

Ethics and Professional Deontology Code

The “Carol Davila” University of Medicine and Pharmacy of Bucharest (UMF “Carol Davila”) is a higher education institution of which purposes, declared and registered in the University Charter, include the professional development and affirmation, the evolution of knowledge and scientific research, within the conditions of observing the de jure state, legislation in force and basic human rights.

The university observes the dignity of each of its members and promotes the academic integrity, equality of rights, intellectual partnership and cooperation, whether of the political opinions or religious beliefs. Its members engage themselves to participate directly to the development on just basis of the University and society in its assembly.

The Ethics and Professional Deontology Code has value of normative framework and is compulsory for all the members of the university community as well as for the contractual personnel. It regulates the observance of moral principles and rules.

Article 1 Academic freedom

(1) In the university area belonging to UMF “Carol Davila”, any type of political, religious and economic pressures and constraints, excepting the constraints of scientific, legal and ethical type are forbidden.

(2) The university understands to protect the members of any type of manifestations alienate to university ethics and moral including, but not limited to censorship, manipulation, persecution, calumny.

(3) Any member of the academic community of UMF “Carol Davila” must avoid the injury of other people freedom, based on mutual respect.

(4) In the academic area, no manifestations concerning the religious proselytism, political attachment or any other categories of activities beside those for education, research or cultural ones can be initiated.

(5) The entire personnel of the University has the obligation to observe, within the conditions of law, the confidentiality related to the problems concerning the private life, including, but not limited, to the personal data, political or religious belonging or beliefs, hidden physical or mental disabilities, sexual orientation.

(6) The data from the personal files of employees or students is confidential, cannot be sent partially or fully within other conditions than those established by law.

Article 2 Personal autonomy

(1) No member of the university community can be prevented or interrupted in exercising the professional duties, without his / her explicit consent. UMF “Carol Davila” promotes an environment adequate to the exercise of personal autonomy, by the provision of conditions so that each member of the university can take and apply decision knowingly concerning the personal academic and professional career.

(2) All the information relevant for the members of the university community or for the audience in its entirety, referring to the academic standards, educational programs, evaluation, access and promotion, the professors and members of the academic management, university structure, as well as any other interest information, is offered equally and freely by the university website, as well as by any other information means.

Article 3 Justice and equity

(1) Non-discrimination and equality of chances

Discrimination, in the academic setting, represents an unequal treatment of a person, treatment which wants or leads to the violation or limitation of rights of that person based on the biological gender, race, age, disability, sexual orientation, nationality, ethnics, religion, social category, material status or origin environment.

- a) The members of the university have the right to perform their activity and interact in a setting free of any type of discrimination, without intervening in the other persons’ rights and beliefs;
- b) The university will not exclude any person from its programs due to the arbitrary matters listed in the definition of discrimination;
- c) The regulations of UMF “Carol Davila” will apply to all its members, without discrimination;
- d) The schedule of professors and scheduling of examinations will be done such that it allows them, anytime necessary, to observe the eventual constraints of religious type;
- e) The rules to take an examination are the same for all students, but it must be adapted such that it does not disadvantage the persons with disabilities.

(2) Removal of interest conflicts and incompatibilities

The interest conflicts result from the overlap of many types of relationships or positions, which can affect the correct judgments and evaluations and actions of the academic community members. These can lead to some practices such as favoritism, or persecution or revenge actions.

- a) The University rejects any actions which intervenes in the correct and fair application of rules of internal procedure of the institution and observance of its members’ rights;

- b) It is forbidden to participate in the commissions of evaluation, employment and promotion, evaluation of academic and managerial performance, audit, etc. of persons who are in a relationship of spouses, next of kin and relatives up to the 3rd degree with the applicants or persons who are going to be evaluated;
- c) The spouses, next of kin and relatives up to the 3rd degree cannot have at the same time management positions provided in the Charta, control or authority positions such that they are in direct subordination relationship one with the other;
- d) No person can have more than one management position at the level of University or faculty, the cumulating is forbidden;
- e) It is forbidden to participate at negotiations for persons who have relationships of kinship with the employees of services providers or of commercial companies with which the institution has collaboration relationships;
- f) The external collaborations or other external professional obligations of the university community members and of the administrative personnel will be organized such that it does not affect the entire fulfilment of their professional duties;
- g) UMF “Carol Davila” rejects any type of corruption in the academic setting;
- h) UMF “Carol Davila” rejects favoritism in the situations of evaluation, employment or promotion or distribution of didactic or administrative duties.

(3) Equality of chances

- a) The University guarantees the equality of chances for the members of its community;
- b) The promotion is done based on organized, transparent and objective competition on professional, pedagogic, scientific and moral, non-discriminative criteria;
- c) All the members of the university community benefit of equal chances to studies, access to scientific research and professional training.

Article 4 Merit

- (1) The only qualitative hierarchy, accepted by UMF “Carol Davila”, is that depending on professional performance.
- (2) This hierarchy is established on the quality of courses and practical activities, guidance of students and scientific recognition, on the prestige brought to the institution and involvement in the education and scientific research processes.
- (3) The responsibilities towards the standards for the evaluation of professional performance and its application falls on the University management.

Article 5 Professionalism

The professionalism represents the assembly of elements which targets the competence in exercising the profession, the belief in the autonomy of professional decisions and exercise of profession, the identification with the specialization and with those from the same field, dedication towards the academic career and moral obligation to work for science, peer solidarity and loyal competition with those from the same institution and field, avoiding the excessive emotional involvement and unjustified preference treatment.

- (1) The professors, scientific researchers and doctoral students have the professional obligation to know the research and evolution of the personal field.
- (2) The members of the institution involved in the instructive – educational process have the moral obligation to transmit updated information in the field to the students.
- (3) The members of the academic community involved in research have the obligation to observe the informed consent of participants, as well as their safety.
- (4) The public recognition of the contribution of other persons or institutions to the obtained results is an ethical duty of the research team.
- (5) Each member of the academic community must make available all his / her professional knowledge and skills to the university and to promote its interests.

Article 6 Honesty and intellectual correctness

- (1) The academic *honesty* refers to all the types of activities which are for the benefit of education, development of cognition, correct evaluation of students, professors and other categories of employees' performance.

The intellectual property includes the inventions and copyrights for various categories of works.

It is forbidden for the members of the university community any form of intellectual fraud, such as total or partial plagiarism, to copy at examinations and competitions, the appropriation of works of other persons (including from internet), the attempts of corruption and fraud, the replacement of papers and examined persons, the appropriation of results of other persons' researches.

At any examination or competition, the applicants take the liability in writing concerning the originality of papers which are the object of the examination or competition.

Both the intellectual frauds and the attempts or their easement will be punished.

The intellectual fraud includes:

- a) *cheating* (use of an unauthorized support from some persons, use of some materials or documentation means forbidden during evaluation, etc.);

b) making-up data (use of some improvised data in a research or experiment, intentional modification of data from an experiment or research, quote of some nonexistent articles, etc.);

c) plagiarism (full or partial takeover, without quoting the source, of a material drafted by another author and its presentation as belonging to his / her own – in a written paper, of the type of reports, articles, graduation thesis, experiments or an oral presentation).

(2) The University defends the right to intellectual and industrial property and establishes the mechanisms by which the resulted benefits will return fairly to the members of the academic community from its origin.

(3) The compilation of fragments from more sources / authors, without clear references to the source texts is considered plagiarism.

(4) The omission of quoting marking in text and mentioning of source paper in the final reference is considered plagiarism.

(5) The presentation of a quote (block text from a foreign material) without the use of index which signals traditionally the presence of a quoting (inverted commas, cursive letters, indented different paragraphs, etc.) is considered plagiarism.

(6) The use of some phrases or definitions, considered by the disciplinary community as part of the background of basic, common notions of that discipline is not considered plagiarism.

(7) For a charge of plagiarism to be valid, it must be accompanied by a clear proof, indicating the text or texts from where the plagiarism has been done.

(8) The commission of intellectual fraud by a professor or by a scientific researcher will be proved according to the definitions given previously, by the Ethics Commission.

Article 7 Transparency

Transparency presupposes the access to information (provided by the publication on the webpage of the University), both concerning the admission, evaluation, employment and promotion and concerning the financing sources.

(1) Students have the right to access concerning the information about the evaluation criteria at examination, preliminary examinations, etc., since the beginning of each course or practical paper, as well as to explanations concerning the obtained grade.

(2) The University defines and makes available, in due time and fairly for all those interested, the selection criteria for employment and promotion, offering particularities of the position, the special program necessary for the exercise of position.

(3) The University treats correctly and equally all the applicants for admission, respectively, employment, promotion, etc.

(4) The University provides full transparency in using the funds distributed for training and research, administered in strictly compliance with the purposes and rules depending on which these have been granted.

(5) The University asks its members (especially the professors and research bodies) that in their researches and publications to mention, expressly, the material support granted by the university or other organizations, institutions, companies or individuals to perform the research or publication.

Article 8 Responsibility

(1) The University provides the climate necessary to take the responsibility imposed by the professional and public position of each member of the academic community.

(2) The members of University are obliged to observe the ethical and professional standards in the situations in which they represent publicly the institution.

(3) Disinformation, calumny, public denigration of programs and persons from the institution by the members of the personal academic community are not allowed.

(4) The support of the institution prestige represents an elementary ethical obligation in the daily behavior of all university members.

Article 9 Respect and tolerance

(1) An academic environment adequate to study and research, open, equal to all the members of the university community will be kept.

(2) The respect towards the others presupposes the resolution of litigations by rational reasons and the use of language types (words, labeling, style or speech) or actions which represent attacks to the person are forbidden.

(3) The threats, violence and physical or oral aggression are forbidden in the university area and outside it.

(4) *The harassment* represents a degrading, intimidating or humiliating behavior which targets or leads to the severe damage of a person's capacity to perform normally the professional and study activities or to exercise his / her rights. It consists, usually, of a repeated behavior (physical or oral threats, humiliating criticism, sexual advance, etc.), but it can consist of singular actions, when it is of aggressive type (usually, physical type).

(5) The University does not admit any form of harassment in the academic setting, such as: misogynies, racism, chauvinism, xenophobia, harassment concerning the religious, political or sexual beliefs.

(6) Within the conditions in which it is exercised by persons with hierarchical position superior to the victim or it is exercised by professors on students, by assessors on evaluated persons, the harassment presupposes the abuse of power, which represents an aggravating circumstance.

Article 10 Sanctions

(1) For the acknowledged deviations, the Ethics Commission establishes, depending on severity, the application of sanctions mentioned by the legislation in force.

(2) The sanctions applied to students are, depending on the severity of deviation:

1. written warning;
2. cancellation of fraud examination for the involved person;
3. expulsion.

(3) In the case of severe deviations, of criminal type, the competent bodies will be informed.

Article 11 Final provisions

(1) The ethics code of UMF “Carol Davila” is completed by the regulations in force of the University and does not contravene to it.

(2) Any modification of this Code is approved in the sessions of the University Senate.

(3) The ethics code, as well as any of its modifications, is communicated to the academic community members by the publication on the UMF website of Bucharest.

Adopted in the Sessions of the UMF Carol Davila Senate of 05.07.2011 and endorsed by MECTS with the no. 47594/07.10.2011