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|  | <p><b>RULES GOVERNING THE ORGANIZATION AND OPERATION OF THE COMMISSION FOR ACADEMIC QUALITY ASSURANCE AND EVALUATION</b></p> <p><b>CODE: RG-03</b></p> | Edition: 1   |
|   |  | Revision: 0  |
|   |  | Page: 1 of 7 |

# RULES GOVERNING THE ORGANIZATION AND OPERATION OF THE COMMISSION FOR ACADEMIC QUALITY ASSURANCE AND EVALUATION

**CODE : RG - 03**

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|   |   |              |
|---|---|--------------|
|  | <b>RULES GOVERNING THE ORGANIZATION<br/>AND OPERATION OF THE COMMISSION FOR<br/>ACADEMIC QUALITY ASSURANCE AND<br/>EVALUATION</b><br><b>CODE: RG-03</b> | Edition: 1   |
|   |   | Revision: 0  |
|   |   | Page: 2 of 7 |

## CONTENTS

### **I. GENERAL PRINCIPLES**

#### **1. SCOPE**

#### **2. INTENDED USE**


#### **3. REFERENCE DOCUMENTS**

#### **4. DEFINITIONS AND ABBREVIATIONS**

### **II. ORGANIZATION AND OPERATION OF C.E.A.C.**

### **III. RESPONSIBILITIES**

### **IV. FINAL PROVISIONS**

|   |   |              |
|---|---|--------------|
|  | <b>RULES GOVERNING THE ORGANIZATION AND OPERATION OF THE COMMISSION FOR ACADEMIC QUALITY ASSURANCE AND EVALUATION</b> | Edition: 1   |
|   | <b>CODE: RG-03</b>  | Revision: 0  |
|   |   | Page: 3 of 7 |

## Section I. GENERAL PRINCIPLES

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### Art. 1. SCOPE

The present rules set out the organization and operation of the Commission for Academic Quality Assurance and Evaluation (of education), hereinafter called CEAC, at UMPH Iasi.

CEAC follows the implementation of quality assurance strategies and policies in accordance with the university's vision, mission and policy and according to the national, European and international dynamics in the field.

### Art. 2. INTENDED USE

These rules will be applied within the UMPH Iasi.

### Art. 3. REFERENCE DOCUMENTS

SR EN ISO 9000: 2001 – Quality management systems. Fundamental principles and vocabulary.

SR EN ISO 9001: 2015 - Quality management systems. Requirements.

SR EN ISO 9004: 2010 - Quality management systems. Guidelines for the improvement of performances.

OMFP 400/2015 – comprising the standards of managerial / internal control of public entities with subsequent amendments and additions;

EMERGENCY ORDINANCE no. 75 of July 12, 2005 regarding quality assurance in education, with subsequent amendments and additions;

Law no. 87 of April 10, 2006 for the approval of the Government's Emergency Ordinance no. 75/2005 regarding quality assurance in education.

Law of Education no. 1/2011 regarding national education, updated with subsequent amendments and additions;

### Art. 4 DEFINITIONS AND ABBREVIATIONS

**CEAC**= Commission for Academic Quality Assurance and Evaluation (of education)

**ARACIS** = Romanian Agency for Quality Assurance in Higher Education


**RC** = Quality Responsible

**UMPH** = “Grigore T. Popa” University of Medicine and Pharmacy of Iasi

**Education** refers to the programs and activities of initial and continuous professional or academic training.

**Study programs** concretize the education offer of UMPH Iasi.

**Education quality** is the group of characteristics of a study program and of its provider, UMPH Iasi, by which the expectations of the beneficiaries are fulfilled as well as the quality standards.

|   |   |              |
|---|---|--------------|
|  | <b>RULES GOVERNING THE ORGANIZATION<br/>AND OPERATION OF THE COMMISSION FOR<br/>ACADEMIC QUALITY ASSURANCE AND<br/>EVALUATION</b><br><br><b>CODE: RG-03</b> | Edition: 1   |
|   |   | Revision: 0  |
|   |   | Page: 4 of 7 |

**Quality assurance in education** is made by a set of actions for the development of institutional capacity to elaborate, plan and implement study program that shows beneficiaries that UMPH Iasi fulfills European quality standards.

**Quality assurance** expresses the ability of UMPH Iasi to offer education programs in accordance with the said standards. Therefore, this is passed in order to lead to the **continuous improvement of the quality of education**.

**Improvement of education quality** means the evaluation, analysis and corrective actions from UMPH Iasi based on selecting and adopting the most adequate procedures as well as the selection and application of the reference standards.


**Evaluation of education quality** consists in the multi-criteria examination of the measure by which UMPH Iasi and its programs fulfill the standards and the reference standards. When the quality evaluation is made by UMPH Iasi itself, this is made by an internal evaluation. When the quality evaluation is made by a specialized national or international agency, this is made by an external evaluation.

**Accreditation** of UMPH Iasi and its study programs **is part of quality assurance**.

**Accreditation** represents a way of quality assurance by which standards are observed for the operation of UMPH Iasi and its study programs.

The methodology of quality assurance in education according to the laws in force has the following components:

- a) Criteria
  - b) Standards and reference standards
  - c) Performance indicators
  - d) Qualifications
- a) **Criteria** refer to a fundamental aspect for the organization and operation of UMPH Iasi
  - b) **Standards** refer to the description of requirements as rules or outcomes defining the minimum mandatory level of carrying out an activity in education
  - c) **Reference standards** represent the description of requirement defining an optimal level of carrying out an activity by UMPH Iasi based on the good practices existing at national, European or international level.
  - d) **Performance indicators** represent an instrument of measuring the degree of carrying out an activity made by UMPH Iasi by reporting to the standards and to the reference standards.
  - e) **Qualification** is the outcome of learning obtained by covering and completing a professional or university study program.

|   |   |              |
|---|---|--------------|
|  | <b>RULES GOVERNING THE ORGANIZATION<br/>AND OPERATION OF THE COMMISSION FOR<br/>ACADEMIC QUALITY ASSURANCE AND<br/>EVALUATION</b><br><br><b>CODE: RG-03</b> | Edition: 1   |
|   |   | Revision: 0  |
|   |   | Page: 5 of 7 |

## Section II. CEAC ORGANIZATION AND OPERATION

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### Art. 5. CEAC objectives are:

1. Internal evaluation of education quality, i.e. multi-criteria examination of the measure by which UMPH Iasi and its programs fulfill the standards and reference standards
2. Internal assurance of education quality, by a set of actions for the development of the institution's ability to elaborate, plan and implement study program, by which the trust of the beneficiaries is formed that the UMPH Iasi fulfills the quality standards.
3. Accreditation of UMPH Iasi and its study programs.

**Art. 6 Internal assurance of education quality, as CEAC objective**, refers to the following fields and criteria:

**A. Institutional capacity** resulting from the internal organization of the available infrastructure defined by the following criteria:

- a) Institutional, administrative and managerial structures
- b) Material basis and optimization of its use
- c) Human resources and the institution's ability to attract human resources outside the university and from abroad, based on the law:

**B. Educational efficacy** consisting in the mobilization of resources in order to obtain the expected educational outcomes concretized by the following criteria:


- a) Content of study programs
- b) Learning outcomes
- c) Engagibility
- d) Financial activity of the university

**C. Quality management** which is materialized by the following criteria:

- a) Strategies and procedures for quality assurance
- b) Procedures related to the initiation, monitoring and periodical revision of programs and activities
- c) Objective and transparent procedures of outcome evaluation related to learning including by the students
- d) Procedures of periodical evaluation of quality related to the teaching staff
- e) Accessibility of learning resources
- f) Database updated systematically related to the internal assurance of quality
- g) Transparency of public information including information related to study program and, if applicable, certificates, diplomas and qualification available
- h) Functionality of structures for education quality assurance according to the law
- i) Accuracy of reports provided by the law in force.

### Art. 7. CEAC Structure

7.1. The rector is directly responsible for the quality of education provided by UMPH Iasi as the President of CEAC;

|   |   |              |
|---|---|--------------|
|  | <b>RULES GOVERNING THE ORGANIZATION<br/>AND OPERATION OF THE COMMISSION FOR<br/>ACADEMIC QUALITY ASSURANCE AND<br/>EVALUATION</b><br><br><b>CODE: RG-03</b> | Edition: 1   |
|   |   | Revision: 0  |
|   |   | Page: 6 of 7 |

7.2. The operative management of the commission is provided by the Rector or by a prorector, a coordinator assigned by him/her.

7.3 CEAC is formed of 10 members:

- President – **the Rector of UMPH Iasi**
- Prorector – CEAC coordinator – Prorector of institutional strategy, academic evaluation and relations with student organizations
- 4 CEAC members representatives of the teaching staff fulfilling the criteria for obtaining the title of associate professor who are elected by secret vote by the University’s Senate, quality responsible (RC) from each faculty
- One representative of the Doctoral School
- One representative of the students in the Senate with RC attributions designated by the student ‘s organization
- One representative of the related labor union designated by it
- One representative of the Administrative Directorate of UMPH Iasi

7.4 The CEAC members **cannot have management positions** within UMPH Iasi except the rector and the coordinator prorector who assures the operational management of the commission.

7.5 CEAC is subordinated to the Prorector responsible with the institutional strategy, academic evaluation and relations with student organizations

7.6 CEAC has cooperation relations with the Quality Management Department – Internal Managerial Control of the university.


7.7 Depending on the needs, CEAC cooperates with the other specialized departments of the university.

### Section III. RESPONSIBILITIES

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**Art. 8. Attributions** of the Commission:

- **Implements the Decisions of the Senate** related to the quality assurance in education within UMPH Iasi
- Coordinates **the application of procedures in force and activities of quality assurance and evaluation** approved by the management of UMPH Iasi
- Elaborates annually the **Report of internal evaluation related to education quality within UMPH Iasi** which is submitted to analysis before the Senate and comprising a synthesis of the results of the internal self-evaluation regarding the quantitative and qualitative aspects of the educational process quality according to the fields and criteria provided at art. 6 of the present Rules. The report is made available to all beneficiaries by posting in on the university’s website at the section Quality Management / Academic quality assurance and evaluation and is made available to ARACIS depending on the needs
- Expresses **proposals for the improvement of education quality** and such proposals are included in the annual Report of internal evaluation

|   |   |              |
|---|---|--------------|
|  | <b>RULES GOVERNING THE ORGANIZATION<br/>AND OPERATION OF THE COMMISSION FOR<br/>ACADEMIC QUALITY ASSURANCE AND<br/>EVALUATION</b> | Edition: 1   |
|   | <b>CODE: RG-03</b>  | Revision: 0  |
|   |   | Page: 7 of 7 |

- Cooperates with ARACIS (or, depending on needs, with other agencies and bodies or with similar institutions from the country and abroad, according to the law) for the institutional accreditation of the university and/or its study programs
- Involves all the members of the academic community in the activities of quality assurance
- Monitors **the implementation of performance indicators as measurement instruments** for the fulfillment of the requirements defined by the standards and reference standards and the achievement of their proposed target values
- Proposes to the Senate / Board of Directors the elaboration of an **operational structure for the monitoring and periodical evaluation of quality** related to the study programs or the activity at faculty level and/or department level

**Art.9.** In accordance with **art. 8** of the present Rules, the CEAC president / coordinating prorector decides on the attributions and duties of each commission member.

#### Section IV. FINAL PROVISIONS

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**Art.10.** CEAC meets once a semester or whenever necessary.

**Art.11.** The top management of UMPH Iasi has the duty to analyze at least once a year if the responsibilities of the present Rules are observed as well as the strategic objectives provided in the operational plans regarding quality assurance and evaluation in education according to the reference standards.

**Art. 12.** The approval of the Rules governing the organization and operation of CEAC within UMPH Iasi is made by the Senate by open vote based on a simple majority.

**Art.13.** The modification of the present Rules is made by the Senate of UMPH Iasi by open vote based on a simple majority.

Approved by Senate's Decision no. \_\_\_\_\_ of \_\_\_\_\_

TRADUCERI EUROCONTACT S.R.L. – Translation Agency  
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