



**REGULATIONS for the awarding of private-sector
contracts of employment for fixed-term researchers
pursuant to Article 24 of Law No. 240 of 30
December 2010**

(Tenure Track Researcher)

(with the amendments and additions proposed by the Academic Senate at its sittings on 21 February 2023 and 28 March 2023 and adopted by the Executive Committee at its meeting on 30 March 2023)



Article 1 Subject Matter

These Regulations – issued pursuant to Law No. 168 of 9 May 1989, consistent with the principles set forth in the European Charter for Researchers referred to in European Commission Recommendation No. 251 of 11 March 2005 and implementing Article 24 of Law No. 240 of 30 December 2010 – govern the procedures for awarding fixed-term researcher contracts, pursuant to Article 24 of Law No. 240 of 30 December 2010 as amended by Law No. 79 of 29 June 2022 (hereinafter also referred to as "Tenure Track Researcher" or "TTR").

Article 2 Nature of the Contract

A Tenure Track Researcher contract is a non-renewable fixed-term private-sector contract of employment with a total term of six years, except in the cases provided for in the following paragraph and in Article 11 hereunder.

In accordance with the provisions of Article 24(5) of Law No. 240/2010, within the resources available for planning, commencing from the conclusion of the third year and at the request of the interested party, the University evaluates the contract holder who has obtained national academic qualification (**abilitazione scientifica nazionale**), for the purpose of recruitment as an associate professor pursuant to Article 18(1)(e) of Law No. 240/2010. The process is governed by the Regulations on the procedure for the recruitment of first-level and second-level professors at Luiss University.

Article 3 Commencement of the Procedure

Within the limits of the positions envisaged in the strategic plan and after assessing teaching, research and student service needs, the Department Councils may propose to the Executive Committee – through the Rector and after having consulted with the Academic Senate – that calls for applications be issued for Tenure Track Researcher positions, broken down by academic recruitment field (**settore concorsuale**), specifying a possible profile defined solely through indicating one or more academic-discipline fields (**settori scientifico-disciplinari**), and to be achieved through a selection process the workings of which are to be public.

The call for applications must state the details set out hereunder:

- a. the type and duration of the contract;
- b. the relevant department;
- c. the academic recruitment field and possible profile defined solely through indicating one or more academic-discipline fields;
- d. the requirements, procedures and deadlines for participating in the public selection process for the advertised position;
- e. detailed information on the specific functions of the position;
- f. the rights and duties associated with the position;
- g. the remuneration and social security associated with the position;
- h. the type of teaching and academic commitment that will be required;
- i. the foreign language to be ascertained at the seminar test.



The call for applications may include an indication of the working hours commitment (*regime di impegno*) that will be assigned to the winner.

The call for applications must be adequately publicized through publication in the Official Journal of the Italian Republic – 4th special series and posting on the websites of Luiss University, the Ministry of Universities and Research and the European Union. The call for applications may also be published in and on national and international academic journals and websites.

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

Individuals who hold a PhD or equivalent qualification are eligible to apply.

Competitions will not be open to individuals already previously hired as permanent first-level or second-level university professors or as permanent researchers even though they are no longer working as such. Neither may applications be submitted by any individuals who have already worked for at least three years under Tenure Track Researcher contracts. Candidates must be capable of teaching courses and authoring research reports also in the foreign language specified in the call for applications.

With regard to selection procedures for which a reserved quota is envisaged under Article 11 hereof, applicants must meet the additional requirements set out in subparagraphs a) or b) of the fifth paragraph of that said article.

As part of the three-year planning, at least one-third of the amounts earmarked for the conclusion of Tenure Track Researcher contracts shall be set aside for candidates who, at Italian or foreign universities or research institutes other than Luiss University, for at least thirty-six months (including cumulatively), have attended PhD programs or have undertaken research on the basis of formal assignments, excluding work done for free.

Article 5 **Deadlines and Method of Submitting Applications**

Applications to participate in the public selection procedure referred to in these Regulations must be sent to the Rector by special purpose electronic means, by and no later than the deadline laid down in the call for applications. The deadline for submission of applications may not be shorter than thirty days and runs from the day after the date of publication of the notice (*avviso*) regarding the competition in the Official Journal – 4th special series.

Applications must be accompanied by the following:

- academic-professional curriculum vitae;
- list of qualifications and publications;
- qualifications, publications and works that the candidate intends to submit for evaluation subject to the maximum specified in the call for applications;
- the thesis written for the PhD (or equivalent qualifications as per Article 4 above).



Article 6

Candidate Comparative Evaluation Procedure and General Evaluation Criteria

The preliminary evaluation of the candidates who have submitted applications will be done by an examining commission made up of three current or former tenured professors, including from foreign universities, appointed by the Department Council.

The Examining Commission shall be composed of a tenured professor from Luiss University and two external professors. 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 (**macro-settore concorsuale**), encompassing the academic recruitment field (**settore concorsuale**) and the academic-discipline field (**settore scientifico-disciplinare**), 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 advertised position concerns.

In the event that there is no internal member belonging to the overall academic recruitment field encompassing the academic recruitment field and the academic-discipline field, if any, that the selection concerns, the Head of the Department that proposed the call for applications may be appointed a member of the Commission.

The Commission shall appoint one of its number as the chairperson. The Commission may avail of collegial electronic work tools in the manner provided for in the call for applications.

Should a commission member be replaced during the course of a procedure that has already commenced, everything done up to the time of that replacement shall remain valid and effective pursuant to the principle of conservation of legal acts.

Preliminary evaluation of candidates will be carried out in accordance with the criteria and parameters, including internationally recognized ones, laid down by Ministerial Decree No. 243 of 25 May 2011, as set out below.

1. Evaluation of qualifications and curriculum

The Examining Commission will make a reasoned assessment followed by a comparative evaluation – referring to the specific academic recruitment field and the possible profile defined solely through indicating one or more academic-disciplines fields – of the curriculum and the following qualifications, duly documented, of the candidates:

- a) PhD or equivalent, awarded in Italy or abroad;
- b) teaching activities, if any, at university level in Italy or abroad;
- c) documented training or research activities at qualified Italian and foreign institutions;
- d) accomplishment of design activities relating to the academic recruitment fields where such is envisaged;
- e) organization, direction and coordination of national and international research groups or participation therein;
- f) ownership of patents relating to the academic recruitment fields where such is envisaged;
- g) speaker at national and international congresses and conventions;



- h) national and international prizes and recognition for research activities;
- i) European specialization diploma recognized by international boards relating to those academic recruitment fields where such is envisaged.

The evaluation of each qualification specified in this section 1 is made considering specifically the significance that it has regarding the quality and quantity of the research activities carried out by the individual candidate.

2. Evaluation of academic output

In its preliminary evaluation of the candidates the Examining Commission takes into account solely publications or papers accepted for publication in accordance with the rules in force and essays included in collective works and articles published in electronic and print journals except for internal notes or departmental reports. The thesis written for a PhD or equivalent qualifications is taken into account even if it does not meet the conditions set out in this paragraph.

The Commission makes the comparative evaluation of the publications referred to in the preceding paragraph on the basis of the following criteria:

- a) originality, innovativeness, methodological rigor and relevance of each academic publication;
- b) consistency of each publication with the academic recruitment field that the selection procedure concerns and with the possible profile, defined solely through indicating one or more academic-discipline fields, or with connected interdisciplinary subjects;
- c) academic importance of the editorial positioning of each publication and its dissemination within the academic community;
- d) analytical determination, including on the basis of criteria recognized in the relevant international academic community, of the individual contribution of the candidate in the case of participation in a collaborative work.

The Commission must also assess the amount of the candidate's overall academic output, its intensity and its continuity over time, with particular attention to the last three years, without prejudice to adequately documented periods of involuntary absence from research activities, especially to attend to parental duties.

In the context of academic recruitment fields in which their use is established internationally, in evaluating publications the Commission will rely on the following indicators as at the deadline for submitting applications:

1. total number of citations;
2. average number of citations per publication;
3. total "impact factor" (where calculable);
4. average "impact factor" per publication (where calculable);
5. combinations of the above parameters suited to assessing the impact of the candidate's academic output (Hirsch index or similar).

At its first meeting, and in any case before accessing the names of candidates, the Commission will decide which databases to use in applying the above indicators.

On the basis of a preliminary evaluation of the candidates expressed through a reasoned and detailed judgment on qualifications, curriculum and academic output, including the PhD thesis, the Commission will



proceed to admit the most comparatively deserving candidates – in a number ranging between 10% and 20% of the total – to the public discussion of qualifications and academic output, which shall be held in seminar form in a foreign language and will focus mainly on the candidate's research activity with the possibility for questions to be taken.

All candidates will be admitted to the seminar should their number be six or fewer. Admitted candidates will not be reimbursed their expenses. The Commission summons those admitted to the seminar, giving them not less than twenty calendar days' notice. At the same time, the Commission shall ascertain, through the presentation made at the seminar, adequate knowledge of the foreign language.

At the end of the seminar, the Commission awards a score to the qualifications and publications, as well as to the presentation given at the seminar. The Commission may award up to a maximum of 30 points for qualifications, up to a maximum of 40 points for publications and up to a maximum of 30 points for the presentation given at the seminar.

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 Examining Commission's judgment as well as teaching needs, the profile and the functions indicated in the call for applications, the Department Council will establish, by reasoned and favorable vote of the absolute majority of first-level and second-level professors with voting rights, a ranking of names to be sent to the Rector for the latter's opinion and for subsequent forwarding to the Executive Committee concerning the designation of the winner. The Department Council may decide not to designate a winner, specifying why the professional profiles of the candidates do not meet its teaching and academic needs.

The winning candidate will be given detailed information on the University's offer, including the economic terms proposed. At the same time that candidate will be informed of the deadline by which he or she must communicate acceptance of the offer. If for any reason whatsoever the winning candidate does not accept the offer made, the University may proceed to replace him or her with other suitable candidates following the ranking order that may have been compiled.

Article 7

Working Hours and Remuneration

The total annual number of working hours to be dedicated to teaching activities, supplementary teaching activities and student services is 350 hours, including at least 90 hours of teaching through the various forms thereof envisaged, for full-time contracts and 200 hours, including at least 70 hours of teaching through the various forms thereof envisaged, for part-time contracts.

The all-inclusive gross annual remuneration payable to holders of Tenure Track Researcher contracts is set by Article 24(8) of Law No. 240/2010. The Executive Committee may pay the Researchers extra for their additional work.



Article 8 Hiring

The winner will be offered a Tenure Track Researcher contract under Article 2 of these Regulations.

For the purposes of the term of the relationship established with the contract holder, at the request of the contract holder periods spent on maternity, paternity or sick leave in accordance with current regulations shall not be counted.

The contract must be entered into by the non-extendable deadline of ninety days after the conclusion of the selection process. The contract shall state the teaching, academic and student services commitments required as well as the remuneration and social security terms offered.

The offer referred to in this article shall state the date by which the winner must communicate acceptance in order for the contract to be valid.

Article 9 Incompatibility

Contracts under these Regulations are incompatible with:

- any other employee-employer relationship with any public or private entity;
- holding research grants or research contracts, including at other universities or public research bodies;
- doctoral fellowships and in general scholarships in any guise awarded by domestic or foreign institutions, except where this is for the purpose of international mobility for research purposes.

If the winner holds any other offices or positions, the researcher must attach a statement specifying the type of work involved. Any remunerated external positions may be held solely upon prior authorization of Luiss University's academic authorities and on condition that they are compatible with the researcher's working hours commitment.

Contracts under these Regulations do not grant rights in relation to tenure.

Performance of contracts under these Regulations grants priority in competitions for public sector employment.

Article 10 Kinship Restrictions

The procedure for the awarding of contracts under these Regulations is not open to individuals who 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 11 Transitional and Final Provisions

Tenure Track Researcher contracts may be entered into also with individuals who for at least three years held contracts entered into pursuant to Article 1(14) of Law No. 230/2005.

Until such time as the decree referred to in Article 15(1) of Law No. 240/2010 defining academic-discipline groups (**gruppi scientifico-disciplinari**) is actually adopted, the definitions of overall academic recruitment field (**macro-settore concorsuale**), academic recruitment field (**settore concorsuale**) and academic-discipline field (**settore scientifico-disciplinare**) laid down by law prior to the entry into force of Law No.



79/2022 shall continue to apply. The procedures referred to in these Regulations as well as the classification of researchers will also remain tied to the aforementioned fields.

Commencing from the date of adoption of the decree referred to in the preceding paragraph, references to academic recruitment fields and overall academic recruitment fields shall be construed as being to academic-discipline groups, including as regards competitive procedures already initiated prior to the adoption of the aforementioned decree and in the manner prescribed by law. In any case, the researchers appointed on the basis of the former overall academic recruitment fields, academic recruitment fields and academic-discipline fields will be reclassified upon the adoption of the new academic-discipline groups.

By the deadlines laid down in Article 14(6-**quinquedecies**) of Law-Decree No. 36/2022, converted by parliament with amendments into Law No. 79/2022, procedures may be initiated for the recruitment of researchers on fixed-term contracts pursuant to Article 24(3)(a) of Law No. 240/2010 as per the version existing prior to the date of entry into force of Law No. 79/2022, in implementation of the measures provided for in the National Recovery and Resilience Plan and National Research Program 2021-2027. By the deadlines laid down in Article 14(6-**terdecies**) of Law-Decree No. 36/2022, converted by parliament with amendments into Law No. 79/2022, procedures may be initiated for the recruitment of researchers on fixed-term contracts pursuant to Article 24(3)(b) of Law No. 240/2010 as per the version existing prior to the date of entry into force of Law No. 79/2022. The procedures referred to in Articles 24(3)(a) and 24(3)(b) of Law No. 240/2010 and the contracts entered into on foot of those procedures shall continue to be governed by the provisions of Law No. 240/2010 as per the version existing prior to the date of entry into force of Law No. 79/2022.

By the deadlines laid down in Article 14(6-**septiesdecies**) of Law-Decree No. 36/2022, a share of not less than twenty-five percent of the resources earmarked for the conclusion of Researcher Tenure Track contracts shall be set aside for:

- a) individuals who hold or have held, for a duration of not less than one year, fixed-term researcher contracts pursuant to Article 24(3)(a) of Law No. 240/2010, as per the version existing prior to the date of entry into force of Law No. 79/2022;
and/or
- b) individuals who hold or have held, for a total duration of not less than three years, one or more research grants (**assegni di ricerca**) under Article 22 of Law No. 240/2010, as per the version existing prior to the date of entry into force of Law No. 79/2022.

By the deadlines laid down in Article 14(6-**duodevicies**) of Law-Decree No. 36/2022, converted by parliament with amendments into Law No. 79/2022, individuals who for at least three years have held fixed-term researcher contracts pursuant to Article 24(3)(a) of Law No. 240/2010, as per the version existing prior to the date of entry into force of Law No. 79/2022, and who enter into a Tenure Track Researcher contract, shall be deemed to have a period of service equal to three years for the purposes of their classification if they so request. In this case, the evaluation for the purpose of being recruited as an associate professor in accordance with Articles 24(5) and 24(5-**bis**) of Law No. 240/2010 takes place after at least twelve months have elapsed since taking up the job.

By the deadlines laid down in Article 14(6-**duodevicies**) of Law-Decree No. 36/2022, converted by parliament with amendments into Law No. 79/2022, individuals who for at least three years have held research grants pursuant to Article 22 of Law No. 240/2010, as per the version existing prior to the date of entry into force of Law No. 79/2022, and who enter into a contract under these Regulations, shall be deemed to have a period of service equal to two years for the purposes of their classification if they so request.



The "Regulations for the awarding of private-sector contracts of employment for fixed-term researchers (pursuant to Article 24 of Law No. 240 of 30 December 2010)" issued by Rectoral Decree No. 154 of 26 July 2022 remain in force until the expiry of the positions of researchers pursuant to Article 24(3)(a) and Article 24(3)(b) of Law No. 240/2010 as per the version existing prior to the date of entry into force of Law No. 79/2022.

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

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