



UNIVERSITATEA DE MEDICINĂ ȘI FARMACIE
“CAROL DAVILA” din BUCUREȘTI

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Regulations on Granting Sabbatical Leave
to Academic Staff and Researchers
of the “Carol Davila” University of Medicine and Pharmacy Bucharest

Approved by the Board of Administration: 23.09.2024

Approved by the Senate: 25.09.2024

Article 1. In accordance with the provisions of the Higher Education Law No. 199/2023, the teaching and research staff of the “Carol Davila” University of Medicine and Pharmacy Bucharest (UMFCD) may benefit from a sabbatical year. A sabbatical year is defined as a one-year period during which the beneficiary carries out a significant scientific contribution.

Article 2. Full professors and associate professors holding tenured positions, as well as principal investigators/directors of research grants, who have conducted research grants and been employed at UMFCD for six consecutive years, may benefit from a sabbatical year.

Article 3. To qualify for a sabbatical year, the following conditions must be cumulatively fulfilled:

- a) They hold a tenured position at UMFCD under an indefinite-term employment contract;
- b) They have worked at UMFCD for at least six consecutive years and have not previously benefited from a sabbatical year within the last seven years;
- c) They have not been subject to disciplinary sanctions and have no recorded violations of the Code of Ethics and Professional Deontology or of the Code of Conduct for Research Integrity;
- d) They are not currently managing any ongoing research grants;



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e) They do not hold management positions at university level (Rector, Vice-Rector, Director of the Council for University Doctoral Studies, Director of the Doctoral School) or faculty level (Dean, Vice-Dean, Department Chair, Branch Director, Extension Center Director).

Article 4. The purpose of the sabbatical year is to facilitate the professional development of teaching and research staff, with a view to achieving a significant contribution that will enhance UMFCF's research performance. To this end, it is recommended that, during the sabbatical year, research and/or teaching activities be carried out for at least six months in one or more leading higher education institutions and/or top research institutions, either in Romania or abroad, outside UMFCF, based on an institutional agreement, a contract, or a formal invitation.

Article 5. Applications for sabbatical leave must be accompanied by a professional development plan containing measurable objectives and a demonstrable anticipated impact. At the end of the sabbatical year, the beneficiary shall prepare an activity report detailing the achievement of these objectives and shall attach, as supporting documents, applications for research/academic development projects, manuscripts, and publications produced during this period, all of which must include the institutional affiliation.

Article 6. During the sabbatical year, teaching and research staff shall retain all rights deriving from their tenured status, shall continue to receive their basic salary subject to approval by the University Senate, and shall maintain their academic rank. However, they shall be exempt from carrying out the activities specified in their job description, with the exception of doctoral student supervision.

Article 7. The application submitted by the academic staff member requesting sabbatical leave, together with documents proving compliance with all conditions set forth in Articles 2–4, shall be subject to approval by the Board of Administration and the UMFCF Senate.

Article 8. During the period in which the staff member benefits from sabbatical leave, the teaching duties specified in the job description shall be covered collegially by other faculty members within the discipline or, subject to budgetary approval from the Financial and Accounting Directorate, through hourly-paid appointments. The sabbatical leave application



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must include the endorsement of the Head of Discipline, the Department Director, and the Dean, as well as the written commitment of those who will cover the beneficiary's teaching workload either through hourly-paid appointments or collegial substitution.

Article 9. In any academic year, no more than 0.5% of the holders of professor and associate professor positions may benefit from a sabbatical year. Priority shall be given to academic staff who have achieved outstanding professional results, such as participation in high-value international grants, publications in top 10% journals in their field, prestigious international or national awards, and high performance levels in the most recent reporting of quality indicators used by the National Council for Higher Education Funding (CNFIS) for supplementary funding.

Article 10. Approval of sabbatical leave shall be granted annually by the University Senate, upon the proposal of the Board of Administration, prior to the preparation of staffing plans, respectively no later than **30 May**.

Article 11. If it is determined that essential components of the professional/academic development plan have not been fulfilled, the Board of Administration may propose the sanction of reducing the basic salary by 5–10% for a period of 1–3 months, pursuant to Article 248(c) of Law No. 53/2003 – the Labor Code, in conjunction with Article 175(4)(b) of the Higher Education Law No. 199/2023.

Article 12. These Regulations shall enter into force on the date of their approval by resolution of the UMFC D Senate.