

REGULATION ON THE RECRUITMENT OF FULL AND ASSOCIATE PROFESSORS

Art. 1 – Field of Application

1. The present Regulation shall regulate, in compliance with the European Charter for Researchers and the Ethical Code of eCampus online University, the procedure for the recruitment of full and associate professors, in accordance with art. 18 and art. 24, par. 5 and 6 of law n. 240/2010.

Art. 2 – Submission of the Request for the concession of Academic Chairs

1. The requests for the concession of Academic Chairs may be submitted according to one of the following procedures:

- a) Recruitment on the outcome of the selection procedure provided for in art. 18, paragraph 1, law 240/2010;
- b) Direct call on the outcome of the evaluation procedure provided for in art. 24, paragraph 5 of law 240/2010 for full-time Researchers;
- c) Direct call on the outcome of the evaluation procedure provided for in art. 24, paragraph 6 of law 240/2010 for associate professors and for the permanent-contract researchers in service in the University;
- d) Direct call, or for “outstanding reputation” pursuant to the procedures and modalities provided for in art. 1, paragraph 9, law 230/2005.

2. The related request shall be adopted with an official deliberation by the requesting body.

3. The request provided for in the previous paragraph shall indicate the following elements:

- a) The number of academic chair provided for in the tender announcement, as well as the modalities for the recruitment are provided for in the first paragraph;
- b) The scientific sector for which the academic chair/s is/are required;
- c) The academic recruitment field for which the academic chair/s is/are required;
- d) Any eventual profile shall be required exclusively through the indication of one or more scientific-disciplinary sectors;
- e) The academic bodies and the place of employment;
- f) The specific functions which the Professor shall carry out, as well as the eventual typology of didactic and scientific dedication required;
- g) With exclusive reference to the procedure provided for in letter “a)” of the first paragraph of the present art. 2, the eventual minimum number of publications for the candidates to the academic chairs shall not be less than twelve;
- h) With exclusive reference to the procedures provided for in letter “b)” or “c)” of the first paragraph of the present art. 2, the eventual indication of further didactic and scientific qualification deemed necessary for the academic chair;
- i) The eventual indication of a foreign language/languages required;
- j) Eventual evaluation periods;
- k) With exclusive reference to the call-back procedure provided for in letter “d)” of the first paragraph of the present art. 2, all the documents certifying the possess of the requirements provided for in art. 1, paragraph 9, of law 230/05; in particular, shall be presented at least one of the following documents:

- I. The documents attesting the assignment of an equivalent academic chair, pursuant to the current legislation, in Universities or Research Institutions for at least three years;
- II. The documents attesting that the candidate has carried out, within the context of the programme for the return of human capital, a period of at least three years of academic teaching and research at an Italian University;
- III. The documents attesting that the candidate has emerged the winner of specific high-qualification research programme determined in accordance with the current legislation;
- IV. The documents on the basis of which the requesting unit considers that the candidate possesses the requirements needed for the “outstanding reputation” direct call.

4. The Academic Senate, assessed the singular proposals provided by the requesting body provided for in paragraph 2, with its own deliberation, taken by qualified majority of its members, shall require to the Board of Directors the assignment of the Academic Chairs.

5. The approval deliberation by the Board of Directors, taken by qualified majority of its members, provided for in par. 4 shall indicate, in addition to the requirements provided for in par. 3, also the financial backing.

Title 1 – Call through selective procedure (art. 18, par. 1 of law n. 240/2010)

Art. 3 – Selective Procedure

1. As a result of the approval by the Board of Directors, the selective procedure provided for in art. 18, par. 1, law 240/2010, shall be implemented upon the emanation by the Rector of an invitation to tender published in the portal of e-Campus University and on the website of the MIUR; said invitation to tender shall be published in the Official Gazette of the Italian Republic.

2. The aforementioned invitation to tender shall contain, in addition to the elements indicated in par. 3, art. 2 of the present Regulation:

- a) The deadline, no less than 15 days from the date of publication of the tender invitation in the Official Gazette; the arrangements for the submission of the tender invitation to the Official Gazette; the modality of presentation; even online, of the requirements for the selection of the process manager; the responsible authority for the submission of eventual petitions; the rights and the duties of the professors; the place of employment;
- b) The criteria and the guidelines for the attribution of a grade to the academic titles and publications, in compliance with the following principles and directive criteria:
 - i. The didactic needs shall be considered and valued;
 - ii. Shall be considered the relevance of the academic titles and publications in relation to the scientific disciplinary sector and/or the academic recruitment field provided for in the tender announcement;
 - iii. May be considered all the academic titles composed of the previous ownership of teachings related to the scientific disciplinary sector and/or the academic recruitment field indicated in the tender announcement and forming part of the formative offer of a Degree Course, Specialization Course, Research Doctorate, Academic Master at Italian and/or foreign Universities. For the sole purpose of the evaluation of the titles presented by the candidates, the tender announcement may distinguish between classroom-based teachings and online teachings, and provide for the attribution of different grades for one category or for the other;

- iv. May indicate a minimum grade for the eligibility of a winner.
- v. May indicate a maximum grade for the eligibility of a winner (no less than 12).
- vi. The rights and duties of the professor;
- vii. The remuneration and the social security treatment.

Art. 4 – Requirements for the participation to the selective procedure

1. May participate to the selective procedure provided for in the present title:
 - a) The candidates with the qualifications provided for in art. 16, law 240/2010 for the Academic Recruitment Fields included in the same macro-sector and for the functions that are subject matter of the procedure;
 - b) The candidates with the qualifications provided for in law n. 210/1998 for the range corresponding to that provided for in the tender announcement, limited to its period of validity and in a scientific-disciplinary sector included in the Academic Recruitment Fields provided for in the tender announcement;
 - c) Professors already in service in the range corresponding to that included in the Academic Recruitment Fields provided for in the tender announcement;
 - d) Professors permanently active abroad in research or teaching activities equivalent to those provided for in the tender announcement, on the basis of the correspondence tables defined by the Ministry of Education, University and Research.
2. May not participate to the selection those whom, at the moment of the submission of the of the application, are related to the Rector, the Director General or any member of the Board of Directors of the University.

Art. 5 – Evaluation Committee

1. The Evaluation Committee shall be appointed by the Rector, heard the didactic-scientific body involved, and shall be comprised of three members, of whom at least one is non-tenured and precisely:
 - a) For the recruitment of Full Professors:
 - i. – two full professors belonging to the scientific disciplinary sector and/or to the Academic Recruitment Fields provided for in the tender announcement.
 - b) For the recruitment of Adjunct Professors:
 - ii. – one full professor belonging to the scientific disciplinary sector and/or to the Academic Recruitment Fields provided for in the tender announcement;
 - iii. – one full professor or adjunct professor belonging to the scientific disciplinary sector and/or to the Academic Recruitment Fields provided for in the tender announcement;
 - iv. – one full professor or adjunct professor belonging to the scientific disciplinary macro-sector provided for in the tender announcement;
2. The Director General or a delegate, shall participate in quality of secretary to the meetings of the Evaluation Committee.

3. During its first meeting the Evaluation Committee shall pre-determine:
 - a) The criteria for the attribution of a grade to the academic titles of the candidates, including the didactic activities carried out, and to each of the publications submitted by the candidates, pursuant to the principles and the criteria provided for in the present regulation and in the tender announcement;
 - b) If provided for in the tender announcement, the indication of a minimum grade for the eligibility of a candidate. Said minimum grade shall be higher than 50% of the maximum grade.
4. The Committee may make use of online tools for the implementation of their duties.

Art. 6 – Refusal

1. Eventual refusal submissions, pursuant to art. 51 and 52 of the Civil Code shall be presented within the ten days deadline from the publication of the composition of a Commission in the portal of the University.

Art. 7 – Implementation of the selective procedure

1. The selective procedures of the candidates shall be implemented with regard to the scientific publications, curriculums and didactic activities carried out by the candidates, on the basis of criteria previously identified by the Committee.
2. To the outcome of the evaluation, the Commission, upon deliberation of the majority of its members, and on the basis of the assigned grades, shall draft by unanimity, or by majority, the ranking list, declaring winner of the selection procedure the most qualified candidate or, in case of multiple academic chairs, the most qualified candidates, for the implementation of the didactic-scientific functions provided for in the tender announcement.
3. The ranking list provided for in the previous point 2 shall be effective exclusively in case of waiver of the candidate/candidates winner/winners.
4. In case of withdrawal of the winner/winners of the competition, the University may formulate the proposal to accept the next candidate in the ranking list.

Art. 8 – Deadlines and Procedures

1. The Boards shall conclude their work within three months from the Rector's Decree of Appointment.
2. The Rector may postpone only once, and for no more than one month the deadline for the conclusion of the procedure, upon justified grounds reported by the President of the Board. If, on the expiry of the deadline provided for the conclusion of the procedure, the Board has not yet concluded its works and provided for the submission of the proceedings, the Rector shall provide to dismiss the board and appoint a new one to replace it.
3. In case of irregularities or technicalities, the Rector shall submit the proceedings to the examining Board, providing for a mandatory date for their regularization.

4. The proceedings of the Commission shall be composed of the minutes of the individual meetings, along with the judgement for each candidate regarding their scientific publications, curriculum, didactic activity, and final report.
5. The proceedings shall be approved by the Rector within 30 days from their submission.
6. The final report shall be published on the portal of the University.

Art. 9 – Convocation of the Winning Candidate

1. On the outcome of the procedure provided for in the present title, the body of the requesting unit, following the approval of the proceedings, shall propose to the Board of Directors, the convocation of the selected candidate by their own deliberation adopted by an absolute majority of full professors, for the convocation of full professors, and by an absolute majority of full and adjunct professors for the convocation of adjunct professors.
2. The Board of Directors shall deliberate by an absolute majority of its members, the convocation and the consequent employment.
3. A Rector's Decree may set a mandatory date to the applicant body, within which the activities provided for in par. 1 shall be implemented.

Title 2 – Convocation on the outcome of the evaluation procedure for fixed-term researchers provided for in art. 24, point 3, letter b), law 240/2010, in the service of the University and in possession of national scientific qualification, pursuant to art. 24, par. 5 of law 240/2010.

Art. 10 – Modality for the implementation of the evaluation procedure.

1. In accordance with the provisions of art. 24, par. 5, law 240/2010, subsequent to the approval of the requirements provided for in art. 2, par. 5, of the present Regulation on the part of the Board of Directors, for the purpose of the convocation of the adjunct professors, the University shall identify and evaluate, with the modalities described in the following paragraphs, during the third year of the contract provided for in art. 24, paragraph 3, letter b), law n. 240/2010. In case of successful outcome of the evaluation procedure, the contract holder, upon the expiry of said contract, shall be considered an adjunct professor.
2. The evaluation procedure shall be implemented by a specific Board appointed by the Rector, having heard the didactic-scientific body involved, and shall be comprised of three teachers (Full Professors/Adjunct Professors).
3. The Board shall perform its duties to the presence of all its members and shall make its decisions by an absolute majority of its members.
4. Shall not be members of the Board, the professors whom attained a negative assessment, pursuant to art. 6, paragraph 7 of law n. 240/2010.

5. The Board may avail itself, compatibly with the activities to be carried out, of web tools.
6. The evaluation shall be made on the basis of criteria identified by the Board beforehand; said criteria shall be established pursuant to the qualitative standards provided for in art. 24, paragraph 5 of law 240/2010 and in accordance with what is provided in DM 344/2011, as well as in other eventual elements defined by the applicant body; shall fall within the elements subject to the evaluation of the didactic activity, comply with the indications of the ANVUR (or another body tasked with defining the quality of the didactic activity) as well as the knowledge and the correct usage of the Academic VLE (virtual learning environment).
7. The Board, acting by a qualified majority of its members, shall express a positive/negative assessment of the didactic activity, the supplementary didactic activities, as well as the research activities provided for in art. 24, par. 3, letter b.

Art. 11 – Convocation of the candidate

1. On the outcome of the procedure provided for in the present title, the applicant body shall deliberate on the convocation of the candidate, by an absolute majority of the full and adjunct professors.
2. The Board of Directors, within 30 days from the deliberation provided for in par. 1, shall deliberate by an absolute majority of its members.

Title 3 – Convocation on the outcome of the evaluation procedure for full time researchers in possession of national scientific qualification, pursuant to art. 24, par. 6 of law 240/2010.

Art. 12 – Modality of implementation of the procedure

1. In compliance with what is provided for in art. 24, par. 6, of law 240/2010 and until 31/12/2016, the Faculty Board, upon the approval of the requests provided for in art. 2, paragraph 5 of the present Regulation on the part of the Board of Directors, for the purpose of the convocation of full and adjunct professors, shall identify and evaluate, the holder of contract as Adjunct Professor and/or full-time Researcher, whom attained the national scientific qualification provided for in art. 16 of law n. 240/2010. For the evaluation procedure shall be applied the provisions of par. 2-3-4-5-6-7, art. 10 of the present Regulation.

Art. 13 – Convocation of the candidate

1. On the outcome of the procedure provided for in the present title, the applicant body, by absolute majority of the full and adjunct professors, may propose to the Board of Directors the convocation of a candidate.
2. The Board of Directors, within 30 days from the deliberation provided for in par. 1, art. 12, shall deliberate by absolute majority of its members.

Title 4 – Direct call for “outstanding reputation” provided for in art. 1, par. 9 of law 230/2005.

Art. 14 – Modality of implementation of the procedure

1. Pursuant to what is provided for in art. 1, par. 9, of law 230/2005, the Faculty Board, upon approval of the submission provided for in art. 2 of the present Regulation on the part of the Board of Directors, for the purpose of the convocation of full and adjunct professors by direct call of:

- a) Academics involved for at least three years in research and teaching programmes abroad, equivalent to those provided for in the tender announcement; academics involved in research and high-qualification programme, identified upon decree of the MIUR, financed by the European Union or by the MIUR; academics of outstanding reputation, previously selected through national procedures, and in compliance with criteria aimed at ascertain the excellence of the individual paths of scientific research.
- b) Academics of outstanding reputation.

2. For said purpose, the University shall formulate specific requests to the MIUR, which may grant or deny the authorization for the appointment, (subject to the opinion of the Board provided for in art. 16, par. 3, lett. f), of law 30 December 2010, n. 240), which shall be expressed within 30 days.

Art. 15 – Procedure of convocation

1. The Rector, on authorization of the Ministry of Education, may appoint the candidate by decree, determining the salary classification on the basis of eventual length of service and assessment of merit.

Title 5 – Common provisions, transitional rules and entry into application

Art. 16 – Safeguard clause

1. The University, with regard to the procedures provided for in the present regulation, reserves the right to revoke and/or not give course to the alterations provided for in the present regulation in case of regulatory amendments, adopted by the MIUR and/or eventual measures emanated by the competent jurisdictional authorities.

Art. 17 – Trial period

1. During the first three months following the admission of a Professor, the University may withdraw from the contract at any time, without the need for any prior notice.

Art. 18 – Transitional rules

1. Pursuant to art. 32, par. 3, point 5, of the Academic Statute, on a transitional basis and until the constitution and establishment of the bodies provided for in the aforementioned statute, the functions attributed by the present Regulation to the Academic Senate and to the individual Faculty Councils shall be carried out by the Technical Supervisory Committee.

Art. 19 – Entry into application

1. For all that is not explicitly governed by the present Regulation shall be applicable the state rules.
2. The present regulation shall be adopted by Rector's Decree, and shall enter into application on the following day to that of its publication in the Official Register of the University.