


	<b>University of Life Sciences "King Mihai I" from Timisoara</b>	<b>Issuing body</b> Quality Management Department
	<b>ORGANIZING REGULATIONS OF THE STUDENTS PRACTICAL          COORDINATION CENTER</b>	<b>Edition 3 /          Revision 0</b>
<b>CODE: ULST -R037</b>		

## REGULATION OF BODIES AND FUNCTIONING of Student Practice Coordination Center

	<b>Name and surname</b>	<b>Function</b>	<b>Date:</b>	<b>Signature</b>
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<b>Approved in the Board of Administration by Decision no. 7274 of 17.10.2022</b>				
<b>Approved in the University Senate by Decision no. 7323 of 18.10.2022</b>				
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## CHAPTER \_ I. FIELD OF APPLICATION

**Art. 1.** (1) This regulation establishes the general framework regarding the organization and functioning of the Student Practical Coordination Center , a functional and operational structure that ensures administrative support in order to effectively manage the activities related to the process regarding the practical training of students from all specializations/study programs within the University of Life Sciences " King Mihai I" from Timisoara.

(2) The regulation applies to all students from all specializations/study programs , as well as to persons directly involved in the process of practical training of students from the University of Life Sciences "King Mihai I" from Timisoara .

(3) Users of the regulation are responsible for applying and complying with the provisions of the documents in this regulation

## CHAPTER. II. PURPOSE

**Art. 2.** The purpose of the elaboration of this regulation is to establish unitary rules regarding the method of organization and operation of the process regarding the practical training of students from all specializations/study programs within the University of Life Sciences "King Mihai I" from Timisoara ( ULST) .

## CHAPTER. III. ABBREVIATIONS

**Art. 3 .** IN n the content of this regulation will use the following **abbreviations:**

- **ULST** - University of Life Sciences “King Mihai I” from Timisoara ;
- **SPCC** – Student Practice Coordination Center;
- **ME** – Ministry of Education .

## CHAPTER. IV. REFERENCE DOCUMENTS

### **Art. 4. Primary legislation**

- National Education Law no. 1/2011, with subsequent amendments and additions;
- Law no. 288/2004 regarding the organization of university studies, with subsequent amendments and additions;

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- Link no. 258/2007 regarding the practice of pupils and students, with subsequent amendments and additions;
- MECT order no. 3955/2008 regarding the approval of the General Framework for the organization of internships within bachelor's and master's degree programs and the Framework Convention regarding the implementation of internships within bachelor's or master's degree programs.

#### **Art. 5. Secondary legislation**

- ULST charter;
- Regulations/Methodology/Internal Procedures;
- Decisions of the University Senate and the Board of Administration regarding the organization and implementation of the process regarding the practical training of students from all specializations/study programs within ULST

### **CHAPTER. V. DESCRIPTION OF THE REGULATION**

#### **CHAPTER. V.1. GENERAL DISPOSITIONS**


**Art . 6.** The operation of the Student Practical Coordination Center (SPCC) is carried out according to the laws in force and this regulation, which can be modified and supplemented by Decisions of the SPCC Council, approved by the U.L.S.T. Senate.

**Art . 7.** The management of students' practice activity is ensured by the STUDENT PRACTICE COORDINATION CENTER (SPCC).

**Art. 8.** SPCC is subordinated to the Vice-Rectorate for Education and Quality Assurance. Coordination and permanent connection of the SPCC with the Board of Administration of the U.L.S.T. is carried out by the Vice-Rector of Education and Quality Assurance.

**Art. 9.** All the practical activities organized by the SPCC actually take place at the level of the faculties..

**Art. 10. (1) The SPCC mission** is established by the legislation regarding the practical training of students from all specializations/study programs within the " King Mihai I" University of Life Sciences in Timișoara , using its own material base and that of practice partners, with which conclude practice agreements.

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(2) **SPCC** concentrates the scientific potential of the " Regele Mihai I" University of Life Sciences in Timișoara in order to implement modern technologies in practice within the didactic farms and practice partners with which it concludes practice agreements, where students carry out their productive practice.

**Art. 11. The material base** is provided by the material base of the Timișoara Educational Station, the University Veterinary Clinics of the Faculty of Veterinary Medicine and that of the practice partners with whom it concludes practice agreements and will be used according to the elaborated practice programs.

**Art. 12.** The funds related to the practice activity come from the amounts distributed by the Ministry of Education according to Law no. 258/2007 regarding the practice of pupils and students as well as from other funding sources attracted by the SPCC.

## **CHAPTER. V.2. ORGANIZATIONAL FRAMEWORK**

**Art. 13. SPCC** is a structure subordinate to the vice-rector with education and quality assurance within the " King Mihai I" University of Life Sciences in Timișoara.

**Art. 14. SPCC** is led by the Council, chaired by a coordinator and manages the practice activity and the conclusion of practice agreements with prestigious units from the country and abroad, which become practice partners of ULST

**Art. 15. The SPCC Council** is made up of the rector, vice-rectors, the deans of the faculties and the director of SDT, the Erasmus+ institutional coordinator and external mobility , the guests being the representative of the Human Resources Directorate, the chief secretary of the university and the representative of the Legal Office.

**Art. 16.** The Council meets at the convocation of the SPCC Coordinator or the vice-rector for education and quality assurance.

**Art. 17.** The decisions of the **SPCC Council** are adopted by the majority vote of the members present, under the conditions of the presence of at least two thirds of the total number of members and become binding.

**Art. 18. SPCC coordinator** must be a teaching staff of ULST . , having the didactic

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degree of lecturer or university professor, with managerial skills, being appointed by **SPCC Council** for a 4-year mandate and validated by the University Senate, his mandate, to end on the date of completion of the mandate of the SPCC Council, which appointed him.


### CHAPTER. V.3. POWERS

**Art. 19. The SPCC coordinator** has the following duties:

- a) represents the Center in management, collaboration and subordination relationships;
- b) draws up the students' practice program in agreement with the deans of the faculties;
- c) proposes measures to make students' practical training more flexible according to the requirements of the labor market, stimulating them to participate in practical activities in accordance with the field/study program they are following.

**Art. 20. The SPCC Council** has the following powers:

- a) annually approves the Calendar Plan of the practical activity at the ULST level (Calendar Plan of the practical activity at the ULST level - **Annex 1a** ), developed on the basis of the Calendar Plans of the practical activity at the faculty level (Calendar Plan of the practical activity at the faculty level) ( **Annex 1b** );
- b) annually approves the List of practice partners at the ULST level for the academic year (List of practice partners at the ULST level - **Annex 2a** ) developed on the basis of the Lists of practice partners at the faculty level ( **Annex 2b** );
- c) endorses the Annual Situation of practice places at the ULST level (Annual Situation of practice places at the ULST level - **Annex 3a** ), developed on the basis of the Annual Situation of practice places at the faculty level ( **Annex 3b** );
- d) proposes the cooperation plan with other similar production-practice structures;
- e) participates in the organization of demonstration fields for farmers;
- f) participates in the exhibitions made by the university;
- g) proposes student practice programs based on conventions;
- h) ensures cooperation with productive units outside the university perimeter in order to ensure internships for students;
- i) collaborates with the ERASMUS office in order to carry out the practice within the practice mobilities.

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## CHAPTER. VI. ANNEXES

**Art. 21 . (1)** The records regarding the way of organization and operation of the Student Practical Coordination Center are made using the attached annexes:

<b>Appendix 1a</b>	The calendar plan of the practice activity at the ULST level	<b>CODE: ULST-R037-F01a</b>
<b>Appendix 1b</b>	The calendar plan of the practice activity at the faculty level	<b>CODE: ULST-R037-F01b</b>
<b>Appendix 2a</b>	List of practice partners at ULST level	<b>CODE: ULST-R037-F02a</b>
<b>Appendix 2b</b>	List of practice partners at faculty level	<b>CODE: ULST-R037-F02b</b>
<b>Appendix 3a</b>	The annual situation of practice places at the ULST level	<b>CODE: ULST-R037-F03a</b>
<b>Appendix 3b</b>	The annual situation of practice places at the faculty level	<b>CODE: ULST-R037-F03b</b>