



REGULATIONS on the procedure for the recruitment of first-level and second-level professors at Luiss Guido Carli

(in implementation of Articles 7, 18 and 24 of Law No. 240 of 30 December 2010
and Articles 1(9) and 1(12) of Law No. 230 of 4 November 2005)

(with the amendments and additions proposed by the Academic Senate at its sitting on 21 June 2022
and adopted by the Executive Committee at its meeting on 13 July 2022)



TITLE I SUBJECT MATTER

Article 1 Subject Matter

These Regulations, adopted pursuant to Law No. 168 of 9 May 1989 govern – consistent with the European Charter for Researchers and the Luiss Guido Carli Code of Ethics – the procedures for recruiting first-level and second-level professors pursuant to:

- Article 18 of Law No. 240 of 30 December 2010;
- Articles 24(5) and 24(5-bis) of Law No. 240 of 30 December 2010;
- Article 7(5-bis) of Law No. 240 of 30 December 2010;
- Article 1(9) of Law 230/2005;
- Article 1(12) of Law 230/2005.

TITLE II COMMENCEMENT OF THE PROCEDURE

Article 2 Commencement of the Procedure

Within the limits of the positions provided for in the University's strategic plan and after evaluating teaching, research or third mission needs, each Department Council may submit a proposal to the Executive Committee – through the Rector and after having consulted the Academic Senate – to fill first-level and second-level tenured positions.

The Department Council proposal must specify one of the following methods for filling the vacancies as well as the reasons for the choice made:

1. Recruitment at the outcome of a selection procedure pursuant to Article 18(1) of Law 240/2010 (see Title III).
 - 1.1 The Department Council resolution in relation to the proposal must also specify:
 - a. the level that the vacant position to be filled concerns;
 - b. the academic recruitment field (**settore concorsuale**) that the vacant position to be filled concerns;
 - c. an indication, if any, of one or more academic discipline fields (**settori scientifico-disciplinari**) (profile);
 - d. the specific functions that the professor will have to perform as well as the type of teaching and academic commitment;
 - e. the remuneration proposed under Article 8 of Law 240/2010;
 - f. an indication, if any, of a maximum number of publications, which may be no fewer than ten;
 - g. an indication, if any, regarding the ascertainment of candidates' language skills, necessary in light of the University's multilingual character and the teaching needs for courses taught through a foreign language.
2. Direct recruitment of a second-level professor pursuant to and in the manner provided for in Article 24(5) of Law 240/2010 (see Title IV).
 - 2.1 The Department Council resolution in relation to the proposal must also specify:
 - a. the information referred to in subparagraphs (a), (b) and (c) in 1.1 above;
 - b. the name of the researcher that it is intended to recruit, annexing a copy of the latter's curriculum vitae accompanied by the list of publications, a report on the candidate's academic, teaching, supplementary teaching and student services activities and a detailed assessment in accordance with the provisions of Article 8 hereunder (see Title IV).
3. Advance direct recruitment of a second-level professor, at the end of the first year of the latter's contract as a senior fixed-term researcher (**ricercatore lett. b**), pursuant to and in the manner provided for in Article 24(5-bis) of Law 240/2010 (see Title IV).
 - 3.1 The Department Council resolution in relation to the proposal must also specify:
 - a. the information referred to in subparagraphs (a), (b) and (c) in 1.1 above;



- b. the name of the researcher that it is intended to recruit, annexing a copy of the latter's curriculum vitae accompanied by the list of publications, a report on the candidate's academic, teaching, supplementary teaching and student services activities and an indication of a commission, composed of three tenured professors of the department, at least one of whom is a first-level professor, who will evaluate the researcher's teaching test.
4. Direct recruitment of an acclaimed (**chiara fama**) first-level or second-level professor pursuant to Article 9(1) of Law 230/2005 (see Title V).
 - 4.1 The Department Council resolution in relation to the proposal must also specify:
 - a. the level that the vacant position to be filled concerns;
 - b. an indication of the academic recruitment field and the academic discipline field;
 - c. the name of the professor that it is intended to recruit, annexing a copy of the latter's academic-teaching curriculum vitae and list of publications.
5. Recruitment of a first-level or second-level professor at the outcome of a selection procedure pursuant to Article 7(5-bis) of Law 240/2010 (see Title VI).
 - 5.1 The Department Council resolution in relation to the proposal must also specify:
 - a. the level that the vacant position to be filled concerns;
 - b. the academic recruitment field and the academic discipline field, if any, that the vacant position to be filled concerns;
 - c. the specific teaching, research or third mission needs that the vacant position to be filled concerns.
6. Recruitment of a fixed-term full professor (**professore straordinario**) pursuant to Article 1(12) of Law 230/2005 (see Title VII).
 - 6.1 The Department Council resolution in relation to the proposal must also specify:
 - a. an indication of the academic discipline field;
 - b. the name of the professor that it is intended to recruit, annexing a copy of the latter's academic-teaching curriculum vitae and list of publications;
 - c. a draft of the agreement to be entered into with the funding body;
 - d. research project;
 - e. term of the agreement;
 - f. funding body.

TITLE III

FILLING VACANCIES THROUGH THE SELECTION PROCEDURE UNDER ARTICLE 18(1) OF LAW 240/2010

Article 3 Selection Procedure

After approval by the Executive Committee of the tenured position vacancy, the selection procedure takes place subject to the Rector's issuance of a call for applications published on the websites of Luiss Guido Carli, the Ministry of Universities and Research and the European Union. The call for applications is published in the Official Gazette of the Italian Republic - 4^a special series and may also be published in and on national and international academic journals and websites.

The call for applications must specify:

- a. the number of positions on offer;
- b. the level that the vacant position to be filled concerns;
- c. the place where the selected candidate will work;
- d. the academic recruitment field that the vacant position to be filled concerns;
- e. an indication, if any, of one or more academic discipline fields;



- f. the specific functions that the professor will have to perform (type of teaching and academic commitment);
- g. the proposed remuneration;
- h. the deadline for and method of submitting applications, which may not be less than thirty days running from the day after the date of publication of the notice of the call for applications in the Official Gazette of the Italian Republic – 4th special series;
- i. the personal requirements for eligibility to take part in the selection procedure;
- j. an indication, if any, of the maximum number of publications that candidates can submit, which may be no fewer than ten;
- k. an indication of the general evaluation criteria that the examining commission will use;
- l. an indication of the rights and duties of the professor;
- m. an indication of the foreign language that will be used as the basis for ascertaining the candidates' language skills.

Article 4 **Requisites for the Submission of Applications**

The selection is open to:

- a. candidates who have obtained national academic qualification (***abilitazione scientifica nazionale***) pursuant to Article 16 of Law 240/2010 for the academic recruitment field or one of the academic recruitment fields falling within the same overall field and for the functions that the procedure concerns or for higher functions provided that they are not already exercising those said higher functions;
- b. candidates who have obtained eligibility (***idoneità***) pursuant to Law 210/1998 for the level corresponding to that covered by the call for applications subject to the duration of the eligibility;
- c. professors already working at other universities at the level corresponding to that for which the call for applications has been issued and belonging to the academic recruitment field covered by that call or one of the academic recruitment fields falling within the same overall field;
- d. Italian or foreign scholars who are regularly engaged abroad in research or teaching at university level in a position of the same level as that for which the call for applications has been issued, on the basis of the equivalence table set out in Ministerial Decree No. 236 of 2 May 2011 and Ministerial Decree No. 662 of 1 September 2016.

The candidates must be capable of teaching courses and authoring research reports also in the foreign language that may be specified in the call for applications.

The recruitment procedure is not open to those who, at the time of submission of the application, are related, by blood or marriage up to the fourth degree inclusive, to a first-level or second-level professor belonging to the department issuing the call for applications, the Rector, the General Manager or a member of the University's Board of Directors.

Article 5 **Deadline for and Method of Submitting Applications**

Applications to participate in the public selection procedure under this Title III must be sent to the Rector by post or special purpose electronic means where so prescribed, by and no later than the deadline laid down in the call for applications.

Applications must be accompanied by the following:

- a. academic-professional curriculum vitae;
- b. list of qualifications and publications;
- c. qualifications, publications and works that candidate wishes to submit for evaluation subject to the maximum number specified in the call for applications.



Article 6 Examining Commission

The Department uses an Examining Commission to evaluate candidates.

The Commission is appointed by the Department Council that requests the position to be filled. The Commission must be composed of a tenured professor of Luiss Guido Carli and two external professors (holding or having held university positions), all first-level ones for the recruitment of first-level professors and at least one first-level professor and second-level professors for the recruitment of second-level professors. The members of the Commission may also be professors of equivalent standing in a foreign university.

The members of the Commission are chosen from among professors of high academic standing and at least two members must belong to the overall academic recruitment field encompassing the academic recruitment field and the academic discipline field, if any, that the selection concerns. In all cases at least one member of the Commission must belong to the academic recruitment field that the selection concerns. The Department Council must state reasons for any appointment of members of the Commission belonging to an overall academic recruitment field different from that which the call for applications concerns.

Professors who have shared or share a financial and/or professional interest with one or more candidates or who are coauthors with one or more of them of a significant number of publications may not serve on the Commission.

The Commission will appoint one of its number as the chairperson and another as the recording secretary. Should a commission member be replaced during the course of the procedure, everything done up to the time of that replacement shall remain valid and effective pursuant to the principle of conservation of legal acts. The Commission carries out its functions in the presence of all members.

Professors who have obtained a negative evaluation within the meaning of Article 6(7) of Law 240/2010 may not be members of the Commission.

The Commission may avail of collegial electronic work tools.

Article 7 Selection Method and Recruitment of the Winning Candidate

The comparative evaluation shall be informed by the criteria set forth in this Title III.

The candidate's academic character is assessed considering his or her curriculum vitae, the qualifications expressly declared and the publications submitted.

Academic output is assessed on the basis of the originality of the results achieved, the methodological rigor expressed and consistency with the academic recruitment field and academic discipline field, if any, for which the call for applications has been issued. A further element to be considered is the continuity over time of the candidate's academic output.

In addition to the candidate's academic prowess the evaluation will also take account of the language skills necessary in light of the University's multilingual character and the teaching needs for courses taught through a foreign language.

Additional evaluation criteria are:

- teaching done in official university courses;
- organization, direction and coordination of national and international research groups or participation therein;
- international experience and/or knowledge of foreign languages other than those specified in the call for applications;
- bibliometric indicators, where possible for those academic recruitment fields in which their use is established internationally, by analogy with the provisions of Article 4(3) of Ministerial Decree No. 344 of 4 August 2011.



After evaluation of the qualifications, curriculum vitae and publications and works submitted, the Examining Commission may require that the candidates hold a seminar on a topic of their choice, preferably in the English language, including possibly in the presence of students. The Commission will summon candidates for the holding of the seminar subject to giving them at least twenty calendar days' notice.

Upon completion of its work the Commission will come to an overall judgment on each candidate and will compile a ranking to be sent to the Department Council.

The Commission will conclude its work within four months after its appointment. The Rector may extend once and by two months at most the deadline for the conclusion of the procedure for stated reasons given by the commission chairperson.

Taking account of the Commission's judgment, teaching needs and the profile and functions specified in the call for applications, the Department Council will decide – by reasoned and favorable vote of the absolute majority of first-level professors with voting rights as regards the recruitment of first-level professors and the absolute majority of first-level and second-level professors with voting rights as regards the recruitment of second-level professors – the name of the proposed winning candidate to be submitted for the Rector's opinion. On the basis of the deliberations of the Department Council, the Rector will make a proposal to the Executive Committee. The Executive Committee will resolve on the recruitment.

The Rector will issue a decree recruiting the professor.

TITLE IV FILLING VACANCIES THROUGH THE EVALUATION PROCEDURE UNDER ARTICLES 25(5) AND 25(5-BIS) OF LAW 240/2010

Article 8 Direct recruitment of second-level professors

Senior researchers on fixed-term contracts hired pursuant to Article 24(3)(b) of Law 240/2010 already working at the University who have obtained national academic qualification pursuant to Article 16 of Law 240/2010 for second-level functions may be appointed as tenured second-level professors through direct recruitment in accordance with Articles 24(5) and 24(5-bis) of Law 240/2010 in the following manner.

Eligibility obtained pursuant to Law 210/1998, limited to the duration of the said eligibility, under current laws and regulations, is equivalent to national academic qualification.

The deliberations regarding the vacancy to be filled through direct recruitment of second-level professors shall follow the procedure set forth in Articles 2.2 and 2.3 of these Regulations. The evaluation must be done during the third year of the fixed-term researcher's contract or after the first year of the contract in the cases envisaged in Article 2.3 of these Regulations.

The assessment will be done in conformity with internationally recognized quality standards subject to the criteria set out in Ministry of Education, Universities and Research Decree No. 344 of 4 August 2011.

In the cases envisaged in Article 2.3 of these Regulations, the evaluation shall also include the performance of a teaching test within the academic discipline field to which the contract holder belongs, overseen by an Examining Commission composed as provided for in Article 2.3.b of these Regulations.

Further to the prior consent of the Rector and the academic needs of the department itself, the Department Council will decide – with the favorable vote of the absolute majority of the first-level and second-level professors with voting rights – on the proposal for direct recruitment to be submitted for the opinion of the Rector. On the basis of the deliberations of the Department Council, the Rector will make a proposal for recruitment to be submitted to the Executive Committee. The Executive Committee will resolve on the recruitment. The Rector will issue a decree recruiting the professor.



TITLE V
FILLING VACANCIES THROUGH DIRECT RECRUITMENT OF ACCLAIMED FULL
AND ASSOCIATE PROFESSORS UNDER ARTICLE 9(1) OF LAW 230/2005

Article 9

Direct recruitment of acclaimed first-level and second-level professors

The University may fill vacancies for first-level and second-level professorships by directly recruiting:

- a. scholars regularly engaged abroad or at foreign universities or research institutions, even if located in Italy, in research or teaching at university level, who have been holding for at least three years at foreign universities or research institutions an equivalent academic position on the basis of equivalence tables established and updated every three years by the Ministry of Universities and Research;
- b. scholars who have been successful in specific highly qualified research programs, identified by decree of the Ministry of Universities and Research, after consultation with the National Agency for the Evaluation of the University and Research System (ANVUR) and the National University Council (CUN), funded, as a result of competitive procedures aimed at financing projects conducted by individual researchers, by central governments, the European Union or other international organizations.

The University may also fill vacancies for first-level professorships by directly recruiting acclaimed scholars.

The deliberations regarding the vacancy to be filled by direct recruitment of an acclaimed first-level or second-level professor shall follow the procedure set forth in Article 2 of these Regulations.

On the basis of the deliberations of the Department Council, the Rector will make a proposal for recruitment to the Executive Committee, which, after consultation with the Academic Senate, will resolve on the recruitment.

The Rector shall submit a specific request for clearance to the Ministry of Universities and Research. In the event of a favorable opinion from the said Ministry, the Rector will issue a decree recruiting the professor.

TITLE VI
FILLING VACANCIES THROUGH THE SELECTION PROCEDURE
UNDER ARTICLE 7(5-BIS) OF LAW 240/2010

Article 10

Selection Procedure

After approval by the Executive Committee of the tenured position vacancy, the selection procedure takes place after publication of a public notice on the website of Luiss Guido Carli for the purposes of receiving expressions of interest pursuant to this article.

The notice must specify:

- a. the level that the vacant position to be filled concerns;
- b. the academic recruitment field and the academic discipline field, if any, that the vacant position to be filled concerns;
- c. the teaching, research and third mission needs that the vacant position to be filled concerns;
- d. the deadline for and method of submitting expressions of interest;
- e. the personal requirements for eligibility to take part in the selection procedure;
- f. the documents to be submitted for evaluation.

Article 11

Requisites for the Submission of Applications

The selection is open to:



- a. first-level and second-level professors working at other Italian universities at the level corresponding to that for which the notice has been issued and who meet the requirements of the regulations in force for aspiring commission members for national academic qualification procedures pursuant to Article 16 of Law 240/2010;
- b. scholars regularly engaged abroad in research or teaching who have been holding for at least five years an equivalent academic position at foreign universities on the basis of equivalence tables established and updated every three years by the Ministry of Universities and Research.

Article 12

Deadline for and Method of Submitting Applications

Expressions of interest under this Title must be sent to the Rector by post or special purpose electronic means where so prescribed, by and no later than the deadline laid down in the public notice.

Expressions of interest must be accompanied by the design proposal in relation to the specific teaching, research and third mission needs indicated in the public notice, accompanied by the candidate's academic-professional curriculum vitae and list of qualifications and publications.

Article 13

Method of Conducting the Selections and Recruitment of the Professor

The Department Council may appoint and avail of an Examining Commission composed of three first-level professors in the case of recruitment of first-level professors or at least one first-level professor and second-level professors in the case of recruitment of second-level professors. In all cases at least one member of the Commission must belong to the academic recruitment field that the selection concerns.

The Department Council evaluates the applications on the basis of how well the design proposals fit the teaching, research or third mission needs expressed by the University, the academic-professional curriculum vitae and the list of publications. The Department Council will resolve on the recruitment by an absolute majority of first-level professors with voting rights in the case of the recruitment of a first-level professor or of the first-level and second-level professors with voting rights in the case of the recruitment of a second-level professor.

The Executive Committee, with the favorable opinion of the Academic Senate, ratifies the recruitment within 30 days after the Department Council's resolution. The recruitment proposal may also be made and resolved on directly by the Academic Senate, subject to the approval of the Executive Committee. The Rector will issue a decree recruiting the professor.

TITLE VII

FILLING VACANCIES THROUGH RECRUITMENT OF FIXED-TERM FULL PROFESSORS UNDER ARTICLE 1(12) OF LAW 230/2005

Article 14

Direct Recruitment of Fixed-term Full Professors

The University may enter into agreements with companies or foundations, or with other public or private entities, for the purpose of carrying out specific research programs that also provide for the temporary establishment, for periods not exceeding six years, at the expense of the aforementioned entities, of posts of fixed-term full professor to be filled through making appointments of up to a maximum of three years, although renewable up to six on the basis of a new agreement.

The deliberations regarding the vacancy to be filled by direct recruitment of a fixed-term full professor shall follow the procedure set forth in Article 2.6 of these Regulations.

The position of directly recruited fixed-term full professor is open to those who have obtained eligibility for the rank of full professor or to individuals with advanced academic and professional qualifications.

On the basis of the deliberations of the Department Council, the Rector will make a proposal for recruitment to the Executive Committee, which, after consultation with the Academic Senate, will resolve on the recruitment and the



University will enter into the agreement with the funding body. The Rector will issue a decree recruiting the fixed-term full professor.

**TITLE VIII
TRANSITIONAL AND FINAL PROVISIONS**

**Article 15
Single Article**

The Luiss Guido Carli regulations issued through Rectoral Decree No. 13 of 14 April 1999 are repealed in their entirety. The internal mobility of professors is governed by the "Regulations on the internal mobility of tenured professors at Luiss Guido Carli".

As a rule the recruitment of professors runs from 1 September or 1 February of each year, subject to specific legal provisions or specific and justified needs of the University. The effective date of the recruitment is decided by the Executive Committee acting on a proposal from the Department Council.

For matters not expressly provided for in these Regulations, reference is to be made to the relevant laws and regulations in force.

These Regulations shall enter into force on the day following the date of the Rectoral Decree issuing them.

The official texts of the Regulations, calls for applications and any other documentation related to the procedure are exclusively those in the Italian language.

Consistent with statutory requirements, Luiss Guido Carli encourages gender balance and all other forms of diversity for the purpose of achieving the goals set forth in its Gender Equality Plan.