

REGULATION

Organisation and functioning of the Staff Training Department

Didactic - D.P.P.D.

Chapter I.

GENERAL PROVISIONS

Art. 1. This Regulation regulates the organization and functioning of the Department for the Preparation of Teaching Staff (DPPD) of the "Vasile Goldis" Western University of Arad (UVVGA).

Art. 2. (1) The DPPD within UVVGA is organized and functions in accordance with the following legal norms:

- a) National Education Law no. 1/2011, with subsequent amendments and additions;
- b) ARACIS Guidelines for the quality assessment of university study programmes and higher education institutions. Part IV: External evaluation of departments for the training of teaching staff (valid on 01.01.2010);
- c) O.M. no. 3617/16.03.2005 on the generalised application of the European Credit Transfer System (ECTS);
- d) M.E.C.T. Order no. 5561/2011 on the approval of the Methodology for the continuous training of teaching staff in pre-university education;
- e) Government Emergency Ordinance no.75/2005 on quality assurance, with subsequent amendments and additions;
- f) M.E.C.T.S. Order no. 5745/13.09.2012 on the approval of the Framework Methodology for the organisation of psycho-pedagogical training programmes for the certification of competences for the teaching profession;
- g) M.E.N. Order no. 3129/01.02.2013 on the modification and completion of the Methodology on continuous training of staff in pre-university education, approved by M.E.C.T.S. Order no. 5561/2011;
- h) M.E.N. Order no. 3850/02.05.2017 for the approval of the Framework Methodology for the organisation of psycho-pedagogical training programmes in accredited higher education institutions for the certification of competences for the teaching profession;
- i) M.E.N. Order no. 4129/16.07.2018, amending and supplementing the Annex to the Order of the Minister of National Education no. 3850/2017, for the approval of the Framework Methodology for the organization of psycho-pedagogical training programs through specialized departments within higher education institutions accredited for the certification of competences for the teaching profession;

(2) The DPPD is organized and functions in accordance with the provisions of the University Charter. In the activity of the DPPD the provisions of the internal regulations and methodologies of the University shall be applied, except for the aspects that are specifically regulated by the present Regulation.

Art. 3. (1) The DPPD is an academic unit within the UVVGA subordinated to the Senate, empowered to ensure *the initial*, psycho-pedagogical and didactic, theoretical and practical *training* of students and graduates of university education in order to obtain the right to exercise the teaching profession.

(2) The DPPD is also authorized to organize activities in the field of *continuous training* of teaching staff by offering continuous training programs for teachers, professional promotion through the system of granting teaching degrees, as well as specific scientific research activities. According to the law, its own methodology and the internal regulations of UVVGA, DPPD can organize level I and II, in a joint system, with a fee, in the postgraduate courses system.

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

(4) The DPPD can organize adult education programmes at the request of interested persons/institutions.

Art. 4. The DPPD is structurally and functionally individualized by the following elements:

- mission and specific objectives;
- students enrolled in psycho-pedagogical training programmes for the Isi II level and in the other study programmes organised by the DPPD;
- management by board and director;
- quality assurance committee of the DPPD;
- secretarial services and activity records.

Art. 5. The DPPD is the structure of the University, which carries out the specific activities for teacher training (psycho-pedagogical, methodical, practical), distinct from the training in the fields and specialties carried out by the faculties, through a specific teaching plan, unitary at national level, approved by the M. EN. and issues also distinctly the final documents.

Art. 6. The teaching training of students and master students, during their university studies, who wish to obtain the qualification to teach in pre-university and university education, is carried out as a separate stream. Enrolment of students and master students in this curricular track is optional, but participation after enrolment is compulsory in order to achieve the profile of teaching competence required by specific professional standards.

Art. 7. Students who have not attended the psycho-pedagogical module during their undergraduate studies, may attend it in the postgraduate course regime, for a fee, according to the same teaching plan and requirements as in full-time education.

Chapter II.

MISSION AND OBJECTIVES

Art. 8. The mission of the DPPD is to contribute to the training of future specialists in the fields of law, economics, socio-humanities, engineering, informatics, health, as well as to the personalization of teaching careers, initial, continuous and further training of teaching staff in secondary, high school, post-secondary and higher education.

Art. 9. (1) The DPPD has a didactic and scientific research mission in the field of teacher training and consists in promoting a *formative, modern, learning-centered education, adapted to the European requirements for psycho-pedagogical training programs, pragmatically oriented towards the real needs of society and the current priorities of education.*

(2) **The teaching mission** has three main components:

- a) *initial training* for the teaching profession of students and, where appropriate, of graduates of university education, in order to acquire the competences of the official certification required for teaching positions in pre-university and university education;
- b) *continuous training* of teaching staff, through university master's degree programmes, as well as through the organisation of training courses and examinations for obtaining teaching degrees by teaching staff in pre-university education;
- c) *continuous training* of adults through the provision of training programmes for personal development, initiation, specialisation and improvement in various fields of activity in accordance with the training needs identified at individual and/or organisational level, and with the requirements formulated at European level regarding the development of basic adult competences;
- d) vocational school guidance.

(3) **The mission of scientific, theoretical and applied research** is carried out in accordance with the needs for improvement of the learning process and with the educational standards and the prospects for the development of education at national and European level.

Art. 10. In order to achieve its mission, the DPPD collaborates with the faculties of the UVVG, with high schools, with ISJ Arad in order to achieve the following objectives:

- a) ensuring a high quality psychological and pedagogical, didactic and practical training, in accordance with the current and prospective directions in the field of educational technology, curriculum theory and practice, learning psychology, information and communication technology, design and evaluation in conditions of quality and efficiency of the learning process;
- b) to achieve a formative, modern, student-centred and pragmatically oriented learning, oriented to the real needs of Romanian schools, in the context of European integration;
- c) organizing study programs in the field of continuous training and improvement of teaching staff, according to the requirements of modern and efficient education;
- d) direct connection of teaching to scientific research, training of students and other trainees in the elaboration of studies on the current topics of pedagogy, educational psychology, specialized didactics and other sciences involved in the educational process;
- e) to carry out research programmes in educational sciences, oriented towards the fundamental themes and current priorities of the development of educational processes and systems and the European integration of psycho-pedagogical training programmes;
- f) development of partnerships with other DPPDs, faculties and institutions specialized in education in the country and abroad.

Art. 11. In order to achieve its mission, the DPPD respects the legal norms concerning the provision of training programmes for teaching careers and promotes quality, performance in teaching, scientific research, human resources development and the creation of an academic environment based on educational partnerships, thus fulfilling the following functions:

- a) initial professional training for teaching careers;
- b) continuous, psycho-pedagogical, methodical and specialist training for teaching staff in pre-university education;
- c) development of Master's programmes in the field of special education and teacher training;
- d) organization of adult education programmes, at the request of interested persons/institutions;

- e) professional conversion at university and postgraduate level;
- f) Preparing, organizing and conducting examinations for obtaining teaching degrees for the specializations assigned to it by the M.E.N.;
- g) psycho-pedagogical and methodical counselling on professional development and evolution in the teaching career;
- h) initiation and development of fundamental and applied scientific research activities in the field;
- i) supporting the professional-scientific development of the university teaching staff.

Chapter III.

ORGANISATION, TEACHING AND MANAGEMENT STAFF

Art. 12. The tasks of the UVVG DPPD are the following:

- a) the unitary coordination of the activities concerning the concept, content and methodology specific to the professional training of students, according to the national curriculum according to the M.E.C.T.S. Order 5745/13.09.2012;
- b) draws up the teaching staff's list of functions;
- c) Implementation of solutions for the modernization of education and support of educational reform through exchanges of experience, transfer of information and expertise between higher education teachers from the country and abroad, and between them and teachers in pre-university education;
- d) to carry out didactic activities for the initial training of future teachers in pre-university education;
- e) elaboration of projects for postgraduate education and teacher training programmes and ensure the smooth running of the approved programmes;
- f) activities of improvement of psycho-pedagogical, didactic-methodical and managerial training of teaching staff in pre-university education; organization and conduct of examinations for obtaining the 2nd and 1st teaching degrees, in collaboration with the faculties, according to the M.E.N. Methodology;
- g) conducting fundamental and applied scientific research in the fields of psycho-pedagogy, socio-pedagogy, educational management, specialized teaching, sociology, other disciplines determined by the institutional mission, etc.; promoting their results through publications, research contracts, consultancy, scientific sessions, publishing of courses, manuals, methodical guides, etc.;
- h) development of partnership relations with school inspectorates, teaching staff houses and educational units in the implementation of tasks concerning the training and development of teaching staff, as well as in the joint implementation of training and research programmes.

Art.13. (1) The DPPD is an academic unit within the "Vasile Goldis" Western University of Arad, and operates with the approval of the M.E.N. and A.R.A.C.I.S., according to the legislation in force.

(2) Teaching activities in the subjects of the DPPD curriculum are provided by specialists in pedagogy, psychology, special psychology, sociology, special teachers and other specializations determined by the institutional mission. These activities are provided for in the teaching staff list approved by the Department Council and approved by the University Senate. The teaching positions are filled by tenured or associate teaching staff for teaching activities, according to the legal provisions.

Art. 14. The teaching staff list of the DPPD shall be drawn up in accordance with the legislation in force, the university charter and the decisions of the university senate.

Art. 15. (1) Teaching positions that are not occupied by tenured staff are considered vacant and are put out to competition.

(2) The competition is organized according to the law and the University Charter, based on criteria and standards provided in the Methodology for filling teaching and research positions in UVVGA.

Art. 16. (1) For the realization of the didactic activity, the DPPD of UVVGA collaborates with all the faculties/departments of the university as well as with other institutions.

(2) The Centre for Didactics and Continuing Education will function within the structure of the DPPD.

Art. 17. (1) The management of the DPPD is carried out by the Board and the Director, according to the law and the provisions of the University Charter. The DPPD Council is chaired by the Director appointed by competition according to the UVVGA regulations.

(2) The Department Council, according to the law, has the following duties:

- a) It elaborates the development strategy of the DPPD in terms of study programmes and scientific research;
- b) It coordinates the didactic activities within the psycho-pedagogical training programs, according to the national curriculum as per the M.E.C.T.S. Order no. 5745/13.09.2012;
- c) Draws up and proposes to the UVVG Senate projects of postgraduate teaching programs and of improvement of teaching staff;
- d) Ensures the smooth running of the approved programmes;
- e) Ensures cooperation with the School Inspectorate, with the Casaului Corpului Didactic and with the educational institutions in the realization of tasks concerning the training and further training of teaching staff, as well as in the joint realization of training and research programmes.

(3) The DPPD is headed by the director of the department, the director is a tenured teaching staff member, with a basic teaching post at the UVVGA, having the teaching function of university professor/lecturer or lecturer/head of thesis with a doctoral degree.

(4) The Director of the DPPD has the following duties:

- a) Proposes for approval the teaching staff of the DPPD;
- b) Organizes the examinations for obtaining teaching degrees by the teaching staff in pre-university education, according to M.E.C.T. Order no. 5561/2011 and training courses;
- c) Represents the DPPD in relations with other university structures and with similar departments in other higher education institutions, is responsible for fulfilling the duties of the Department, provides operational management and signs the graduation certificates and other documents issued by the DPPD;
- d) Draws up the DPPD's scientific research strategic plan to be included in the University's strategic plan;
- e) Organizes activities of academic and vocational orientation.

(5) For the performance of administrative and record-keeping tasks, the DPPD has a secretariat. It ensures the record of students, trainees and teachers enrolled in the examinations for teaching

degrees, of documents and normative acts related to the activity of DPPD, carries out correspondence with the Ministry of Education and Scientific Research, with School Inspectorates and Teaching Staff Houses, performs other tasks specific to the secretarial activity.

Art. 18. The academic conduct of the teaching staff of the DPPD, respects the rules of ethics and professional deontology, the rules concerning the fulfilment of the objectives of professionalism as future teachers, the rules of the relationship with the university community. DPPD adheres to the university code of ethics and professional deontology.

Art. 19. (1) The financing of the activities carried out within the DPPD shall be provided from tuition fees and other sources, according to the regulations in force.

(2) The DPPD's income is made up of the following sources:

- a) Tuition fees collected from students and trainees enrolled in the programs organized by DPPD;
- b) Tuition fees collected from higher education graduates enrolled at the DPPD;
- c) Income from grants and training, further training and research programmes;
- d) Other income.

(3) The income of the DPPD shall be used for the following purposes:

- a) Covering the expenses for the salaries of the teaching positions established for the study programs organized by the DPPD, according to the regulations in force;
- b) Covering personnel and material expenses related to the organization of training courses and examinations for teaching degrees in pre-university education;
- c) Covering expenses related to the implementation of funded research programmes;
- d) Covering the costs of the DPPD secretariat;
- e) Allocation of funds for investment in development facilities, depending on available income.

Art. 20. The DPPD has unrestricted access to the UVVGA learning spaces (seminar rooms, laboratories, lecture halls and other UVVGA learning spaces that are necessary for training activities).

Chapter IV.

CURRICULUM AND ORGANIZATION OF THE LEARNING PROCESS FOR INITIAL AND CONTINUING TRAINING

Art.21. The curriculum comprises the integrative system of objects, subjects, forms of teaching, learning and assessment aimed at ensuring the acquisition by students of the competences necessary for the exercise of the teaching profession. The structure of the curriculum, as well as the sequencing of contents and didactic activities during the psycho-pedagogical study programme, are established by the following interrelated elements:

- a) the teaching plan;
- b) forms of didactic activities (courses, seminars, practice);
- c) evaluation/promotion methods (exams, colloquia, practical checks, portfolios);
- d) subject sheets (specifying competences, content structure, forms of assessment, etc.);
- e) the method of completion of studies.

Art. 22. (1) The structure of the curriculum, as well as the sequencing of contents and didactic activities during the study programme, are established, in a standardized way, at national level, by the M.E.C.T.S. Order no. 5745/13.09.2012.

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

a) **Level I (initial):** grants university graduates the right to occupy teaching posts in preschool, primary and secondary education on condition of accumulating a minimum of 30 transferable credits from the psycho-pedagogical training programme. The certificate of completion of the DPPD, Level I, is issued only to graduates of the training programme who have obtained a bachelor's degree.

b) **Level II (advanced):** grants university graduates the right to take up teaching posts in secondary, post-secondary and university education, provided two conditions are met:

- accumulation of a minimum of 60 transferable credits from the psycho-pedagogical training programme;
- graduation from a master's program in the field of the undergraduate degree.

(3) The DPPD curriculum is standardized at national level and approved by Order of the M.E.C.S. It comprises three curricular components:

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

Art. 23. (1) Students and graduates of higher education who opt for the teaching profession are obliged to graduate from a two-year master's degree in teaching or from level I and II psycho-pedagogical training programmes, accredited according to the law. The level I and II psycho-pedagogical training programmes can be followed during university studies at bachelor's or master's level or postgraduate level. Psycho-pedagogical training is completed by obtaining the teaching master's degree or the certificate of graduation from psycho-pedagogical training programmes. Art. 238 (6).

(2) Graduates who have completed long or short term university studies by 2005 with a bachelor's/master's degree shall be considered to have fulfilled the condition of level I and II psycho-pedagogical training, if they provide proof of having completed the subjects: school psychology, pedagogy, teaching methodology and pedagogical practice in the speciality indicated in the bachelor's/master's degree. Art. 238 (1A3)

Art. 24. (1). The DPPD curriculum is structured and monitored in the system of transferable study credits. The credit packages allocated to the subjects, as well as the number of credits for the graduation exams, are standardized at national level by M.E.C.T.S. Order no. 5745 of 13.09.2012.

(2) The regulations concerning the way of obtaining study credits, recognition, transfer and mobility of credits are similar to those applied to other fields of specialization, according to the law of the ECTS (European Credit Transfer System) compatibility requirements and the ECTS Regulation in UVVGA.

Art. 25. (1) The psycho-pedagogical training programme offered by the DPPD shall be organized only in the form of attendance-based education, including in the case of programmes offered as postgraduate courses.

(2) The DPPD's study program is carried out in the regime of optional teaching activities, being allowed access to all students and graduates of university education who wish to obtain the certificate of graduation for the certification of competences for the teaching profession, in the specialization corresponding to the bachelor's (master's) degree, under the conditions provided by law.

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

Art. 26. (1) Enrolment in DPPD courses is optional and consists of filling in an enrolment form. The students and master's/graduate students who wish to obtain the certification for the teaching profession in the field corresponding to the bachelor's degree, under the conditions provided by the law, can register for the admission contest to the psycho-pedagogical training programs only after they have been confirmed in UVVGA, at the faculty of the corresponding field. Admission to the psycho-pedagogical training program is based on an interview, in accordance with the provisions established by the UVVGA Senate. In the case of graduates, the right to enroll in the psycho-pedagogical studies program is obtained on the basis of the degree diploma. Graduates of undergraduate studies who did not follow the psycho-pedagogical training programme during their undergraduate studies may register for the psycho-pedagogical training programme under the postgraduate courses.

(2) UVVGA students enrolled in undergraduate (for level I) and master's (for level II) degree programmes may enrol in psycho-pedagogical training programmes organised during their undergraduate studies. The student's regime within the DPPD is the same as the one the student has in the case of bachelor and master studies in which he/she is enrolled in UVVGA, i.e. with fee.

(3) Graduates of the University or of other state or private higher education institutions may enrol in the psycho-pedagogical training programmes organized in the postgraduate regime, in a compact period and in the postgraduate regime, by completing the subjects and didactic activities in separate groups, under the following conditions:

- a) level I is open to graduates of university studies with a bachelor's degree in accredited or authorized bachelor's degree fields within the structure of UVVGA or other higher education institutions;
- b) level II is open to graduates of master's degree studies who have obtained a master's degree in the field of bachelor's degree studies and graduates of bachelor's degree studies with a duration of 3/4/5/6 years.

Art. 27. (1) The psycho-pedagogical training programme is unitary and compulsory. In the case of students of daytime education, the subjects and didactic activities shall be completed and promoted in the years of study and in the semesters provided for in the study plan; in the case of deviations from the course of study provided for in the study plan through non-promotion, postponement or obtaining in advance some credits (subjects), the provisions of the legislation in force shall apply.

(2) Distance learning students of the various faculties who opt for a teaching career shall comply with the same rules and regulations, the same teaching plan, as full-time students, with no exceptions from the quality of the specific training. In their case, the activities based on individual study, the elaboration of applied works, in the light of the communication programs (notice board, internet) and the support materials provided will dominate. The DPPD also organises weekly consultations, given by the teachers involved, as well as synthesis activities, the same as those of the day.

(3) The didactic activities of the psycho-pedagogical training programme are organized by series of lectures and seminar groups and practical works according to the regulations in force. The conditions for promotion, the forms of evaluation, as well as the content of the teaching subjects are specified in the corresponding subject sheets.

Art. 28. The psycho-pedagogical training programme ends with a *graduation examination*. The examination consists of the preparation and submission of a *teaching portfolio*. This is a package of documents that synthetically reflects the level and quality of the competences acquired by the graduates through the psycho-pedagogical training programme.

Art. 29. (1) The graduation of the psycho-pedagogical training program offered by the DPPD is finalized with the obtaining of the DPPD *Graduation Certificate*, corresponding to the psycho-pedagogical study/training program completed, respectively Level I and II.

(2) Graduates of university studies (bachelor's, master's or doctorate) who have obtained the Certificate of Graduation of the DPPD, Level I, *may occupy teaching positions in preschool, primary and secondary education* consisting of subjects and teaching activities corresponding to the fields of the bachelor's studies graduated.

(3) Graduates of university studies who have obtained the Certificate of Graduation of the DPPD, Level II, *may occupy teaching positions in secondary, post-secondary and higher education* consisting of subjects and activities corresponding to the field of the bachelor's degree they have graduated, if they have also graduated from a master's program in the field of the bachelor's degree.

Art. 30. Certificates of graduation from the psycho-pedagogical training programme shall be drawn up in accordance with the study documents regime. Each certificate shall have as an annex the school transcript in Romanian and English with the graduate's school situation.

Art. 31. Graduates who have not passed the final examinations for the completion of their university studies may receive, upon request, a certification issued by the DPPD specifying the subjects passed.

Art. 32. (1) **Pedagogical practice** is a compulsory subject and is carried out according to the legislation in force. Students are obliged to respect the rules of moral conduct imposed by the deontology of the teaching profession, as well as the specific rules of professional conduct imposed by the educational institution in which the practice is carried out. The duration of the pedagogical practice in Level I is *two semesters*, in Level II, the pedagogical practice is carried out during *one semester*. The minimum pass average for the Pedagogical Practice is 7 (seven).

(2) The students' pedagogical practice is provided by university teachers and teachers from pre-university education, who have the status of pedagogical practice mentors.

(3) The coordination of pedagogical practice by specialization is ensured by a university teacher. He/she prepares the practice themes, controls the students' work, evaluates the students' performance and awards grades for the practice colloquium and the graduation exam.

(4) The students are obliged to respect the rules of moral conduct imposed by the deontology of the teaching profession, as well as the rules of moral conduct imposed by the educational institution where the internship is carried out. The offences are sanctioned with the loss of the status of practitioner and, consequently, the status of student of the DPPD.

(5) The subjects Didactics and Pedagogical Practice will be preceded by the subjects Educational Psychology and Pedagogy.

Chapter V.

CONTINUOUS TRAINING AND FURTHER TRAINING OF TEACHING STAFF:

SCIENTIFIC RESEARCH ACTIVITY

Art. 33. The DPPD is authorized to organize examinations for obtaining teaching degrees by teaching staff in pre-university education in the specializations for which the faculties are authorized by the M.E.C.S. The activities related to examinations for obtaining teaching degrees include:

- a) organization of training courses in the specialties and in the field of psycho-pedagogy and specialist teaching;
- b) the organization of written and oral examinations within the examinations for obtaining the second teaching grade, according to the norms established by the Ministry of Education and Scientific Research;
- c) organizing the admission examination, providing the coordinators for the elaboration of methodological and scientific papers and the committees for the special inspection and the presentation of the paper for the first teaching degree;
- d) coordinating and assisting in the submission of the work for the first teaching degree by establishing and providing the committee for the special inspection in order to obtain the first teaching degree;
- e) elaboration of analyses and evaluation reports on the results of the examinations for obtaining the teaching degrees and their transmission to the M.E.C.S. in order to draw up recommendations at national level.

Art. 34. (1) The DPPD has its own scientific research plan included in the UVVGA strategic plan.

(2) The DPPD carries out scientific research activities through research programmes, as well as in collaboration with the other research structures of the higher education institution and the faculties of other higher education institutions.

(3) The research programmes of the Department may be carried out in the form of projects obtained through national competition, in the form of research contracts provided for in its own scientific research plan.

(4) The scientific research addresses topics that fall within the scientific area of the field of educational sciences, psychology, sociology, integrated/interdisciplinary studies.

(5) DPPD organizes periodically with teachers, researchers, students and alumni scientific sessions, symposia, conferences, round tables, and the communications are published in journals/volumes dedicated to the scientific event with ISSN or ISBN.

Art. 35. The scientific research aims at:

- a) conducting fundamental studies and action-research on initial and in-service training of teaching staff, educational policies in the field of curriculum development, training strategies, evaluation and exploitation of the potential of modern learning and communication technologies in the learning process;
- b) elaboration of draft curricular documents, methodologies, specialized studies, course materials in order to increase the efficiency of Romanian education in line with current European and international trends;
- c) carrying out expertise and consultation studies, based on concrete investigations and needs analysis, for the Ministry of Education, for the local and regional education management and administration bodies (County School Inspectorates, Teaching Staff Houses, pedagogical practice units, psycho-pedagogical assistance centres and others).

Chapter VI.

INTERNAL EVALUATION AND QUALITY ASSURANCE IN EDUCATION

Art. 36. (1) The internal evaluation and quality assurance of the study and research programs organized by the DPPD is carried out according to the current legislative framework applied to all university structures and programs. According to this legislative framework, the areas according to which the programmes offered by DPPD are evaluated are:

- a) institutional capacity;
- b) educational capacity;
- c) quality management.

(2) The main approaches through which quality is assessed and assured are monitoring and periodic evaluation.

Art. 37. *The monitoring of a study programme consists of the systematic comparison of the current situation with the reference situation defined by the standards and performance indicators on the basis of which the programme has been approved, in order to identify discrepancies and to intervene operationally.* Monitoring is distinguished by its relatively continuous nature, in the sense of being more frequent than periodic evaluations, and by its orientation towards operational improvements and timely problem solving, preventing their accumulation. Monitoring is the process by which quality standards are controlled and maintained between periodic evaluations.

Art. 38. *The periodic evaluation of a study programme consists of verifying the fulfilment of quality standards and performance indicators at the main stages of the programme. The analyses, conclusions and recommendations of the periodic evaluation carried out by the evaluation committees, including the conclusions of the peer reviews, shall be compiled in the internal evaluation report on the quality of education.*

Chapter VII:

MATERIAL BASIS

Art. 39. The material basis of the DPPD must meet the standards that ensure the development of a quality learning process.

Art. 40. (1) The number of seats in lecture, seminar and laboratory rooms must be correlated with the size of the study groups (series, groups, sub-groups), according to M.E.C.S. regulations.

(2) The teaching/seminar rooms must have technical equipment for learning, teaching and communication that facilitate the work of the teaching staff and the receptivity of each student.

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

Art. 41. UVVGA must provide the book stock in the libraries to cover the full range of subjects in the DPPD teaching plans.

Chapter VIII.

COLLABORATION WITH UVVGA FACULTIES

Art. 42. In order to achieve its objectives and specific activities, the DPPD collaborates with the management of the UVVGA faculties. The collaboration is carried out in the interest of adequate quality training of students, master and doctoral students.

Art. 43. For the subjects that concern modern information technologies, the collaboration with the teaching staff of computer science will be ensured, according to A.R.A.C.I.S. standards.

Art. 44. In order to carry out continuous training activities for teaching staff in pre-university education and to certify their competences through the examinations for obtaining the 2nd and 1st teaching degrees, the DPPD shall request the support of specialist teachers.

Chapter IX.

FINAL PROVISIONS

Art. 45. These Regulations have been duly approved by the Board of Directors and approved by the UVVGA Senate on 14.09.2015.

This Regulation was approved by the Senate of the University in revised form, in the meeting of 25.10.2018.

SENATE PRESIDENT;

Assoc. Prof. Sorin Aristide BASCHIR, PhD.

(signature and stamp illegible)

**Endorsed COMMITTEE FOR CODES,
REGULATIONS AND LEGAL MATTERS,**

President,

Assoc. prof. Daniel Berlingher, PhD.

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