INSPEC, Springerlink, Cabi, EBSCO, CSA ILLUMINA / PROQUEST, Copernicus Index and Ulrich's;
- (4) POSDRU (POCU), POSCCE (POC), ERASMUS (ERASMUS PLUS), COMENIUS, postdoctoral fellowships and other similar projects that do not have a predominant research character are not considered in this category; only the projects / grants relevant to the profile of the job submitted to the contest / field of qualification are taken into account;
- (5) Self-citations are excluded (self-citation is considered the existence of a common author / co-author to the cited work and the paper that includes the citation).

2. The formula for calculating the merit indicator (A)

Where: k_{pi} – specific indicator for the domain ($i=1, 2$ and 3) and the type (p) of activity (see table 1).

Note: The indicator refers to the entire activity of the candidate.

$$A = \sum_{i=1}^3 A_i = \sum_{p=1}^3 k_{1p} + \sum_{p=1}^5 k_{2p} + \sum_{p=1}^7 k_{3p}$$

3. Minimal conditions (A_i , $i=1, 2$, and 3)

Based on the minimal and compulsory standards approved by the MO no. 6129/2016, annex no. 9, and the methodology, the following minimal values were established:

No.	Field of activity	Conditions	Achieved	Fulfilment of minimal national	
				YE	NO
1	The teaching/professional activity (A1)	Professor - Minimum 120 points Associate professor - Minimum 60 points			
2	The research activity (A2)	Professor - Minimum 360 points Associate professor - Minimum 180 points			
3	The acknowledgement and impact of activity (A3)	Professor - Minimum 120 points Associate professor - Minimum 60 points			

TOTAL	Professor - Minimum 600 points Associate professor - Minimum 300 points			
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I hereby confirm that the above data are real and refer to my own professional and scientific activity.

Date _____

Candidate _____

VERIFICATION SHEET

REGARDING THE MEETING OPD THE MINIMUM STANDARDS

**for filling the teaching positions of associate professor and university professor
FOR THE COMMISSION RELATED TO THE FIELDS OF ELECTRONIC ENGINEERING,
TELECOMMUNICATIONS AND NANOTECHNOLOGY**

I. DATA ABOUT CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The
position for which he/she candidates

_____ Discipline _____

_____ Position in the Staff Schedule

_____ Department _____

Faculty _____

Current teaching degree _____ Position in the Staff schedule

_____ Discipline _____

_____ Departmentul _____

_____ Faculty _____ University _____

II. DATA CONCERNING THE MEETING OF CONDITIONS FOR THE CONTEST

1. Undergraduate and master's degree studies

No.	The higher education institution	Domain	Time-span	Title granted

2. Doctoral University studies

No.	The higher education institution	Domain	Time-span	Title granted

3. Postdoctoral studies and scholarships

No.	The higher education institution	Domain	Time-span	Title granted

4. Teaching/professional degrees

No.	The higher education institution	Domain	Time-span	Title granted

III. DATA CONCERNING THE MEETING OF MINIMAL STANDARDS

1. Structure of the candidate's activity

The domain to which the activities relate		Categories and	Subcategories		Indicators (kpi)	No. Of	Points
1. The teaching and the professional activity (A1)							
A.1.1.	Author of specialized books or chapters [1] at publishing houses with ISBN	Books/ monographs	A.1.1.1.	International	50 / no. of authors or 100/no of authors on		
			A.1.1.2.	National	50 / no. of authors		
A.1.2.	Teaching materials / Teaching-related materials published at publishing houses with ISBN	Teaching manual	A.1.2.1.		40 / no. Of authors		
TOTAL REGARDING THE TEACHING AND THE PROFESSIONAL ACTIVITY (A1)							
2. The research activity (A2)							
A.2.1	Papers published in ISI journals and works published in the volumes of some scientific meetings indexed ISI		A.2.1.		(25+30*impact factor [3])/ no. of authors		
A.2.2	Papers published in the journals and the volumes of some scientific events indexed in other acknowledged international data		A.2.2.		20/no. of authors		
A.2.3	Intellectual property, patents, ORDA certificates		A.2.3.1	international [5]	35/no. of		
			A.2.3.2	national (OSIM)	25/no. of		
A.2.4	Grants/research projects won by contest [6] or contracts with the economic agents with a value of minimum 10.000 US dollars equivalently received[3]	2.4.1	Manager/responsible partner	2.4.1.1	international	20*years of development	
				2.4.1.2	national	10* years of development	
		2.4.2	Team member	2.4.2.1	international	4* years of	
				2.4.2.2	national	2* years of	
TOTAL REGARDING THE RESEARCH ACTIVITY (A2)							
3. Acknowledgement and the impact of activity (A3)							
A.3.1	Citations [7] in books, journals and the volumes of scientific meetings		A.3.1.1	books, ISI [8]	8/no. of authors per article		
			A.3.1.2	BDI [1]	8/no. of authors per article cited		

A.3.2	Member in the editorial board or the scientific committees of ISI indexed journals, chair, co-chair or member of the committees for the organization of ISI indexed international scientific meetings [9]	Unique score for each activity	A.3.2.		10			
A.3.3	Member in the editorial board or the scientific committees of BDI indexed journals, chair, co-chair or member of the committees for the organization of BDI indexed international scientific meetings [6]	Unique score for each activity	A.3.3.		6			
A.3.4	Awards in the field, awarded by the Romanian Academy, ASTR, AOSR, or prestigious international awards.		A.3.4		15			
TOTAL REGARDING THE ACKNOWLEDGEMENT AND THE IMPACT OF ACTIVITY (A3)								
TOTAL								

- [1] The edited book chapter must NOT be in a conference volume (with ISBN), and is scored with ¼ of the score for the book of the respective category.
- [2] If the book is found in at least 50 libraries abroad according to the WorldCat catalogue.
- [3] The ISI impact factor of the magazine valid in the year of publication or at the date of filing the file. For the volumes of ISI manifestations, the equivalent impact factor 0.25 is considered. The equivalent impact factor of 0.75 is considered for the volumes of the top international conferences (those of level 2 or higher, from the list agreed by the CNATCDU commission and indicated in footnote 10).
- [4] The following international databases (BDI) are recognized for the field of Electronic Engineering, Telecommunications and Information Technologies: ISI, Scopus, IEEE (Institute of Electrical and Electronics Engineers), Xplore, Science Direct, Elsevier, Springerlink, ACM (Association for Computing Machinery), DBLP, EURASIP.
- [5] The score is doubled if the result is recorded at WIPO, EPO, USPTO, JPO.
- [6] Projects / grants that do not have a predominant research character are not considered in this category; only projects / grants relevant to the profile of the job submitted to the contest / field of qualification are considered; the candidate will attach documents that demonstrate the research character of the project.
- [7] Self-citations are excluded (self-citation refers to the situation where the candidate's name appears simultaneously both among the authors of the relevant bibliographic reference and among the authors of the article citing, according to WOShttps://images.webofknowledge.com/WOKRS523R4/help/WOS/hs_crsearch_self_citations.html)
- [8] The score is doubled if the quotation comes from an ISI quoted magazine that is among the first 50% within the subdomain (or one of the sub-domains) of the ISI accreditation in terms of impact factor (areas Q1-Q2 in the ISI notation).
- [9] The quality of a reviewer of individual articles is not considered.

2. The formula for calculating the merit indicator ($A = A1 + A2 + A3$)

$$A = \sum_i K_{1i} + \sum_i K_{2i} + \sum_i K_{3i}$$

where: k_{pi} – index specific to the type and category of activity

3. Minimum conditions (Ai)

Based on the minimum and mandatory standards approved by the MO no. 6129/2016, annex no. 11, and of the methodology, the following minimum values were set:

No.	Domain of activity	Conditions	Achieved	Fulfilling national minimum	
				YES	NO
A.1	Teaching/professional activity (A1)	Professor - Minimum 100 points Associate professor – Minimum 50 points			
A.2	Research activity (A2)	Professor – Minimum 600 points Associate professor - Minimum 300 points			
A.3	Acknowledging the impact of the activity (A3)	Professor - Minimum 150 points Associate professor - Minimum 50			
TOTAL (A)		Professor - Minimum 850 points Associate professor - Minimum 400 points			

4. Compulsory minimal conditions on subcategories

Subcategory	Condition	Achieved	Fulfilling national minimum	
			YES	NO
A.1.1.1-A.1.1.2	Domain-related books	Professor – 1 book Associate professor - 1 book/chapter		
A.2.1	Papers in ISI Journals and in the proceedings of some ISI-indexed scientific events	Professor - Minimum 15, of which minimum 3 in journals indexed ISI Q1 or Q2 [7] Associate professor - Minimum 6, of which minimum 1 in journals indexed ISI Q1 or Q2 [10]		
A.2.4.1	Grants/research projects won by contest (Manager/responsible partner)	Professor - Minimum 2 Associate professor - Minimum 1		
A.3.1.1	Number of citations in ISI indexed books or papers and in the volumes of some ISI (WOS) scientific events [11]	Professor - Minimum 25 Associate professor - Minimum 10		
	ISI impact factor cumulated for the publications [12]	Professor - Minimum 10 Associate professor - Minimum 4		

[10] ISI rated magazine among the first 50% within the subdomain (or one of the sub-domains) of ISI accreditation in terms of impact factor (areas Q1-Q2 in ISI notation). The situation of the magazines in the top 25-50% (Q1, Q2) is considered either at the time of publication or at the date of registration for the contest; one and only one of the required papers may be equivalent to: (a WOS-Derwent indexed invention patent) or (1 article in top international conferences in the level 2 skill area or higher or at least 3 articles in level 1 conferences in the Julkaisu Publication Forum ranking <https://www.tsv.fi/julkaisufoorumi/haku.php?lang=en>).

[11] The cited work is not required to be WOS indexed.

[12] For patents, the equivalent impact factor 0.5 is considered, for the other publications according to footnote 3.

Note:

The contest commission will appreciate the fulfilment of the mandatory minimum conditions on the subcategories regarding their quality and relevance for the position declared open for contest

Abbreviations: BDI = international database; ISI = Institute for Scientific Information Web of Science international database; WOS = ISI Web of Science; OSIM = State Office for Inventions and Trademarks; WIPO = World Intellectual Property Organization; EPO = European Patent Office; USPTO = United States Patent and Trademark Office; JPO = Japan Patent Office.

I hereby confirm that the aforementioned data are real and refer to my own professional and scientific activity.

Date _____

Candidate _____

**VERIFICATION SHEET
REGARDING THE MEETING OF THE MINIMUM STANDARDS
for filling the teaching positions of associate professor and university professor
FOR THE COMMISSION RELATED TO THE FIELD OF COMPUTER SCIENCE,
INFORMATION TECHNOLOGY AND SYSTEMS ENGINEERING**

I. DATA ABOUT CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The
position for which he/she candidates

_____ Discipline _____

_____ Position in the Staff Schedule

_____ Department _____

Faculty _____

Current teaching degree _____ Position in the Staff schedule

_____ Discipline _____

_____ Department _____

_____ Faculty _____ University _____

II. DATA CONCERNING THE MEETING OF CONDITIONS FOR THE CONTEST

1. Undergraduate and master's degree studies

No.	The higher education institution	Domain	Time-span	Title granted

2. Doctoral University studies

No.	The higher education institution	Domain	Time-span	Title granted

3. Postdoctoral studies and scholarships

No.	The higher education institution	Domain	Time-span	Title granted

4. Teaching/professional degrees

No.	The higher education institution	Domain	Time-span	Title granted

III. DATA CONCERNING THE MEETING OF MINIMAL STANDARDS

1. Structure of the candidate's activity

The domain to which the activities relate		Categories and	Subcategories		Indicators (kpi)	No. Of	Points
1. The teaching and the professional activity (A1)							
A.1.1.	Author of specialized books or chapters [1] at publishing houses with ISBN	Books/ monographs	A.1.1.1.	International	50 / no. of authors or 100/no of authors on		
			A.1.1.2.	National	50 / no. of authors		
A.1.2.	Teaching materials / Teaching-related materials published at publishing houses with ISBN	Teaching manual	A.1.2.1.		40 / no. Of authors		
TOTAL REGARDING THE TEACHING AND THE PROFESSIONAL ACTIVITY (A1)							
2. The research activity (A2)							
A.2.1	Papers published in ISI journals and works published in the volumes of some scientific meetings indexed ISI		A.2.1.		(25+30*impact factor [3])/no. of authors		
A.2.2	Papers published in the journals and the volumes of some scientific events indexed in other acknowledged international data		A.2.2.		20/no. of authors		
A.2.3	Intellectual property, patents, ORDA certificates		A.2.3.1	international [5]	35/no. of		
			A.2.3.2	national (OSIM)	25/no. of		
A.2.4	Grants/research projects won by contest [6] or contracts with the economic agents with a value of minimum 10.000 US dollars equivalently received[3]	2.4.1	Manager/responsible partner	2.4.1.1	international	20*years of development	
				2.4.1.2	national	10* years of development	
		2.4.2	Team member	2.4.2.1	international	4* years of	
				2.4.2.2	national	2* years of	
TOTAL REGARDING THE RESEARCH ACTIVITY (A2)							
3. Acknowledgement and the impact of activity (A3)							
A.3.1	Citations [7] in books, journals and the volumes of scientific meetings		A.3.1.1	books, ISI [8]	8/no. of authors per article		
			A.3.1.2	BDI [1]	4/no. of authors per article cited		

A.3.2	Member in the editorial board or the scientific committees of ISI indexed journals, chair, co-chair or member of the committees for the organization of ISI indexed international scientific meetings [9]	Unique score for each activity	A.3.2.		10			
A.3.3	Member in the editorial board or the scientific committees of BDI indexed journals, chair, co-chair or member of the committees for the organization of BDI indexed international scientific meetings [6]	Unique score for each activity	A.3.3.		6			
A.3.4	Awards in the field, awarded by the Romanian Academy, ASTR, AOSR, or prestigious international awards.		A.3.4		15			
TOTAL REGARDING THE ACKNOWLEDGEMENT AND THE IMPACT OF ACTIVITY (A2)								
TOTAL								

[1] The edited book chapter must NOT be in a conference volume (with ISBN), and is scored with ¼ of the score for the book of the respective category.

[2] If the book is found in at least 50 libraries abroad according to the WorldCat catalogue.

[3] The ISI impact factor of the magazine valid in the year of publication or at the date of filing the file. For the volumes of ISI manifestations, the equivalent impact factor 0.25 is considered. The equivalent impact factor of 0.75 is considered for the volumes of the top international conferences (those of level 2 or higher, from the list agreed by the CNATCDU commission and indicated in footnote 10).

[4] The following international databases (BDI) are recognized for the field of Computer Science, Information Technology and Systems Engineering: ISI, Scopus, IEEE (Institute of Electrical and Electronics Engineers), Xplore, Science Direct, Elsevier, Springerlink, ACM (Association for Computing Machinery), DBLP, EURASIP.

[5] The score is doubled if the result is recorded at WIPO, EPO, USPTO, JPO.

[6] Projects / grants that do not have a predominant research character are not considered in this category; only projects / grants relevant to the profile of the job submitted to the contest / field of qualification are considered; the candidate will attach documents that demonstrate the research character of the project.

[7] Self-citations are excluded (self-citation refers to the situation where the candidate's name appears simultaneously both among the authors of the relevant bibliographic reference and among the authors of the article citing, according to WOS https://images.webofknowledge.com/WOKRS523R4/help/WOS/hs_crsearch_self_citations.html)

[8] The score is doubled if the quotation comes from an ISI quoted magazine that is among the first 50% within the subdomain (or one of the sub-domains) of the ISI accreditation in terms of impact factor (areas Q1-Q2 in the ISI notation).

[9] The quality of a reviewer of individual articles is not considered.

2. The formula for calculating the merit indicator (A = A1 + A2 + A3)

$$A = \sum_i K_{1i} + \sum_i K_{2i} + \sum_i K_{3i}$$

where: k_{pi} – index specific to the type and category of activity

3. Minimum conditions (Ai)

Based on the minimum and mandatory standards approved by the MO no. 6129/2016, annex no. 11, and of the methodology, the following minimum values were set:

No.	Domain of activity	Conditions	Achieved	Fulfilling national minimum	
				YES	NO
A.1	Teaching/professional activity (A1)	Professor - Minimum 100 points Associate professor – Minimum 50 points			
A.2	Research activity (A2)	Professor – Minimum 600 points Associate professor - Minimum 300 points			
A.3	Acknowledging the impact of the activity (A3)	Professor - Minimum 150 points Associate professor - Minimum 50			
TOTAL (A)		Professor - Minimum 850 points Associate professor - Minimum 400 points			

4. Compulsory minimal conditions on subcategories

Subcategory	Condition	Achieved	Fulfilling national minimum	
			YES	NO
A.1.1.1-A.1.1.2	Domain-related books	Professor – 1 book Associate professor - 1 book/chapter		
A.2.1	Papers in ISI Journals and in the proceedings of some ISI-indexed scientific events	Professor - Minimum 15, of which minimum 3 in journals indexed ISI Q1 or Q2 [7] Associate professor - Minimum 6, of which minimum 1 in journals indexed ISI Q1 or Q2 [10]		
A.2.4.1	Grants/research projects won by contest (Manager/responsible partner)	Professor - Minimum 2 Associate professor - Minimum 1		
A.3.1.1	Number of citations in ISI indexed books or papers and in the volumes of some ISI (WOS) scientific events [11]	Professor - Minimum 25 Associate professor - Minimum 10		
	ISI impact factor cumulated for the publications [12]	Professor - Minimum 10 Associate professor - Minimum 4		

[10] ISI rated magazine among the first 50% within the subdomain (or one of the sub-domains) of ISI accreditation in terms of impact factor (areas Q1-Q2 in ISI notation). The situation of the magazines in the top 25-50% (Q1, Q2) is considered either at the time of publication or at the date of registration for the contest; one and only one of the required papers may be equivalent to: (a WOS-Derwent indexed invention patent) or (1 article in top international conferences in the level 2 skill area or higher or at least 3 articles in level 1 conferences in the Julkaisu Publication Forum ranking <https://www.tsv.fi/julkaisufoorumi/haku.php?lang=en>).

[11] ISI rated magazine among the first 50% within the subdomain (or one of the sub-domains) of ISI accreditation in terms of impact factor (areas Q1-Q2 in ISI notation). The situation of the magazines in the top 25-50% (Q1, Q2) is considered either at the time of publication or at the date of registration for the contest; one and only one of the necessary works can be equivalent to: (a patent indexed WOS-

Derwent) or (1 article in top international conferences in the field of empowerment, their list agreed and kept up to date by the CNATCDU commission no. 15 being available at www.cnatcdu-c15.org)

[12] The cited work is not required to be WOS indexed.

[13] For patents, the equivalent impact factor 0.5 is considered, for the other publications according to footnote 3.

Note:

The contest commission will appreciate the fulfilment of the mandatory minimum conditions on the subcategories regarding their quality and relevance for the position declared open for contest

Abbreviations: BDI = international database; ISI = Institute for Scientific Information Web of Science international database; WOS = ISI Web of Science; OSIM = State Office for Inventions and Trademarks; WIPO = World Intellectual Property Organization; EPO = European Patent Office; USPTO = United States Patent and Trademark Office; JPO = Japan Patent Office.

I hereby confirm that the aforementioned data are real and refer to my own professional and scientific activity.

Date _____

Candidate _____

**VERIFICATION SHEET
REGARDING THE MEETING OF THE MINIMUM STANDARDS
for filling the teaching positions of associate professor and university professor
FOR THE COMMISSION RELATED TO THE FIELDS OF INDUSTRIAL ENGINEERING
AND MANAGEMENT**

I. DATA ABOUT CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The
position for which he/she candidates
_____ Discipline _____
_____ Position in the Staff Schedule
_____ Department _____
Faculty _____

Current teaching degree _____ Position in the Staff schedule
_____ Discipline _____
Departmentul _____
Faculty _____ University _____

II. DATA CONCERNING THE MEETING OF CONDITIONS FOR THE CONTEST

1. Undergraduate and master's degree studies

No.	The higher education institution	Domain	Time-span	Title granted

2. Doctoral University studies

No.	The higher education institution	Domain	Time-span	Title granted

3. Postdoctoral studies and scholarships

No.	The higher education institution	Domain	Time-span	Title granted

4. Teaching/professional degrees

No.	The higher education institution	Domain	Time-span	Title granted

III. DATA CONCERNING THE MEETING OF MINIMAL STANDARDS

1. Criteria and conditions

Type of activity	Categories and restrictions	Subcategories	Unitary indicators (kpi)	No. of achi	Points
1. The teaching and the professional activity (A1)					
1.1 Books/manuals/monographs / chapters in specialised books	1.1.1	Books/manuals/monographs/ chapters in specialised books as author: For professor minimum 2 as first author For associate professor minimum 1	1.1.1.1 international	no. pages/ (5*no.	
			1.1.1.2 national (acknowledged publishing houses)	no. pages/ (10*no. authors)	
	1.1.2	Books as editor	1.1.2.1 international	no. pages/ (10*no. of	
			1.1.2.2 national	no. pages/ (20*no. editors)	
1.2 Other teaching materials, including in the electronic format (for the electronic format – equivalent format A4 text without figures with a minimum of 3200 characters with spaces)	1.2.1	Course support material /Laboratory support material For professor minimum 4, of which 2 as first author For associate		no. pages/ (20*no. authors)	
1.3 Coordination study programs, organization and coordination of continuous training programs		Manager/ Responsible		15	
1.4 Developing new subjects (it is scored only once when the subjects are multiplied in different study programs)		Holder of the discipline		10	
1.5 Educational projects (ERASMUS, Leonardo, Etc.)		Manager/ Responsible		10*(years of developmen	
TOTAL REGARDING THE TEACHING AND THE PROFESSIONAL ACTIVITY (A1)					
2. The research activity (A2)					
2.1	Papers indexed in ISI Thomson Reuters journals and in the volumes of ISI Thomson Reuters indexed scientific events, visible in the data bases	For professors since 2018 – minimum 1 papers i the red or the yellow area **** From the last promotion From the last promotion* Minimum 5 papers, of which 1 in Journals, minimum 2 as main author, for associate professor		For journals (30+10* impact factor)*****/ (no. authors) For conferen ces volumes 25/ (no. authors)	

2.2	Papers in the journals and the volumes of scientific events indexed in other international data bases* **	From the last promotion* Minimum 8 for professor Minimum 5 for associate professor				15/no. of authors		
2.3	Papers in extenso in journals/the volumes of not-indexed national/international scientific events	Maximum 2 articles are accepted in the same edition				6/ no. Authors (journals) 4/ no. Authors (conferences volumes)		
2.4	Intellectual property , patents and innovation patents, etc.			2.4.1. international		40/no. of		
				2.4.2. national		20/no of		
2.5	Grants/projects won by contest or contracts with the social-economic environment (with a value of minimum 25000 lei, justified by documents that attest the collection of the amount)	2.5.1	Manager/responsible - Minimum 2D or 4R for professor Minimum 1D or 2R for associate professor For the minimum requirements, in the case of research / innovation projects financed through the framework programs of the U.E. of type FP6, FP7, H2020, the quality of R - representative of the institution is equivalent to that of D. project / contract	2.5.1.1	international	20*value***/(10 thousand EUR)		
				2.5.1.2	national	10*value***/(10 thousand EUR)		
		2.5.2	Team member	2.5.2.1	international	4* no. of years of participation		
				2.5.2.2	national	2* no. of years of participatio		
		2.6	Coordination/development of laboratory/research centre (if it is also teaching related, the score is taken into account just once)		Responsible			40
TOTAL REGARDING THE RESEARCH ACTIVITY (A2)								
3. Acknowledgement and impact of activity (A3)								
3.1	Visibility in international data bases		Number of citations in publications (excluding self-citation)	3.1.1	Citation in ISI-indexed papers	10/no. authors/cited article		
				3.1.2	Citation in BDI-indexed papers	5/ no. authors/cited		
				3.1.3	Citation in other publications	3/ no. authors/cited		
3.2	Presentations made as guest in the plenary of national/international scientific events and invited professor (excluding ERASMUS)			3.2.1	abroad	20		
				3.2.2	In the country	10		
	(a) Member in the editorial boards or the scientific		The score is taken into account only	3.3.1	ISI indexed	10		
				3.3.2	BDI indexed	8		

3.3	committees of journals and scientific events/organized of scientific events/ (b) Reviewer for ISI-indexed national or international journals or scientific events		once for a journal or a scientific event	3.3.3	Not indexed – national and international	5		
3.4	The management experience, the analysis and evaluation in research and education			3.4.1	Manager	5* years		
				3.4.2	Member	2*years of		
3.5	Awards			3.5.1	The Romanian	30		
				3.5.2	ASAS, AOSR, Field-related academies and	15		
				3.5.3	International awards	10		
				3.5.4	National awards in the field	5		
3.6	Member of academies, organizations, prestigious national or international professional associations, belonging to associations in the fields of education and research	3.6.1	The Romanian			100		
		3.6.2	ASAS, AOSR and field-			20		
		3.6.3	Leader of professional	3.6.3.1	international	30		
				3.6.3.2	national	10		
		3.6.4	Professional associations	3.6.4.1	international	5		
				3.6.4.2	national	3		
3.6.5	Organizations in the field of education and research	3.6.5.1	Manager	10				
		3.6.5.2	Member	5				
TOTAL REGARDING THE ACKNOWLEDGEMENT AND IMPACT OF ACTIVITY								
TOTAL								

Notes:

*) from the last promotion for teaching and research positions or DURING the last 5 years for candidates from outside the education system; for habilitation: since the last promotion or in the last 5 years.

**) the international databases (BDI) taken into account for the articles published in journals and published in the volumes of scientific events, except the articles published in ISI journals, are those recognized internationally as: ACM, Cabi, CEEOL, CiteSeer X, Compendex / Engineering Village, CRCnetBASE, CrossRef, Current Contents, CSA, DBLP, DOAJ, EBSCO, EdiTLib, Emerald, ERIC, Geamics GeoBase, GEOREF, IEEE Xplore, IFAC-PapersOnLine, Index Copernicus, INSPEC / IET, J- Gate, Library of Congress, MathSciNet, ProQuest, PubMed, Referativnai Jurnal, RePEc, Elsevier / Scopus, Elsevier / Science Direct, Springerlink, Ulrichsweb, WorldCat, Wiley, Zenodo, Zentrallblatt, Scientific.net, Seek Digital Library. Also, other recognized databases of CNCS are taken into consideration, and regarding the journals the scientific bulletin listed CNCS B +.

***) It will be taken into account, from the total budget of the project, the amount that belongs to the institution for which it is Responsible, calculated at the official exchange rate on the contracting date.

****) Applies only from 2018 and refers to the whole activity;

*****) the impact factor in the year of publication.

2. Calculation of the score

The calculation of the score is done by summing up, within each category of activities p (p = 1, 2, 3), the scores specific to the type of activities listed (i).

For multiple activities within the same type of activity the score is calculated by multiplying the unitary indicator k_{pi} specific to the type of activity with the number n_{pi} of the activities of the same type: $A_{pi} = n_{pi} \cdot k_{pi}$

The formula for calculating the total merit index $A = A_1 + A_2 + A_3$ will be:

$$A = \sum_i n_{1i} \cdot k_{1i} + \sum_i n_{2i} \cdot k_{2i} + \sum_i n_{3i} \cdot k_{3i}$$

3. Minimum scoring conditions

Based on the minimum and mandatory standards approved by OM no. 6129/2016, annex no. 16, and of the methodology were set the following minimum values:

No.	Domain of activity	Conditions	Achieved	Fulfilment of minimal national standards	
				YE	NO
1	Teaching/professional activity (A1)	Professor /Habilitation - Minimum 130 points Associate professor - Minim 80 points			
2	Research activity (A2)	Professor /Habilitation - Minimum 300 points Associate professor - Minim 150 points			
3	Acknowledgement of activity impact (A3)	Professor /Habilitation - Minimum 100 points Associate professor - Minim 50 points			
TOTAL		Professor /Habilitation - Minimum 530 points Associate professor – Minimum 280 points			

I hereby confirm that the aforementioned data are real and refer to my own professional and scientific activity.

Date _____

Candidate _____

**VERIFICATION SHEET
REGARDING THE MEETING OF THE MINIMUM STANDARDS
for filling the teaching positions of assistant professor/lecturer**

I.
II. **DATA ABOUT CANDIDATE**

LAST NAME _____ FIRST NAME _____ PIN _____ The position
for which he/she candidates
_____ Discipline _____
_____ Position in the Staff Schedule _____
Department _____
Faculty _____

Current teaching degree _____ Position in the Staff schedule
_____ Discipline _____
Department _____
Faculty _____ University _____

II. DATA CONCERNING THE MEETING OF CONDITIONS FOR THE CONTEST

1. Undergraduate and master's degree studies

No.	The higher education institution	Domain	Time-span	Title granted

2. Doctoral University studies

No.	The higher education institution	Domain	Time-span	Title granted

3. Postdoctoral studies and scholarships

No.	The higher education institution	Domain	Time-span	Title granted

4. Teaching/professional degrees

No.	The higher education institution	Domain	Time-span	Title granted

--	--	--	--	--

III. DATA CONCERNING THE MEETING OF MINIMAL STANDARDS

- Holds the scientific title of doctor;
- Published minimum 5 papers (in extenso or as abstract) in specialized journals or in the volumes of some national or international scientific events:

No.	Title of the paper	Authors of the paper	Journal/Volume in which the paper was published

- Elaborated, at least in electronic format, a teaching material for the domain, to be used by students:

No.	Title of the material	Authors of the material	Year of publication	Place of publication (publishing)

Fulfilled / not-fulfilled

I hereby confirm that the aforementioned data are real and refer to my own professional and scientific activity.

Date _____

Candidate _____

**VERIFICATION SHEET
REGARDING THE MEETING OF THE MINIMUM STANDARDS
for filling the teaching positions of teaching assistant/assistant lecturer**

DATA ABOUT CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The position
for which he/she candidates
_____ Discipline _____
_____ Position in the Staff Schedule _____
Department _____
Faculty _____

Current teaching degree _____ Position in the Staff schedule
_____ Discipline _____
Department _____
Faculty _____ University _____

II. DATA CONCERNING THE MEETING OF CONDITIONS FOR THE CONTEST

1. Undergraduate and master's degree studies

No.	The higher education institution	Domain	Time-span	Title granted

2. Doctoral University studies

No.	The higher education institution	Domain	Time-span	Title granted

3. Postdoctoral studies and scholarships

No.	The higher education institution	Domain	Time-span	Title granted

4. Teaching/professional degrees

No.	The higher education institution	Domain	Time-span	Title granted

--	--	--	--	--

III. DATA CONCERNING THE MEETING OF MINIMAL STANDARDS

- Holds the scientific title of doctor;
- Published minimum 3 papers (articles, studies), in extenso sau as abstract, in specialized journals or in the volumes of some national or international scientific events:

No.	Title of the paper	Authors of the paper	Journal/Volume in which the paper was published

Fulfilled / not-fulfilled

I hereby confirm that the aforementioned data are real and refer to my own professional and scientific activity.

Date _____

Candidate _____

LIST OF REFEREEES

for the positions of associate professor and university professor

DATA ABOUT THE CANDIDATE

LAST NAME _____ FIRST NAME _____
 PIN _____ The position for which he/she is applying _____
 Position _____ Discipline _____
 Department _____
 Faculty _____

No.	Last name and first name	Univ. title	Specialization/ Domain	Institutional affiliation (university, faculty, department)*	Address	E-mail address
1						
2						
3						
4						
....					

* For the position of university professor, the persons included in this list must have the institutional affiliation to one of the higher education and research institutions from the list approved by the Order of the Minister of Education, Research, Youth and Sport elaborated according to art. 216, paragraph 2, point f of Law 1/2011 - Law of National Education.

ASSESSMENT REPORT

**For the candidate applying for the position of associate professor/university professor
For the COMMISSION OF ELECTRICAL ENGINEERING
(Each member of the commission will complete an assessment report, for each candidate)**

DATA ABOUT THE CANDIDATE

LAST NAME _____ FIRST NAME _____
 PIN _____ The position for which he/she is applying _____
 Position _____ Discipline _____
 Departent _____
 Faculty _____

w:

I. I. EVALUATION OF THE TEACHING AND THE SCIENTIFIC ACTIVITY

1. Table indicating the structure of the candidate's activity

Type of activities	Categories and restrictions	Subcategories	Indicators (kpi)	Self-evaluation (Total = Nr. x unitary score)	Evaluation president / member of the commission
1. The teaching and the professional activity (A1)					
1.1 Books and chapters in professional books	1.1.1 Books with ISBN/ Chapters as author: for professor minimum 4 For associate professor minimum 2	1.1.1.1 international	No. pages/ (2*no. authors)		
		1.1.1.2 national	no. pages/ (5*no. authors)		
	1.1.2 Books/ chapters in books as editor/ coordinator	1.1.2.1 international	no. pages/ (3*no. authors)		
		1.1.2.2 national	no. pages/ (7*no. authors)		
	1.2.1 Course support, including in the electronic format: for professor minimum 2 of which has first author for associate professor minimum 1		no. pages/ (10*no. authors)		

1.2	Teaching materials	1.2.2	Course support, including in the electronic format: for professor minimum 2 of which 1 as first author for associate professor minimum 1			no. pages/ (20*no. authors)		
1.3	Coordination of study programs, the organization and coordination of continuous-formation programs and educational projects (POS, ERASMUS, and others)		Unique number of points for each activity			10		

TOTAL OF THE TEACHING AND THE PROFESSIONAL ACTIVITY(A1)

2. The research activity(A2)

2.1	Papers published in extenso in WOS Thomson-Reuters ⁽¹⁾ , Journals, in WOS Thomson-Reuters Procedures and WOS Derwent patents		Minimum 10 papers of which 4 as first author and minimum 4 in Journals for professor Minimum 7 of which minimum 2 as first author and minimum 2 in Journals for associate professor			(25+20*impact factor ⁽²⁾)/ no. authors		
2.2	Papers published in the Journals and the Volumes of some scientific meetings – indexed in other international data bases ⁽³⁾		Minimum 20 papers of which minimum 5 in journals for professor Minimum 15 papers of which minimum 2 in journals for associate professor			20/no.of authors		
2.3.	Invention patents indexed in other international data bases			2.3.1	international	25/no of authors		
				2.3.2	national	15/no of authors		
2.4	Grants/projects won by national/international contest ⁽⁴⁾	2.4.1	Manager/responsible partner project Minimum 2 for professor Minimum 1 for associate professor	2.4.1.1	international	20*years of development		
				2.4.1.2	national	10* years of development		
		2.4.2	Team member	2.4.2.1	international	4*years of		
				2.4.2.2	national	2*years of		
2.5.1.	2.5.2	Manager/responsible	2.4.2.2	national	2*years of development			
		Team member			2*years of development			

TOTAL FOR THE RESEARCH ACTIVITY (A2)

3. Acknowledgement and the impact of activity (A3)

3.1	Citations in WOS journals and volumes of WOS conferences ⁽⁵⁾	3.1.1	Minimum 10 citations for professor			5/no of authors for the article quoted		
		3.1.2	Minimum 7 citations for associate professor					
3.2	Citations in BDI Journals and volumes of BDI Conferences	3.2.1	Minimum 20 citations for professor			3/no. Of authors for the article quoted		
		3.2.2	Minimum 10 citations for associate professor					

3.3	Invited for presentation the plenary national and international scientific events and guest lecturer (excluding POS, ERASMUS)		Unique score for each activity	3.3.1	International	20			
				3.3.2	National	5			
3.4	Member in the groups of scientific editorial board or committees of scientific journals and events, organizer of scientific events, reviewer for national and international journals and scientific events (the score is awarded for each journal, scientific event and review)			3.4.1	WOS	10			
				3.4.2	BDI	6			
				3.4.3	National and international not indexed	3			
3.5	Referent in PhD Committees			3.5.1	International	10			
				3.5.2	National	5			
3.6	Awards			3.6.1	The Romanian Academy	30			
				3.6.2	ASAS, AOSR, domain-related academies	15			
				3.6.3	International awards	10			
				3.6.4	National awards in the field	5			
3.7	Member in academies, organizations, prestigious professional associations, national and international, belonging to organizations in the field of education and research			3.7.1	The Romanian Academy	100			
				3.7.2	ASAS, AOSR and domain-	30			
				3.7.3	Management of professional associations	International	30		
						National	10		
				3.7.4	Professional associations	International	5		
National	2								
3.7.5	Councils and organizations in the field of education and research	Manager	15						
					Member	10			
TOTAL THE ACKNOWLEDGEMENT AND IMPACT OF ACTIVITY (A3)									
TOTAL									

Minimal standard: *Fulfilled /not-fulfilled*

The score given by the chairman / commission member _____

The grade given by the chairman / commission member _____

The grade given (N1) is:

- N1 = 10 if the following conditions are cumulatively fulfilled:

- *P1 is greater than or equal to 300 points for associate professor, respectively 600 points for university professor*
 - *the scores for activities A1, A2, A3 are at least equal to those provided in the national standards*
 - *All categories and restrictions provided for in national standards are met*
- N1 = 1 if one of the following conditions is not met*
- *P1 is less than 300 points for associate professor, respectively 600 points for university professor.*
 - *at least one of the scores for activities A1, A2, A3 is below the one stipulated in the national standards*
 - *at least one of the categories and restrictions provided for in national standards is not met*

II. THE LECTURE

Grade given by the chairman/commission member _____

The grade given (N2) is:

- 0 if the candidate is not present at the test

- Maximum 10

The minimum mark to be obtained by the candidate must be a minimum of 8. If this condition is not fulfilled, the candidate will be declared rejected.

III. PRESENTATION OF THE PLAN CONCERNING THE DEVELOPMENT OF THE CANDIDATE'S ACADEMIC CAREER

(only for candidates not coming from higher education)

Grade given by the chairman/commission member _____

The grade given (N3) is:

- 0 if the candidate is not present at the test

- maximum 10

The minimum mark to be obtained by the candidate must be a minimum of 7. If this condition is not fulfilled, the candidate will be declared rejected.

THE FINAL GRADE given by the chairman/commission member _____

*THE FINAL GRADE for candidates coming from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * N2$*

*THE FINAL GRADE for candidates who do not come from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * [(N2 + N3) / 2]$*

THE FINAL GRADE to be obtained by the candidate must be greater than 8. Otherwise, the candidate will be declared rejected.

Chairman / commission member

ASSESSMENT REPORT

**For the candidate applying for the position of associate professor/university professor
For the COMMISSION OF ELECTRONIC ENGINEERING, TELECOMMUNICATIONS AND
NANOTECHNOLOGY**

(each member of the commission will complete an assessment report, for each candidate)

DATA ABOUT THE CANDIDATE

LAST NAME _____ FIRST NAME _____

PIN _____ The position for which he/she is applying _____

Position _____ Discipline _____

Department _____

Faculty _____

w:

II. I. EVALUATION OF THE TEACHING AND THE SCIENTIFIC ACTIVITY

1. Table indicating the structure of the candidate's activity

Type of activities	Categories and restrictions	Subcategories	Indicators (kpi)	Self-evaluation (Total = Nr. x unitary score)	Evaluation president / member of the commission
1. The teaching and the professional activity (A1)					

A.1.1.	Author of specialized books or chapters [1] at publishing houses with ISBN	Books/ monographs	A.1.1.1.	international	50 / no. of authors or 100/no of authors on		
			A.1.1.2.	national	50 / no. of authors		
A.1.2.	Teaching materials / Teaching-related materials published at publishing houses with ISBN	Teaching manual	A.1.2.1.		40 / no. Of authors		
TOTAL REGARDING THE TEACHING AND THE PROFESSIONAL ACTIVITY (A1)							
2. The research activity (A2)							

A.2.1	Papers published in ISI journals and works published in the volumes of some scientific meetings indexed ISI		A.2.1.		(25+30*impact factor [3])/no. of authors		
A.2.2	Papers published in the journals and the volumes of some scientific events indexed in other acknowledged international data		A.2.2.		20/no. of authors		
A.2.3	Intellectual property, patents, ORDA certificates		A.2.3.1	international [5]	35/no. of		
			A.2.3.2	national (OSIM)	25/no. of		
A.2.4	Grants/research projects won by contest [6] or contracts with the economic agents with a value of minimum 10.000 US dollars equivalently received[3]	2.4.1	Manager/responsible/partner	2.4.1.1	international	20*years of development	
				2.4.1.2	national	10* years of development	
		2.4.2	Team member	2.4.2.1	international	4* years of	
				2.4.2.2	national	2* years of	
TOTAL REGARDING THE RESEARCH ACTIVITY (A2)							
3. Acknowledgement and the impact of activity (A3)							
A.3.1	Citations [7] in books, journals and the volumes of scientific meetings		A.3.1.1	books, ISI [8]	8/no. of authors per article		
			A.3.1.2	BDI [1]	8/no. of authors per article cited		
A.3.2	Member in the editorial board or the scientific committees of ISI indexed journals, chair, co-chair or member of the committees for the organization of ISI indexed international scientific meetings [9]	Unique score for each activity	A.3.2.		10		
A.3.3	Member in the editorial board or the scientific committees of BDI indexed journals, chair, co-chair or member of the committees for the organization of BDI indexed international scientific meetings [6]	Unique score for each activity	A.3.3.		6		
A.3.4	Awards in the field, awarded by the Romanian Academy, ASTR, AOSR, or prestigious international awards.		A.3.4		15		
TOTAL REGARDING THE ACKNOWLEDGEMENT AND THE IMPACT OF ACTIVITY (A3)							
TOTAL							

Minimal standard: *Fulfilled /not-fulfilled*

The score given by the chairman / commission member _____

The grade given by the chairman / commission member _____

The grade given (N1) is:

- N1 = 10 if the following conditions are cumulatively fulfilled:

- *P1 is greater than or equal to 400 points for associate professor, respectively 850 points for university professor*
- *the scores for activities A1, A2, A3 are at least equal to those provided in the national standards*
- *all categories and restrictions provided for in national standards are met*
- *N1 = 1 if one of the following conditions is not met*
- *P1 is less than 400 points for associate professor, respectively 850 points for university professor.*
- *at least one of the scores for activities A1, A2, A3 is below the one stipulated in the national standards*
- *at least one of the categories and restrictions provided for in national standards is not met*

II. THE LECTURE

Grade given by the chairman/commission member _____

The grade given (N2) is:

- *0 if the candidate is not present at the test*
- *maximum 10*

The minimum mark to be obtained by the candidate must be a minimum of 8. If this condition is not fulfilled, the candidate will be declared rejected.

III. PRESENTATION OF THE PLAN CONCERNING THE DEVELOPMENT OF THE CANDIDATE'S ACADEMIC CAREER

(only for candidates not coming from higher education)

Grade given by the chairman/commission member _____

The grade given (N3) is:

- *0 if the candidate is not present at the test*
- *maximum 10*

The minimum mark to be obtained by the candidate must be a minimum of 7. If this condition is not fulfilled, the candidate will be declared rejected.

THE FINAL GRADE given by the chairman/commission member _____

*THE FINAL GRADE for candidates coming from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * N2$*

*THE FINAL GRADE for candidates who do not come from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * [(N2 + N3) / 2]$*

THE FINAL GRADE to be obtained by the candidate must be greater than 8. Otherwise, the candidate will be declared rejected.

Chairman / commission member

ASSESSMENT REPORT

**For the candidate applying for the position of associate professor/university professor
For the COMMISSION OF COMPUTER SCIENCE, INFORMATION TECHNOLOGY AND
SYSTEMS ENGINEERING**

(each member of the commission will complete an assessment report, for each candidate)

DATA ABOUT THE CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The position for which he/she is applying
_____ Position number
_____ Discipline _____ Department
_____ Faculty _____

I. EVALUATION OF THE TEACHING AND THE SCIENTIFIC ACTIVITY

1. Table showing the structure of the candidate's activity

The domain to which the activities relate	Categories and	Subcategories	Indicators (kpi)	No. Of	Points		
1. The teaching and the professional activity (A1)							
A.1.1.	Author of specialized books or chapters [1] at publishing houses with ISBN	Books/ monographs	A.1.1.1.	International	50 / no. of authors or 100/no of authors on		
			A.1.1.2.	National	50 / no. of authors		
A.1.2.	Teaching materials / Teaching-related materials published at publishing houses with ISBN	Teaching manual	A.1.2.1.		40 / no. Of authors		
TOTAL REGARDING THE TEACHING AND THE PROFESSIONAL ACTIVITY (A1)							
2. The research activity (A2)							
A.2.1	Papers published in ISI journals and works published in the volumes of some scientific meetings indexed ISI		A.2.1.		(25+30*impact factor [3])/ no. of authors		

A.2.2	Papers published in the journals and the volumes of some scientific events indexed in other acknowledged international data		A.2.2.		20/no. of authors		
A.2.3	Intellectual property, patents, ORDA certificates		A.2.3.1	international [5]	35/no. of		
			A.2.3.2	national (OSIM)	25/no. of		
A.2.4	Grants/research projects won by contest [6] or contracts with the economic agents with a value of minimum 10.000 US dollars equivalently received[3]	2.4.1	Manager/responsible/partner	2.4.1.1	international	20*years of development	
				2.4.1.2	national	10* years of development	
		2.4.2	Team member	2.4.2.1	international	4* years of	
				2.4.2.2	national	2* years of	
TOTAL REGARDING THE RESEARCH ACTIVITY (A2)							
3. Acknowledgement and the impact of activity (A3)							
A.3.1	Citations [7] in books, journals and the volumes of scientific meetings		A.3.1.1	books, ISI [8]	8/no. of authors per article		
			A.3.1.2	BDI [1]	4/no. of authors per article cited		
A.3.2	Member in the editorial board or the scientific committees of ISI indexed journals, chair, co-chair or member of the committees for the organization of ISI indexed international scientific meetings [9]	Unique score for each activity	A.3.2.		10		
A.3.3	Member in the editorial board or the scientific committees of BDI indexed journals, chair, co-chair or member of the committees for the organization of BDI indexed international scientific meetings [6]	Unique score for each activity	A.3.3.		6		
A.3.4	Awards in the field, awarded by the Romanian Academy, ASTR, AOSR, or prestigious international awards.		A.3.4		15		
TOTAL REGARDING THE ACKNOWLEDGEMENT AND THE IMPACT OF ACTIVITY (A3)							
TOTAL							

Minimal standard: *Fulfilled /not-fulfilled*

The score given by the chairman / commission member _____

The grade given by the chairman / commission member _____

The grade given (N1) is:

- N1 = 10 if the following conditions are cumulatively fulfilled:

- *P1 is greater than or equal to 400 points for associate professor, respectively 850 points for university professor*
- *the scores for activities A1, A2, A3 are at least equal to those provided in the national standards*

- all categories and restrictions provided for in national standards are met
- $N1 = 1$ if one of the following conditions is not met
- $P1$ is less than 400 points for associate professor, respectively 850 points for university professor.
- at least one of the scores for activities A1, A2, A3 is below the one stipulated in the national standards
- at least one of the categories and restrictions provided for in national standards is not met

II. THE LECTURE

Grade given by the chairman/commission member _____

The grade given ($N2$) is:

- 0 if the candidate is not present at the test
- maximum 10

The minimum mark to be obtained by the candidate must be a minimum of 8. If this condition is not fulfilled, the candidate will be declared rejected.

III. PRESENTATION OF THE PLAN CONCERNING THE DEVELOPMENT OF THE CANDIDATE'S ACADEMIC CAREER

(only for candidates not coming from higher education)

Grade given by the chairman/commission member _____

The grade given ($N3$) is:

- 0 if the candidate is not present at the test
- maximum 10

The minimum mark to be obtained by the candidate must be a minimum of 7. If this condition is not fulfilled, the candidate will be declared rejected.

THE FINAL GRADE given by the chairman/commission member _____

THE FINAL GRADE for candidates coming from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * N2$

THE FINAL GRADE for candidates who do not come from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * [(N2 + N3) / 2]$

THE FINAL GRADE to be obtained by the candidate must be greater than 8. Otherwise, the candidate will be declared rejected.

Chairman / commission member

ASSESSMENT REPORT

**For the candidate applying for the position of associate professor/university professor
For the COMMISSION OF INDUSTRIAL ENGINEERING AND MANAGEMENT
(each member of the commission will complete an assessment report, for each candidate)**

DATA ABOUT THE CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The position for which he/she is
applying _____ Position _____ number
_____ Discipline _____ Departme
nt _____ Faculty _____

I. EVALUATION OF THE TEACHING AND THE SCIENTIFIC ACTIVITY

1. Table showing the structure of the candidate's activity

Type of activity	Categories and restrictions	Subcategories	Unitary indicators (kpi)	No. of achi	Points
1. The teaching and the professional activity (A1)					
1.1 Books/manuals/monographs / chapters in specialised books	1.1.1 Books/manuals/monographs/ chapters in specialised books as author: For professor minimum 2 as first author For associate professor minimum 1	1.1.1.1 international	no. pages/ (5*no.		
		1.1.1.2 national (acknowledged publishing houses)	no. pages/ (10*no. authors)		
	1.1.2 Books as editor	1.1.2.1 international	no. pages/ (10*no. of		
		1.1.2.2 national	no. pages/ (20*no. editors)		
1.2 Other teaching materials, including in the electronic format (for the electronic format – equivalent format A4 text without figures with a minimum of 3200 characters with spaces)	1.2.1 Course support material /Laboratory support material For professor minimum 4, of which 2 as first author For associate		no. pages/ (20*no. authors)		

1.3	Coordination study programs, organization and coordination of continuous training programs		Manager/ Responsible			15		
1.4	Developing new subjects (it is scored only once when the subjects are multiplied in different study programs)		Holder of the discipline			10		
1.5	Educational projects (ERASMUS, Leonardo, etc.)		Manager/ Responsible			10*(years of development)		
TOTAL REGARDING THE TEACHING AND THE PROFESSIONAL ACTIVITY (A1)								
2. The research activity (A2)								
2.1	Papers indexed in ISI Thomson Reuters journals and in the volumes of ISI Thomson Reuters indexed scientific events, visible in the data bases		For professors since 2018 – minimum 1 papers i the red or the yellow area **** From the last promotion From the last promotion* Minimum 5 papers, of which 1 in Journals, minimum 2 as main author, for associate professor			For journals (30+10* impact factor)*****/(no. authors) For conferences volumes 25/ (no. authors)		
2.2	Papers in the journals and the volumes of scientific events indexed in other international data bases* **		From the last promotion* Minimum 8 for professor Minimum 5for associate professor			15/no. of authors		
2.3	Papers in extenso in journals/the volumes of not-indexed national/international scientific events		Maximum 2 articles are accepted in the same edition			6/ no. Authors (journals) 4/ no. Authors (conferences volumes)		
2.4	Intellectual property , patents and innovation patents, etc.			2.4.1. international		40/no. of		
				2.4.2. national		20/no of		
2.5	Grants/projects won by contest or contracts with the social-economic environment (with a value of minimum 25000 lei, justified by documents that attest the collection of the amount)	2.5.1	Manager/responsible - Minimum 2D or 4R for professor Minimum 1D or 2R for associate professor For the minimum requirements, in the case of research / innovation projects financed through the framework programs of the U.E. of type FP6, FP7, H2020, the quality of R - representative of the institution is equivalent to that of D- project / contract	2.5.1.1	international	20*value***/(10 thousand EUR)		
				2.5.1.2	national	10*value***/(10 thousand EUR)		

		2.5.2	Team member	2.5.2.1	international	4* no. of years of participation		
				2.5.2.2	national	2* no. of years of participatio		
2.6	Coordination/development of laboratory/research centre (if it is also teaching related, the score is taken into account just once)		Responsible			40		
TOTAL REGARDING THE RESEARCH ACTIVITY (A2)								
3. Acknowledgement and impact of activity (A3)								
3.1	Visibility in international data bases		Number of citations in publications (excluding self-citation)	3.1.1	Citation in ISI-indexed papers	10/no. authors/cited article		
				3.1.2	Citation in BDI-indexed papers	5/ no. authors/cited		
				3.1.3	Citation in other publications	3/ no. authors/cited		
3.2	Presentations made as guest in the plenary of national/international scientific events and invited professor (excluding ERASMUS)			3.2.1	abroad	20		
				3.2.2	In the country	10		
3.3	(a) Member in the editorial boards or the scientific committees of journals and scientific events/organizer of scientific events/ (b) Reviewer for ISI-indexed national or international journals or scientific events		The score is taken into account only once for a journal or a scientific event	3.3.1	ISI indexed	10		
				3.3.2	BDI indexed	8		
				3.3.3	Not indexed – national and international	5		
3.4	The management experience, the analysis and evaluation in research and education			3.4.1	Manager	5* years		
				3.4.2	Member	2*years of		
3.5	Awards			3.5.1	The Romanian	30		
				3.5.2	ASAS, AOSR, Field-related academies and	15		
				3.5.3	International awards	10		
				3.5.4	National awards in the field	5		
3.6	Member of academies, organizations, prestigious national or international professional associations, belonging to associations in the fields of education and research	3.6.1	The Romanian			100		
		3.6.2	ASAS, AOSR and field-			20		
		3.6.3	Leader of professional	3.6.3.1	international	30		
				3.6.3.2	national	10		
		3.6.4	Professional associations	3.6.4.1	international	5		
				3.6.4.2	national	3		
		3.6.5	Organizations in the field of education and research	3.6.5.1	Manager	10		
				3.6.5.2	Member	5		
TOTAL REGARDING THE ACKNOWLEDGEMENT AND IMPACT OF ACTIVITY								

TOTAL	
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Minimal standard: *Fulfilled /not-fulfilled*

The score given by the chairman / commission member _____

The grade given by the chairman / commission member _____

The grade given (N1) is:

- *N1 = 10 if the following conditions are cumulatively fulfilled:*

- *P1 is greater than or equal to 280 points for associate professor, respectively 530 points for university professor*

- *the scores for activities A1, A2, A3 are at least equal to those provided in the national standards*

- *all categories and restrictions provided for in national standards are met*

- *N1 = 1 if one of the following conditions is not met*

- *P1 is less than 280 points for associate professor, respectively 530 points for university professor.*

- *at least one of the scores for activities A1, A2, A3 is below the one stipulated in the national standards*

- *at least one of the categories and restrictions provided for in national standards is not met*

II. THE LECTURE

Grade given by the chairman/commission member _____

The grade given (N2) is:

- *0 if the candidate is not present at the test*

- *maximum 10*

The minimum mark to be obtained by the candidate must be a minimum of 8. If this condition is not fulfilled, the candidate will be declared rejected.

III. PRSDENTATION OF THE PLAN CONCERNING THE DEVELOPMENT OF THE CANDIDATE’S ACADEMIC CAREER

(only for candidates not coming from higher education)

Grade given by the chairman/commission member _____

The grade given (N3) is:

- *0 if the candidate is not present at the test*

- *maximum 10*

The minimum mark to be obtained by the candidate must be a minimum of 7. If this condition is not fulfilled, the candidate will be declared rejected.

THE FINAL GRADE given by the chairman/commission member _____

*THE FINAL GRADE for candidates coming from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * N2$*

*THE FINAL GRADE for candidates who do not come from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * [(N2 + N3) / 2]$*

THE FINAL GRADE to be obtained by the candidate must be greater than 8. Otherwise, the candidate will be declared rejected.

Chairman / commission member

**UNIVERSITY OF ORADEA
FACULTY OF ELECTRICAL ENGINEERING
AND INFORMATION TECHNOLOGY**

**ANNEX no.5
To the Contest Procedure for Filling
Vacant Teaching Positions**

ASSESSMENT REPORT

For the candidate applying for the position of assistant professor/lecturer
(each member of the commission will complete an assessment report, for each candidate)

I. DATA ABOUT CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The position
for which he/she candidates

_____ Discipline _____
_____ Position in the Staff Schedule _____

Department _____

Faculty _____

Current teaching degree _____ Position in the Staff schedule

_____ Discipline _____

_____ Departmentul _____

_____ Faculty _____ University _____

I. EVALUATION OF THE TEACHING AND THE SCIENTIFIC ACTIVITY

1. Table showing the structure of the candidate's activity

No.	Type of activity	Self-evaluation (Total = No. of papers / materials)	Evaluation by Chairman / commission member
1	Papers published (in extenso or as abstract) in specialized journals or in the volumes of some national or international scientific events		
2	Domain-related teaching materials elaborated for the use of students, at least in the electronic format		

Minimal standard: *Fulfilled /not-fulfilled*

The score given by the chairman / commission member _____

1paper/material = 1 point

The score given by the chairman / committee member _____

The grade given (N1) is:

- $N1 = 10$ if the number of works published (in extenso or as abstract) in specialized magazines or in volumes of national or international scientific events is at least 5 AND the number of specialized teaching materials elaborated for the use of students, at least in electronic form, is at least 1.
- $N1 = 1$ if the number of works published (in extenso or as abstract) in specialized journals or in volumes of national or international scientific events is below 5 OR the number of specialized teaching materials elaborated for the students' use, at least in electronic form, is 0.

II. THE LECTURE

Grade given by the chairman / commission member

The grade given ($N2$) is:

- 0 if the candidate is not present at this test
- maximum 10

The minimum mark to be obtained by the candidate must be a minimum of 8. If not, the candidate will be declared rejected.

III. PRESENTATION OF PLANS CONCERNING THE DEVELOPMENT OF THE UNIVERSITY CAREER

(only for candidates not coming from higher education)

Grade given by the chairman / commission member _____

The grade given ($N3$) is:

- 0 if the candidate is not present at this test
- maximum 10

The minimum mark to be obtained by the candidate must be minimum 7. Otherwise, the candidate will be declared rejected.

THE FINAL GRADE given by the chairman / commission member _____

THE FINAL GRADE for candidates coming from higher education is calculated with the formula

$$F = 0.5 * N1 + 0.5 * N2$$

FINAL NOTE for candidates who do not come from higher education is calculated with the formula $NF = 0.5 * N1 + 0.5 * [(N2 + N3) / 2]$

FINAL NOTE to be obtained by the candidate must be greater than 8. Otherwise, the candidate will be declared rejected.

Chairman / commission member

**UNIVERSITY OF ORADEA
FACULTY OF ELECTRICAL ENGINEERING
AND INFORMATION TECHNOLOGY**

*ANNEX no.5
To the Contest Procedure for Filling
Vacant Teaching Positions*

ASSESSMENT REPORT

For the candidate applying for the position of assistant lecturer/teaching assistant
(each member of the commission will complete an assessment report, for each candidate)

I. DATA ABOUT CANDIDATE

LAST NAME _____ FIRST NAME _____ PIN _____ The position
for which he/she candidates

_____ Discipline _____

_____ Position in the Staff Schedule _____

Department _____

Faculty _____

Current teaching degree _____ Position in the Staff schedule

Discipline _____

Departmentul _____

Faculty _____ University _____

I. EVALUATION OF THE TEACHING AND THE SCIENTIFIC ACTIVITY

1. Table showing the structure of the candidate's activity

No.	Type of activity	Self-evaluation (Total = No. of papers / materials)	Evaluation by Chairman / commission member
1	Papers published (in extenso or as abstract) in specialized journals or in the volumes of some national or international scientific events		

Minimal standard: *Fulfilled /not-fulfilled*

The score given by the chairman / commission member _____

1 paper/material = 1 point

The score given by the chairman / commission member _____

The grade given (N1) is:

- N1 = 10 if the number of works published (in extenso or as abstract) in specialized magazines or in volumes of national or international scientific events is at least 3.

- $N1 = 1$ if the number of works published (in extenso or as abstract) in specialized journals or in volumes of national or international scientific events is below 3.

II. THE WRITTEN, ORAL AND PRACTICAL TESTS

Grade given by the chairman / commission member for the written test

The grade given (Nps) is:

- 0 if the candidate is not present at this test
- maximum 10

The minimum mark to be obtained by the candidate must be a minimum of 8. If not, the candidate will be declared rejected.

Grade given by the chairman / commission member for the oral test _____

The grade given (NPO) is:

- 0 if the candidate is not present at this test
- maximum 10

The minimum mark to be obtained by the candidate must be minimum 7. Otherwise, the candidate will be declared rejected.

Grade given by the chairman / commission member for the practical examination ____

The grade given (NPO) is:

- 0 if the candidate is not present at this test
- maximum 10

The minimum mark to be obtained by the candidate must be minimum 7. Otherwise, the candidate will be declared rejected.

Grade given by the chairman / commission member for the written, oral and the practical test ____

THE FINAL GRADE given by the chairman / commission member _____

THE FINAL GRADE is calculated with the formula

$$F = 0.5 * N1 + 0.5 * N2$$

FINAL NOTE for candidates must be greater than 8. Otherwise, the candidate will be declared rejected.

Chairman / commission member

REPORT

On the contest for filling teaching positions

Session _____

The members of the contest commission (last name, first name, teaching position, institutional affiliation):

Chairman: _____

Member: _____

Member: _____

Member: _____

Member: _____

Appointed by the decision of the Rector of Oradea University no. _____ from _____,
for the evaluation of the candidates registered for the contest for filling the vacant teaching position of
_____, position number _____,

Disciplines _____,

Department _____,

Faculty _____, following the development of the contest
procedure, in accordance with the Faculty procedure, I draw up the following report:

I. DATA ABOUT THE CANDIDATES REGISTERED FOR THE CONTEST

1. Registered candidates:

2. Candidates present at the lecture (*only for the positions of university professor, associate professor and assistant professor*):

3. Candidates present at the presentation of the plan for the development of the academic career (*only for the positions of university professor, associate professor and assistant professor who do not come from higher education*):

4. Candidates present at the written test (*only for the position of assistant lecturer*):

5. Candidates present at the oral test (*only for the position of assistant lecturer*):

6. Candidates present at the practical test (*only for the position of assistant lecturer*):

From among points 1-6, only the ones that are relevant for the position considered will be taken into account. The others are eliminated and the numbering will be done again, following the order and starting with 1.

II. RESULTS OBTAINED

(the candidates will be listed in the reverse order of the final grade obtained)

No.	Registered candidates	Minimum standard fulfilled		Grades given by the chairman and the members of the commission					Final
		YES	NO	P	1	2	3	4	
1									
2									
3									
4									
5									

....									
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III. RESULTS OBTAINED

The contest results were made public on the date of _____, hour _____, by

IV. THE DECISION OF THE CONTEST COMMISSION

Following the evaluation of the professional and scientific activity, as well as of the contest tests passed, the commission proposes, with _____ votes „for”, _____ votes „against” and _____ „absentations”, that Mr/Mrs _____ should fill the position for which the contest was organized.

Date:_____.

Commission chairman _____

Commission members _____

IV. APPEALS

No appeals have been filed / The appeal has been filed (objector, motivation):

VI. DECISION MADE BY THE COMMISSION FOR SOLVING APPEALS

Solution for the appeal

Date: _____.

Commission chairman _____

Commission members _____

The current procedure was approved on the meeting of the Faculty Council from 03.12.2018 and shall take effect starting with the date of its approval by the Senate of Oradea University.

DEAN
Univ. prof. dr. habil. Mircea GORDAN