

Attached to Rectoral Decree number 170 of 1st September 2011

“Regulations regarding hiring and promotion procedures for tenured faculty of Università Commerciale Luigi Bocconi” according to the Law of 30th December 2010, n. 240, articles 18 and 24

CHAPTER I GENERAL RULES

Article 1

- 1.1** These regulations govern the hiring and promotion procedures for tenured faculty of Università Commerciale “L. Bocconi” di Milano.
- 1.2** Definitions in this document are intended as follows:
- a. for “**University**”, Università Commerciale “L. Bocconi”;
 - b. for “**Hiring**”, the hiring methods used for professors, using a selection procedure of external candidates, governed by these regulations;
 - c. for “**Promotion**”, the promotion procedures used for evaluation of internal candidates, governed by these regulations;
 - d. for “**Human Resources Committee (CORU)**”, the Committee drawn up by the Rector commissioned to carry out the evaluation of the candidates presented to fill the vacancies publicized;
 - e. for “**Professors**” the tenured faculty, Full Professors and Associate Professors;
 - f. for “**Vacancy**” a position as Full or Associate Professor, as foreseen by the organigram of the University, which at the moment of the vacancy request, is free and available or will be available starting from the following 1st September at the Department of referral.

CHAPTER II HIRING

Article 2 – Activation of the procedure

- 2.1** Within the limits of the places assigned by the University Board, based on their teaching and research needs, the Departments can ask the Rector, with prior approval by the Academic Council, to publish a job advert for tenured full or associate professors, for a specific field, to carry out teaching and research activity. The positions must also be fully publicized both nationally (on the ministry website) and internationally, ensuring that the results are publically available.
- 2.2 Recruitment will be exclusively carried out via National and International Job markets using the methods described in chapter II.**

The job advert must include:

- a. the level (Full professor and/or Associate professor);
- b. the duration: tenure position, lifetime appointment;
- c. starting date: usually from 1st September or from 1st March of every academic year;
- d. Department of referral;
- e. Competition Sector (see Italian Ministerial list), as well as the profile requested by the Scientific Sector;
- f. The requirements, methods and deadline for participation in the selection procedure for the vacant post, for each contractual type.

The advert can show salary details, which will be defined via private negotiation, respecting the limits posed by the Ministry Tables corresponding to the qualification and years of service, including social security and pension provision.

The advert can also indicate a maximum number of publications which the candidate is allowed to present for his candidacy, which must not be less than 12.

- 2.3** The job advert must be publicized on the University, Italian Ministry and European Union websites. Bocconi University will also publicize the advert on the main international job opening sites.

Article 3 – Application requirements

- 3.1** Candidates who can apply for a position as Full or Associate Professor,

- Scholars who are qualified in the scientific field and areas under evaluation for selection;
- Scholars who are eligible according to the Law 210/1998 limited to the length of eligibility according to the law in force;
- Full and Associate professors who were already in service before the Law 240/2010 became applicable;
- Italian and foreign scholars carrying out research or teaching abroad at a university level, in positions equivalent to those proposed by the job advert.

- 3.2** Relations or kin, up to and including 4th grade, with a professor who is part of the Department asking for the vacancy, as well as with the Rector, General Director or a component of the University Board cannot apply.

Article 4 – Deadline and methods for application

- 4.1** Applications must be sent electronically via e-mail to the address shown in the advert, by the deadline indicated in the advert. The application deadline cannot be less than 30 days from the publication date on the University website and of that of MIUR and of the European Union.

- 4.2** Together with the application, each candidate must send electronically:

- a. A scientific curriculum in pdf;
- b. A list of qualifications and publications in pdf;
- c. Certificates, publications and research papers which the candidates intend to submit for evaluation up to the maximum allowed (if indicated in the advert);
- d. A list of referees of high academic standing for possible requests for letters of reference to be made by the University.

Article 5 – Candidate selection procedure and general evaluation criteria

- 5.1** In order to carry out the selection, the Department uses the Human Resources Committee, commissioned by the Rector and chaired by the Vice-Rector for Human Resources.

- 5.2 Deserving candidates will be invited to the University to carry out a series of interviews in the Department and to give a seminar based on their research (*fly out*).
- 5.3 The Human Resources Committee formulates a judgment for each candidate, making a list of suitable candidates who will receive a formal offer from the Rector which will subsequently be submitted for approval by the Faculty Council and Executive Committee. The Council must approve the academic title (level), amount of teaching required, level of scientific research required and salary details which cannot be less than the amount dictated by the Ministerial tables. The offer must also include the deadline by which the candidate must communicate his acceptance of the offer.
- 5.4 If the offer letter is accepted, the University sends the evaluation dossier to the Faculty Council and later the Executive Committee for a decision about the Direct Call. In particular the Faculty Council must approve the “Direct call” of a Full professor by a majority vote of all the Full professors, and by a majority vote of all Full and Associate professors for a Direct call of an Associate professor.
- 5.5 Proposals for Direct Calls of Italians or foreigners carrying out research or teaching abroad at a university level will be subject to clearance by the Ministry, having heard the CUN committee, according to art. 1, comma 9 of the Law 230/2005.

CHAPTER III PROMOTIONS

Article 6 – Activation of the procedure

- 6.1 Within the limits of the positions assigned by the University Board, the Departments evaluate their teaching and research needs and can decide to ask the Rector, via the Academic Council, to start a promotion procedure, through “Direct Calling”. This Direct Call can be for Full Professors, Associate Professors or Researchers with a permanent contract already employed by the University, who are eligible through article 16 of the Law 240/2010, within the limits laid out by the current law.
- 6.2 Eligibility obtained according to the Law 210/1998 is limited to the duration of the eligibility and is equivalent to a National scientific qualification test.
- 6.3 From the entrance in force of the Law 240/2010 and up until 31st December of the 6th successive year, the University can destine up to 50% of the resources necessary for covering tenured positions, for promotions. Starting from the 7th year, the University can use up to half of the positions available for calls, for promotions.
- 6.4 The evaluation procedure for promotion is equivalent to the procedure regarding recruitment. In particular reference letters will be requested by referees of high International standing, indicated by the candidate and chosen by the University. It is also possible that the candidate will be requested to carry out a seminar based on their recent research, open to the Faculty and in particular to the Human Resources Committee.

- 6.5** At the end of the procedure, the Human Resources Committee will make a judgment which is explained in the evaluation dossier. The Rector after looking at the dossier has the possibility of forwarding the dossier for evaluation by the Faculty Council and later by the Executive Committee. In particular the Faculty Council must approve the “Direct call” of a Full professor by a majority vote of all the Full professors, and by majority vote of all Full and Associate professors for a Direct call of an Associate professor.

CHAPTER IV TRANSITION RULES

Article 7 – Transition Rules

- 7.1** According to the 10th comma of article 29 of the Law 240/2010, the preceding regulations in force at the University regulating Transfers remain in force according to article 3 of the Law 210/1998 exclusively for University Researchers with tenure.
- 7.2** The above cited University Regulations are in force for the procedures regarding the mobility of professors and university researchers, apart from the new and/or different arrangements for Scientific Sectors.

Article 8 – Effective Date

- 8.1** These current regulations will be effective from the day after the Rector’s decree is published on the University website.