

## STATUTE

### OF THE UNIVERSITY OF PERUGIA

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## **TITLE I – GENERAL PRINCIPLES**

### **Chapter I – Nature, Goals, and Activities**

#### **Art. 1 – Nature and Goals**

1. The University of Perugia, hereinafter “University” is a public institution of higher learning which operates in conformity with the principles of the Constitution and the international commitments assumed by Italy in matters of scientific research and university education.
2. The primary goals of the University are scientific research, the dissemination of its results, and higher education, considered inseparable for the purposes of promoting social development.
3. The University is a legal person and enjoys normative, didactic, scientific, organizational, administrative, financial and accounting autonomy within the limits established by the law of Italy.
4. The University recognizes its membership in the European Higher Education Area. It promotes the internationalization of scientific research and higher education in conformity with internationally established principles. To that end, it enters into agreements with European and extra-European institutions; fosters the mobility of all of its components, facilitating exchanges as well as access to its own research and education activities on the part of foreign university faculty, researchers, and students; promotes the institution of courses and degree programs taught in languages other than Italian, the reciprocal conferment and recognition of degrees, and the activation of integrated programs of instruction with foreign universities.
5. The University confers degrees and issues diplomas corresponding to the various levels of higher education in conformity with the provisions of current law.

## **Art. 2 – Organizational Principles and Activities**

1. For the exercise of its functions, the University shall adopt the method of strategic planning, verification, and evaluation of results and shall maintain the distinction between the functions of policy, planning, and control performed by its governing bodies and the functions of administrative, financial and technical implementation and management performed by the Director General and administrative officers and, within the limits established by current law and the University's administrative regulations, the spending and accounting functions performed by directors of its internal divisions.
2. The University shall structure its organization and conduct its activities in conformity with the principles of impartiality, good performance, efficiency, efficacy, simplification, procedural transparency and timeliness, publication of its acts, financial coverage of costs, environmental sustainability, the safeguarding of health and safety, equal opportunity, cooperation and responsibility, promoting the accreditation of its teaching and training, research, administrative, management, and service divisions in accordance with standards of the highest quality.
3. The University shall consider a central factor of its development to be the monitoring and evaluation of its research and teaching and training activities, by availing itself of suitable instruments of control and verification, and shall provide for the institution of a system of merit incentives and rewards. The evaluation of results shall be used for the purpose of resource allocation among divisions and individuals.
4. In the pursuit of its institutional goals, the University considers it essential to develop relationships with other national, European, international, and foreign institutions of higher learning and research and shall promote relationships with institutions, social entities, enterprises and other productive forces as instruments for the promotion of scientific research and channels for the diffusion and application of its results. To that end, in

accordance with the modalities and limitations established by University Bylaws, it may: establish forms of collaboration with other universities, institutions and public and private entities, both Italian and foreign; constitute or participate in associations, agencies, foundations, societies, consortiums, spin-offs, other public or private organisms; stipulate conventions, contracts, and make agreements with physical and legal persons, public and private; participate in public tendering procedures, and perform services for third parties.

5. The university shall promote computerization and digitalization at all levels of its organizational processes and in all related flows of documents.
6. In order to promote the quality improvement of its research and teaching and training, the university may, together with other universities, institute scientific-didactic campuses and satellite campuses didactic centers, through program agreements with the Ministry of Education, University and Research (MUIR) as well as with other Italian, European, international and foreign institutions and public and private entities, taking into account the contextual indicators relative to regional development and on condition that adequate resources and infrastructure is provided partially or entirely with the support of entities, foundations, societies or consortiums.

The Degree Programs and research structures activated at the scientific – didactic center in Terni and the Degree Programs activated at the didactic center in Assisi, previously instituted on the basis of specific program agreements with the Minister of Education, University and Research, are listed in Appendix 1 to the present Statute.

### **Art. 3 – Medical and Assistance Activities**

1. The university shall define, by way of special regulatory norms, the organizational scheme necessary for the performance of its institutional teaching and training and research tasks, in combination with the treatment



and assistance activities performed in the Degree Programs in Medicine and Surgery, Dentistry, the Health Professions and Veterinary Medicine

2. The availability of medical assistance structures shall be assured to the University with special protocols and agreements which shall regulate the relationships between the Degree Programs in Medicine and Surgery, Dentistry, the Health Professions, and Specialization Courses and the national, regional, and local public administrations, and particularly with those of the National Health Service.
3. A special bylaw shall establish the modalities of the organizational and managerial autonomy of the structures performing assistance tasks in compliance with University bylaws, and shall establish the rules pertaining to the constitution of structures involving university and hospital departments.
4. The University shall endow itself with a veterinary hospital for the performance of theoretical and practical training activities associated with its Degree Program in Veterinary Medicine in accordance with current law.

## **Chapter II – Guarantees, Rights, and Responsibilities**

### **Art. 4 – Fundamental Principles**

1. The University shall consist of the community of professors, researchers, technical, administrative and library personnel, CEL and students. It shall foster the participation of each of its components with equal dignity in the exercise of their respective functions and in the pursuit of its own institutional goals. For this purpose, it shall adopt the principle of representation for its elective offices.
2. The University shall provide for the conservation, development, utilization, and management of its bibliographic, documentary, and archival endowment; promote online access to its informational resources,

particularly by way of the university library system, and services that ensure the transferal of knowledge and research findings.

3. The University shall guarantee the transparency, publication, and diffusion of the resolutions of its governing bodies, make them available online in a timely fashion to the university community and shall recognize the right of access to its acts and documents, within the limits established by law and in the ways provided by regulatory norms.
4. The University shall promote the quality of university life for its students and for its personnel, with special reference to health, safety, and the functionality of its premises, to workplace well-being, to the elimination of barriers with respect to the differently able, to the promotion of cultural, athletic, and recreational activities, including suitable organizational forms for such activities.
5. The University shall guarantee the principle of non-discrimination and equal opportunity in access to study, research and work. It shall promote the realization of substantial gender equality and equal opportunity of access to positions and within collegial bodies.
6. The University shall recognize the value of student representation and it shall guarantee its protection, by assuring to student representatives, in respect of the laws on the matter, access to the documents, information, and data necessary to the performance of duties attributed to them.
7. The University shall respect the rights and prerogatives of union representation of its dependent employees, recognize its value in the forms provided by law and by collective bargaining and it shall commit itself to realizing a system of labor relations characterized by transparency and cooperation.
8. The University shall put to use, in the sphere of its organizational needs, the professional qualifications acquired by its technical, administrative, and library personnel and CELs, shall foster their ongoing professional training, and shall promote, in cases of specific and elevated competence and

capabilities, their contribution to teaching and training and their participation in research projects in the forms provided by current law.

### **Art. 5 – Academic Freedom**

1. The University shall guarantee the academic freedom of all teachers and researchers in the organization and performance of their research and training activities, ensuring scientific independence, recognition of merit, integration of disciplines in respect of the principles of human freedom and dignity, peaceful co-existence among peoples, protection of the environment and the local community.
2. To that end, the University shall foster the access for its faculty members to funding and the utilization of all available instruments and resources, by evaluating the quality of research projects and the continuity of scientific production.
3. The University shall guarantee the academic freedom of its teaching faculty, with reference both to scientific-cultural content and teaching methods, which must be conducted in harmony with didactic planning, in the respect of the qualifying characteristics of the assigned courses and having taken into account teaching evaluations. To that end, the University shall guarantee organizational autonomy to the competent structures, in conformity with the laws, the Statute and the Bylaws of the University.
4. The University shall guarantee to its research and teaching structures the equitable and rational distribution of financial, technical and human resources at its disposal, in relation to the characteristics and needs of the disciplinary sectors and to the evaluation of results attained.

### **Art. 6 – Right to Study**

1. The University shall support the conditions necessary the effective exercise of the right to study. For the purpose of guaranteeing to its students positive conditions of study and living, the University shall cooperate with the

Agency for the Right to Study, local institutions and other public and private entities and shall ensure its capable and meritorious students, and in particular those in disadvantaged economic conditions, the institution of scholarships, prizes, and other facilities.

2. Specifically, the University, in accordance with the modalities provided for in its Teaching and Training Bylaws, shall:
  - a. promote periods of study and internship abroad, by ensuring the academic recognition of such activities with a special policy;
  - b. promote courses for worker students and courses of online learning;
  - c. institute orientation and tutoring services;
  - d. facilitate its graduates in the search for employment.

#### **Art. 7 – Duties**

1. University personnel must carry out assiduously and efficiently the tasks inherent to their functions, in respect of national legislation, the Statute, University Bylaws and the Code of Ethics.
2. University employees and students shall be held accountable for the congruent use of its structures and the rational utilization of available resources.

#### **Art. 8 – Code of Ethics**

1. The University shall adopt a Code of Ethics of the university community which shall define its fundamental values, promote the recognition of the rights and the respect of the duties of individuals in relation to the institution to which they belong, as well as dictate the rules of conduct within the community. The norms of the Code of Ethics shall be aimed at avoiding all forms of discrimination and abuse and the regulation of cases of conflict of interest and intellectual property and such norms shall also be applied to non-university personnel who are part of its bodies as provided by this Statute.

2. The ascertainment of violations of the Code of Ethics shall result in the application, in accordance with principles of appropriateness and proportionality in relation to the gravity of the violation, of the sanction of a written reprimand or a reprimand published on the university website. Without prejudice with regard to eventual penal, civil, or administrative liability, violations of the Code of Ethics shall be decided, upon proposal of the Rector, by the Academic Senate with a two-thirds majority vote of its members. In the case in which conduct includes not only an ethical but a disciplinary violation the prevailing competence shall be that of the bodies indicated in Art. 10 of Law N. 240/2010 for professors and researchers and of those competent in matters involving students, technical and administrative and library personnel and CEL as established by current law.
3. The Code of Ethics shall establish the procedures for the ascertainment of violations.

## **TITLE II – CENTRAL UNIVERSITY BODIES**

### **Chapter I – University Governing Bodies**

#### **Art. 9 – University Governing Bodies**

1. The governing bodies of the University are:
  - a. The Rector
  - b. The Academic Senate;
  - c. The Board of Directors.

#### **Art. 10 - The Rector**

1. The Rector is the legal representative of the University, directs its policies and initiatives and coordinates its scientific research and didactic activities

and is responsible for the pursuit of the University's objectives in accordance with criteria of quality and in respect of the principles of efficacy, efficiency, transparency, and the promotion of merit.

2. The Rector shall preside over and convene the Academic Senate and the Board of Directors, shall coordinate their work for the purpose of ensuring their unified and coherent direction, and shall supervise the correct application of their resolutions. The Rector shall also preside over the other bodies of which the Rector is a member in that capacity.
3. In particular, the Rector shall:
  - a. ensure respect for the principles of University autonomy, academic freedom, the rights of University personnel and students and the principle of non-discrimination;
  - b. issue acts of external and internal importance that fall within his competence, including decrees regarding the cessation from office for members of the Academic Senate and the Board of Directors;
  - c. propose to the Board of Directors the University's annual and triennial planning documents, having taken into account the opinions of the Academic Senate and the evaluations of the Office of Evaluation;
  - d. propose to the Board of Directors, together with the Director General, the annual and triennial university budget and the annual balance sheet, having heard the Academic Senate;
  - e. present to the Academic Senate, at the end of the Rector's first two years of office, a report on the activities carried out and on the state of implementation of the triennial plan and its relative financial compatibilities;
  - f. propose to the Board of Directors the appointment of the Director General, in accordance with the provisions of art. 2, paragraph 1, letter n) of Law N° 240 of 2010 and successive amendments, as well as the eventual revocation of the appointment;

- g. appoint, after hearing the Academic Senate, two members of the Board of Directors not belonging to the roles of the University;
- h. issue the University Statute and Regulations, the Regulations of University structures and provisions for the appointment of institutional offices;
- i. present proposals to the Board of Directors, having heard the Academic Senate, regarding the institution, activation, modification and deactivation of Degree Programs, campuses, Departments and Structures of Coordination, called Schools, as well as other teaching and training and research structures;
- j. stipulate conventions, contracts, and agreements which are not the competence of other structures indicated by the Statute, as well as agreements for inter-university cooperation;
- k. exercise, with adequate motivation, the functions of initiative in matters of disciplinary proceedings directed against professors and researchers and oversight of their execution, with regard only to measures not superior to censure, in accordance with the modalities established by art. 10 of Law 240 of 2010; propose, in addition, with adequate motivations to the Academic Senate the sanctions to be adopted in cases of violation of the Code of Ethics not involving disciplinary violations;
- l. designate, after hearing the Academic Senate and the Board of Directors, the university's representatives to external entities and bodies;
- m. authorize, having heard the Department and receiving the binding opinion of the Academic Senate, full-time professors and researchers to carry out teaching and research functions, or institutional and managerial tasks with no contract of employment at public or private non-profit organizations, without prejudice to the system of conventions between universities, as well as temporary professors and

researchers to carry out teaching and research activities at foreign universities and research centers;

- n. grant leaves of absence, having heard the relative Department and on receiving the binding opinion of the Academic Senate, to professors and researchers for appointments at foreign or domestic private or public institutions;
- o. adopt, in extraordinary cases of necessity and emergency, measures within the competence of the Board of Directors and the Academic Senate, submitting them for ratification to the next meeting of the competent body;
- p. supervise the utilization of university endowment, the functioning of its structures and services, as well as the management of the University, ensuring the correct observance of university norms;
- q. exercise any other competence which is not expressly attributed by law, by the Statute or Bylaws to other University bodies.

#### **Art. 11 - Term of office, Election, method of election and cessation from office of the Rector**

1. The Rector shall hold office for a single non-renewable term of six academic years.
2. The Rector shall be elected from among full-time full professors in service at Italian Universities. Applications for candidacy, which shall be communicated to the senior-ranking full professor, must be accompanied by a detailed plan regarding the objectives and the type of administration which the candidate proposes to pursue and by a detailed scientific and professional curriculum; candidacies, along with the candidate's plan and curriculum, shall be made public in the ways established by the General Bylaws of the University.



3. The senior-ranking full professor shall call elections at least six months prior to the expiration of the term of office and electoral operations shall be completed at least four months prior to said date.
4. The Rector shall be elected, in accordance with the procedures established by the General Bylaws of the University, by a majority of all eligible voters on the first two ballots. In case of failure to reach such a majority, there shall be a run-off election between the two candidates obtaining the highest number of votes on the second ballot; the winner shall be the candidate obtaining the greatest number of votes or, in case of a tie, the more senior candidate and, in the case of equal seniority, the older candidate.

In case of election of a professor belonging to another university, the election shall be treated as a direct hire with concomitant transfer to the faculty of the University of Perugia, in accordance with current law.

5. In case of premature cessation from office, the senior-ranking professor shall call elections within forty days and the electoral operations shall be concluded within the next fifty days, in accordance with the procedures and time limits established by the General Bylaws of the University. The Rector-elect shall take office, upon the act of appointment, in the academic year in progress and shall remain in office for the following five academic years. Prior to the assumption office by the Rector-elect the functions of Rector shall be carried out by the Deputy Pro-Rector.

## **Art. 12 - Incompatibility with the Office of Rector**

1. For the duration of the term of office, the Rector shall not assume other academic offices of the University of Perugia; hold any office of a political nature; hold the office of Rector or be a member of the Board of Directors, of the Academic Senate, the Office of Evaluation or the Board of Arbiters of other public, private or online Universities; perform functions related to the planning, financing, and evaluation of the university activities of the Ministry of Instruction, University, and Research and the National Evaluation Agency

of the University and Research System; hold directive office in University start-ups or spin-offs or scientific platforms.

### **Art. 13 – Eligibility to vote for the Office of Rector**

1. The right to vote for the office of Rector shall pertain to:
  - a. first and second tier professors, researchers and temporary researchers;
  - b. members of the Student Council and student representatives in the Academic Senate, Board of Directors, and Department Councils;
  - c. all technical, administrative, library, and management personnel and CEL with a vote weighted at ten percent of the electors described at letter a).

### **Art. 14 – Deputy Pro-Rector**

1. The Rector shall appoint from the ranks of full-time full professors in service at the University the Deputy Pro-Rector who shall take his place in case of absence or temporary impediment; the Deputy Pro-Rector shall remain in office for the duration of the term of the Rector, who may replace the Deputy Pro-Rector at any time.
2. The Deputy Pro-Rector shall participate without the right to vote at meetings of the Academic Senate and the Board of Directors.
3. The same causes of incompatibility for the office Rector established by art. 12 of the Statute shall apply to the office of Deputy Pro-Rector.

### **Art. 15 – Rectoral Delegates**

1. In reference to certain matters the Rector may avail himself of Delegates chosen from the teaching faculty of the University. The Rectoral Decree of appointment, which shall be made public, shall specify the sector of

competence, the tasks assigned and its purposes, as well as the duration of the appointment.

2. Delegates shall participate without the right to vote at sessions of the Academic Senate and the Board of Directors and other bodies presided over by the Rector regarding matters delegated to them, at the request of the Rector or of the bodies themselves.
3. The Delegates, who respond directly to the Rector for their actions, may be revoked by the Rector and in any case the delegation shall expire upon cessation of the Rector's term of office.

### **Art. 16 – The Academic Senate**

1. The Academic Senate is the representative body of the university community and shall concur in the University's general governance, planning, coordination and structuring of its institutional activities.
2. Specifically, the Academic Senate shall exercise the following functions:
  - a. formulate obligatory opinions and proposals to the Board of Directors on matters of teaching and training, research, and student services, particularly with reference to the annual and triennial planning documents of the University;
  - b. formulate obligatory opinions to the Board of Directors on the University's annual and triennial budget and balance sheets;
  - c. formulate obligatory opinions to the Board of Directors regarding the institution, activation, modification, and deactivation of Degree Programs, Campuses, Departments and coordinating structures, known as Schools, as well as other structures for research and study;
  - d. designate five members of the Board of Directors from the roles of the University;

- e. formulate an opinion on the proposal of the Rector to the Board of Directors regarding the appointment and revocation of the Director General;
- f. designate, upon the proposal of the Rector, the President of the Board of Arbiters;
- g. formulate an opinion on the composition of the Office of Evaluations;
- h. designate the members of the Board of Discipline, subject to the opinion of the Board of Directors;
- i. formulate binding opinions to the Board of Directors on projects of federation or fusion of the University with other universities. It shall also formulate obligatory opinions on programming agreements, including agreements made jointly with other universities, the Ministry of Education, University and Research; on the constitution on the part of the University of associations, foundations, agencies, consortia, and other public or private entities; on the participation and collaboration in any capacity with entities and institutions operating in the research and higher education sectors, whether public or private, domestic, European, or international;
- j. formulate an opinion to the Board of Directors on the allocation of resources regarding the University's need for professors and researchers and technical, administrative, library personnel and CEL;
- k. formulate an opinion, having heard the Evaluation Office, to the Board of Directors on the assignment of positions for professors, researchers, and of technical, administrative and library personnel and CEL, taking into account the proposals formulated by the Department Councils;
- l. approve, after receiving the opinion of the Board of Directors, the University Bylaws; approve, upon receipt of the favorable opinion of the Board of Directors, the Bylaws of the university and its Structures, including those within the competence of the Departments and Schools, on matters of teaching and training and research; approve, subject to the favorable opinion of the Board of Directors, the Code of Ethics, and

upon proposal by the Student Council, the Charter of Students' Rights; approve resolutions on questions of interpretations of the University Statute, Bylaws and Regulations;

- m. approve, by a vote of two-thirds of its members, amendments to the Statute;
- n. act on the matter of the affiliation of professors and researchers both in cases in which a requests has been rejected by a Department Council and in cases in which no request has been presented, by assigning professors and researchers to the University's active departments on the basis of criteria of scientific-didactic homogeneity and coherence;
- o. evaluate annually, on the basis of the report of the Evaluation Office, the achievement of research and teaching and training quality objectives and the efficiency of University structures, and propose to the Board of Directors the objectives to be achieved in the following year;
- p. approve conventions not producing expenditures or income and which are not the competence of other University bodies;
- q. propose to the Board of Directors the general criteria for the allocation of resources to the Departments for their ordinary operations and for teaching and training and research activities;
- r. determine the institutional positions to which shall be assigned an indemnity of office and propose the amount of same to the Board of Directors;
- s. formulate opinions to the Board of Directors concerning the University's building plans;
- t. approve by a vote of two-thirds of its members, upon the proposal of Department or School Councils, the conferment of Honorary Degrees and, by the same majority, approve the proposal formulated by the Department Councils and to be forwarded to the Ministry of Education,

University and Research, regarding the conferment of the title of Emeritus Professor on University professors ;

- u. take under examination proposals formulated by the Student Council;
  - v. promote cooperation with other universities, Italian and foreign, and with domestic, European, and international cultural and research institutions;
  - w. exercise all other functions attributed to it by law, and by the Statute and regulations of the University;
3. The Academic Senate may propose to the body of electors, upon the vote of two-thirds of its members, a motion of no confidence in the Rector not prior to two years from the start of his or her term of office. The no confidence motion shall be approved by a favorable vote of an absolute majority of those eligible to vote for the office of Rector. In case of approval, the Rector shall cease to hold office and a new election shall be called, as provided by paragraph 5 of Art. 11 of the Statute.

### **Art. 17 - Composition of the Academic Senate**

1. The Academic Senate shall be composed of:
- a. the Rector, who shall preside over it;
  - b. eighteen Department Chairs; whenever the number of active Departments should be greater than eighteen, an election shall be held so as to respect the university's various scientific-disciplinary areas; the right to vote in the election shall belong to Department Directors;
  - c. one full professor, one associate professor, and one tenured researcher elected from those belonging to CUN scientific-disciplinary areas 1 to 9; one full professor, one associate professor, and one tenured researcher elected from those belonging to CUN scientific-disciplinary areas 10 to 14. The right to vote for representatives of full professors and associate professors shall belong to members of the respective categories in the relative areas; the right to vote for representatives of

the researchers shall be extended to all untenured researchers and temporary researchers of the relative areas;

- d. two representatives of the technical, administrative, and library personnel and CEL;
- e. four representatives of the students, elected from students enrolled for the first time and not beyond one year after their expected graduation, in first level degree programs, second level degree programs, five-year degree programs, and Research Doctorate Programs at the University.

The electoral procedures for the various components as provided by this paragraph shall be established by the University Bylaws.

- 2. The Academic Senate shall be convened, in ordinary session, at least once every two months and, in extraordinary session, upon the initiative of the Rector or by the reasoned request of no less than two-thirds of its members.
- 3. The Deputy Pro-Rector and the Director General shall participate in meetings of the Academic Senate without the right to vote; participation without the right to vote shall also be extended for matters within their competence to Rector's Delegates, the Coordinator of the Evaluation Office, the President of the Board of Arbiters, the President of the Student Council and the President of the Consultative Board of technical, administrative, and library personnel and CEL, upon invitation of the Rector or of the Senate itself. The functions of recording secretary shall be carried out by an officer of the central administration appointed by the Rector upon proposal of the Director General.
- 4. The procedures of the Academic Senate shall be established by a special bylaw, approved by the Senate itself.

### **Art. 18 - Appointment, Term and Renewal of Term of Members of the Academic Senate**

- 1. Members of the Academic Senate shall be appointed by Rectoral decree for a term of three academic years, except for representatives of students and research doctorate candidates, whose term shall be two academic years.

All elected members of the Academic Senate shall be immediately re-electable only once.

**Art. 19 - Incompatibility and Cessation from Office for Members of the Academic Senate.**

1. Members of the Academic Senate, except for the Rector and Department Chairs, may not occupy other institutional academic offices of the University; may not be components of other University bodies, except for Department Councils; fill the role of Director or President of Schools of Specialization or be part of the Boards of Directors of the same; hold any office of a political nature for the duration of the their term; fill the role of Rector or be part of the Board of Directors, the Academic Senate, the Office of Evaluation or the Board of Arbiters of other state, non-state, or on-line universities; perform functions involved in planning, finance or evaluation of university activities in the Ministry of Education, University , and Research or the National Evaluation Agency of the University and Research System; take on directive or administrative roles in university start-ups and spin-offs or scientific platforms.

**Art. 20 – The Board of Directors**

1. The Board of Directors is a governing body of the University with functions of strategic policy, financial and human resource planning, supervision and control of the administration, financial sustainability and economic-endowment situation of the University.
2. Specifically, the Board of Directors shall perform the following functions;
  - a. approve the triennial strategic planning and programming document of the University and the annual documents, upon proposal from the Rector, having heard the opinion of the Academic Senate;



- b. approve the annual and triennial budget, and the balance sheets, upon proposal from the Rector, having heard the opinion of the Academic Senate;
- c. approve, furthermore, any balance sheet adjustments or budget variations;
- d. approve, having heard the binding opinion of the Academic Senate, projects and implementing procedures for the federation or fusion of the University with other Universities. Approve, having heard the obligatory opinion of the Academic Senate, program agreements, including agreements made jointly with other universities, the Ministry of Education, University and Research, taking account of indicators regarding the conditions of regional development; the constitution on the part of the University of associations, foundations, agencies, consortia and other public or private entities, as well as the participation and forms of cooperation in any capacity with entities or institutions operating in the sectors of research and higher education, public or private, domestic, European, international, or foreign;
- e. adopt the bylaws within its competence and relative amendments, with special reference to the Bylaws for Administration, Finance, and Accounting, having heard the opinion of the Academic Senate;
- f. formulate opinions on proposals for the amendment of the Statue and Bylaws of the University, the Code of Ethics, bylaws of University structures and their relative amendments;
- g. approve resolutions, after hearing the opinion of the Academic Senate, on the building programs of the University and in matters of conservation and management of its endowment, both immovable and movable;
- h. adopt measures regarding fees and contributions charged to students, after hearing the opinion of the Academic Senate and hearing the Student council;

- i. act, taking into account the priorities and criteria established by the Academic Senate and after hearing the opinion of the same, in regard to the annual and triennial programming of the required numbers of professors and researchers; act, upon proposal of the Director General and having heard the opinion of the Academic Senate, with regard to the annual and triennial programming of the required numbers of technical, administrative, library personnel and CEL, having heard the Consultative Board of Personnel as provided by Art. 30 of the Statute;
- j. establish and provide to the Director General the policies and criteria for the overall management and organization of the services, instrumental resources, management personnel and technical, administrative, library personnel and CEL, verify their correct implementation on the part of the Director and evaluate the results;
- k. act with regard to the allocation of funding for teaching and training, research and the operation of the Departments and with regard to their assignment, in respect of the general criteria established by the Academic Senate;
- l. act, in the absence of the student component, in respect of the programming regarding the required numbers of professors and researchers and on the basis of financial sustainability, on proposals for the filling of positions of professors and researchers, their direct hiring and appointment presented by the Departments, having heard the opinion of the Academic Senate; on the attribution of research funding to the Departments or to scientific-disciplinary sectors, and on teaching contracts with teachers, scholars, and renowned domestic and foreign professionals, as contracts necessary to satisfy specific and/or supplementary teaching and training needs, in accordance with current law and in respect of the general criteria established by the Academic Senate;
- m. act with regard to the attribution of funding to Research Doctorates;

- n. act with regard to proposals in matters of internationalization, having heard the opinion of the Academic Senate;
- o. act on proposals for the institution, activation, modification and deactivation of Courses, campuses, Departments, coordinating structures, known as Schools, other didactic structures, scientific platforms, service centers, including interuniversity service centers, having heard the opinion of the Academic Senate and, for matters within its competence, the Student Council;
- p. confer and revoke, upon proposal of the Rector and having heard the opinion of the Academic Senate, the office of Director General and establish the relative economic compensation in conformity with the criteria established by current national law;
- q. designate, upon proposal of the Rector and having heard the opinion of the Academic Senate, the members of the Office of Evaluation, with the exception of members named by the students;
- r. act, in the absence of the student component, on matters of disciplinary sanctions for professors and researchers, in accordance with current law and the Statute;
- s. approve agreements and contracts involving expenditures or income for the University and which are not within the competence of the Director General or other subjects as provided by current law, the Statute or University Bylaws;
- t. approve protocols of understanding and any other agreement stipulated with the National Health Service for the purpose of management of the assistance and clinical activities and supervising their implementation;
- u. establish, upon proposal of the Academic Senate compatibly with the financial resources of the University, the amount of the indemnity for those offices for which the Academic Senate has recognized one; the indemnity for members of the Board of Directors shall be established by the Academic Senate;

- v. adopt the other acts and exercise the other functions attributed to it by law, the Statute and University Bylaws.

### **Art. 21 - Composition of the Board of Directors**

1. The Board of Directors shall be composed of:
  - a. the Rector who shall preside over it;
  - b. five members designated by the Academic Senate;
  - c. two members appointed by the Rector;
  - d. two members elected by the students.
2. The Academic Senate shall proceed with the designation of the members as provided at letter b) in respect of a balanced representation of the five scientific-disciplinary-cultural areas present in the University, identified and approved by an absolute majority of the members of the Senate especially for the appointment of members of the Board of Directors and indicated in Appendix 2 of this Statute.

The Senate shall designate, on the basis of a list of candidates, whose members shall be at least double the number of members to be designated, selected by a Selection Committee among persons who belong to roles of the University, who have presented their candidacy following a public announcement and who are in possession of elevated scientific and cultural qualifications recognized nationally or internationally or who are in possession of proven professional competence in the field of management, matured in the exercise of managerial, directional, or supervisory functions with companies, institutions, foundations or entities operating in the field of research and higher education, public or private, and who are also in possession of adequate scientific-cultural qualifications. Whenever for one or more areas there should be presented less than two candidacies, the time period for the presentation of candidacies shall be re-opened only for such areas.

The Selection Committee shall be presided over by the Rector and shall be composed of ten members of the Academic Senate, named by the Senate itself, in respect of a balanced representation of the scientific-disciplinary-cultural areas, listed in Appendix 2 of the present Statute.

The Academic Senate, by two-thirds majority, shall designate the five members from within the proposed list.

The University Bylaws shall establish the procedures for the performance of the tasks provided for in this paragraph.

3. The Rector, upon verification by the Selection Committee of the Academic Senate of their possession of the requisites described in paragraph 2 above, shall proceed, having heard the Senate itself, with the appointment of the members, of which at letter c), among persons identified by him, including by public announcements and following consultations with representatives of public institutions, private enterprise, social and cultural associations, not belonging to the University roles for at least three years prior to appointment and for the duration of their term and who do not have common economic interests with the University.
4. The two members representing the students per letter d), shall be elected, in accordance with the procedures established by the University Bylaws, by all students regularly enrolled in first-level degree programs, second-level degree programs, five-year degree programs, and Research Doctorate programs of the University from among those enrolled, for the first time, and not beyond the first extra year of studies, in first-level degree, second-level degree, five-year degree, and Research Doctorate programs at the University.
5. The Deputy Pro-Rector and the Director General may participate in meetings of the Board of Directors without the right to vote; participation without the right to vote shall also be extended for matters within their respective competences to Rector's Delegates, the Coordinator of the Evaluation Office, the President of the Board of Arbiters, the President of the Student Council and the President of the Consultative Board of technical,

administrative, and library personnel and CEL, upon invitation of the Rector or of the Board itself. The functions of recording secretary shall be carried out by an officer of the central administration appointed by the Rector upon proposal of the Director General.

6. In the case of premature cessation from office of the Rector and during the period of regency by the Deputy Pro-Rector until the assumption of office of the newly elected Rector, the Board of Directors shall operate in a regime of ordinary administration except in cases of necessity and urgency for which it shall promptly inform the Academic Senate.
7. The Board of Directors shall be convened, in ordinary session, at least once every two months and, in special session, on the initiative of the Rector or upon the reasoned request of no less than one third of its members.
8. The procedures of the Board of Directors shall be established by a special bylaw, approved by the Academic Senate.

#### **Art. 22 – Appointment, term and renewal of term of Members of the Board of Directors**

1. Members of the Board of Directors shall be appointed by Rectoral decree for a term of three years, except for members elected by the students, whose term shall be two years. All members of the Board of Directors shall be immediately renewable only once.

#### **Art. 23 - Incompatibility and Cessation from Office for Members of the Board of Directors**

1. Members of the Board of Directors, except for the Rector and Department Chairs, may not occupy other institutional academic offices of the University; may not be components of other University bodies, except for Department Councils; fill the role of Director or President of Schools of Specialization or be part of the Boards of Directors of the same; hold any office of a political nature for the duration of the their term; fill the role of

Rector or be part of the Board of Directors, the Academic Senate, the Office of Evaluation or the Board of Arbiters of other state, non-state, or on-line universities; perform functions involved in planning, finance or evaluation of university activities in the Ministry of Education, University , and Research or the National Evaluation Agency of the University and Research System; take on directive or administrative roles in university start-ups and spin-offs or scientific platforms.

2. In case of unjustified absence for at least three consecutive meetings, or in cases of supervening conflict of interest with the University in the course of their term, members of the Board of Directors shall be declared by the Academic Senate to have ceased from office, as provided by the University Bylaws.
3. In case of cessation from the roles of the University for those Board members who are part of them or of cessation of the status of student, the interested member of the Board of Directors shall cease immediately to hold office and shall be replaced.

## **Chapter II - Management, Supervisory, Consultative and Guarantor Bodies**

### **Art. 24 – The Director General**

1. The Director General, on the basis of plans and directives provided by the Board of Directors, is responsible for overall management and organization of university services and of the technical, administrative, library personnel and CEL, ensuring the legitimacy, impartiality, proper operation, and transparency of the university's administrative activities.
2. Specifically, the Director General shall:
  - a. coordinate the implementation of the plans and programs approved by the academic governing bodies;

- b. see the implementation of the general directives defined by the Rector and the Board of Directors, and the resolutions of university bodies;
- c. direct and coordinate the activities of management, conferring and revoking positions and responsibilities for specific projects and sectors, allotting them the necessary human, financial and material resources, establishing for the same the objectives to be pursued, on the basis of what has been established by the Board of Directors by way of an annual work plan and verifying its implementation;
- d. superintend the activities of personnel organization and management and the management of union and labor relations in respect of national and local collective bargaining agreements;
- e. present annually to the Board of Directors and to the Office of Evaluation a report on the activities carried out and the results achieved within the framework of the plans, projects and strategic objectives defined by the governing bodies. The Board of Directors, having heard the Office of Evaluation, shall approve a resolution regarding the achievement of objectives on the part of the Director General.

Furthermore the Director General shall:

- a. formulate proposals and express opinions to the Rector and to the Board of Directors on matters within his competence; specifically, for the purposes of the triennial planning document the Director General shall propose to the Board of Directors the resources and professional profiles needed to meet the requirements of technical, administrative, library personnel and CEL for the performance of the activities of the administration;
- b. make direct requests to consultative bodies for their opinions and respond directly to the supervisory bodies for acts within his competence;



- c. initiate and oppose litigation to which the University is a party and hold the power to conciliate and settle, giving timely notice to the Board of Directors;
- d. evaluate annually the performance of management taking into account the criteria and procedures established by the University's performance measurement and evaluation system;
- e. provide for the organization of satellite managerial offices;
- f. adopt administrative measures and provisions and exercise the related powers of spending and procurement of financial resources within the competence of the office as provided by law, the University Statute, Bylaws and regulations;
- g. adopt measures related to the organization of technical and administrative offices and services in compliance with the University Bylaws and the strategic objectives established by the Board of Directors; collaborate for this purpose with those responsible for the didactic, scientific, and service structures in the management of personnel, constantly fostering its coordination;
- h. appoint those responsible for offices and procedures not within the responsibilities of other managers;
- i. direct, coordinate, and supervise the activities of those responsible for managerial offices and of technical and administrative services for which management positions have not been provided, including the power to replace them in cases of prolonged inaction;
- j. decide on petitions against non-final administrative measures and dispositions adopted by management;
- k. oversee the organizational and management of personnel and the relative employment relationship as well as the management of labor relations;
- l. participate, without the right to vote, in meetings of the Board of Directors and the Academic Senate;

- m. exercise disciplinary powers with respect to managerial, technical, administrative, library personnel and CEL, with the exception of cases in which, as provided by law, such power is to be exercised directly by the management of the structures in question;
  - n. maintain a detailed and up-to-date list of the public and private bodies constituted by the University, including those in which the University is a part and of the representatives to such bodies appointed by the University; the list shall be accessible to anyone having an interest in it;
  - o. exercise any other function conferred upon the office by current law in matters of the Public Administration in so far as compatible and by the Bylaws for Administration, Finance and Accounting.
3. The Director General shall be chosen from persons of elevated professional qualifications and documented multi-year experience in managerial roles on the basis of a curriculum attached to the application by those responding to a specific public announcement.
  4. The appointment of Director General shall be conferred by the Board of Directors upon proposal of the Rector, having heard the opinion of the Academic Senate. The appointment has a maximum term of three years and is renewable.
  5. The employment relationship of the Director General shall be regulated by a private law fixed-term contract signed by the Rector; the determination of the relative economic compensation shall be established by the contract in conformity with the parameters and criteria established by decree of the Minister of Education, University and Research in concert with the Minister of Economy and Finance;

The Director General, if a public employee, shall be placed on unpaid leave of absence for the term of the contract.

6. The Director General, having heard the Rector, shall designate a Deputy Director General who shall exercise his functions in case of absence or impediment.

7. The Board of Directors, on proposal of the Rector and having heard the Academic Senate, may revoke the appointment of the Director General prior to the end of the term in case of grave noncompliance with the directives issued by the Governing Bodies, negative performance results of administrative and resource-management activities, or failure to meet assigned objectives.
8. In case of revocation or anticipated resolution or cessation of the employment relationship, the functions of Director General shall be exercised by the Deputy Director General whose powers shall cease upon appointment of a new Director General.

#### **Art. 25 – The Board of Arbiters**

1. The Board of Arbiters shall be the supervisory body of administrative-accounting, financial, and endowment management of the University in accordance with the provisions of current law and the University Bylaws.
2. The Board shall be composed of:
  - a. One effective member with the functions of President, designated by the Academic Senate upon proposal by the Rector from among active or retired administrative and accounts magistrates or state's attorneys;
  - b. One effective member and one alternate, designated by the Minister of Economy and Finance;
  - c. One effective member and one alternate designated by the Minister of Education, University and Research.
3. The components of the Board of Arbiters, of whom at least two effective members, shall be enrolled in the Registry of Arbiters, shall be appointed by Rectoral decree, shall serve in office for four years, shall be immediately renewable only once and in no case may be employees of the University.

4. The Board of Arbiters shall:
  - a. examine the budget, related variations and the balance sheet, drafting appropriate reports;
  - b. verify the regularity of the accounting, financial, economic, and endowment management, of the bookkeeping and accounting records, and the correspondence of the financial statements with the accounting records;
  - c. conduct audits of cash management and of the existence of securities in ownership, deposit, guarantee or safekeeping;
  - d. formulate opinions at the request of University governing bodies or the Director General.
5. The operating procedures of the Board shall be established by the Bylaws for Administration, Finance and Accounting.

## **Art. 26 – The Evaluation Office**

1. The Evaluation Office is an agency for the internal evaluation of teaching and research, activities in support of the right to study, teaching and research support services, and administrative and managerial efficiency.
2. Specifically, the Office of Evaluation shall:
  - a. verify the quality and efficacy of course content and teaching, based in part on indicators identified by the Joint Committee on Didactics;
  - b. verify, taking into account the evaluation criteria and parameters established at the national and international levels in reference to the specificity of each disciplinary area, the quality and continuity of the

scientific research conducted by the Departments, by the other university research structures and their components;

- c. evaluate the quality, efficiency, and effectiveness of activities in support of the right to study and teaching support services;
- d. verify the congruity of the scientific and professional training of the holders of teaching contracts in accordance with current law;
- e. conduct, in coordination with the activities of national agencies for the evaluation of the university system, in complete autonomy and with its own organizational procedures, the evaluation of structures and personnel, for the purpose of promoting merit in the University, as well as the improvement of institutional and individual performance;
- f. exercise the other functions assigned to it by current law, the Statute and the University Bylaws.

The Office shall report annually to the Board of Directors on the coherent utilization of resources with respect to the objectives indicated in the annual and triennial planning documents of the university and present to the Rector, to the Academic Senate, and the other interested university bodies and structures periodic reports on the results of its evaluations in the various sectors.

3. The Evaluation Office shall be composed of nine members:
  - a. seven, four of whom external to the university, of elevated professional qualifications in the sectors described in section 4 below;
  - b. two representatives of the students elected by the Student Council.
4. The members of the Evaluation Office, except for the student representatives, shall be chosen from scholars and experts in the field of evaluation of research, training, management, the quality of public services, public accounting, evaluation of balance sheets and human resources. They shall be designated by the Board of Directors, on proposal by the Rector after hearing the opinion of the Academic Senate. The Executive Committee of the Office shall be elected from among its members who are full

- professors of the University and appointed by the Rector. The curriculum vitae of the members of the Evaluation Office, not including its student component, shall be made public on the website of the University.
5. The University shall assure the Evaluation Office operational autonomy and right of access to all necessary data and information. It shall also provide for the diffusion, by way of its website, of the records concerning the determination of evaluation criteria and the results of the evaluations conducted, in respect of current law and protection of the right to privacy.
  6. Members of the Evaluation Office, with the exception of the student component, shall serve for four years and shall be immediately renewable only once. The term of student representatives shall be two years and is immediately renewable only once.
  7. Members of the Evaluation Office may not:
    - a. hold other academic positions, nor be components of other University bodies, expressly identified in the University Bylaws;
    - b. have held in the three years preceding their appointment or for the term of their appointment, offices of a political nature;
    - c. hold the office of Rector, member of the Board of Directors, member of the Academic Senate or the Board of Arbiters of other public, non-public or online Italian Universities.
  8. The organizational and operating procedures of the Evaluation Office shall be established by a special Bylaw approved by the Academic Senate, having heard the Board of Directors.

### **Art. 27 – The Board of Discipline**

1. The Board of Discipline shall be appointed by the Rector, upon designation by the Academic Senate, and shall be composed of three full professors, three associate professors, and three tenured researchers, all full time, with at least five years seniority in their role and who have not undergone disciplinary sanctions.

2. The members of the Board of Discipline serve for three years and are immediately renewable only once.
3. The Board shall conduct an inquest in disciplinary proceedings against professors and researchers, with the exception of those followed by a disposition not greater than censure, within the competence of the Rector; express a conclusive and binding opinion, as provided by art. 10 of law 240/2010, on the merits of the foundation of the disciplinary action and the sanction to be issued and transmit the acts to the Board of Directors for dispositions within its competence.

The Board shall operate, respecting adversarial proceedings, according to the principle of judgement by peers and shall issue judgment with the procedures established by a special bylaw, approved by the Academic Senate, having heard the Board of Directors.

Matters not covered by the provisions of this article shall be governed by provisions of current law.

4. Participation in the Board of Discipline shall not give rise to compensation, emoluments, indemnity or reimbursement of expenses.

### **Art. 28 – The University Ombudsman**

1. The University Ombudsman shall examine challenges regarding acts or behaviors, including omissions, by bodies, structures or single members of the University.
2. The Ombudsman shall communicate his observations to the party who presented the challenge and, whenever he should deem it opportune, he shall transmit his conclusions to the competent body or structure.
3. The Ombudsman shall be chosen from persons with suitable qualifications, external to the University, with whom there has been no previous employment relationship; if such a relationship should be constituted the Ombudsman shall forfeit the office.

4. The ombudsman shall be designated by the Academic Senate, upon proposal by the Rector, and shall be appointed by Rectoral decree. He shall serve a term of three years, renewable only once. His curriculum shall be published on the university website.
5. The University shall ensure the Ombudsman operating autonomy and access to acts. Documents, data and information, believed necessary for the performance of his duties.

### **Art. 29 – The Equal Opportunity Commission**

1. The Equal Opportunity Commission shall have propositive, consultative, and verification functions, contributing to the improvement of the efficiency of actions related to the assurance of a workplace characterized by respect for the principles of equal opportunity, organizational well-being, and opposition to any form of discrimination and moral or psychological violence directed at workers.
2. The Commission shall foster a culture of equal opportunity and respect for human dignity in the workplace, keeping watch against all forms of discrimination, direct or indirect, determined by whatever cause or condition.
3. The Commission shall be composed by one member designated by each of the trade unions represented at the Administration level, by an equal number of representatives of the Administration, and by as many additional members that may be necessary to ensure gender parity.
4. The selection and operating procedures of the Commission shall be regulated by a special bylaw, approved by the Academic Senate.

### **Art. 30 – The Consultative Board of Technical, Administrative and Library Personnel and CEL**

1. The Consultative Board of Technical, Administrative and Library Personnel and CEL shall be a collegial body of technical, administrative, and library



personnel and collaborating language experts (CEL) with propositive and consultative functions, except for matters subject to collective bargaining as provided by current law.

2. Specifically, the Board shall express obligatory opinions to the competent bodies concerning:
  - a. the triennial planning document on requirements for technical, administrative, library personnel and CEL in reference to the University's development plans;
  - b. the bylaws for Administration, Finance and Accounting that concern technical, administrative, library personnel and CEL.

The Consultative Board shall formulate proposals to the competent bodies with regard to:

- a. the annual plan for training, and professional updating of technical, administrative, library personnel and CEL;
  - b. the improvement of administrative procedures;
  - c. the organizational innovation of offices and technical structures;
  - d. the organization and management of technical, administrative, library personnel and CEL. Upon request, it shall express opinions to the Rector, the Academic Senate, the Board of Directors and to the Director General on any matter of interest to technical, administrative, library personnel and CEL.
3. The proposals formulated by the Consultative Board shall be submitted to the competent governing body which shall be obliged to take them into consideration and examination.
  4. The University shall assure the Consultative Board access to the information necessary for the performance of its functions and shall guarantee its proper functioning.
  5. The Consultative Board shall be composed of seven members elected by technical, administrative, library personnel and CEL, in accordance with

procedures established by a special Bylaw of organization and function, adopted, after hearing the opinion of the Board of Directors, by the Academic Senate. The Consultative Board shall designate a President from among its members and propose his appointment to the Rector.

6. The office of member of the Consultative Board shall be incompatible with that of Director General, members of the Academic Senate and the Board of Directors.

### **Art. 31 – Student Council**

1. The Student Council shall be the representative body of the students and shall have propositive and consultative functions.
2. Specifically, the Student Council shall formulate obligatory proposals and opinions to the competent bodies with regard to:
  - a. annual teaching and training plan;
  - b. constitution and modification of teaching and training structures;
  - c. cultural, athletic, and recreational activities managed by students;
  - d. laboratories, libraries and related contributions;
  - e. internationalization of the student body;
  - f. forms of collaboration with external entities aimed at ensuring students integrated service policies and positive conditions of study and living;
  - g. functioning of services provided for implementation of the right to study;
  - h. organization and management of exchanges and mobility of students with Italian and foreign universities;
  - i. ways of using premises for didactic activities;
  - j. exemptions, facilities and benefits for meritorious students and economically disadvantaged students;

- k. University Teaching and Training Bylaws;
  - l. determination of university enrollment fees and laboratory and library contributions;
  - m. teaching and training activity and criteria for its evaluation;
  - n. any other matter of elevated interest for students;
3. The proposals formulated by the Student Council in accordance with the procedures established the University Bylaws shall be submitted to the competent governing body, which shall have the obligation to take them into consideration and examination;
  4. The Student Council shall propose to the Academic Senate, by a two-thirds majority vote of its members, the adoption of amendments to the Charter of Student Rights.
  5. The University shall ensure the Student Council access to the information necessary to the performance of its duties and shall provide it with means and structures suitable for its proper functioning.
  6. The Student Council shall be composed of thirty members elected, in accordance with procedures established by the University Bylaws, on the basis of Departments or Schools, where constituted. The attribution of seats to each Department/School shall be proportionate to the number of students regularly enrolled.

Student representatives on the Board of Directors, the Academic Senate and the National Council of University Students enrolled at the University of Perugia shall participate at meetings of the Student Council without the right to vote.

7. The Student Council shall have a term of two years.
8. The operating procedures of the Student Council shall be established by a special bylaw, approved by the Student Council itself and published on the university website.

### **Art. 32 – The University Athletics Committee**

1. There shall be instituted a University Athletics Committee for the purpose of supervising programs for the development of athletic activities and policies for the management of athletic facilities.
2. The composition, competences, and operating procedures shall be defined by a special university bylaw.
3. The conduct of the programs approved by the University Athletics Committee may be entrusted to legally recognized athletic organizations by way of especially stipulated agreements in accordance with the provisions of current law in regard to public contracts.
4. Participation on the University Athletics Committee shall not give rise to compensation, emoluments, indemnities, or reimbursement of expenses.

## **Chapter III – Service Centers and Other Support Structures**

### **Art. 33 – Service Centers**

1. For the organization and delivery of services in support of teaching and research, for the transfer of knowledge and management, which have a continuous nature and are of interest to the University as a whole or to a number of its structures; or, for the improvement of cultural assets such as collections of scientific findings or library and archival holdings of great cultural interest; or, finally, for the diffusion of research results and teaching tools by way of publishing activity promoted by the University, there may

- be instituted Service Centers which shall enjoy managerial autonomy and whose specific purposes shall be defined in their constitutional documents.
2. The constitution of structures described in the preceding paragraph may also come about in collaboration with other Universities, public or private entities, or by way of the constitution of suitable associative bodies.
  3. The procedures for the constitution and operation of Service Centers shall be disciplined by the University Bylaws.
  4. The list of Service Centers shall be included in Appendix 3 of this Statute.

#### **Art. 34 – University Library Services Center**

1. The University Library Services Center shall provide and ensure in a coordinated manner and with adequate organizational structures, the growth, conservation, and enjoyment of the University's endowment of libraries and documents, as well as the processing and diffusion of bibliographic information.

#### **Art. 35 – The University Language Center**

1. The University Language Center shall be a support structure for the teaching and learning of foreign languages for students of the university and of the Italian language for foreign students; may conduct continuing education courses for the teaching of foreign languages, also in collaboration with the Ministry of Education, University and Research, and provide services for universities and research institutes in the regional, national, and international spheres, and for public and private entities with the concurrence of most effective and advanced technologies.

#### **Art. 36 – Other Teaching and Research Support Structures**

1. The University shall make available to Departments performing teaching and research activities in the agricultural and veterinary sectors agro-

zootechnical structures useful in the performance of said activities and in biological, technological, agronomic, zootechnical and veterinary experimentation.

2. The management of the structures described in paragraph 1 shall be determined by a special bylaw, approved by the Academic Senate, having heard the opinion of the Board of Directors.
3. For the purposes outlined in paragraph 1, the university shall also promote opportune agreements with the Foundation for Agricultural Instruction in Perugia and with other entities having analogous purposes.

### **TITLE III – TEACHING AND SCIENTIFIC STRUCTURES**

#### **Chapter I – Departments**

##### **Art. 37 – Principles and Functions**

1. The University shall be comprised of Departments, which constitute its fundamental organizational structures for the pursuit of the quality objectives of the University's scientific research and teaching activities, and the transmission of knowledge and innovation.
2. The Departments shall be composed of the University's professors and researchers belonging to culturally homogenous scientific-disciplinary sectors.
3. The Departments shall be in charge of the organization, management, and coordination of the research activities of their professors and researchers, in respect of the autonomy of each individual and his right to direct access to research funds; of their teaching and training activities, also in concert with other Departments; of externally directed activities correlated with or accessory to research, teaching, and training activities. With reference to

all of the above activities, the Departments shall be responsible for their communication outside of the University and shall promote various forms of collaboration with national, European, and international entities, public and private.

4. Where research and teaching functions are associated with assistance functions, the Departments shall guarantee the inseparability of training, research, and assistance functions, in accordance with the provisions of current law.
5. The Departments shall have managerial autonomy in the forms and within the limits established by the Statute and University bylaws; shall also enjoy regulatory autonomy for matters within their competence, for their own organization and operations. The Department Bylaws shall be approved by the Academic Senate by a vote of an absolute majority of its members, upon a favorable opinion of the Board of Directors.
6. Professors and researchers, upon request approved by the Department Council, shall be affiliated with only one Department.
7. The Departments shall also be the structure of reference for research fellows, whose research projects refer to the Department's scientific-disciplinary sectors, adjunct professors who teach courses in the Department's degree programs, doctoral candidates, Visiting Professors and Visiting Researchers to whom the Departments have attributed the title.
8. Each Department shall be assigned an adequate endowment of technical and administrative personnel and an administrative secretary.
9. The eventual internal functional divisions of Departments shall be regulated by the University Bylaws.

### **Art. 38 - Institution and Deactivation of Departments**

1. A Department shall be instituted on the basis of a scientific and didactic project presented by at least fifty professors, tenured researchers and untenured researchers, and temporary researchers belonging to

homogenous scientific-disciplinary sectors coherent with the specificity of the project,, in which are indicated, beyond the overall plan for the development of research and teaching, the requirements for administrative and technical personnel, structures and equipment, and the eventual association with one of the Schools of the University.

2. The Board of Directors shall approve the institution and activation of Departments, having acquired the opinion of the Academic Senate and having heard the Evaluation Office, assigning to the new structure, beyond the technical and administrative human resources, the financial resources for the performance of its institutional activities, and the necessary structures and equipment.
3. The Board of Directors, having acquired the opinion of the Academic Senate, shall approve the deactivation of Departments whose number of professors and researchers has gone below the minimum limit established by law. In the case of deactivation, the Academic Senate shall determine the options of association for the professors and researchers with active university Departments and the Board of Directors shall approve any reassignment of human and financial resources.

### **Art. 39 – Departmental Bodies**

1. The necessary Departmental bodies shall be:
  - a. the Council;
  - b. the Chair,
  - c. the Executive Committee;
  - d. the Joint Commission on Teaching.

### **Art. 40 – The Department Council**

1. The Department Council is the body responsible for the planning and operation of the Department's activities.



2. The components of the Department Council shall be:
  - a. The Chair, who presides over it;
  - b. The professors and tenured and untenured researchers affiliated with the Department;
  - c. The representatives of the permanent technical and administrative staff assigned to the Department elected, according to the procedures established by the University bylaws, in a number equal to fifteen percent of the members described in letter b) above;
  - d. The representatives of the students enrolled in the Department's first level degree programs, second level degree programs, five-year degree programs, specialization courses and doctoral programs, elected, in accordance with the procedures established by the University Bylaws, in a number equal to fifteen percent of the members described in letter b) above;
  - e. The Administrative Secretary of the Department, who participates at its meetings in a consulting capacity and who keeps the minutes.
3. The Council shall be convened, in ordinary session, at least once every two months or, in special session, on the initiative of the Chair or on request of no less than two-thirds of its members.
4. Specifically, the Council shall perform the following functions:
5. promote and coordinate research activities and all correlated and accessory activities directed outside the Department, by approving the relative annual and triennial plans;
6. propose to the Academic Senate by an absolute majority of its members, the bylaws of the Department and of its doctoral programs, if activated;
7. approve by an absolute majority of its members the proposals to present to the Board of Directors for the institution, activation, modification and

- deactivation of Degree Programs and seats, also in collaboration with other Departments;
8. approve, by a vote of only its professors and researchers and student representatives, the plan of course offerings related to its degree programs, whose activation has been approved by the Board of Directors, and the relative academic regulations to propose to the Academic Senate, which shall approve them upon a favorable opinion of the Board of Directors. The Academic Senate and the Board of Directors shall approve resolutions by a vote of the absolute majority of their members;
  9. establish the employment of resources and spaces assigned to the Department to be used for scientific research and teaching;
  10. approve, by a vote only of its professors, researchers, and student representatives the attribution of teaching responsibilities for all activated courses, also, where necessary, in coordination with other Departments;
  11. carry out general oversight of the performance and quality of teaching and research activities;
  12. approve, by an absolute majority vote of its full professors and other interested professors, proposals for the conferral of tenure as well as the hiring and appointment of full and associate professors; approve, by a vote of its full and associate professors and researchers proposals for the assignment of places for researchers and proposed appointments;
  13. approve,, by an absolute majority vote of only its professors of the interested level and the level above it, as well as its researchers requests for association with the Department by professors and researchers respectively to be transmitted for its approval to the Board of Directors;
  14. propose the conferral of research fellowships;
  15. propose the activation of contracts for teaching, for the purpose of availing itself of the collaboration of highly qualified teachers, scholars, and experts, Italian or foreign, in possession of a significant scientific or

professional curriculum, to be transmitted for approval to the Board of Directors;

16. approve, by a vote of its professors of the interested level and the level above it, the triennial reports on research and teaching activities of its professors and researchers and decide on leaves of absence for purposes of research or study, on the basis of the research plan and planned course offerings;
17. promote the institution of Research Doctorates, also in collaboration with other Departments; promote as well the internationalization of its course offerings and research;
18. approve, by a vote only of its professors, tenured and untenured researchers, interdepartmental research plans based on agreements by the interested Departments and propose to the Board of Directors, by a majority of those entitled to vote, as described herein, and also in concert with the other Departments, the institution and deactivation of scientific platforms for the conduct of particularly complex single or multiple cross-disciplinary research projects and approve the participation of professors and researchers in platforms already activated at the University;
19. approve, by a vote of its professors, researchers and representatives of technical and administrative personnel, agreements, contracts, and negotiated acts with national, European, and international private and public entities, within the limitations and according to the procedures established by current national law, the Statute, and the bylaws for Administration, Finance and Accounting;
20. draft annually a report on the research and teaching activities carried out by the Department, which the Chair shall submit to the Rector, the Academic Senate, the Board of Directors, and the Evaluation Office;
21. decide on any other question attributed to it by the Statute of the bylaws of the University.

## **Art. 41 – Department Chair**

1. The Chair shall represent the Department, promote its activities, and be responsible for its operation; convene and preside over the Council and the Executive Committee; provide for the implementation of the resolutions adopted by the Council; oversee the observance of the laws, the Statute, and the bylaws of the University and the fulfillment of their obligations by professors, researchers and students; promoting, when necessary, disciplinary action; attend to relationships with the University Administration, and carry out and execute all other duties and powers conferred on the Chair by law, the Statute and bylaws of the University.
2. The Chair shall be elected by the Department Council from among full-time full professors upon presentation of candidacies including a detailed scientific and professional curriculum, by an absolute majority of its members on the first two ballots and by a majority of the voters on the third ballot, provided that at least two-thirds of those having the right to vote participate in the vote. Whenever there are more than one candidate, the third ballot shall be a run-off between the two candidates obtaining the highest number of votes on the second ballot; the candidate obtaining the highest number of votes shall be elected or, in case of a tie, the candidate with more seniority. The procedures for the conduct of the elections of Chair shall be established by the University Bylaws.
3. The Chair is appointed by Rectoral decree, serves in office for three academic years and is immediately re-electable only once.
4. At the beginning of the academic year, the Chair may opt for a lower teaching load, communicating the decision to the Rector.
5. The Chair shall designate among the full-time full professors and associate professors affiliated with the Department a Vice-Chair, who shall replace the Chair in all functions in the case of absence or impediment. The Vice-Chair shall be appointed by Rectoral decree and serves in office for the duration of the term of the Chair.

6. The Chair shall be assisted by a Departmental Administrative Secretary, who shall do everything necessary to ensure the implementation of the resolutions of Departmental bodies and shall be responsible for I; the administrative secretary shall also be responsible for the administrative organization and management of the Department. The post of Administrative Secretary is assigned by the Director General, after hearing the Department Chair, to an administrative employee in possession of the requisites required by current law.
7. The Chair shall exercise the power to take over the duties of the administrative secretary only in cases of special urgency, specifically indicated in the reasons stated for the measure, providing timely communication of such measure to the Department Council; the Chair may also adopt, in cases of necessity and motivated urgency, acts which are within the competence of the Council, which acts must be submitted to the Council for ratification at its next meeting.
8. The office of Chair is incompatible with any other academic office, except for that of member of the Academic Senate.

#### **Art. 42 – The Department Executive Committee**

1. The Department Executive Committee is the executive body that shall assist the chair in the execution of his duties.
2. The members of the Executive Committee shall be the Chair, who shall preside, the Vice-Chair, a representation of the professors, researchers and the technical and administrative personnel, elected from among the members of the Council in the number and according to the procedures established by the Department bylaws.
3. The Executive Committee shall be convened by the Chair and its meetings shall be attended by the administrative secretary of the Department as consultant and recorder of the minutes.

4. The Executive Committee shall have a term of three years which shall expire in any case upon expiration of the term of the Chair.

### **Art. 43 – The Joint Committee on Teaching**

1. Each Department shall institute a Joint Committee on Teaching, composed by teaching members of the Department Council and students of the Degree Programs affiliated with the Department, elected in the number and in accordance with the procedures established by the Department Bylaws. The Committee shall designate its president from among its teachers.
2. The Committee shall monitor the course offerings and the quality of the teaching and of the services provided to students on the part of the Department's teachers and structures, applying the criteria elaborated by the Evaluation Office, to which it can propose additional indicators for the evaluation of teaching; draft an annual report on the efficacy of the teaching in the Department, of the tutoring and all other services provided to students which it shall transmit to the Evaluation Office, and to the Council of Degree Programs, where provided, and to the Department Council which are obliged to discuss it in their respective meetings; formulate proposals to the Department Council for the improvement of services, as well as binding opinions on the activation, amendment and deactivation of degree programs.

## **Chapter II – Teaching and Training Structures**

### **Art. 44 – Interdepartmental Schools of the University**

1. Two or more Departments grouped together in relation to criteria of affinity or homogeneity and disciplinary and cultural complementarity, may constitute a joint structure, called a School, for the purpose of rationalizing activities related to teaching and common interests.
2. A Department may be affiliated with only one School.

3. The institution of a School shall be approved, upon the positive opinion of the Academic Senate, by the Board of Directors, on the proposal of the interested Departments, approved by an absolute majority of their respective Councils and accompanied by a detailed project which explicates the needs and objectives of rationalization and coordination of the teaching activities in reference to the course offering plans of the proponent Departments, and indicating the structures and numbers of technical and administrative personnel necessary for the performance of the activities. The list of instituted Schools is set forth in Appendix 5 of this Statute.
4. The deactivation of a School shall be, upon hearing the opinion of the Academic Senate, approved by the Board of Directors, whenever the conditions and objectives in and for which it was instituted no longer persist.
5. Each School shall constitute a decision-making body, called the School Council, composed of:
  - a. The Chairs of the Departments affiliated with the School;
  - b. A number of teaching faculty, no greater than ten percent of the members of the Department Councils affiliated with the School and elected, in accordance with the procedures established by the University Bylaws, by the Department Councils, from among Presidents of the Councils and the Coordinators of the Degree Programs and from among the members of the Department Executive Committees or those in charge of the assistance activities within the competence of the School itself, where so provided;
  - c. A representation of the students, equal to fifteen percent of the other components, enrolled in the Degree Programs activated by the Departments.

The members of the Council serve in office for three academic years, except for the student members who serve for two academic years, and are immediately re-electable only once.

6. The Council shall draft the Operating Bylaws of the School which, having acquired the favorable opinion of the Councils of the affiliated Departments,

shall be approved by the Academic Senate, upon a favorable opinion of the Board of Directors.

7. The Council, by absolute majority of its members on the first ballot, by absolute majority of those voting on the second ballot, shall elect a President from among its members who are full professors affiliated with the structure upon the presentation of a candidacy accompanied by a detailed scientific and professional curriculum, in accordance with the procedures established by the School Bylaws, which shall also define the President's functions. The President, who is appointed by Rectoral decree, shall serve for three academic years and is immediately re-electable only once.
  
8. The tasks of the School shall be:
  - a. the management of common services, such as the management of common spaces necessary for the performance of training activities, the calendar of the teaching activity, orientation and promotion of teaching and training, internationalization and the organization of cultural and training activities directed to students;
  - b. the formulation to the Department Councils of proposals and opinions in regard to the institution, activation, modification, and deactivation of Degree Programs on the basis of the verification of their sustainability and accreditation;
  - c. the formulation to Degree Program Councils and/or to Department Councils of proposals aimed at improving the efficiency and efficacy of teaching, also on the basis of indications provided by the School's Joint Committee on Teaching, where instituted;
  - d. the organization of student evaluations of the Departments' degree programs, of which it shall communicate the results to the Council



Presidents or to the Degree Program Coordinators and to the Chairs of Department Councils;

- e. the promotion of contacts with society, local entities and the world of work for the purpose of proposing opportune adjustments to course offerings;
  - f. every other activity which, in concert, the affiliated Department Councils, upon an absolute majority vote of their members, should choose to delegate to them for the greater efficiency and coordination of their teaching and training activities.
9. When a School is constituted by Departments in sectors in which teaching and research functions are combined with assistance functions, these last will be assumed by the School in accordance with the procedures and within the limits agreed upon with the competent national and regional authorities, as well as with other agencies and institutions operating in the health care field, ensuring the inseparability of the assistance functions of teachers of clinical subjects from their teaching and research functions. The School Council, in such cases, in agreement with the interested Departments, shall cooperate on the definition of the general guidelines of health care planning, participating, where provided, and in any case ensuring an adequate coordination with the bodies responsible for such planning, in accordance with regional and national law, as well as the necessary development of the structures in which the teaching/training activity is carried out in the biomedical and health care spheres.
10. Each School, upon the unanimous proposal of its affiliated Departments, shall institute a Joint Committee on Teaching, which shall take the place of those of the Departments and shall be composed by teaching faculty and students elected in equal numbers, in accordance with the provisions by the School Bylaws; it shall perform the functions and the tasks described in Art. 43 paragraph 2 of the Statute and, in this case, shall transmit the annual report also to the School Council. In cases where the Departments affiliated in a School do not express a unanimous vote on the institution of a School

Joint Committee on Teaching, the single Departments shall institute their own Committees in accordance with the same Art. 43.

### **Art. 45 – Degree Programs**

1. The institution, activation, and modification of First Level Degree Programs, Second Level Degree Programs and Five-Year Degree Programs,, shall be approved, subject to the favorable opinion of the Academic Senate and having heard the Evaluation Office, by the Board of Directors on the proposal of one or more Departments. The proposal shall contain a description of the teaching and training objectives, the availability of teaching faculty and all of the data required by current law on the necessary requisites and criteria of accreditation, the indication of the necessary structures and equipment, and the non-binding opinion off the Joint Committee on Teaching of the Department or Departments or School.
2. The deactivation of a Degree Program shall be approved, subject to the favorable opinion of the Academic Senate and having heard the Evaluation Office, by the Board of Directors, whenever the necessary requisites for its activation or its objectives no longer persist, in coherence with the planning guidelines of the University's triennial plan.
3. The operating procedures of the Degree Program shall be established by a special bylaw approved by the interested Department Council or Councils, in conformity with the Curriculum Bylaws of the University.
4. For each Degree Program there shall be instituted a Council which shall attend to its operation and which shall be composed of the professors responsible for the courses affiliated with the Degree Program, by the researchers providing teaching support for a course affiliated with the Degree Program and by a representation of the students, equal to fifteen percent of the tenured teaching faculty, elected according to the procedures established by the University bylaws, and whose term of office shall be two academic years. The Council shall elect from among its full or associate professors, in accordance with the procedures established by the University

Bylaws, its President, who shall be appointed by the Rector, serve for three academic years and be consecutively renewable only once.

5. The Department Council, whenever it should hold it necessary for the purposes of greater efficiency and simplification, may resolve to provide directly for the management of its teaching and training activities, by appointing for that purpose a Coordinator responsible for one or more Degree Programs affiliated with the Department, elected from among the full or associate professors responsible for courses within the interested Degree Program or Programs, according to the procedures outlined in the University Curriculum Bylaws. The Coordinator, who is appointed by the Rector, may be assisted by a Committee of no more than three teaching faculty, appointed by the Department Council. The Coordinator and the Committee, if appointed, shall serve in office for three academic years and shall be consecutively renewable only once. The Coordinator shall illustrate for or submit to the Department Council the questions related to the management of teaching and training activities of the Degree Programs for which the coordinator is responsible.
6. The Degree Program Council shall, however, be instituted whenever the Board of Directors approves the activation of Degree Programs, albeit of different classes, but characterized by scientific, cultural and formative homogeneity, on the proposal of two or more Departments, even if affiliated with different Schools or no School, each of which provides official teaching and training activity equal to at least twenty percent of the total CFU related to the courses of the Degree Program. The interdepartmental Degree Program Council shall be composed by the professors responsible for the courses affiliated with the Program, by the researchers who provide support teaching for courses affiliated with the Program, and by a representation of the students, elected in accordance with the procedures established by the University Bylaws, in a number equal to fifteen percent of the tenured professors. The interested Departments shall attribute to the Department Council providing the greatest number of CFUs the task of coordinating, where necessary in concert with the participating Department Councils, the management activities related to the teaching and training of the Degree

Program. The same Department shall institute the Joint Committee on Teaching of the Interdepartmental Degree Program.

7. Degree Program Councils, where constituted, shall be responsible for:
  - a. the organization and annual planning of teaching activities related to the Programs, including tutoring, by identifying and proposing to the Department Council the teaching faculty responsible for all formative activities and highlighting the need for coverage of any courses for which it was not possible to identify a member of the teaching faculty, to be procured, if not otherwise, by way of adjunct internal or external contracts;
  - b. the presentation to the Department Council(s) of the development plan for the First Level Degree Program, Second Level Degree Program, Five-Year Degree Program and of proposals for the allocation and procedures for coverage of professor positions as well as researcher positions;
  - c. all the measures necessary to ensure the coherence of formative activities with the objectives established by the Degree Program bylaws, overseeing the rational utilization of means and equipment made available by the Departments and Schools;
  - d. examination and approval of study plans and procedures related to students;
  - e. the drafting of the annual self-evaluation document, which it shall transmit to the interested Department Council(s) or to the School Council, where constituted, and to the Joint Committee on Teaching of the Department(s) responsible for the Degree Programs or of the School, where the School has constituted its own Joint Committee on Teaching in place of those of the affiliated Departments;
  - f. the formulation of proposals and opinions to the Department Council(s) with regard to the University's Teaching and Training Bylaws and the Degree Program Teaching and Training Regulations at all levels;

- g. every other task attributed to it by law, the Statute or the University Bylaws.

The list of Degree Programs shall be set forth in Appendix 6.1 of this Statute.

#### **Art. 46 – Post-Graduate Training**

1. The University, in conformity with its goals, shall promote and organize training programs aimed at providing students with the latest scientific knowledge and excellent professional skills.
2. Doctoral Courses and Schools, Specialization Schools, listed in Appendix 6.2 of this Statute, first and second level university Masters programs and Advanced Training Courses shall be instituted and activated by Rectoral Decree, upon approval of a resolution of the Board of Directors, adopted at the proposal of the interested Department(s), after hearing the Schools, where constituted, subject to the opinion of the Academic Senate and having heard the Evaluation Office.
3. Doctoral Courses and Schools, Specialization Schools, first and second level university Masters Programs and Advanced Training Courses shall be regulated by a special University Bylaw, in accordance with the provisions of the laws on the matter.

### **Chapter III – Research Structures**

#### **Art. 47 – Research Centers**

1. For the purpose of conducting, developing and promoting scientific research on subjects of particular significance, whose realization requires the constitution of specially designed structures with a mission defined by these purposes, the University may constitute University Research Centers or participate in research centers whose members are other Universities, Ministries, national, European or international public or private research entities.

2. One or more Departments in agreement among themselves may propose the institution or participation in a Research Center. The proposal shall contain the reasons that render necessary the institution of the Center based on scientific necessity or research objectives not adequately served within the University Departments proposing the institution of the Center. The proposal shall highlight the importance of the center's scientific goals in the national and international context, the value added for the University, and must be accompanied by an economic plan that defines the needs and availability of personnel, premises and financial resources and includes an analysis of the mid-to-long term sustainability of the Center, and a forecast of its duration and the procedures for its eventual renewal at the end of the projected term.
3. The proposal for the institution or participation in a Research Center must be accompanied by bylaws for its internal operations, approved by a majority vote of the proponent Department Councils.
4. The Board of Directors, having heard the Academic Senate, shall decide on the institution of Research Centers or on participation in the same, and it shall approve their Bylaws. In the case of participation in Centers whose members include other public and private national, European or international entities, the resolution of the Board of Directors must be subsequent to approval of specific agreements between the University and the entities interested in the constitution of the Center.
5. Research Centers instituted by the University shall enjoy operational autonomy, within the limits established by the Bylaws for Administration, Finance and Accounting.
6. The human and instrumental resources necessary to the operation of the Centers promoted by the University and of those in which the University participates shall be provided by the proponent Departments and by the entities participating in the Center.
7. Research Centers shall be subject to triennial evaluation of their scientific results and operations by the Board of Directors, having acquired the

opinions of the proponent Departments, the Academic Senate, and the Evaluation Office. In case of a negative evaluation, the Center shall be deactivated, or the University's participation withdrawn, upon resolution of the Board of Directors.

8. The necessary bodies of Research Centers promoted by the University are the Center Council and the Director.
9. The procedures for election of the bodies of Research Centers located at the University of Perugia and those related to the organization and operation of the Centers, shall be regulated by the University Bylaws. The University Bylaws shall also establish the procedures for the participation of professors and researchers of one or more University Departments in interuniversity Research Centers.

The list of Research Centers is set forth in Appendix 7.1 of this Statute.

#### **Art. 48 – Scientific Platforms**

1. One or more Departments in agreement may propose to the Board of Directors, which shall decide upon the proposal subject to the opinion of the Academic Senate, the constitution of scientific platforms, called platforms, for the conduct of particularly complex multi-disciplinary research projects, for the diffusion, utilization and transmission of the results achieved.
2. For the management of the financial resources deriving from and connected to the research project and for the administrative procedures concerning their operations, platforms shall refer to the head Department, indicated, in the project proposal, from among the proponent Departments.
3. For every research project for which the institution of a platform is requested, the proponent Departments shall present in concert to the Board of Directors the Bylaws governing its internal operations.
4. In addition to the proponent Departments, platform participants may include University and Interuniversity Research Centers, national, European and international public and private entities formulating an express request

for membership to the Board of Directors, which shall act on the requests subject to the obligatory opinion of the Academic Senate.

5. Platform objectives shall be to:

- a. foster the excellence of the University's scientific research;
- b. promote the diffusion of scientific knowledge and technologies as an indispensable factor of social and economic development;
- c. facilitate the development of common research approaches among the University's various scientific-disciplinary sectors;
- d. attract national, European, and international resources for research;
- e. facilitate the relationships of professors and researchers with other national, European, and international research institutes;
- f. apprehend and interpret needs and demands for innovation expressed by external actors interested in the operation of the platform;
- g. foster and enhance the transmission of knowledge, scientific research findings, and innovations consequent to platform operations and, more generally, of its proponent Departments, including by establishing relationships with other national, European, and international institutes and public and private entities.

6. The operations and results obtained by platforms shall be subject to evaluation at least biennially on the part of the Evaluation Office which, in the absence of documented results, may propose its deactivation to the Board of Directors, subject to the opinion of the Academic Senate.

The list of scientific platforms is set forth in Appendix 7.2 of this Statute.

## **TITLE IV – UNIVERSITY ADMINISTRATION**

### **Art. 49 – Administrative Organization**

1. The administrative organization of the University shall provide the general and complementary services for the performance of teaching and research



activities, along with specific services for users inside and outside of the University community.

2. The administrative organization of the University shall be inspired by principles of simplification, economy, efficiency, efficacy, impartiality, openness and transparency. In the performance of their duties, the administrative structures shall observe the following criteria:
  - a. functionality, with respect to their tasks and programs of activity, in the pursuit of the objectives of efficiency, efficacy, and economy. To this end, periodically and in any case in the act of defining its operational programs and allotting resources, the University shall proceed with a specific verification and eventual revision;
  - b. flexibility, in respect of the principles and procedures established by University Bylaws for the purpose of assuring the unification of administrative operations, founded on merit and the recognition of skills and abilities;
  - c. interconnection between the operations of structures and offices, in fulfillment of the duty of internal communication, promoting the forms most suitable to ensuring an adequate system of interconnection by way of information systems and public statistics;
  - d. assurance of the impartiality and transparency of administrative action in conformity with the provisions of current law, also by way of the creation of special structures for the information of users and the assignment to a single office, for each procedure, of overall responsibility for it;
  - e. harmonization of working hours and opening and closing hours of offices with the needs of their users.
3. The organizational structure of the University's central administration shall be constituted by the Directorate General and by the Divisions, with their respective offices; for the purpose of responding to the needs of operational improvement and territorial decentralization, or rather to achieve an efficient and economically advantageous use of human, financial, and

instrumental resources, the University's Administrative Structure may, upon proposal of the Director General, be subdivided and decentralized by way of the institution of inter-departmental administrative-accounting centers by resolution of the Board of Directors, subject to opinion by the academic Senate.

4. Every organizational structure shall be subject to periodic evaluation of the efficiency and efficacy of its operations.

### **Art. 50 – Management**

1. Access to the role of Manager shall be by way of a competitive examination, conducted by the University, in accordance with the provisions of current law.
2. Positions endowed with management functions, including positions conferred in accordance with Art. 19, paragraph 6, of Legislative Decree 165/2001, shall be attributed to the Director General in accordance with current law.
3. Managers shall be responsible for the adoption of administrative measures, including all those acts with which the University undertakes outside commitments, as well as its financial, technical and administrative operations by way of autonomous powers of spending and control over the acquisition of revenues and the organization of human and instrumental resources. Managers shall be responsible for operations, related administrative-accounting activities, and for their respective results; they shall direct, coordinate, and supervise the operation of the offices for which they are responsible; appoint those responsible for operations and for subordinate administrative offices of the structures under their responsibility, in respect of the guidelines of the Director General and they shall provide for the definition of tasks and verification of their correct execution, and the communication of any disciplinary infractions.

In addition, Managers shall perform the following functions:

- a. provide for the management of personnel and financial and instrumental resources assigned to their respective structures;
  - b. organize, direct and coordinate the operations of administrative units under their responsibility and the operations of employees in charge of procedures, including the power to replace them in case of poor performance;
  - c. conduct the evaluation of personnel assigned to their offices in respect of the principle of merit, taking into account the opinion of users of the services provided;
  - d. concur in the identification of resources and of the qualifications necessary to the performance of the duties of the structures under their responsibility, including for the purpose of preparing the triennial planning document on personnel needs;
  - e. perform all other tasks delegated to them by the Director General and provide for the implementation of specific plans and projects assigned to them by the Director General, adopting the related administrative measures and provisions and exercising the related powers of spending and acquisition of revenues;
  - f. exercise, in those cases provided by law, the disciplinary power with respect to technical, administrative ,and library personnel and CEL in service to the structure under their responsibility;
  - g. formulate proposals and render opinions, where requested, to the Director General.
4. The Rector and the Board of Directors may request that the evaluation of Managers and Acting Managers be conducted ahead of time in the case of evident serious risk of negative performance or of grave and repeated non-observance of directives.

### **Art. 51 - Technical, Administrative, Library Personnel and CEL**

1. Technical, administrative, library personnel and CEL are assigned based on principles of functionality, operational economy, and transparency and operate according to criteria of professionalism and responsibility.

## **TITLE V – NORMATIVE SOURCES**

### **Art. 52 – The Statute**

1. The Statute is the expression of the constitutionally guaranteed autonomy of the University, defines its tasks and activities and governs its organization and operations.
2. Amendments to the bylaws shall be approved by a two-thirds majority vote of the Academic Senate, subject to the favorable opinion of the Board of Directors, having also heard the Department Councils and, for matters within their competence, the Student Council and the Consultative Board of Technical, Administrative, Library Personnel and CEL.
3. Proposals for amendment may be initiated by the Rector, one third of the members of the Academic Senate, and at least four members of the Board of Directors, at least four Department Councils, and, for matters within their competence, the Student Council and the Consultative Board of Technical, Administrative, Library Personnel and CEL.
4. Amendments to the Appendices of the Statute shall not constitute amendments to the Statute.

### **Art. 53 – The Bylaws**

1. For the implementation of the Statute, in conformity with the laws concerning university organization, the following Bylaws shall be adopted:

- a. the General Bylaws of the University, which shall dictate the norms of the organization and determine its election procedures and the operation of University bodies;
  - b. the Teaching and Training Bylaws of the University, which shall regulate the organization of Degree Programs and other formative activities, the criteria for affiliation of Degree Programs with the Departments, in respect of the qualitative and quantitative requirements established by current law;
  - c. the Bylaws for Administration, Finance, and Accounting, which shall govern the management, relative administrative, financial and accounting procedures, contracting procedures and related responsibilities, in respect of the principles of the single balance sheet of the University. The Bylaws may also indicate other forms of management and shall establish the relative norms;
  - d. The University Bylaws which govern the hiring and tenure of professors and the public procedures for the selection of researchers;
  - e. all other bylaws necessary for the organization and operation of the University and its structures.
2. The Bylaws of the University and their subsequent amendments shall be approved by the competent bodies, in accordance with the provisions of law and the present Statute, by an absolute majority of their components and shall be promulgated by a decree of the Rector.
  3. The research and teaching and training structures shall adopt Bylaws governing their organization and operations, in conformity with the Statute And with the principles defined in the General Bylaws of the University. Such Bylaws, adopted by the Council of the structure, shall be approved by the Academic Senate, subject to the favorable opinion of the Board of Directors, and shall be promulgated by a decree of the Rector.
  4. Upon publication of the Bylaws described in this article and their subsequent amendments the same shall be published for thirty days on the online official register of the University and inserted on the University website.

5. All Bylaws shall enter into force fifteen days after their publication, except where provided otherwise in the Bylaw itself.

## **TITLE VI – COMMON PROVISIONS**

### **Art. 54 – Composition of Elective Bodies**

1. The members of elective bodies, whether monocratic or collegial, may not be elected consecutively more than twice, unless otherwise provided by the Statute; a further election may take place only after a period of time equal to the term of appointment of the office has passed.
2. Eligibility to hold academic offices shall be reserved to tenured professors and researchers who can assure, before their retirement date, a number of years of service equal to the term of appointment.
3. Eligibility for student representatives is attributed to students enrolled for the first time and for no more than one year beyond the limit for the Degree Programs associated with all the diplomas and degrees issued by the University, with the exception of University Masters degrees. The term of office of student representatives shall be two years in accordance with the provisions of the present Statute.
4. In case of the premature cessation from office of a member of an elective body, the remainder of the term shall be served by the first of the eligible non-elected candidates. Where this is not possible, new elections shall be held within sixty days.

In case of the premature cessation from office of a designated member of a collegial body, the remainder of the term shall be served by a new member to be designated within sixty days.

In case of the premature cessation from office from a monocratic body, with the exception of the Rector, the election shall be called within sixty days and the newly elected candidate shall assume office on the date of appointment and shall hold it for the remainder of the term of the body.

For the purpose of calculating term limits, partial terms served due to premature cessation from office or replacement shall be considered only if their duration is greater than half of the term established for the office in question.

5. Whoever, without a justified reason, fails to participate in three consecutive sessions of the collegial body of which he is an elected or appointed component, shall forfeit the office.
6. Participation in collegial or monocratic bodies, where not otherwise provided by the Board of Directors, on proposal of the Academic Senate, shall not give rise to compensation, emoluments, indemnities or reimbursement of expenses.

#### **Art. 55 – General Norms of Incompatibility**

1. Anyone elected or appointed to an office incompatible or in any case not cumulative as provided by current law or by the Statute with another office already held shall be obliged to opt for one of the offices within two days of the proclamation of the election results or of the date of notice of the appointment. In the case of a failure to opt, the interested party shall not assume the new office.
2. The status of part-time professor shall be incompatible with the holding of academic offices. Such incompatibility, when operative at the time of assumption of the respective office, may be removed should the interested party within and not beyond two days from the communication of his election or appointment, present effective immediately a declaration of option for full-time status.

In the case of elective office or an office which requires the presentation of a candidacy, the interested party must declare together with the presentation of his candidacy that, if elected or appointed, he will opt for full-time status.

3. Student representatives shall be prohibited from serving at the same time as members of the Academic Senate, Board of Directors, Student Council and the Evaluation Office.

### **Art. 56 – The Validity of Meetings and Resolutions of Collegial Bodies**

1. Meetings of the Academic Senate and the Board of Directors shall be valid upon the presence of an absolute majority of the members of the body.

The meetings of other collegial bodies shall be valid upon the presence of an absolute majority of the members of the body, less the number of those who have submitted written justification of their absence, except where a different quorum is provided for particular resolutions by law, the Statute or Bylaws and, in any event, upon the presence of a number no less than one quarter of those having the right.

2. Resolutions shall be valid when adopted by a majority of those present, except in those cases where the law, the Statute or Bylaws provide otherwise. In the case of a tie, the vote of the President shall prevail.

## **TITLE VII – TRANSITORY AND FINAL PROVISIONS**

### **Art. 57 – Transitory Regime**

1. For elective collegial and monocratic bodies whose term is still ongoing on the date of entry into force of the Statute, the provisions of Art. 2, paragraph 9 of Law n. 240/2010 and successive amendments shall apply.
2. Upon initial implementation of the Statute, where the new monocratic and collegial elective bodies, with the exception of the Rector, should be constituted and, according to the procedures established by the General Bylaws of the University, they should take office during the course of the academic year, the residual period of the relative academic year shall be deemed equivalent for all intents and purposes to an entire academic year.



3. Pending the constitution of the new governing bodies of the University, the Rector, Academic Senate, and Board of Directors in office shall assume the relative competences attributed to them by the present Statute.
4. Within thirty days of publication of the Statute procedures shall be initiated for the constitution of the new statutory bodies and the new teaching and training, research and service structures.
5. The constitution of the new governing bodies of the University and the constitution of teaching and training and research structures as provided by current law and the Statute shall take place in the following sequence:
  - a. presentation, in accordance with the Statute, to the sitting Academic Senate, of the didactic-scientific projects for the institution of the Departments, per Art. 2, paragraph 2, letter b), Law n. 240 of 30 December 2010, concerning the constitution
  - b. formulation by the sitting Academic Senate to the sitting Board of Directors of the proposals regarding the acceptance or rejection of the didactic-scientific projects per above letter a); the professors and researchers who have not declared their adherence to a didactic-scientific project shall be assigned directly by the Academic Senate to a Department, in accordance with the criterion of scientific-didactic homogeneity;
  - c. final approval on the part of the sitting Board of Directors of the institution of the new Departments, with the assignment of professors and researchers, whose projects have not been accepted, of a period of thirty days for the presentation of a new proposal taking into account the findings leading to the non-acceptance of the previous proposal;
  - d. elections of the Department Chairs per Art. 2. Paragraph 2, letter b) of Law n. 240 of 20 December 2010;
  - e. constitution of the Academic Senate;
  - f. election of the Rector;
  - g. constitution of the Board of Directors.

6. In due time for the purpose of the constitution of the new Board of Directors, the Academic Senate shall provide for the approval of Appendix 2 of the present Statute, defining the five areas which must be identified therein in accordance with the criteria of scientific-didactic-cultural homogeneity.
7. Within thirty days of the entry into force of the Statute, the sitting Academic Senate shall approve the General Bylaws of the University and within forty days it shall provide for the updating of the Bylaws for Administration, Finance and Accounting, and the Teaching and Training Bylaws of the University. Prior to the entry into force of the new Bylaws in accordance with the present Statute the current Bylaws, insofar as they are applicable, shall remain in force.
8. The procedures for the constitution and activation of the new bodies and structures, per the present article and according to the indicated sequence, shall be completed within the month of October 2012, with the exception of the constitution of the Board of Directors, which, however, shall be completed no later than 15 December 2012.

#### **Art. 58 – Entry into force of the Statute**

1. The present statute shall enter into force on the fifteenth day following its publication in the Official Gazette of the Republic.

## **APPENDICES**

Appendix 1 - *Scientific-Didactic campuses and satellite didactic campuses*

Appendix 2 – *Scientific – Disciplinary – Cultural Areas for the appointment by the Academic Senate of five members of the Board of Directors*

Appendix 3 – *Service Centers*

Appendix 4 – *Departments*

Appendix 5 – *Interdepartmental Schools of the University*

Appendix 6.1 – *Degree Programs*

Appendix 6.2 – *Specialization Schools*

Appendix 7.1 – *Research Centers*

Appendix 7.2 – *Scientific Platforms*

## **Appendix 2:**

### *SCIENTIFIC-DISCIPLINARY-CULTURAL AREAS*

1 – AGRICULTURE, VETERINARY MEDICINE AND ENGINEERING;

2 – MEDICINE;

3 – SCIENCE AND PHARMACY;

4 – ECONOMIICS, POLITICAL SCIENCE AND LAW

5 – LETTERS AND EDUCATION

## **Appendix 4:**

### List of Departments

- CHEMISTRY, BIOLOGY AND BIOTECHNOLOGY
- ECONOMICS
- PHILOSOFY, SOCIAL SCIENCES, HUMANITIES AND EDUCATION
- PHYSICS AND GEOLOGY
- LAW
- ENGINEERING
- CIVIL AND ENVIRONMENTAL ENGINEERING
- LETTERS - Classical and Modern Languages, Literatures and Civilizations
- MATHEMATICS AND COMPUTER SCIENCES
- MEDICINE
- EXPERIMENTAL MEDICINE
- VETERINARY MEDICINE
- ARICULTURE, ENVIRONMENTAL STUDIES AND FOOD SCIENCE
- SURGERY AND BIOMEDICINE
- PHARMACY
- POLITICAL SCIENCE

## **Appendix 5:**

INTERDEPARTMENTAL SCHOOLS

INTERDEPARTMENTAL SCHOOL OF MEDICINE AND SURGERY