



REGULATION ON RESEARCH

Art. 1 – General objectives and research activity

1. The priority objective of the University is that of promoting the quality of the basic and applied research activity as well as the ability to transfer knowledge and results to other institutions and businesses, for the purpose of guaranteeing to the students high-profile education.
2. The guidelines of the University for the realization of the aforementioned objective shall adopt the following strategies:
 - a. The creation of a support helpdesk for the improvement of the competitiveness and the planning ability of the researchers/teachers within the context of National/International call for research.
 - b. The promotion and support of research activity through the establishment of a research fund for each Faculty and for each Research Centre and the implementation of processes for the organization and the evaluation of the scientific results.

Art. 2 – General objectives and purposes of the Regulation

1. The present Regulation shall regulate the research activity of the University which shall be implemented:
 - a. On the basis of agreements, contracts and /or on behalf of third parties, availing themselves of resources provided by public or private subjects, even on commission, having as its object:
 - i. Pure/applied research activity financed by third parties;
 - ii. Activity of consultation, concerning monographic studies, provision of technical or scientific advice, advice on project activity, feasibility studies, technical and scientific assistance, as well as co-ordination and supervision activity;
 - iii. Activity of advanced and continuous training, concerning planning, organization and implementation of courses, seminars, series of conferences, predisposition of didactic material, participation in education projects;
 - iv. Activity of high-quality divulgation, dissemination and awareness-building;
 - v. Analysis, control, adjustment, trial, experiences and measures carried out on materials, devices, artefacts and structures of interest of the contracting entity;
 - vi. Assignment of research results, such as transfer of results of a project already carried out in the academic sphere;
 - b. As a result of a project funded and of an invitation to tender
 - c. Research activity carried out by a professor independently or along with other professors of the University, or other Italian/foreign Universities or research institutes.

2. The present regulation shall also apply to the research activity carried out at the Academic Research Centres.
3. In no case shall the research activity be to the detriment or justify the failure to fulfil the didactic tasks.
4. The present regulation shall not apply to the research funding aimed at the establishment of a position as Extraordinary Professor pursuant to art. 1, paragraph 12, law 230/05.

Art. 3 – Structure and personnel

1. The activities provided for in art. 2 shall be carried out individually or with the implementation of equipment, means and personnel belonging to the University and/or partner Institutions, to the extent and in accordance to modalities guaranteeing the priority and regular implementation of didactic or scientific activities.
2. The responsibility of the activities shall normally be entrusted to the teaching staff belonging to the interested structure.
3. In the event that the activity cannot be carried out by the structure concerned, the latter may resort to external subjects, up to the limit of the duration of the contract/agreement, resorting to the conclusion of employment contracts pursuant to the current legislation.
4. The activities and projects may be realized in Partnership with other public/private Italian/International subjects.
5. At each Faculty shall be established Representative for Research Activity (hereinafter referred to as RRA), appointed by deliberation of the Technical-Supervisory Committee, to be preferably identified among the Coordination of the Courses of Study belonging to the Faculty, or in any way to the professors belonging to the Faculty, for the purpose of co-ordinating the research activity of the Faculty.
6. At each Research Centre shall be identified the Representative for Research Activity, appointed by deliberation of the Director of the Centre, to be identified among the professors belonging to the Centre, for the purpose of co-ordinating the research activity of the Research Centre.

Art. 4 – Research activity in accordance with art. 2, paragraph 1, letter a)

1. Definitions: the activities provided for in the present article shall be composed of research and consultancy activity commissioned by public/private institutions.
2. The proposals shall be put forward by any professor of the University to the “Research SmartDesk” (hereinafter referred to as RS) or directly by the interested party to the RS, which, after having formulated the investigation, shall forward it to the Directorate General which, in turn, may require the opinion of the Technical-Supervisory Committee and/or of the Board of Directors.
3. The proposals, however formulated, in order to be admissible shall contain:
 - a. The indication of one or more Responsibles for the research project; shall access to said position full professors, associate professors, researchers, extraordinary professors, adjunct professors in charge of a course at eCampus University for at least three academic years;
 - b. The description of the project, of the research products and of the related time of implementation;
 - c. The amount of funding;
 - d. The expressed indication that the equipment/software purchased with the funds of the project shall belong to eCampus University;

- e. The expressed indication that, for the whole duration of the project, the management, maintenance and usage of the goods provided for in the previous letter shall be coordinated by the Responsible teacher.
 - f. The expressed indication that eCampus University shall not anticipate the payment of goods/payment of the personnel; and that the payments shall be performed only after the funding has been collected; as alternative the proposal shall specify the different modality subject of a specific evaluation and the eventual approval by the Board of Directors; the Board of Directors is entitled to define by its own act, the conditions for which the proposals shall need any approval;
 - g. If necessary for the purpose of the success of the project, the request for personnel, pursuant to the existing legislation;
 - h. Details of the economic profiles of the activity.
4. The preliminary analysis, carried out by the RS, and shall act in accordance with the following guidelines:
 - a. In form the RaR of the Faculty or of the Research Centre to which the research object belongs so as to obtain its opinion,
 - b. Verify the presence in the proposal of all the requirements provided for in n. 4 and invite the proponent to address any shortcomings,
 - c. Formulate, in consultation with the RaR of the Faculty or of the Research Center provided for in the first paragraph, an opinion on the adequacy of the proposal in relation to the funding and the required resources.
 5. In case of authorization by the Directorate General the RS shall inform the Responsible, whom shall use one of the models of agreement attached in the present Regulation or, alternatively, shall avail themselves of the services of the legal department of the University, in order to outline the Contract/Agreement.
 6. The contract/agreement provided for in the previous point, shall necessarily contain:
 - a. All the requirements provided for in point 3.
 - b. The reporting arrangements for the research activity and the funding
 - c. If the research activity shall provide for activities external to the locals of the University and/or the participation of external staff, specific clauses providing for the area of competence of each subject and the related insurance cover apposite
 7. The Contract and/or Assessment shall be sent to the teacher Responsible of the RS, whom shall submit it to the Legal Representative of the University.

Art. 5 – Research activity in accordance with art. 2, par. 1, letter b)

1. Definitions: the activities provided for in the present article shall consist in the participation of the University to business plans or invitations to tender issued by public/private institutions.
2. The proposals may be submitted by any professor of the University to the “Research Smartdesk” (hereinafter referred to as RS) or directly to the “Research Smart-Desk” (hereinafter referred to as RS), which, after the formulation of an investigation, shall provide for its submission to the Directorate General which, in turn may request the opinion of the Technical-Supervisory Committee and/or the Board of Directors.
3. The proposals, however formulated, in order to be admissible shall contain:
 - a. The indication of one or more Responsible for the research project; shall access to said position full professors, associate professors, researchers, extraordinary professors, adjunct professors in charge of a course at eCampus University for at least three academic years;
 - b. The description of the project, of the research products and of the related time of implementation;
 - c. The amount of funding
 - d. The features of the announcement of selection, along with the indication of the eventual

- partners of the project.
 - e. The expressed indication that the equipment/software purchased with the funds of the project shall belong to eCampus University;
 - f. The expressed indication that, for the whole duration of the project, the management, maintenance and usage of the goods provided for in the previous letter shall be coordinated by the Responsible teacher.
 - g. The expressed indication that eCampus University shall not anticipate the payment of goods/payment of the personnel; and that the payments shall be performed only after the funding has been collected; as alternative the proposal shall specify the different modality subject of a specific evaluation and the eventual approval by the Board of Directors; the Board of Directors is entitled to define by its own act, the conditions for which the proposals shall need any approval;
 - h. The expressed indication that eCampus University shall not anticipate the payment of goods/payment of the personnel; and that the payments shall be performed only after the funding has been collected; as alternative the proposal shall specify the different modality subject of a specific evaluation and the eventual approval by the Board of Directors; the Board of Directors is entitled to define by its own act, the conditions for which the proposals shall need any approval;
 - i. If necessary for the purpose of the success of the project, the request for personnel, pursuant to the existing legislation;
 - j. Details of the economic profiles of the activity
4. The preliminary analysis, carried out by the RS, and shall act in accordance with the following guidelines:
- a. In form the RaR of the Faculty or of the Research Centre to which the research object belongs so as to obtain its opinion,
 - b. Verify the presence in the proposal of all the requirements provided for in n. 3 as well as the possibility to submit an application for the announcement and invite the proponent to address any shortcomings,
 - c. Formulate, in consultation with the RaR of the Faculty or of the Research Centre provided for in the first paragraph, an opinion on the adequacy of the proposal in relation to the funding and the required resources.
5. In case of authorization by the Directorate General the RS shall inform the Responsible, whom, availing themselves of the advice of the RS, shall inform the responsible Teacher whom, upon advice of the RS, shall pre-arrange what is necessary for the participation to the selection.
6. The documents provided for in the previous point, shall necessarily contain:
- a. All the requirements provided for in point 3.
 - b. The reporting arrangements for the research activity and the funding
 - c. If the research activity shall provide for activities external to the locals of the University and/or the participation of external staff, specific clauses providing for the area of competence of each subject and the related insurance cover apposite
7. The documents provided for in the previous point shall be submitted to the Responsible of the RS whom shall submit it to the Legal Representative of the University.

Art. 6 – Research Activity in accordance with art. 2, par. 1, lett. c)

1. Definitions: the activities provided for in the present article shall consist of autonomous research initiatives carried out by the professors of eCampus University autonomously or along with other teachers of eCampus University or other Italian/foreign Universities/Research institutes.
2. Said activities, except as indicated in art. 11, shall be carried out without administrative costs against the University, pursuant to the freedom of research principle,
 - a. The activities provided in par. 10, art. 6 of law 240/10 shall not be submitted to any

- authorization,
- b. The activities not provided in par. 10, art. 6 of law 240/10 shall be submitted to the authorization of the institutions provided for in the Academic Regulation.
3. Without prejudice to what is indicated in the previous paragraph, the research activity provided for in the present article, may participate into the fulfilment of the research duties under the following circumstances:
 - a. The results of the research activity have been included in the academic RAD and in the IRIS platform;
 - b. The results of the research activity have been formally attributed to the University for the purpose of the VQR;
 - c. The research activity has been previously authorized in accordance with the current legislation;
 4. All the research activities/products unfit for the purpose of the National Scientific Qualification, even though they have been included in the academic RAD and in the IRIS platform, shall not be regarded as research activities/products of the University.
 5. The professors shall report the hours related to the activities provided for in the present article.

Art. 7 – Establishment of budget and financing

1. The establishment of the budget, the financing and the fees required for the execution of the activities provided for in letter a), paragraph 1, art. 2 shall be implemented on the basis of a project prepared by the Responsible Teacher, containing the plan for the use of the financing.
2. The amount of the financing, unless instructed otherwise by the Board of Directors, shall anyway ensure the entire coverage of the effective costs thus individuated:
 - a. Hard costs:
 - i. Purchase price and/or depreciation of technical-scientific and didactic equipment, as well as cost of their maintenance with reference to the time dedicated to their employment;
 - ii. Costs for the employment of the consumption material;
 - iii. Costs resulting from the travel expenses needed for the execution of the performance;
 - iv. Cost for the eventual usage of spaces, equipment and services external to the University, as well as performances and collaborations eventually necessary for the execution of said activities;
 - v. Shares for fixed term research grants and/or for eventual research grants needed for the implementation of the activity.
 - b. Share in favour of the teaching/technical/administrative staff participating in the execution of the activity;
 - c. Indirect costs, if provided for;
 - d. Share in favour of the budget of the University not exceeding 20% of the financing, except otherwise agreed by the Board of Directors;
 - e. Share, no less than 3% in favour of the research fund of the Faculty or Research Centre to which the research activity belongs.
3. For the purpose of the determination of the financing shall be taken into account, if provided for by the current legislation, the admissible costs examined in the context of the financed/co-financed projects.
4. In case of tariff-based performances shall be taken into account the current fee schedule of the professional associations, the market price charged for the same service or for similar performances by public/private entities.

Art. 8 – Usage of the financing received as a result of the participation to financed/co-financed projects and/or announcements of selection

1. The funds received for the implementation of the activities provided for in letter b), paragraph 1, art. 2, shall be used on the basis of an Use Plan prepared by the Teacher Responsible in consultation with the SR and approved by the Director General which, in turn, shall be entitled to request for the opinion of the Technical-Supervisory Committee and/or the Board of Directors.
2. Without prejudice to the rules provided for in the finance/co-financed projects or announcement of selection, the use plan shall ensure:
 - a. A share in favour of the academic budget (no less than 20%), except otherwise agreed by the Board of Directors;
 - b. A share, no less than 30% in favour of the Faculty research fund and the Research Centre.

Art. 9 – Deliberative modality

1. The contracts and agreements concerning the activities provided for in art. 2, par. 1, lett. a), shall be proposed by the Director General (whom, in turn, shall require the opinion of the Technical-Supervisory Committee and/or the Board of Directors) and, if they are approved, they shall be stipulated by the legal representative of the University.

The contracts and the agreements shall be completed by a report specifying:

- a) The subject of the contract/agreement and the description of the activity;
- b) The contracting entity;
- c) The scientific supervisors, of whom at least one professor shall assume the role of Responsible Teacher;
- d) Duration of the contract;
- e) Expiry date of the contract, with the exclusion of the tacit renewal clause;
- f) Indication of the financing implemented by the contracting party;
- g) Indication of eventual provision of goods or services useful for the implementation of the activities;
- h) Modalities for the implementation of the financing, taking into account the needs related to the implementation of the researches and in compliance with the present Regulation;
- i) Plan for the use of the financing

Art. 10 – Implementation of the Research Activity in case of interruption of the employment relationship with the University

1. The Teachers Responsible and the professors participating to the research activities provided for in par. 1, art. 2, regardless of their employment conditions, in case before the conclusion of the project, the working relationship with the University shall end, for different causes than disciplinary measure or non fulfilment, shall be entitled to require, within the following thirty days from the end of the working relationship, the renewal of the contract.

In said case the University shall stipulate with the applicant a contractual form suitable for the continuation of the research activities, with the same features of the previous contract.

Art. 11 – Research Fund and Criteria for the distribution of funds

1. The resources provided for in letter f) par. 2, art. 7 and lett. C), art. 8, shall finance the research activities provided for in letter c, par. 1, art. 2.
2. By way of example said funds shall be used for:
 - a. Purchase of goods and services for the purpose of the research,
 - b. Participation to conferences,
 - c. Publications,
 - d. Co-financing of research grants.

3. Only those who shall fulfil the following requirements may request the economic support of the research activities provided in the present article:
 - a. Requirement for the role: full professors and associate professors, Researches, Extraordinary Professors, adjunct professors with three year's service
 - b. Requirements for the scientific production:
 - i. Having published within the last 123 months at least one research product valid for the purpose of the VQR;
 - ii. Having participated as lecturer to a scientific conference within the previous solar year.
4. The requirements shall be evaluated on a quarterly basis by the CR.
5. The economic support related to letter a), par. 2 of the present article, shall be implemented within the limits of capacity of the Fund of the Faculty or of the Research Centre to whom the teacher belongs, with the following limits:
 - a. Not beyond 1.000 € over the span of 12 months for the teachers only possessing requirement ii of letter b of paragraph 3;
 - b. Not beyond 2.000 € over the span of 12 months for the teachers only possessing requirement i of letter b of paragraph 3.
6. If the Fund is not substantial enough with regard to the requirements for support submitted, the Research Committee shall assign the economic support according to the following principles:
 - a. The Research Committee shall take into consideration all the requirements for support submitted during the trimester distinguishing them by Faculty or Research Centre,
 - b. The Research Committee shall verify the incidence of the total of the sums attributable to a Faculty/Research Centre on the total requirements,
 - c. The percentage shall be calculated in accordance with the previous point on the basis of the availability of the fund,
 - d. The Research Committee shall identify the available share for each Faculty/Research Centre.
 - e. The Research Committee shall assign the funds meant for each Faculty/Research Centre giving priority to the applicant that in the arch of the last 12 months have not attained support research activity or have attained lower amounts compared to applicants belonging to the same Faculty,
 - f. If the criterion provided for in the previous letter is inapplicable, the economic support shall be assigned to the longest-serving applicant, regardless to their role.
7. Subject to the deliberation of the Board of Directors and the involved research centre, shall be destined for the Research Fund a percentage greater than 5% of the takings resulting from the initiatives carried out by the Research Centre or by the Faculty.
8. Subject to the deliberation of the Board of Directors, eventual residual funds of the activities provided for in letter a) and b) of paragraph 1, art. 2, shall be:
 - a. totally/partially assigned to the Research Fund,
 - b. used totally partially by the Teachers Responsible for the activities generating the residual funds, for their Research Activity,
 - c. destined totally/partially by the RaR or by the Director of the Centre, to the activities implemented by the Faculty/Centre.

Art. 12 – Additional compensation

1. The teacher participating to the activities provided for in letter a) and b), par. 1, art. 2, shall attain additional compensation in the following circumstances:
 - a. Adjunct professors: the University shall provide for the stipulation of an additional contract with the teacher, in accordance with the current legislation related to the Research Activities;

- b. The Full professors, Associate professors, Researchers, Extraordinary Professors whom carried out more working hours that the ones planned for the research, subject to the opinion of the CR and subject to the deliberation of the Board of Directors, shall receive an additional compensation, in no case the activity provided for in letter c) paragraph 1, art. 2 carried out subsequently to the activities provided for in letter a) and b), par. 1, art. 2 shall provide the amount of hours needed for the consideration of a supplementary compensation.
2. For the purpose of what is provided for in the previous paragraph shall be taken into consideration exclusively the activities valid for the purpose of the VQR and/or ASN.
3. The CR, in the context of the opinion provided for in letter b) of the previous paragraph, shall report the activities carried out by the person concerned, including didactic activities and the other assignments carried out at the University.