

RULES AND REGULATIONS FOR RECRUITMENT AND CONDITIONS OF SERVICE FOR FIXED-TERM "*PROFESSORI STRAORDINARI*"*

("To ensure accessibility and clarity, these Rules and Regulations use masculine formulations generically to refer to all genders")

Article 1 Purpose and Scope

1. The present Regulations, consistent with the overarching principles of the University's Code of Ethics and Conduct, delineate the procedural framework governing the establishment, bestowal and legal and economic regime pertaining to fixed-term posts of *professori straordinari* pursuant to Article 1(12) of Law 230/2005.

Article 2 – Establishment of Vacancies – Agreements

1. In order to undertake specific research programmes, the University of Foggia may enter into agreements with companies, foundations or other public or private entities, excluding natural persons, for the fixed-term establishment of *professori straordinari*. The financial responsibility for these costs shall lie entirely with the external entities.
2. The agreement must explicitly delineate the following:
 - The nature of the research programme and the specific scientific field involved
 - The number of positions to be funded, the associated funding arrangements, and the scientific field of research and the relevant open competition sector
 - The department to which the position belongs and the place of work
 - The resources allocated and the remuneration to be provided to the *professori straordinari*
 - The duration of the contract and the term of the appointment
 - The clinical activity, if any, provided by the scientific field in question
3. The Department shall propose the agreement and the creation of fixed-term *professori straordinari* positions, submitting them to the University Board for approval based on the funding party's letter of intent.
4. The agreement shall be executed by the Rector.
5. The duration of the *professori straordinari* position is to be specified as between one and three years, with the possibility of renewal for a total of six years, conditional upon the execution of a new agreement.

*The designation "professore straordinario" is bestowed upon i) a university professor following the successful completion of a rigorous competitive selection process for the position of full professor, culminating in the formal confirmation of their appointment within a three-year period, ii) a university professor who has been appointed to a position on the basis that they meet the requisite criteria for high professional standing or clinical experience (see Article 4 below for further information).

** Main faculty positions in Italy:

Professore Ordinario, or more precisely: *Professore di I fascia* = Full Professor or First-level Professor, (tenured position), • *Professore Straordinario*, see above, • *Professore Associato*, or more precisely *Professore di II fascia* = Associate Professor or Second-level Professor, (tenured position), *Ricercatore* = Assistant professor.

Article 3 Financing Arrangements

1. The employment contract must specify the financing method:
 - (a) a lump-sum payment upon recruitment
 - (b) annual instalments, starting at the time of appointment and continuing yearly thereafter

2. If the financing party is a non-public entity and opts to disburse the amount in multiple instalments, the financing party must provide an appropriate bank or insurance guarantee corresponding to the unpaid loan at the time of stipulation

Article 4 Subjective Requirements for Appointment

1. The appointment shall be bestowed upon those who meet the following criteria
Candidates who, under Law 210/98, qualify as full professors in scientific fields or competition sectors aligned with the research project active when the agreement is signed.

Candidates who have obtained the National Scientific Qualification referred to in Article 16 of Law 240/2010 for the category of Full Professors (first level professors) in the scientific and/or competition sectors that correspond to the research project in progress at the time the agreement is concluded.

Candidates with high scientific and/or professional qualifications relevant to the research project covered by the agreement. In this case, candidates must fulfil the following combined requirements.

Holders of this position must possess either a Master's degree or its equivalent in the fields covered by the research programme;

- Candidates must also be able to document research work, or particularly qualified entrepreneurial or professional experience in the fields covered by the programme for a minimum of seven consecutive years, or four consecutive years if they also hold a doctoral degree;

- Candidates must be able to demonstrate their ability to organise, lead and coordinate national and/or international research groups;

- Candidates must be able to demonstrate their ability to publish scientific papers relevant to the scientific field/competition sector in which the position is applied for.

In instances where the roles encompass clinical practice as healthcare professionals, there is a necessity for alignment with the stipulations set forth by the National Health Service (NHS) as delineated by NHS regulations, and possession of documented activity in clinical and healthcare settings is imperative.

2. Without prejudice to the provisions of the Code of Ethics of the University regarding incompatibility and to art. 25 of Law no. 724 of 23 December 1994, permanent professors and researchers of the University of Foggia, even if they have retired due to the age limit, are not eligible for direct appointment or participation in the selection procedure.

Article 5 Terms of Appointment

Appointments can be made through:

- (a) direct recruitment
- (b) a selection process

Article 6 Direct Recruitment

1. In a letter of intent, the financing party may submit to the Department a proposal for the person to be appointed, provided that the person fulfils the requirements set out in Article 4. 4.
2. The application will then be examined by the Examination Board in accordance with article 8 below.
3. In the event of a positive evaluation, the Department shall submit the request for the activation of the position of *professore straordinario*, together with the employment contract, to the University Board of Directors for approval.

Article 7 Selection Procedure

1. The call for applications is issued by the Rector and published on the University Portal. The call is also to be published in the Official Journal (*Gazzetta Ufficiale*). The call for applications shall specify the following:
 - the number of positions to be filled;
 - the competition sector and scientific field, if applicable;
 - the research programme in question;
 - the Department and place of work;
 - the full-time or fixed-time work;
 - remuneration and social security contributions;
 - the requirements and qualifications for admission to the competition;
 - in the case of positions involving healthcare/clinical practice, explicit reference to the clinical skills required and to the regional health facility where the activity will be carried out;
 - the procedures and deadlines for submitting applications.

Article 8 Examination Board

The composition and activities of the Examination Board are governed by Articles 5 and subsequent provisions of the Regulations on appointing full professors and associate professor under Articles 18 and 24 of Law 240/2010.

Article 9 Evaluation Procedure

Candidates are selected based on their qualifications, curriculum vitae, and scientific publications, following criteria set by the Board in advance.

The procedure is to be conducted in compliance with the quality standards established by D.M. 344/2011.

2. The Examination Board is required to complete their work within two months from the date on which the Rector appoints them to serve on the Board. In the event that the Rector deems it necessary, the deadline for the conclusion of the procedure may be extended for a period of no more than one month for proven reasons indicated by the Chair of the Board. If the Board fails to meet the deadline for submitting required documents, the Rector will dissolve it and appoint a replacement.

3. In the event that formal errors are identified in the documents that fall under the responsibility of the Board by the Rector, they shall be returned to the Board for rectification, with a deadline for completion set.

4. In the case of selection procedures, the decisions/documents shall be approved by decree of the Rector within 30 days of the delivery of the Board's minutes to the relevant offices and shall be published on the University portal.

Art. 10 Appointment

1. The appointment is conferred by stipulation of a fixed-term employment contract.

2. The appointment is formalized through a fixed-term employment contract signed by the Rector. The contract must include:

✓ start and end dates of employment;

✓ salary details;

✓ assigned Department and workplace;

✓ competition sector;

✓ working hours arrangement.

3. The appointment is not to extend beyond the conclusion of the academic year in which the individual concerned attains the age limit for retirement of full professors.

4. Furthermore, it is important to note that the appointments stipulated in these regulations do not confer any rights with regard to access to the University administrative staff.

Article 11 Healthcare work/Clinical Practice

1. When the holder of the appointment (appointee) is required to perform clinical work, the role must comply with Legislative Decree 517/99, related regulations, regional protocols, and agreements between the University and the relevant Health Authority.

Article 12 Statutory and financial terms and conditions

During the contract period, appointees are recognized as full professors under the conditions outlined in these regulations.

Base remuneration corresponds to that of a *classe 0* full professor and remains fixed for the contract duration. Additional payments may be provided through NHS agreements and treated as supplements to the base salary.

2. Holders of the aforementioned appointments are excluded from the active and passive electorate for access to the functions envisaged by the Statute of the University of Foggia.

3. Holders of appointments are not permitted to apply for internal mobility or a change in the working hours arrangement agreed.

4. Without prejudice to the legal provisions governing illness, disability, accident at work and maternity, no other forms of temporary leave and leave of absence are provided.

Article 13 Social security contributions and insurance coverage

1. Contracts must meet the obligations governing other employment agreements at the University of Foggia.

Article 14 Incompatibility and performance of other duties

1. Appointments cannot be combined with other employment in public or private entities, except where special provisions apply.

2. However, *professori straordinari* may take on additional roles if authorized under the Consolidated Text governing non-university duties for University of Foggia staff."

Article 15 Teaching Duties

1. *Professori straordinari* have the same teaching duties as tenured professors, aligned with their full-time or part-time working arrangements.

2. The Department assigns their teaching activities during the initial scheduling phase.

Article 16
Final Evaluation – Renewal

1. At the end of the term, including any renewal period, the *professore straordinari*'s teaching and research activities will be evaluated.

Article 17
Forfeiture, withdrawal and termination of appointment

1. Failure to appear for the appointment within the deadline set by the University Administration will result in forfeiture of the position, unless justified and documented reasons are provided.