

# Regulament de Organizare și Funcționare – Departamentul pentru Cercetare Științifică și Creație Universitară (DCSCU)

## Organization and Operation Regulations – Department for Scientific Research and Academic Creation (DSRAC)

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## Chapter I. General provisions

**Art.1.** The Department for Scientific Research and Academic Creation, hereinafter referred to as DSRAC, is an organizational structure that facilitates the management of scientific research activities, artistic creation and sports performance, as well as research projects carried out by the staff of the West University of Timișoara (WUT), being an executive department directly subordinate to the Vice-Rector responsible for research, development, innovation, artistic creation and sports performance strategy.

**Art.2.** DSRAC has the mission of contributing to the implementation of the WUT strategic plan by supporting activities of scientific research, artistic creation and sports performance in the institution, by creating the organizational context and informing the entire WUT academic community of opportunities to access and implement research projects, so as to ensure a favorable framework for the stimulation of scientific development and innovation.

**Art.3.** Through its activity, DSRAC provides support, assistance, advice and logistical support to the entire academic community of the University in order to access funding sources through the submission of projects and their implementation, thus contributing indirectly to increasing WUT's contribution to scientific research, academic creation and sports performance in Romania and abroad.

**Art.4.** To fulfill its mission, DSRAC has established the following objectives:

- Organization of the framework for conducting scientific research, artistic creation and sports performance, at the WUT level, contributing to the ensuring of an attractive, stable and performance-friendly context;
- Stimulating excellence in research, development and innovation, as well as encouraging university creation and sports performance;
- Identifying and implementing mechanisms to protect the results of university research and creation;
- The development of the relationship with the socio-economic environment through the prism of the transfer of scientific knowledge and the increase in the level of applicability of the results obtained as a result of carrying out scientific research activities, artistic creation and sports performance;
- Increasing the capacity for scientific research, artistic creation and sports performance and improving the research results of doctoral students and persons who have recently obtained the title of doctor of science;
- Supporting and promoting the results obtained as a result of research projects, artistic creation activities and sports performance through university publications both by disseminating them to the entire academic community and externally;
- Monitoring research projects, research-development-innovation activity, artistic creation and sports performance at the university level and in existing research structures;
- Cooperation among the elite universities, by strengthening the activity of scientific research, creation and innovation, leading to an increase in research output and thus to the improvement of the performance indicators of the international rankings specific to the research activity.

## Chapter II. Reference documents

**Art.6.** Primary legislation: National Education Law no.1/2011, Law no.319/2003 on the status of research and development staff, Government Ordinance no. 57/2002 on scientific research and technological development.

**Art.7.** Internal regulations: WUT Charter, WUT Strategic Plan for Institutional Development. Order of the General Secretariat of the Government no. 600/2018 for the approval of the Code of internal managerial control of public entities, published in the Official Gazette of Romania, Part I, no. 387/07 .05.2018;

### Chapter III. Structure and organization

**Art.8.** The DSRAC is headed by a Director. The post of Director shall be filled following an open competition.

**Art.9.** The work of the DSRAC is structured in two offices, subordinated to the Director of the DCSCU:

**9.1.** Office for Scientific Research and Academic Creation (OAR&AC) which carries out the following activities:

- organization and management of the reporting process of scientific research activity, artistic creation and sports performance carried out annually, which includes specific reporting elements by all members of the academic community, as well as by the centers of existing research in the University; the data collected from each faculty is centralized, later the information is validated according to the norms of the ministry, with the result that at the end various reports will result based on them;
- permanent updating of information about the scientometric profiles of WUT teaching staff;
- the inventory, centralization and monitoring of scientific research projects, artistic creation and artistic performance carried out by WUT affiliated researchers, as well as ensuring logistical and technical support for the submission of new research projects.

**9.2.** Office for Classifications – Academic Rankings and Benchmarking (OCAR&B) aims to significantly contribute to increasing the visibility of the University on a national and international level. Through the activity carried out, OCAR&B ensures the periodic reporting of the data requested by the organizing institutions of international classifications or hierarchies, the processing, analysis and dissemination of the results obtained, as well as the maintenance of up-to-date records of the University's presence in all national and international classifications or hierarchies.

**Art.10.** The activities carried out at the DCSCU level are:

- To review and monitor the submission of new applications in order to attract new funding resources for research-development-innovation activities, artistic creation and sports performance;
- To promptly inform the WUT management, respectively the vice-rector responsible for the strategy of research, development, innovation, artistic creation and sports performance regarding the projects submitted for financing, the projects under implementation, the results obtained at various competitions to attract financing in the area of competence;
- To advise the members of the WUT academic community on how to access funding programs for scientific research, artistic creation and sports performance offered by national or international bodies;
- To provide logistical and technical support for the submission of new proposals for scientific research projects, artistic creation and sports performance and for the organization of ongoing ones;
- To provide logistical and technical support for the activity of the Scientific Council of Academic Research and Creativity (CSCCU);
- To organize and guarantee the permanent updating of a database regarding the activity of scientific research and artistic creation in WUT and its results, which will include the record of research contracts and technological transfer, of proposals for scientific research projects submitted by members of the academic community, as well as the results of scientific research and technological transfer activity (publications, patents);
- To contribute to the continuous increase of the institutional visibility, at national and international level, of the activity of scientific research and technological transfer within the WUT, as well as to the promotion and capitalization of its achievements and results, and informs the university management on the degree of capitalization of these achievements and results;
- To disseminate on the DCSCU website or in other specific ways information related to: active funding programs; project competitions launched within these programs; contracting and carrying out national and

international scientific research projects; the organization of scientific events, fairs, exhibitions, presentations of national and/or international scope appropriate for the presentation and capitalization of achievements and results from scientific research activity; articles, studies, research and innovation news; useful advice in the research activity; presentations of databases, platforms and other mechanisms that can facilitate and improve research activity;

- To publish on the DCSCU website the achievements and results of the scientific research activity carried out within WUT and follow the permanent updating of the posted information;
- To cooperate with other support departments in the university that have specific activities in order to run the projects under implementation (DRU, DEF, DEPAMI, etc.);
- To ensure communication with the academic and administrative structures of the WUT in order to obtain the necessary information to complete the platforms specific to the classifications and hierarchies;
- To collect, synthesize and complete the information requested in the process of international classification and ranking of universities;
- To monitor and internally disseminate the results of national and international rankings in which WUT is present;
- To prepare summary reports on the positioning of WUT, but also of other universities in the country in the various classifications and hierarchies;
- To make the annual report on the presence of WUT in the national and international rankings;
- To initiate steps to enroll WUT in as many international classifications as possible in order to increase institutional visibility worldwide;
- To contribute to ensuring the organizational, procedural and informational framework necessary for the development of the technological transfer activity of the results of the research and innovation activity for the purpose of public benefit and economic growth at the local, regional and national level;
- To manage the entire process of reporting the activity of scientific research, artistic creation and sports performance carried out by the members of the academic community, as well as by the research centers existing in the university and makes an annual inventory of the entire activity;
- To implement specific activities to stimulate excellence in scientific research, artistic creation and sports performance at the WUT level.

#### **Chapter IV. Final Provisions**

**Art.11.** These Regulations (second edition) were approved by the WUT Senate in the meeting of 20.01.2022.