Annex 7

THE CODE OF ACADEMIC ETHICS AND PROFESSIONAL DEONTOLOGY OF
“AUREL VLAICU” UNIVERSITY IN ARAD

General Principles

“Aurel Vlaicu” University of Arad represents an academic community having as essential goal the development of knowledge. The main functions of an academic community are: learning, education, research and erudition.

The University respects the dignity of each of its members and promotes academic integrity. By accepting members in the University, each person will enter a community tagged by free speech, mutual respect, honor and opening towards constructive changes. The rights and responsibilities inside the community must suit these qualities.

All members of the community have the right to be respected. All members of the community must show respect towards others. Diversity is a forte of the University and contributes at developing a creative work environment.

All members of “Aurel Vlaicu” University in Arad have the right to work in a safe environment free of harassment, abuse or discrimination of any kind.

Each member of Academic Community is responsible to maintain the highest standards of honesty.

All members of the community have the right to a correct and meaningful assessment of their own contribution. The students will be appreciated based on the existing standardized systems. An annual appreciation of professors is necessary, being considered an essential instrument in the development of work environment. The leadership of “Aurel Vlaicu” University will review the rating systems periodically.

The values and principles the University promotes are: academic freedom, personal autonomy, justice and equity, merit, professionalism, integrity and intellectual honesty, transparency, respect and tolerance, responsibility, goodwill and solicitude.

The Code of Ethics is a public presentation of principles, values and ethical behaviors which must characterize any member of the University. The community of “Aurel Vlaicu” University in Arad is described as a community whose members will appreciate impartiality, integrity, tolerance and self and mutual respect.

The Code of Ethics is based on three ethical principles which have directed moral conduct for centuries. These are:
The Principle of Righteousness
The Principle of Respecting Others
The Principle of Responsible Attention

Justice

Justice assumes that people are treated fair and correctly, without discrimination, without abuse and without any kind of exploitation. It considers the dissemination of power and the prevention of any abuse of power. According to this principle, people benefit from the same opportunities and social advantages, with fair compensation for disadvantaged groups. It is based on compliance with laws, on the recognition of individual rights to criticize politics or laws
Respect towards others

This principle assumes that people are treated like entities having rights which must be respected and defended, and where necessary, these people have the power to require their rights. This respect towards others rights represents the basis of transforming people in members of communities and accepting social responsibilities to act honestly and with integrity, to tolerate and respect other people opinions, to cooperate with other members of the community. Being a member of a community assumes that people have not only rights, but also obligations and responsibilities towards others.

Responsible attention

This principle starts from the premise that any person has first of all a moral commitment of doing well and not hurting others. Responsible attention also expresses the general necessity to treat others the way you want to be treated. It assumes that the fundamental human rights are protected and cultural diversity is respected.

This principle requires an efficient administration of assets, resources and the environment. In the context of universities, this principle reflects the attention given by professors to students.

The values and principles the University particularly promotes and whose effective accomplishment tries to ensure are: academic freedom, personal autonomy, justice and equity, merit, professionalism, integrity and intellectual honesty, transparency, respect and tolerance, responsibility, goodwill and solicitude.

General and particular moral principles contained in The Code may be subject to further review.

1. Academic freedom

Art.1. The University is a free space of encroachments, passions, religious, economical and political constraints, except for scientific, legal and ethical constraints. The members of the University are protected against censorship, manipulations, persecutions, in accordance with following the scientific standards and professional responsibilities.

Any member of the Academic Community must avoid the violation of others freedom, on the basis of respecting the differences. We encourage critical approach, intellectual partnership and cooperation, regardless of the political opinions or religious beliefs.

It is possible, even in democratic conditions and the rule of law, that some political or religious groups feel violated by the results of research and academic publications, and these results to undermine certain kinds of ideologies and beliefs. The University must not yield to pressures to hide and obey to which it may be subjected to, especially by political powers.

Art.2. Scientific objectivity is above any pressures resulting from personal or group interests, and the fact that institutions charged ideologically try to protect their statu – quo. The fact that a large part of the resources of some universities come from the budget must not intimidate the university community members and to convert the people obedient. The budget results from taxpayers’ money, not from the members of the cabinets on power. Even if money come from private sources, universities don’t have the moral right to yield to scientific and ethic standards and to produce results or distorted knowledge.
Academic freedom is not manifested in ideal context. It can be enclosed by the existence of some cultural values generally imparted. The right approach to such situations is rational and democratic deliberation.

It is not morally allowed that academic freedom is used as a shield for protection against scientific and ethical criticism. Knowledge evolves, is relative, but it must be respected in the present scientific data.

Religious beliefs, political fondness, other beliefs are in the secular University, a private problem of the university community members. They can not be imposed to others, through power abuse and authority.

Nobody has the right to manipulate, to indoctrinate and to dogmatically educate inside the (secular) University and through this to violate students’, professors’ and researchers’ right to objectivity in knowledge and to scientific training appropriate to the studied sphere.

The members of the academic community have the right to select and discuss relevant topics, to critically examine values, norms and institutions and social practices within the spirit of intellectual honesty and responsibility in order to generate and disseminate knowledge.

The distortion of scientific content of the courses, the fabrication of research results depending on the affiliation to political, religious and economical groups must be sanctioned depending on the sternness, from warning and notification to expulsion from the University.

Personal freedom is reflected also in protection of the right to privacy and confidentiality.

Art.3. Protecting the right to privacy
Teaching and administrative personnel must respect the confidentiality of the students’ private lives and will divulge information only when authorized by the Dean’s or Rector’s offices and only for good reasons.

These provisions are also applicable with respect to the marital status, sexual orientation or disabilities, residence, political or religious affiliation a. s. o. The members of the university personnel who have access to documents and data must keep the confidentiality and privacy of such information and protect the people who do not wish for it to become public. The members of the University must maintain the private character of privacy requests. Personal records are confidential. The violation of confidentiality is considered a disciplinary offense and is penalized as such.

2. Personal Autonomy

Art.4. The University promotes a favorable environment for personal autonomy. To this end we guarantee informed agreement on programs, competitions, study and research opportunities and we ensure that each university member makes decisions regarding his/ her own academic and professional career.

The practice of personal autonomy at University means the ability to individually choose the programs of studies and research, academic career paths, the opportunities, the level of excellence at which someone wants to accede, being informed.

Art.5. All important information for the members of the academic community and for the general audience, particularly in terms of academic standards, the study and research programs, evaluation, access and promotion (by admission, employment, contraction), faculty members and relevant aspects in their professional CV, members of the University management and their CVs,
the structure of the University, university research, material basis, social services, will be available equally and in a timely manner to all interested, in order to choose about studies and profession, being informed. This information must be published on the web pages of the University. Violation of personal autonomy leads to penalties for those responsible for ensuring it.

3. Justice and Equity

Art.6. The members of the University will be treated fairly, correctly and equitably. We do not allow direct or indirect discrimination or exploitation and we uphold the idea that justice is based on the correct and equitable distribution of power and on the prevention of power abuse. The University takes firm measures against discrimination and for equal opportunities concerning access to study, employments and programs, in order to eliminate conflicts of interests, to prevent and eliminate any form of corruption, preferential treatment and nepotism.

3.1. The Principle of Nondiscrimination and Equal Opportunities

Art.7. Discrimination in academic environment represents the unequal treatment of a person which pursues or leads to the violation or limitation of the respective person’s rights based on gender, race, age, disability, sexual orientation, nationality, ethnicity, religion, social class, financial status or background.
According to this Code the affirmative action on grounds of gender, race, age, disabilities, ethnicity, nationality, area of origin, financial status, background is allowed and in some situations, encouraged just to ensure equal opportunities. The University ensures public transparency regarding the access of any person affected by such a policy.
Art.8. The term affirmative action denotes favoring people from disadvantaged groups on one or more of the above mentioned criteria in order to correct grievances from the past towards the members of this group as well as to increase their access to education and increase their chances to professional competition.
Art.9. Discrimination can be indirect when neutral rules and practices in relation to the criteria mentioned in this code (for example gender, race, age, disabilities, sexual orientation, nationality, ethnicity, religion a. s. o.) are unfair de facto to certain people according to one or more of this criteria. For example, certain rules of taking an examination, although they are the same for all students regardless of their particularities, could practically draw back individuals with disabilities (who, for instance, can not enter or can not wait several hours to enter in alphabetic order an oral exam). Or, some professors’ time table must be thought out so that it can allow the person in question to respect certain religious rites although this would involve a departure from the neutral distribution of working hours. Another eloquent example concerns the indirect gender discrimination, given that although most graduates are current alumnae, and higher education is becoming feminist, the decisional positions are through excellence occupied by men, the high academic positions identically (University professors, leaders of Doctor’s degree). This is a frequent form of vertical segregation in Romanian universities.
Art.10. In the context of any particular examination or contest no woman can be disadvantaged on account of her pregnancy, for having a child in her care or for being a single mother. Direct discrimination is penalized according to the law. Indirect discriminations are institutionally penalized, depending on their severity.
3.2. Conflict of Interest

Art.11. The academic community members in positions of leadership and coordination must take the necessary measures to avoid or to appropriately solve the situations in which may appear conflicts of interest that could compromise, directly or indirectly, the fulfillment of their obligations. Conflicts of interest derive from the intersection of several types of relationships or positions designed to affect judgments and fair assessments and the activities of community members. They can lead to practices such as favoritism and nepotism, to the application of double standards in appreciation or assessment, or to acts of persecution or revenge that the university must reject.

Art.12. The conflict of interest is the situation in which a person has or might have personal patrimonial or non-patrimonial interest that could influence the objective and accurate fulfillment of the duties required by his/her position.

Art.13. Personal interest represents any material benefits or of other nature, pursued or obtained directly or indirectly, for himself or another, by a person exercising a function of authority, leadership, management, control, by using reputation, influence of facilities, relationships and information to which one has access, on the basis of its practice.

Art.14. The person in a conflict of interest arising from personal relationships must decline oneself from the committees he/she is part of.

Art.15. The category of conflicts of interest arising from material interest concern the relationships of a member of the university with members of trading companies or other service providers with whom the institution of higher education maintains collaborative relationships. In such cases, it is recommended that the people who have material interests in the respective organizations or firms, not to participate in the negotiations of the relationships between these universities.

Art.16. It is not allowed that the members of the academic community who are in marital, in-law relationships and relations up to the third degree inclusively or in personal relationships which could influence their conduct towards other colleagues, to occupy at the same time functions that can place them into a position of management, control, authority or institutional assessment, at any level in the same university. Also, the academic community members in the situation described above cannot be appointed in a committee of Doctor’s degree, committee of assessment or committee of contests whose decisions affects the spouses, in-laws, relatives up to the third degree inclusively or colleagues with whom they have personal relationships that could influence their conduct.

Also, there are to be avoided the situations in which people who have multiple roles in the university can take biased decisions. In all situations of this kind persons concerned shall refuse themselves from the respective roles and functions.

Art.17. Any forms of corruption or deception will be firmly rejected and penalized. Among these: the traffic of entrance examination and graduation, the request of money or gifts by the university members, attempted bribery, request of personal services, as well as any kind of favoritism, including sexual.

3.3. Incompatibilities

Art.18. The following incompatibilities are not allowed:
The ownership of more than two consecutive mandates in functions of Rector, Dean and President of the board of ethics.
The combination of the following functions: Rector, Vice Rector, Scientific Secretary of the Senate, Dean, Vice Dean, Scientific Secretary of the Council of the Faculty, Principal of Department, Head of Research, Design or Micro production Unit.

The ownership of a managerial function or as a member in the management structures by people sentenced for a criminal conviction with a final court decision who were agents or co-workers of security bodies as political police

The trade union leader function is incompatible with any management position within the university

The following positions can not be practiced if the people who exercise it are husbands, wives or relatives up to the third degree inclusively:

- Rector
- General Administrative Manager, Head of Department of Human Resources, Financial Accounting Division
- Chief Secretary of the University
- Vice Rector, President of the Senate, Dean
- Members of the Faculty Council Office
- Members of the Faculty Council Office/Department and the Head of the Faculty Department Secretary
- Positions of Department Chief and the quality of Member of the Board of the Faculty can not be owned if the people who exercise them are in husband/wife relationship or first degree relationship.

Art.19. The vitiation of the academic climate can have as main source the corruption. This generates unfair treatment, injustices and favoritisms, undermines the application of the principle of merit and creates suspicion and distrust in the value of the diplomas and in the professional competence of the graduates. Corruption weakens the sense of righteousness and membership. Unpunished endemic corruption can lead to corrupted institutional culture. That is why the university must counteract this phenomenon and punish the ones who promote it.

Art.20. Some acts of corruption are not provided by laws but belong to the category of those who enroll in the “capture” of the university or faculty, department a. s. o. by people or interest groups that hold power and distribute to the clients material resources: endowments, salaries, bonuses, scholarships, resources for education and researches. The University commits to severely punish from an institutional point of view obvious acts of corruption: bribery and attempted bribery (in cash or services) and the less obvious, but equally harmful: trade referring to clients (buying and selling in cash and in services in exchange of other services) to examinations or competitions for positions, including the practice of hierarchical or fellow-like “relationships” a. s. o.

The University accepts the recommendations undertaken by qualified and correct professionals on the merits of a person, but rejects any informal recommendations associated with the admission and assessment of a person who is bellow required standards and cannot enter honestly the competition.

Art.21. Among the most serious forms of corruption in the academic environment are:
- Trading in admission and graduation examinations (buying, selling or the substitution of papers for money, services or services in exchange of other services);
- The request of members of the academic personnel of money or gifts as well as attempted bribery or bribery and the provision of material incentives;
- The request of personal services, of any kind, from people who are or are to be in the process of evaluation, hiring or promotion as well as the provision of such services in exchange for indulgence.
**Art.22.** Such activities are particularly serious, especially when they are explicitly or implicitly conditioned by:
- Providing educational and/or administrative services covered by that person’s tasks as member of the institution of higher education;
- Favoritism in the evaluation, hiring or promotion process or in the splitting of teaching or administrative duties;
- The acceptance of symbolic gifts by the university personnel is legitimate only when it is obvious that it is not of nature to influence directly or indirectly the educational process, the process of evaluation, hiring or promotion.

**Art.23. Attempted corruption**
Offering money, gifts or personal services to academic personnel constitutes deviations from the University’s ethics that can be penalized when the acceptance of these gifts/services aims explicitly or implicitly:
- Provision of services already stipulated in the employee’s job description and the person who offers the “gift” already has the right to receive it;
- Influencing the process of evaluation, hiring or promotion.
- Favoritism is prohibited regardless of the criteria (friendship, relationship, business, affiliation of any kind a. s. o.) in the process of evaluation, hiring or promotion, payment of salaries or the distribution of teaching or administrative tasks. Favoritism is not to be confused with preference on the basis of proven abilities (for example, cases of employment on the grounds of special competence or professional excellence recognized by the community of field experts).

All these cases will be punished starting from warning to the removal from the university.

**Art.24. How to avoid possible suspicions of corruption**
The following represent discouragements for possible corruption charges:
- Correct and timely information about the criteria for admission or contests of any kind;
- Private tutors, relatives, friends, people with whom competitors have business relationships must not part the competition commissions;
- Transparency of the evaluation system;
- Compliance with all deadline limits imposed and dates of examinations regardless of the particular circumstances of students with the exception of those for whom they provide motivations in writing, which are kept attached to the register of the class (medical certificates, serious personal situations, etc.)
- Keeping the exams/lab works/essays as long as possible
- Informing hierarchical superiors in the most formal way about possible conflicts of interest that cannot be avoided.

**4. Merit**
Our university guarantees the recognition, encouragement and reward of personal and group merits conductive to the accomplishment of its institutional goals. These include commitment to profession and study, to the institution and the members of the academic community, creativity and talent, efficiency and performance.
As for the students, merit is established on the basis of evaluation criteria of their performance during courses, seminars and workshops, professional competitions, Bachelor’s and Master’s dissertations, their involvement in organizational life, civic actions, a. s. o.
With respect to the teaching and research personnel, merit is established based on: the quality of courses, seminars, practical or artistic works, guiding activities for students, the quality of scientific publications, obtaining individual and institutional development and research grants, students’ evaluation, the involvement in faculty development, study programs, the manner of dealing with students’ problems, the attitude towards personal development, the prestige brought to the institution and to his/her specialization, involvement in the development of knowledge and democratization of society, etc.

With respect to the leadership personnel, the merit criteria are particularly based on the efficient management of resources, the establishment and maintaining of high professional and moral standards in the institution, the evaluation of the students’ representatives, of subordinate personnel, of superior leadership, a. s. o.

The evaluation of merit is not made based on promises and relationships but on results.

If this criterion is vitiated, university becomes professionally and morally disorganized. Responsibility towards the assessment standards of merit belongs to management chairs and councils of faculties and departments, rectors’ office. The board of ethics, gets involved especially when these structures does not ensure application of the principle of merit in the design and evaluation of academic activity, and proposes and applies sanctions, including to leadership.

5. Professionalism

Art.26. Our University encourages the establishment of an environment fit for research and competitiveness. For this purpose we develop academic programs with high standards, capable to lead to the evolution of knowledge, the training of competitive experts and the rise of our research prestige. We support and reward scientific, pedagogical, especially towards excellence orientation of teachers, researchers, students and programs of study and research. We cultivate initiative and scientific curiosity. We support and reward efficiency, quality and professional excellence, at managerial and administrative level. We act against the imposture of amateurism, superficiality, unconcern and limitation.

The professionalism of the university is characterized by:

- Competence in the exercise of the profession (scientific authority).
- Faith in the autonomy of professional decisions and exercise of the profession (protection from amateurism, superficiality and scam).
- Identification with specialty and with those from the same domain (academic or research careers become elements of personal identity).
- Dedication towards academic career for a significant part of life (prestige is gained in time, but it does not depend decisively on seniority).
- The moral obligation to work in the service of the students, avoiding excessive emotional involvement (but not empathy), wrongly perceived arbitrariness and preferential treatment.
- Faith in the ability of self-adjustment and in the collegial maintenance of professional standards.
- Collegial solidarity and loyal competition with those from the same university and domain.

Violation of the requirements in applying the principle of professionalism distorts the production of knowledge, the training of students in this type of values, injures the scientific community and lowers the prestige of academic profession.
The right to quality education

Art.27. Teachers, researchers and trainers for a doctor’s degree have the professional obligation to know the research and the evolution of their own domain. They have the freedom to belong to a field of interpretation or other of the domain, without enforcing that private bearing to students, in the process of teaching, and without ignoring the possible refutations of the respective aspect within the domain.

In the event the Ethical Council in collaboration with the Commission for Evaluation and Quality Assurance, conclude that a teacher refuses to be professionally responsible to update his/her subject matter (and generally to respect the knowledge of his/her own domain), the latter may be prompted to comply with the relevant academic requirements, and if refuses, the Council can ask for penalizing that teacher until the rectification of the problem. If in a reasonable period of time, settled by the Council, the teacher refuses to accept these requirements, the Council can decide, in collaboration with the Commission for Evaluation and Quality Assurance, the release of the teacher in question, from teaching and research tasks.

Teachers and trainers for a doctor’s degree have the obligation to do research and to publish its results, as well as researchers.

Art.28. Research is defined as an activity in order to develop knowledge.

Those who do research are guided by the following principles:
Prove competence, integrity and self-settlement (peer-review: the obligation to submit to critical examination preliminary to sustaining or publishing a study).
Maintain professional standards: gather evidence and question the results.
Recognize publicly the professional and material contribution of other people or institutions to obtained results.
Cooperate in research teams.
Protect the safety of preliminary data.
Inform each other about relevant developments in the domain and concerning research methodologies.
Promote honesty and intellectual correctness.
Avoid or declare conflicts of interest.
Respect informed consent of those involved in research, as well as their safety.
Comply with all legal and ethical requirements in terms of research.
Open to critical debates over results obtained.
Compliance with these standards is rewarded and awarded; their failure attracts proportional sanctions, going up to the proposal to demotion, withdrawal of the academic title and elimination from the university. The same thing is true for pirated publications.

6. Honesty and intellectual correctness

Art.29. The University defends the right to intellectual property. Benefits and recompenses will be awarded to those who are at the origin of intellectual property. All those
who have participated at the various stages of research whose results become public, must be
mentioned, in the spirit of professional honesty, of recognition and gratitude.

Any form of intellectual fraud is prohibited: total or partial plagiarism, duplicating during
exams or contests, “fabrication” of research results, substitution of test papers or the identity of
examined people, downloading projects from colleagues and teachers, as for attempts of
corruption to fraud.

Intellectual property includes inventions and copyrights for various categories of works.

Art.30. Academic dishonesty means all kind of activities that block education, the
development of knowledge and the correct evaluation of student’s, teacher’s and other
categories of employee’s performance. Examples of serious deviations from proper conduct in
professional and scientific activity are:

Cheating, fabrication of results or substitution of results with false data, including
false information in submissions for grants or funding, commercialization of scientific
papers to facilitate forgery of copyright by buyer, occupation of teaching and research
positions by people who turned out to had developed serious misconduct in scientific
research and academic activity, established in accordance with the law, handing over the
same work for more than one exam (self plagiarism), changing data in personal competition
or employment file, for example according to the requirements of a contest, facilitating
deception, falsely obtained advantages, plagiarism.

Art.31. Plagiarism represents an intellectual fraud which may sometimes take serious
proportions: deliberate intellectual theft. The most serious form is that of building an academic
and research career on the ground of some publications that are the result of fraud. Plagiarism
means the integral or partial taking over of a material fulfilled by another author and its
presentation as belonging to oneself (either in a written paper, essay, article, Bachelor thesis,
experiment type, a. s. o. either in an oral presentation).

Plagiarism can be voluntary (plagiarism itself) or involuntary (the wrong utilization of the
quoting system, or the faulty source material). The material over which the plagiarism is
committed can be a book or a part of a book, an article, a web page, a course, another work (in
the case of essays, for instance, can be another colleague’s work).

In elaborating any kind of academic work or an oral presentation the distinction between
paraphrasing and proper quotation itself will be kept in mind.

Submitting a quote (text block from somebody else’s material) as a paraphrase (retelling the idea/
argument of an author), namely without the use of indexes indicating conventionally the presence
of a quoting (inverted commas, italics, distinct indented paragraphs a. s. o.) also represent
plagiarism.

Art.32. It is not plagiarism the utilization of some expressions or short definitions, considered by
the disciplinary community as being part of the ordinary, basic fund notions, of the respective
discipline. However, considering the fact that such an appreciation assumes a degree of
subjectivity, it is recommended that the authors exercise their discernment and increased attention
to the use of such phrases and definitions.

Art.33. For a plagiarism charge to be valid it must be accompanied by clear evidence of
plagiarism, by the indication of the text or texts from which it was plagiarized. There is no need
of the material shown to be the last source of the plagiarism: if two (or more) essays/ articles
presented at the same time contain common excerpts, without explicit references to sources, this
thing is sufficient to ground a plagiarism charge; if the material presented as personal
contribution, or a fragment of it are identified in the internet network, where they are also taken
over from the same last source (indicated or not), this thing is sufficient to ground a plagiarism
The discovery of committing intellectual fraud involves, in cases where the fraud is not directly punished by the teacher, the notification of the Board of ethics in order to punish the guilty person, depending on the severity, up to the termination of work contract, in the case of teachers and researchers. If the plagiarism is done by a student, and he/she is at the first deviation of this kind, usually the case is solved by the teacher, and, by exception, the Board of ethics. They lay down proportional penalties: in some major cases, for instance, they authorize the cancellation, for the student in question, of the examination during which the offence was committed, following that in the next year he/she to have the opportunity to resume the course and the related seminar, on fee conditions. This procedure is not required to go through the Board of ethics; the penalization could be made directly by the teacher. The Board of ethics has, however, to be informed, in order to keep the penalties in the database. The University will not allow the mentioning of “plagiarism” in the official documents of the students (such as Bachelor’s Degree or Master’s Degree, student’s record or Transcript of records) but it will keep record of the penalties, in the personal records of the students, teachers a. s. o.

The evidence on the incident is kept in a database which is consulted whenever a student is charged of plagiarism. The discovery of a second case of intellectual theft in the case of the same student may involve his/her expulsion from the Faculty, without the possibility to re-enter.

If it is proved that the plagiarism was both partial and involuntary, in the context of the Council session a proportional penalty is decided. If the material (essay, article, university lecture, treaty a. s. o.) which represents a discovered and proved intellectual theft was published by the person in question, the case is appealed to judiciary forums and is punished according to laws in force.

**All stipulations mentioned above are also valid in the case of theft in the context of written or oral examinations (replication).**

**Art.34. It is plagiarism:**

Compilation of excerpts from several sources/authors without clear references to source texts
Intergrowth between stolen text fragments and personal work
Assumption of a text without clear references, with the modification of some expressions in the text, and/or inversion of some paragraphs/sentences/chapters
Omission of clear quoting marks in the text, and the mention of the source work (book, article, other essay, web source a. s. o.) in the final bibliography
Exposure of the same work at several subjects- this kind of plagiarism is called **self plagiarism**. The theme can be repeated, but not the content of the treatment. If you are particularly interested in a specific theme and you want to expose it in the context of several subjects, is suitable to consult the assessor in this respect

**Minor plagiarism:**

Involuntary and misuse of materials, quotes, through ignorance and unintentionally, especially by freshmen
The excessive use of sources, accompanied by inessential amount of personal work
The situation when a very small part of the work is plagiarized, and when the respective part is not determined in the assessment

Usually the punishment of minor plagiarism is the seminar or course keeper’s problem. He is legitimate to unfold the research and demonstration of the case and to penalize according to rules accepted by the university.
At the first minor case the student usually gets a warning and a decrease of grades, and is advised how to act in the future.
Minor cases are written down in the personal record, for evidence and for the prevention of their
Meaningful cases of plagiarism

These are either repeated cases of minor plagiarism, or extended forms of plagiarism, especially absolute plagiarism. The student’s grade will be decreased proportionally, up to the revocation of the examination. If it is an important examination, the penalty can go up to the removal from the Faculty with or without fee re-entrance in the same year.

Plagiarism of Graduation Thesis or Master’s Diploma is penalized with the invalidation of the examination. If the plagiarism is absolute, the person in question does not have the right to register again for the examination.

Plagiarism in the case of trainers for the doctor’s degree and teachers

In these cases it is assumed that the person is academically trained and the degree of ignorance regarding rules, as well as the degree of innocence is very low. This is why the analysis of the case must be done by experts in alliance with the Board of ethics. The person who commits minor or involuntary plagiarism gets a direct warning, not a notification. In the case of significant plagiarism, of the major one extended, the sanctions go up to the revocation of the practice license or the expulsion from the doctorate without the right of re-entrance. If a plagiarized work is published, the teacher, the researcher or the trainer for a doctor’s degree are expelled from the university and stipulations of law are required.

Art.35. How we make sure that involuntary plagiarism is not done:

If you are not sure where you found a fragment that you want to quote, and you fail to identify the source, quit it, even if it seems to be very useful;

If you want to mention more widely the argument of an author, who you think expressed very well, better than you could reword, it is advised to attach to the work, a more consistent quote before you risk to leave out series of inverted commas such as to appear that you try to pass the quotes under the names of paraphrases. The consistent quotes (larger than a few successive lines) are found either with different indentation in the text (for more certainty and in italics), or in the appendix, if they outrun a page;

Although it is not necessary to show sources of documentation for general knowledge you must pay attention to the application of personal insight regarding the delimitation between general knowledge and knowledge that requires the prediction of the source. If you are not sure in some cases, it is better to mention the source of information: it is very unlikely to be penalized for unnecessary references;

Before handing over the works, read them again thoughtfully with an eye to the quotation marks and references.

7. Transparency

Art.36. University complies with the principle of transparency regarding all categories of information which concern the members of the academic community, potential candidates, graduates, and institutions with which it collaborates or the public, ensuring correct and substantial information. We thus facilitate equal opportunities in competition and ensure equal access to academic resources. The university forbids the hiding, fabrication or misrepresentation of information to which its members and the public are entitled to have access.

Transparency assumes access to information in terms of admission, evaluation, hiring and promotion but also regarding research or funding sources and the criteria according to which the decisions are taken in the University. All this information is published on the web pages of the university.
Art.37. Transparency at admission, evaluation, hiring and promotion

Hiring and promoting academic and administrative personnel is done on the ground of relevant merits of the candidates for the respective job, complying with the principle of non-discrimination and equal opportunities. The University embarks on according to the candidates for admission, hiring, promotion, salary scale, recompense, a fair and equal treatment and to improve diversity in academic environment through healthy measures addressed to disadvantaged categories or underrepresented, without violating the principle of merit.

Students have the right to access regarding information about evaluation criteria at examinations, viva voce examinations a. s. o. starting from the first course (seminary, laboratory a. s. o. including the University Degree, Dissertation, Doctor’s Degree) as well as explanations regarding the grades obtained.

The criteria of selection for hiring and promotion must be clearly defined and match the future attributions of the evaluated person. The tender for academic positions will comply with the law as well as with the reasonable stipulations of the internal regulations of the institute, concerning the terms of advertising.

Interviews or passing examinations must not include questions concerning personal relationships and private lives of candidates, civil status, or personal stories (except for those regarding strictly academic or professional pathways). Assessment bodies will give clear information to all candidates concerning the properties of the position tendered, including the special program required for fulfilling the position, the need for frequent official trips a. s. o.

Art.38. Transparency in the use of material resources

The funds made available for education, research, administration, by the university or by the third parties (national and international public institutions, foundations, individuals or companies a. s. o.) must be used in strict accordance with the purposes and rules according to which they were granted.

University claims that its members (especially teachers and researchers) in their researches and publications to mention, deliberately, the material support granted by the university or by other organizations, institutions, companies or individuals in the achievement of the research or publication in question.

8. Professional and social responsibility

Art.39. Our University encourages its members to excel in activism and involvement in professional and public problems in fellowship and responsible citizenship. Academic programs and activities will be directed to the needs of the society. When its members publicly represent the University, they have to respect ethical and professional standards. We guarantee the members of the university the right to criticize publicly, reasoned and argumentatively the defections of professional and quality standards, of the rights of the academic community members and of collaborators.

The following are forbidden: misinformation, slandering, public defaming of programs and people of the institution by members of the academic community.

The principle of personal and professional responsibility requires people to avoid causing harm to each other and also to have a respectful behavior for the purpose of the development of a common good. It is expected that people protect the right of others and respect cultural and experience diversity. Those strong enough to assert their rights have the duty to take care of the exercise of rights of those whose professional development depends on them.
Responsibility asserts towards students, towards subordinates, employees, as collegiate responsibility, responsibility towards people and institution the university is in relationship with, as well as towards a broader community: local, regional, international. **The members of the academic community have the moral right to criticism and insubordination, publicly expressed, if they have arguments and proof that scientific, pedagogical, ethical or legal standards are broken.**

In this context, by the term “public”, we understand: during the department and council meetings, of organizations and student assemblies, in the University Senate, and, if at these levels consistently criticized problems don’t get a suitable answer or solution, members of the academic community have the right to outsource critiques, without incurring reprisals and persecutions. Exceptions from the previous phasing are: communications, conferences, research studies that have their main goal the analysis of academic and study programs operation. These are, by their nature, public in a broad acceptance. They do not exempt conceivers from the responsibility of the veracity and correctness of information, and penalties for vilification, dissemination of false information and defamation.

Members of the teaching personnel, as private citizens, are entitled to public comment. If these comments are not part of their professional expertise area, they must say clearly that they make these comments in proper name.

Subjects of penalization are: misinformation, slandering, public disparagement of programs or people from their own institution or other institutions of higher education, by members of their own academic community.

9. **Respect and Tolerance**

**Art.40.** University promotes the establishment of an academic and residential community within which the dignity of each member is respected in a climate free of any exhibition and form of harassment, exploitation, humiliation, contempt, threat and intimidation. University adheres to the value of tolerance towards differences between people, between opinions, beliefs and intellectual preferences. We do not allow misogynist, racialist, xenophobic, chauvinistic, homophobic actions and sexual harassment.

University has to be an academic environment proper to study and research, equally opened to all members of academic community. Academic environment cultivates the values of rationality and of the exchange of arguments, of autonomy and individual responsibility. Maintaining a proper academic environment implies mutual respect, tolerance and cooperation among all members of the academic community, as well as between these and their foreign collaborators.

**Respect towards others is demonstrated in the fact that controversy is solved by rational arguments and not by using some language types (words, labels, style and voice tone) or actions which constitute attacks on a person.**

**Harassment**

**Art.41.** University does not allow any form of harassment in the academic environment. Harassment in forms such as: misogyny, sexism, racialism, chauvinism, xenophobia, homophobia, harassment on religious or political beliefs is inconsistent with the policies of equality of chances of the university and cancels the respect for the right of students and personnel to a correct and respectful treatment. Intimidation and harassment lead to a **hostile environment**, which denies participants in community life the partner function and restricts their
Harassed people feel excluded; lose their self esteem and their confidence in the institution. The university prohibits any form of harassment, particularly the sexual one. Critical attitudes, disagreement over values or actions of an individual or a group that are not accompanied by aggressive or insulting behavior, defined by the academic ethics, are accepted and encouraged in order to progress in understanding, knowledge and development. Harassment may be directed against a specific person, or may consist in deeds that create a hostile academic environment, leading to serious damage to the capacity of members of a group (usually women, ethnic or racial minorities, people with disabilities, people with different sexual orientation than the majority, religious minorities) to develop their academic capacities or to exercise their individual rights.

**When it is exercised by people owning hierarchically superior functions to the victim, when it is carried on by teachers on students, or by evaluators on evaluated people, harassment involves misuse of power, which represents an aggravating circumstance.**

Harassment as a single deed, at first deviation, may be punished with a warning and offering a written apology to the person or group harassed. At second deviation, whether addressed to the same person or group, or to someone else, harassment should be sanctioned with administrative measures, which may vary depending on the severity of it, from sanctions such as withholding of salary/scholarship (if we are talking about remunerated people or students on scholarship) up to the displacement from the academic community.

**Sexual harassment**

**Art.42.** Sexist behaviors and repeated and ostentatious misogynist formulas are, in their turn, forms of harassment. In other words, they affect the environment where a person lives; they offend it, insult it, intimidate it and lead to the decrease of its performances. Unendorsed, such a behavior leads to the decrease of a person’s self esteem, to unjustified feeling of guiltiness, to alienation. Sometimes, even worst, it produces the abandonment of an activity or even mental illness. The academic environment is and can be affected by harassment.

**Art.43. Suggestions to eliminate sexual harassment from academic environment**

Actions that create a deterrent climate, fear and hostility are considered insulting for any person. Each member of the University must know that the University opposes to sexual harassment and that this kind of behavior is strictly forbidden, by law and by academic policy and standards. The University will take the necessary measure to forewarn, to revise and to penalize behaviors that run counter to its standards and policy.

**Actions at the level of universities and faculties**

The Board of ethics takes over these cases and collaborates with a male or female expert. Faculties establish, both among students and teachers, counselors for problems of this kind (the student’s lawyer, the officer for affirmative activities) as well as a body which is in charge of the safety of academic environment (in hostels and in universities); Universities must publish the addressing and solution procedures of such complaints, as well as the people appointed to offer counseling.

**How to respond in cases of sexual harassment?**

Usually people who commit harassment do not give up unless they get themselves noticed or are penalized, and the victims of harassment are shy to recount such experiences for fear that they will not be believed or will be blamed because of their provocative behavior that attracted the harassment. Therefore it is necessary that the people affected by such actions to be encouraged to denounce these cases. The ignorance and minimization of sexual harassment does not make them
disappear, but on the contrary, they lead to the increase of their incidence. Sexual harassment can be forbidden through direct personal actions:
- Categorical answers, unambiguously negative (final) from those affected, without excuses or intimidated smiles. Disapproval must be communicated clearly.
- If we find it difficult to talk to a stalker, we can write him requesting to give up, keeping a dated duplication of the letter and consulting for that purpose the counselor on harassment issues
- The Board of ethics must keep a record of the actions, in order to investigate the possible reoccurrence from the same person

Attempted sexual corruption can be forbidden in a similar way.

Response to incidents
If one account affected by sexual harassment, he/she addresses to the person appointed to solve such cases through a prompt and adequate resolution (informal or formal disciplinary). An informal solution means the mediation of an agreement between the parts, with or without their direct encounter. A formal complaint is addressed to a body, appointed by the Senate of the University, to give disciplinary resolutions, in our case, the Board of ethics, in collaboration with a jurist.

Confidentiality
Sexual harassment is a very delicate matter. Counselors on this type of matters are people educated to give advice, to answer questions, to solution the minor and incipient cases and to protect the counseled people from any indiscretion that may affect them. They can take part in the Boards of ethics, but it is not required. Counselors are not allowed to reveal the conversations on this subject matter (only in the case of a physical injury or of a significant psychic disturb as a result of harassment) without the formal authorization of the person who asked for counseling. Counselors can address, at the requirement of the counseled ones or when the case seriously affects the academic environment, to the Board of ethics, Deans, Rector and Senate of the University.

Art.44. Insulting behavior
The University does not admit insulting behaviors, respectively acts of injurious, intimidating or humiliating language against the participants at activities inside the University, whoever they are. Insulting behavior runs counter to academic ethics when it interferes between people having the same position, as well as in hierarchical position. Such acts, directed against hierarchical inferiors, represent a form of power abuse. The recurrence of such a behavior towards the same person or same group inclines to become a form of harassment. Determination and rigor are not insulting behaviors unless they become particularly extortionate and are directed systematically and unjustly towards the same people, until they become acts of oppression. The University proportionally punishes such cases.

10. Goodwill and Care

Art.45. Our University considers goodwill and care to be desirable behaviors. In this sense, it encourages the appreciation of, pride in and gratefulness for the deserving, empathy, compassion, support for those in need, courtesy, politeness, altruism, understanding, solidarity, consideration, promptitude and optimism for all the members of the academic community. At the same time, envy, cynicism, vanity, lack of courtesy and interest are discouraged and considered undesirable. Our University is grateful to all those who, in conditions of force majeure or other calamities, are willing to self-sacrifice. University encourages as being desirable the acts of goodwill and care towards the members of
academic community and towards any person or groups in need. Goodwill and care must not undermine equity in evaluation and cannot be used as an excuse for prejudice. Goodwill and care have a major function in building up an environment which is adequate for personal and professional development and in increasing confidence that every person is part not only of an institution, but also of a community one can rely on, that supports and appreciates one. Goodwill and care are desirable qualities in academic community.

If they are not exercised, except for some extreme conditions, on terms of conformation to other stipulations of the Code, they cannot be penalized. But the following can be penalized: systematic insensibility to students and teachers requests, carelessness when it seriously affects the evolution of the process of education or research a. s. o.

University is not an insular community, but is related with other communities it is part of: local, national, regional, international. It is related with other universities towards which it has to manifest in the spirit of loyal competitiveness, of partnership and solidarity. These principles are asked to be practiced constantly, whenever they are in the power of academic community members, but especially in cases when the members of academic community experience rout, crises of accommodation, dead end, dramas, adversities and they need more than justice, neutrality and equity: they need empathy, compassion, moral and material support, help, optimism and solidarity. Furthermore, including cases of personal or professional achievements, it is desirable that the academic community members show appreciation and honor, are proud of co-workers or students. The same principles also must be applied in relation with the above mentioned communities.

In cases of calamities, major crises in society or institution, the members of the community, especially the management and teachers are requested to show altruism and self-sacrifice.

Art.46. Concerning the coordination and control of application of standards stipulated by the actual Code, The Board of Academic Ethics and Professional Deontology is established and operates.

Art.47. The structure and composition of the Board of Academic Ethics and Professional Deontology is suggested by the Board of Directors, approved by the Academic Senate and authorized by the Rector.

Art.48. The Board of Academic Ethics and Professional Deontology operates on the strength of a specific standing order developed by the board and embraced by the Academic Senate, and its decisions are authorized by the legal adviser of the university. The liability for the decisions and activity of the Board of Academic Ethics falls upon the Rector.

Art.49. In order to implement the stipulations of the Code, the Board receives notifications or refers a matter to itself, concerning their violation and advances to the academic management, recommendations to solution the cases of violation of the Code.

Any notification concerning the violation of the stipulations of the actual Code will be analyzed and if the Board states deviations will advance the results of the research to the Senate. Depending on the character and severity of proven deviations, the Board can suggest and apply penalties. Penalties established by the Board of Ethics are enforced by the Dean or Rector according to law.

Art.50. Under the jurisdiction of The Board of Academic Ethics fall every people who belong to or have connections with university: students, PhD students, permanent or cooperating teachers, auxiliary teaching staff, non-teaching staff and also the institutional partners.

FINAL DIRECTIVES
The present Code is developed according to the National Law of Education and the University Charter and it consists with the regulations in force. The Code of Academic Ethics is an institutional one. It cannot be subrogated to codes of scientific research of profiles and it does not compensate them either. The Code of Academic Ethics was consented in the Senate ruling No.141 dated 14.05.2012.

RECTOR,
Prof. Ramona Lile, PhD

Endorsed,
Legal Adviser Diana Scortaru