

REGULATION ON RECRUITMENT PROCEDURES OF FULL AND ASSOCIATE PROFESSORS

(issued by Rector's Decree no. 627/2021 - Prot. No. 0022259 - I/3 of 29/04/2021)

(Authentic interpretation adopted on the respective sessions of the Academic Senate and Board of Directors of 29.09.2021)

In this Regulation, people of both male and female gender are referred to only using terms in the masculine form in Italian. The choice to not use formulas that respect gender identity was made to preserve the legibility of the text as well as its simple nature.

TITLE I GENERAL RULES

ART. 1 (SCOPE)

1. This Regulation governs the procedures for the recruitment of full and associate professors in implementation of Articles 18 and 24 of Law no. 240 of 30th December 2010, and subsequent amendments, as well as the procedures for direct appointment in implementation of Article 1, paragraph 9, of Law no. 230 of 4th November 2005, and subsequent amendments, in compliance with the European Charter for Researchers, as per recommendation no. 251 of the Commission of the European Communities of 11th March 2005, and the Code of Ethics and Conduct of the University of Foggia.

2. In this Regulation, people of both male and female gender are referred to only using terms in the masculine form in Italian. The choice to not use formulas that respect gender identity was made to preserve the legibility of the text as well as its simple nature.

ART. 2 (DEPARTMENTS' REQUESTS)

1. Each Department, within the limits of the three-year planning of the University's staff requirements and of the Department Development Plan drawn up in compliance with the specific regulation, shall submit a proposal to the Academic Senate and the Board of Directors, for their respective competences, for the appointment of full and associate professors.

1-**bis**. The planning of the Department and the allocation of any *Punti Organico* (point equivalent to the average cost of a full professor) in relation to the use of available resources shall preferentially be aimed at meeting the teaching requirements of the academic disciplines included in the Department's Annual Study Program Datasheet (SUA), provided that there are vacant teaching positions in the Department in question in relation to the following criteria:

- a minimum number of 120 frontal teaching hours lacking a lecturer or in any case concerning disciplines deemed relevant by the Department Board for the purposes of planning the courses or for research or healthcare activity requirements;
- no tenured professor in the academic discipline or subject area;
- retirement or transfer of professors affiliated to the academic disciplines or subject area in the following twenty-four months.

2. For each position, the Department's request shall indicate:

a) one of the following forms of recruitment:

1. recruitment following the outcome of the selection procedure pursuant to Article 18, paragraph 1, of Law no. 240 of 30th December 2010, possibly reserved to external candidates only, pursuant to paragraph 4 of the above-mentioned Article 18;
2. recruitment following the outcome of the assessment procedure in accordance with Article 24, paragraph 6, of Law no. 240 of 30th December 2010;
3. recruitment following the outcome of the assessment procedure in accordance with Article 24, paragraph 5, of Law no. 240 of 30th December 2010;
4. direct appointment or for undisputed good repute pursuant to Art. 1, paragraph 9 of Law no. 230 of 4th November 2005, and subsequent amendments;

b) vacant teaching position;

c) the subject area and, if any, one or more academic disciplines;

d) the specific functions that the professor shall perform and the type of teaching and scientific commitment required;

e) in the event that the performance of contracted healthcare activities is envisaged, the facility where such activities will be performed, as well as the healthcare functions required, having heard the opinion of the Council of the Medicine Faculty;

f) the salary pursuant to Article 8 of Law No. 240 of 30th December 2010 and the forms of financial coverage of the proposal;

g) in the event of a possible specification, the teaching, scientific and healthcare profile must comply with the declaration of the subject area of the vacancy to be filled, a profile defined by the Ministerial Decree determining the macro-sectors and subject area in force at the time when the request for filling the vacancy is made by the Department Board.

3. Regarding the modalities of filling the vacancy provided for by paragraph 2, letter a) no. 1 and 2, the request of the Department shall indicate:

a) the general evaluation criteria that the Selection Board must follow when evaluating the candidates in accordance with the various modalities of filling the vacancies;

b) any assessment of the candidates' language skills;

c) the maximum number of publications one may submit to the Selection Board, which shall not be lower than twelve.

4. Filling the vacancy by direct appointment or for undisputed good repute, as referred to in paragraph 2, letter a) no. 4 above, is governed by the provisions of Title V of this regulation.

5. The recruitment of associate professors at the outcome of the procedures, referred to in Article 24, paragraph 5, of Law no. 240/2010, is governed by Title III of the regulation.

6. Also in accordance with the Italian Ministry of Education, University and Research (MIUR) Official Guidelines of 14th May 2018, any appeal to the evaluation procedure, in accordance with Art. 24, par. 6, of Law no. 240/2010, must be exceptional. Therefore, in the event that a Department intends to resort to it, the Department's request must necessarily contain an enhanced justification of the reasons for this choice.

TITLE II

RECRUITMENT THROUGH SELECTION PROCEDURE IN ACCORDANCE WITH ART. 18, PARAGRAPH 1, LAW NO. 240 OF 30TH DECEMBER 2010

ART. 3 (CALL)

1. The call shall be published on the University website. The selection procedure shall also be published on the websites of the Ministry of Education, University and Research and of the European Union, as well as in the *Gazzetta Ufficiale*, i.e. the Official Journal of the Italian Republic.

2. The call shall include:

- a) the vacant teaching position;
- b) the subject area and, if any, one or more academic disciplines of the vacancy;
- c) the Department of employment of the selected candidate;
- d) the specific functions to be carried out by the professor and the type of teaching and scientific commitment;
- e) in the case of a post for which the performance of healthcare activities is envisaged, the reference to the clinical skills required;
- f) the salary and social security treatment;
- g) the procedures and the deadline for submitting applications, which may not be less than thirty days from the date of publication of the notice on the University website;
- h) the subjective requirements for admission to the procedure;
- i) the maximum number of publications, if any, that the candidates may submit;
- j) the foreign language in which the candidates' language skills, if any, shall be tested;
- k) the general assessment criteria to be followed by the Selection Board in evaluating the candidates;
- l) the request for a self-certification concerning the absence of causes of exclusion from the selection procedure as per Art. 18, paragraph 1, letter b) of Law n. 240 of 30th December 2010.

3. The call may envisage, as an alternative to paper-based submission, a procedure for the electronic submission of the application, as well as of the qualifications and publications, through a certified email address.

4. The call provides for the exclusion of the candidate in the event of absence, even partial, of the following essential documentation for the purposes of the assessment by the Selection Board:

- *curriculum vitae* containing an indication of research and teaching activities (including supplementary teaching and student service activities), institutional duties and, where required, healthcare activities;
- scientific publications.

ART. 4 (PARTICIPATION IN THE SELECTION PROCEDURE)

1. Without prejudice to the possibility of announcing the procedure for those eligible pursuant to Article 18, paragraph 4, of Law 240/2010, the following may participate in the selection procedure:

- a) candidates who have obtained the national scientific qualification, pursuant to Article 16 of Law no. 240 of 30th December 2010, for the subject area or for one of the subject

areas included in the same macro-sector and for the functions that are the object of the selection procedure, or for higher functions provided they do not already hold the same functions;

- b) candidates who have obtained the qualification pursuant to Law no. 210 of 3rd July 1998 for the teaching position corresponding to the one for which the selection procedure is announced, limited to the period of duration of the selection procedure, pursuant to Article 29, paragraph 8, of Law no. 240 of 30th December 2010;
- c) professors already employed in the teaching position corresponding to the one for which the selection is announced;
- d) scholars permanently employed abroad in research or teaching activities at university level in a position of the same level as the one for which the call for applications is announced, on the basis of the correlation tables provided by the Ministry of Education, University and Research.

2. People who have a degree of kinship or affinity, up to and including the fourth degree, with a professor affiliated to the Department in which the selected candidate will be employed or with the Rector, the Director General or a member of the University Board of Directors may not participate in the selection procedure. The Selection Boards, in the phase of checking the admissibility of the applications, shall conduct a careful verification of the absence of said factors of non-admissibility.

ART. 5 (SELECTION BOARD)

1. The Selection Board is appointed by the Rector on the proposal of the Department that requested the recruitment for the vacancy.

2. The Board is composed of three full professors, or professors of equivalent level in the case of members not coming from national universities, at least two of whom are not employed by the University of Foggia. As a rule, the presence of members of different genders on the Board must be guaranteed.

3. The Department requesting the recruitment shall designate a member of the Selection Board and prepare a list of four commissioners from outside the University of Foggia. Among these, the other two members completing the Board shall be randomly selected. The draw shall be carried out by the Rector in the presence of a Pro-Rector or another professor and the results shall be recorded in the relevant minutes.

3-bis. If the candidates for the recruitment procedure include the spouse or cohabiting partner of a professor affiliated to the Department that has requested the procedure to be initiated, the Academic Senate shall only appoint professors from outside the University for the Board, provided that the requirements of scientific qualification are met. The appointment of the Board by the Senate does not involve the teaching staff of the Department that has requested the procedure, the technical-administrative staff assigned to the Department and the students enrolled in one of the courses of study offered by the Department.

4. The members of the Board shall be affiliated to the subject area of the procedure, or to the academic discipline, where indicated, or to the macro subject area. The members of the Board coming from abroad, if any, shall be chosen among professors holding a position equivalent to that of full professor, on the basis of the correlation tables provided by the Ministry of Education, University and Research, and in a field corresponding to the subject area that is the object of the procedure.

5. The members of the Board must be included in the lists of professors eligible to participate in the national scientific qualification committees referred to in Article 16 of Law no. 240 of 30th December 2010, or, even if they do not belong to the afore-mentioned lists, they must meet the scientific qualification requirements necessary for inclusion in the lists by the date on which the selection procedure is called. In this second case, the aspiring commissioner shall submit a declaration in lieu of affidavit proving that he/she meets these requirements on the afore-mentioned date, referring to the parameters/criteria of the most recent selection procedure announced by the Italian Ministry of Education, University and Research. The University may verify, also *ex officio*, the possession of the afore-mentioned requirements.
6. Professors who have obtained a negative evaluation pursuant to Article 6, paragraph 7 of Law no. 240 of 30th December 2010 may not be members of the Board.
7. The appointment of the Board shall be made public online on the University website. From the date of publication of the decree of appointment, a period of seven days begins for the possible removal from office of the members.
8. At its first meeting, the Board shall identify a Chair and a secretary taking the minutes and shall establish the criteria and modalities for the procedure to be carried out, which shall be communicated to the candidates through publication on the University website.
9. The Board carries out its work in the presence of all its members and adopts its resolutions by an absolute majority of its members.
10. The Board may also use online tools for joint work, including videoconferencing systems (Hangouts, Skype and the like), provided that at least one professor is present at the site in the case of evaluation of teaching skills.
11. No remuneration is foreseen for the members of the Board, except for the reimbursement of documented expenses, in accordance with the provisions of the University of Foggia Mission Regulation.
12. The Board is constituted in compliance with the rules on incompatibility and conflict of interest. Each member, upon installation of the Board and having viewed the list of participants, must sign a statement in which they either certify that there are no situations of incompatibility with the candidates, pursuant to Articles 51 and 52 of the Italian Code of Civil Procedure, or indicate the type of relationship that they may have or have had with any of the candidates. More specifically, for there to be a conflict of interest between a member of a Selection Board and a candidate, professional collaboration or interpersonal relationships, in order to constitute incompatibility, as governed by Article 51 of the Code of Civil Procedure, must entail a community of economic or personal interests between them of particular intensity. Such a conclusion can be reached only if said collaboration is systematic, stable and continuous, so much so that it gives rise to a genuine professional association. Furthermore, there is an obligation to abstain where tangible evidence emerges of a personal relationship of such intensity as to give rise to the suspicion that the judgment may not violate the principle of impartiality, such as – for example – one of the commissioners being the co-author of almost all the publications of one of the candidates. Should one of the above-mentioned cases arise, the Rector shall, within five days of the communication, verify that the declaration made by the appointed commissioner does not

constitute a cause for abstaining from the evaluation. In the event that an obligation to abstain is ascertained, on the basis of the consolidated case-law view and taking into account the specificities of the various scientific sectors, the Rector shall replace the commissioner who made the statement with another member drawn from the list prepared by the Department pursuant to paragraph 3.

13. In the event of incompatibility issues resolved through inter-departmental mobility, in the three years following the transfer the university administration shall constitute the recruitment committees for the assessment procedures relating to the teaching positions and academic disciplines to which the lecturers/researchers concerned belong with all the commissioners being external to the university.

ART. 6 (MODALITIES OF THE SELECTION PROCEDURE)

1. The Board, after having preliminarily checked for the absence of any of the causes for exclusion referred to in Article 4, paragraph 2, shall assess the curriculum, research activities and scientific publications, teaching activities (including supplementary and student service activities), institutional duties and, where required, language skills and healthcare activities of the candidates on the basis of the criteria it has predetermined in compliance with the general criteria established by the Department pursuant to Article 2, paragraph 3, letter a) of this Regulation. The Board shall not consider periods, provided they are adequately documented by the candidates, of suspension of employment and other periods of leave of absence or leave without pay established by the laws in force and other than those established for study and research purposes.

1-bis. For the purposes of a positive evaluation of a candidate to fill the vacancy referred to in the recruitment procedure, the Board shall also assess the candidate's teaching skills by means of a teaching-lecture test in public session. Those who already hold the position of tenured professor and university researchers and can prove that they have effectively carried out teaching activities for no less than five academic years, including non-consecutive years, on university courses, following the formal conferment of a temporary teaching replacement post or assignment are exempted.¹ The Board shall establish three topics for the lecture, relating to general and methodological themes of the academic sector that is the subject of the call for applications, and shall communicate them to each candidate, at the e-mail address indicated in the application for participation in the procedure, 24 hours in advance of the date of the test. The candidate shall choose from the three topics the one on which his/her lecture will focus and communicate it to the Board before the test is held.

2. The Board shall identify the candidates qualified to fill the role for which the post has been advertised in accordance with the indications present in the call for applications, by a majority vote.

¹ At their respective meetings on 29.09.2021, the Academic Senate and the Board of Directors concluded that the performance – following formal conferment of a temporary teaching replacement post or assignment – in university study courses, of teaching activities equal to not less than 5 academic years, even if not consecutive, which result in the exemption from the teaching-lecture test, must be understood as teaching activities carried out within the academic field (or, in lack thereof, the subject area) relating to the post for which the selection is being held.

ART. 7 (CONCLUSION OF THE SELECTION PROCEDURE)

1. The Board shall complete its work within forty-five days from the date of publication of the Rector's decree of appointment. The days falling in the period from 16th July to 31st August and from 24th December to 6th January of the following year shall not be included in the calculation of the aforementioned deadline. The Rector may extend, once only and for no more than thirty days, the deadline for the conclusion of the selection process for proven reasons indicated by the Chair of the Board. Once this deadline has expired, the Rector shall initiate the procedures for the replacement of the Board, or of the individual members responsible for the delay, according to the procedures set forth in Article 5 above, and set a new deadline of forty-five days for the conclusion of the work.
2. The Rector, within twenty days from the delivery of the minutes by the Board to the Head of the Procedure, having verified the legitimacy of the deeds, shall approve them by decree.
3. The deeds shall consist of the minutes of the individual Board meetings, of which the collective judgements expressed on each candidate shall be an integral part, as well as the summary report of the work performed.
4. If the Rector finds defects that may be corrected in the execution of the procedure, he/she shall return the documents to the Board with a motivated decision, setting a deadline, not exceeding twenty days, to make any necessary changes.
5. All the minutes drawn up by the Board shall be published on the University website. The minutes of the sessions following the preliminary session shall be published after the publication of the decree of approval of the deeds of the procedure.

ART. 8 (RECRUITMENT PROPOSAL)

1. At the end of the selection procedure, the Department Board shall propose to the Board of Directors, normally within thirty days from the approval of the deeds, the recruitment of one of the candidates among those selected by the Board, or shall decide not to proceed with any recruitment.
2. The formulation of the recruitment proposal by the Department Board shall be adopted with the favorable vote of the absolute majority of the full professors for the recruitment of the full professors, and of the full and associate professors for the recruitment of the associate professors, in compliance with the regulations in force.
- 2-bis.** In the event that the candidates qualified to fill the vacancy include the spouse or cohabiting partner of a professor affiliated to the Department that has requested the recruitment for the procedure, the spouse or cohabiting partner of the qualified candidate shall not participate in the discussion or vote on the recruitment proposal.
3. If the Department adopts no resolution within the above-mentioned deadline, it may not request, in the two years following the approval of the deeds, the filling of a tenure-track position for the same teaching position and the same subject area and academic discipline, if any, for which the procedure was carried out.

ART. 9 (RECRUITMENT RESOLUTION)

1. The Rector, within the framework of the functions and responsibilities set forth in Article 2, paragraph 1, letter b) of Law no. 240/2010, shall submit the approval of the Department's recruitment proposal to the Board of Directors.

2. The Board of Directors shall decide on the Department's recruitment proposal by absolute majority.

2.bis In the event that the spouse or cohabiting partner of a member of the Board of Directors is among the candidates qualified to fill the post, he/she shall not participate in the discussion or vote on the recruitment.

3. By reasoned resolution, the Board of Directors may invite the Department to re-examine the recruitment proposal, granting a period of thirty days to make the relative decision. If, after the afore-mentioned deadline has expired, the Department does not decide on the re-examination request or confirms the recruitment proposal previously decided, the Board of Directors shall decide on the recruitment.

TITLE III RECRUITMENT BY MEANS OF AN ASSESSMENT PROCEDURE PURSUANT TO ART. 24, PAR. 5, LAW NO. 240 OF 30TH DECEMBER 2010

ART. 10 (DELIBERATION AND PUBLICATION OF THE EVALUATION PROCEDURE)

1. The Academic Senate, as a rule, within 6 months from the expiry of the contract, shall start the evaluation procedure of the researcher on fixed-term contract, as per Article 24, paragraph 3, letter b) of Law no. 240 of 30th December 2010, who has obtained the scientific qualification, as per Article 16 of Law no. 240 of 30th December 2010, within the resources available for the planning of the staff requirements. After the resolution of the Academic Senate, the Department shall resolve to evaluate the researcher for the purpose of calling him/her to the role of associate professor during the third year of the contract. In the same resolution, the Department shall propose the appointment of the Board.

2. If the researcher is not in possession of the national scientific qualification within the deadline referred to in paragraph 1, but obtains it before the natural expiry of the contract, the evaluation procedure shall be initiated after he/she has obtained it.

3. Notice of the evaluation procedure shall be published on the University website. From the date of publication of the notice on the University website, the 15-day period for the submission of the application by the researcher concerned begins.

ART. 11 (EXECUTION AND CONCLUSION OF THE EVALUATION PROCEDURE)

1. The candidate shall be assessed by a Board appointed by the Rector in accordance with the rules set out in Article 5 of Title II of this Regulation.

2. The Board shall evaluate the research activity and publications, teaching activity (including integrative and student service activity), institutional duties, and, where required, the candidate's language skills and healthcare activities on the basis of the criteria it has predetermined, in compliance with the general criteria established by the Department, pursuant to Article 2, paragraph 3, letter a) of this Regulation, and in light of the criteria

established by Ministerial Decree no. 344 of 4th August 2011 and subsequent amendments. The Board shall not take into consideration periods, adequately documented by the candidates, of suspension of employment and other periods of leave of absence and leave without pay established by the laws in force and other than those established for study and research purposes.

2-bis. For the purposes of a successful evaluation of a candidate for the post of associate professor who has not already taken a teaching test as part of the recruitment procedure, referred to in Article 24, paragraph 3, lett. b) of Law no. 240/2010, the Board shall also assess the candidate's teaching skills by means of the performance, in public session, of a teaching-lesson test. The Board shall choose three topics for the lecture, relating to general and methodological topics of the academic discipline that is the subject of the recruitment, and communicate them to each candidate, at the e-mail address indicated in the application for participation in the procedure, 24 hours in advance of the date of the test. The candidate shall choose from the three topics the one on which his/her lecture will focus and communicate it to the Board before the test is held.

3. The Board shall complete its work within forty-five days from the date of publication of the Rector's decree of appointment. The Rector may extend, once only and for no more than thirty days, the deadline for the conclusion of the evaluation for proven reasons indicated by the Chair of the Board. Once this deadline has expired, the Rector shall initiate the procedures for the replacement of the Board, or of the individual members responsible for the delay, according to the procedures set forth in Article 5 above, setting a new deadline of thirty days for the conclusion of the work.

4. The Rector, within twenty days from the delivery of the minutes by the Board to the Head of the Procedure, having verified the legitimacy of the deeds, shall approve them by decree.

4.bis The deeds shall consist of the minutes of the individual meetings of the Board, of which the Board's judgements expressed on each candidate shall be an integral part, as well as the summary report of the work performed.

5. Should the Rector find defects that may be corrected in the execution of the procedure, he/she shall return the documents to the Board with a justified decision, setting a deadline, not exceeding twenty days, to make any amendments.

6. All the minutes drawn up by the Board shall be published on the University website. The minutes of the sessions following the preliminary session shall be published after the publication of the decree of approval of the deeds of the procedure.

7. The Rector, by his/her own decree, shall appoint the selected candidate to the role of associate professor.

ART. 11-BIS (RECRUITMENT RESOLUTION)

1. The Rector, within the framework of the functions and responsibilities referred to in Article 2, paragraph 1, letter b) of Law no. 240/2010, normally within thirty days from the approval of the deeds, shall submit the approval of the call proposal of the candidate positively evaluated by the Selection Board to the Board of Directors.

2. The Board of Directors shall decide on the recruitment proposal by absolute majority. 9

**TITLE IV RECRUITMENT BY MEANS OF AN EVALUATION PROCEDURE PURSUANT
TO ART. 24, PAR. 6, LAW NO. 240 OF 30TH
DECEMBER 2010**

ART. 12 (PUBLICATION OF THE ASSESSMENT PROCEDURE)

1. Following the approval of the proposal, as per Article 2, by the Academic Senate and the Board of Directors, the assessment procedure shall be initiated by means of the publication on the University website of a notice indicating for each post:

- a) the teaching position;
- b) the subject area and the academic discipline, if any;
- c) the modalities and the deadline for submitting applications, which shall not be less than fifteen days from the date of publication on the University website;
- d) the maximum number, if any, of publications that candidates may submit;
- e) the foreign language in which the candidates' language skills may be tested;
- f) the general assessment criteria, if any, to be followed by the Board in evaluating the candidates.

ART. 13 (PARTICIPATION IN THE EVALUATION PROCEDURE)

1. All permanent researchers in service at the University who have obtained the scientific qualification referred to in Art. 16 of Law no. 240 of 30th December 2010 for the subject area or in one of the subject areas included in the same macro subject area and the functions covered by the procedure may participate in the procedures for associate professor posts.

2. All associate professors and permanent researchers in service at the University who have obtained the scientific qualification, as per Article 16 of Law no. 240 of 30th December 2010, for the subject area or in one of the subject areas included in the same macro subject area and the functions that are the object of the procedure, may participate in the procedures for the full professor posts.

3. Those who have a degree of kinship or affinity, up to and including the fourth degree, as well as the spouse and cohabiting partner of a professor affiliated to the Department in which the selected candidate will be employed or with the Rector, the Director General or a member of the Board of Directors of the University may not participate in the evaluation procedure.

ART. 14 (EXECUTION AND CONCLUSION OF THE EVALUATION PROCEDURE)

1. The evaluation shall be carried out by a Board appointed by the Rector in accordance with the rules set out in Article 5 of Title II of this Regulation.

2. The Board shall assess the curriculum, the research activity and scientific publications, the teaching activity (including supplementary and student service activities), institutional duties and, where required, the language skills and the healthcare activities of the candidates based on the criteria it has previously selected in compliance with the general criteria established by the Department pursuant to Article 2, paragraph 3, letter a) of this Regulation. The Board does not take into account periods, provided that they are adequately documented by the candidates, of suspension of employment and other

periods of leave of absence or leave without pay established by the laws in force and other than those established for study and research purposes.

2-bis. For the purposes of a successful evaluation of a candidate to fill the post referred to in the recruitment procedure, the Board shall also assess the candidate's teaching skills by means of the performance, in public session, of a teaching-lecture test. Those who already hold the position of tenured professor and university researchers who can prove that they have carried out teaching activities for no less than five academic years, including non-consecutive years, on university courses, following the formal conferment of a temporary teaching replacement post or assignment.²

The Board shall establish three topics for the lecture, relating to general and methodological topics of the academic discipline that is the subject of the call, and shall communicate them to each candidate at the e-mail address indicated in the application for participation in the procedure, 24 hours in advance of the date of the test. The candidate shall choose from the three topics the one on which his/her lecture will focus and communicates it to the Board before the test is held.

3. The Board shall identify the candidates qualified to fill the role for which the post has been advertised in accordance with the indications given in the call itself, by a majority decision.

4. The Board shall conclude its work within forty-five days from the date of publication of the Rector's decree of appointment. The Rector may extend, once only and for no more than thirty days, the deadline for the conclusion of the evaluation for proven reasons indicated by the Chair of the Board. Once this deadline has expired, the Rector shall initiate the procedures for the replacement of the Board, or of the individual members responsible for the delay, according to the same procedures set forth in Article 5 above, setting a new deadline of thirty days for the conclusion of the work.

5. The Rector, within twenty days from the delivery of the minutes by the Board to the Head of the Procedure, having verified the legitimacy of the deeds, shall approve them by decree.

5.bis The deeds shall consist of the minutes of the individual meetings of the Board, of which the Board's judgements expressed on each candidate shall be an integral part, as well as the summary report of the work performed.

6. Should the Rector find defects that can be corrected in the execution of the procedure, he/she shall return the documents to the Board with a justified decision, assigning it a term, not exceeding twenty days, to make any amendments.

7. All the minutes drawn up by the Board shall be published on the University website. The minutes of the sessions following the preliminary session shall be published after the publication of the decree of approval of the deeds of the procedure.

8. The Rector, by his/her own decree, shall appoint the selected candidate to the position of full or associate professor.

² At their respective meetings on 29.09.2021, the Academic Senate and the Board of Directors concluded that the performance – following formal conferment of a temporary teaching replacement post or assignment – in university study courses, of teaching activities equal to not less than 5 academic years, even if not consecutive, which result in the exemption from the teaching-lecture test, must be understood as teaching activities carried out within the academic field (or, in lack thereof, the subject area) relating to the post for which the selection is being held.

ART. 15 (RECRUITMENT PROPOSAL)

1. At the end of the evaluation procedure, the Department Board shall propose to the Board of Directors, normally within thirty days from the approval of the acts, the recruitment of one of the candidates among those selected by the Selection Board or decide to proceed with no recruitment.
2. The formulation of the recruitment proposal by the Department Board shall be adopted with the favorable vote of the absolute majority of the full professors for the call of the full professors, and of the full and associate professors for the call of the associate professors in compliance with the regulations in force.
3. In the event that, by the above-mentioned deadline, the Department does not adopt any resolution, it may not request, in the two years following the approval of the deeds, the filling of a tenure-track position for the same teaching position and the same subject area or academic discipline, if any, for which the procedure was held.

ART. 16 (RECRUITMENT RESOLUTION)

1. The Rector, within the framework of the functions and responsibilities set forth in Article 2, paragraph 1, letter b) of Law no. 240/2010, shall submit the approval of the Department's call proposal to the Board of Directors.
2. The Board of Directors shall decide on the Department's call proposal by absolute majority.
3. By means of a motivated resolution, the Board of Directors may invite the Department to re-examine the call proposal, granting a term of thirty days to make the relevant decision. If, after the afore-mentioned deadline has expired, the Department does not decide on the request for reconsideration or confirms the recruitment proposal previously decided, the Board of Directors shall decide on the recruitment.

TITLE V RECRUITMENT BY DIRECT APPOINTMENT OR FOR UNDISPUTED GOOD REPUTE EX ART. 1, PAR. 9, LAW NO. 230 OF 4TH NOVEMBER 2005, AND SUBSEQUENT AMENDMENTS

ART. 17 (FILLING THE POSTS)

1. The direct appointment of scholars is aimed at filling posts of full and associate professors and of researchers on fixed-term contracts.
2. The direct appointment for scholars of undisputed good reputation is intended to fill posts of full professors.

ART. 18 (BENEFICIARIES OF THE APPOINTMENT)

1. Those who benefit from a direct appointment may be:
 - a) scholars permanently engaged abroad in research or teaching activities at university level for at least three years, who hold an academic position equivalent to the post for which the call is proposed in foreign university or research institutions;

- b) scholars who have already carried out, by direct appointment authorized by the Ministry of Education and Universities within the framework of the “Rientro dei cervelli” (Brain Gain) program, a period of at least three years of research and teaching in Italian universities and have achieved results consistent with the post for which the call is proposed;
- c) scholars who are the winners of research programs of high qualification, identified by decree of the Ministry of Education and University, after consulting ANVUR and the Italian National University Council (CUN), funded by the European Union or the Ministry of Education and University;
- d) scholars of high and recognized scientific merit, previously selected through national procedures, and in compliance with criteria aimed at ascertaining the excellence of individual scientific research paths.

2. The recipients of an appointment for scholars of undisputed good reputation are eminent scholars whose *curriculum vitae* reveals characteristics of excellence in the field of international scientific research, superior to those commonly envisaged for the procedures for the call of full professors.

3. No direct appointment or appointment for undisputed good reputation may be addressed to persons who are related, up to and including the fourth degree, to a professor affiliated to the Department where the selected candidate is to be appointed, or to the Rector, the Director General or a member of the Board of Governors of the University.

ART. 19 (MODALITIES OF THE DIRECT CALL PROCEDURE)

1. The Department Board, within the limits of the three-year planning of personnel requirements, shall formulate a specific proposal, accompanied by the scholar's *curriculum vitae*, to the Academic Senate and the Board of Directors for the filling of posts as per Article 17, paragraph 1 of this Regulation.

1-bis In the event that the scholar is the spouse or cohabiting partner of a professor attached to the Department that has proposed the direct call, the latter shall not take part in the discussion and vote on the call proposal.

2. In the Department's request, in addition to the contents set forth in Article 2, paragraph 2 of this Regulation, the reasons for the selection of the scholar shall be indicated.

After approval by the Academic Senate and the Board of Directors, the proposal shall be forwarded to the Ministry of Education and University. In the event that the candidate is a relative or a relative-in-law up to and including the fourth degree, or the spouse or cohabiting partner of a member of the Board of Governors, the latter shall not take part in the discussion and vote on the call.

3. Following the approval of the Ministry of Education and University, the Rector, by his/her own decree, shall appoint the scholar.

4. The recruitment of personnel referred to in this Article entails the establishment of employment relationships under public law with full and associate professors and of employment relationships under private law for a fixed term with researchers on fixed-term contracts referred to in paragraph 3, letters a) and b), of Article 24 of Law no. 240 of 30th December 2010.

ART. 20 (MODALITIES OF THE DIRECT APPOINTMENT PROCEDURE FOR UNDISPUTED GOOD REPUTE)

1. The Department Board, within the limits of the three-year planning of the personnel requirements, shall submit a specific proposal, together with the scholar's *curriculum vitae*, to the Academic Senate and the Board of Directors for the filling of vacancies of full professors, if any.

1-bis In the event that the scholar is the spouse or cohabiting partner of a professor attached to the Department that has proposed the recruitment, the latter shall not take part in the discussion and vote on the recruitment proposal.

2. In the Department's request, in addition to the contents of Article 2, paragraph 2 of this Regulation, the reasons for the selection of the scholar shall be indicated.

3. After approval by the Academic Senate and the Board of Directors, the proposal shall be forwarded to the Ministry of Education and University.

4. Following the approval of the Ministry of Education and University, the Rector, by means of his/her own decree, shall appoint the scholar as full professor and determine the relevant salary class on the basis of seniority and merit evaluation, if any.

TITLE VI – FINAL AND TRANSITIONAL RULES

ART. 21 (FINAL AND TRANSITIONAL RULES)

1. This Regulation shall enter into force on the day following the date of issue of the relevant rectoral decree and shall also apply to the procedures that have not yet been announced on the date of issue of the rectoral decree amending the regulation, without prejudice to the provisions for the appointment of commissioners that have already been adopted on the aforesaid date.

2. The deeds relating to the procedures governed by this Regulation shall remain visible on the University website for a period of one year from the date of their publication. The measures relating to the calling of the procedure, the appointment of the Selection Board and the approval of the deeds of the procedure itself shall be published on the official notice board, as well as on the University website.

3. The filling of vacancies by means of an assessment procedure pursuant to Art. 24, par. 6 of Law no. 240 of 30th December 2010 may be used up to the deadline envisaged by the regulations in force.