

CHARTER AND STATUTES*

* *resolutions of the Academic Senate of 16.02.2012 and 23.02.2012*

resolution of the Board of Directors of 15.02.2012

CONTENTS

SECTION 1 – GENERAL PRINCIPLES

- Art. 1 – Mandate and objects
- Art. 2 – Fundamental principles and warranties
- Art. 3 – Administration principles
- Art. 4 – Organisational principles
- Art. 5 – Legal sources
- Art. 6 – Code of Ethics
- Art. 7 – Seal

SECTION 2 - GOVERNING BODIES

- Art. 8 – The Rector
- Art. 9 – Election of the Rector
- Art. 10 – Academic Senate
- Art. 11 – Composition of the Academic Senate
- Art. 12 – Board of Directors
- Art. 13 – Composition of the Board of Directors
- Art. 14 – The Student Council

SECTION 3- OTHER BODIES

- Art. 15 – Director General
- Art. 16 – Recruitment and appointment of the Director General
- Art. 17 – Board of Auditors
- Art. 18 – University Evaluation Group
- Art. 19 – University Ombudsman
- Art. 20 – Committee for equal opportunities, for the enhancement of workers' wellbeing and against discrimination
- Art. 21 – University Ethics Committee
- Art. 22 – University Sports Committee
- Art. 23 – Disciplinary Board

SECTION 4 - RESEARCH AND TEACHING UNITS

- Art. 24 – Departments
- Art. 25 – Establishment of Departments
- Art. 26 – Head of Department
- Art. 27 – Election of the Head of Department
- Art. 28 – Department Board
- Art. 29 – Executive Board
- Art. 30 – Joint Board of Studies
- Art. 31 – Degree Programmes
- Art. 32 – Board of Studies
- Art. 33 – Interdepartmental Schools
- Art. 34 – Coordinator of the Interdepartmental School
- Art. 35 – Interdepartmental School Board

Art. 36 – Postgraduate Studies

SECTION 5 - TRANSITORY AND FINAL PROVISIONS

Art. 37 – Establishment of statutory bodies

Art. 38 – General norms for collegial bodies

Art. 39 – General norms on elections and incompatibility

Art. 40 – Reduction of teaching load

Art. 41 – Review of the Charter and Statutes

Art. 42 – Adjunct professors, tenured assistants and language tutors

Art. 43 – University defence in legal proceedings

Art. 44 – Entry into force

SECTION 1 – GENERAL PRINCIPLES

Art. 1 – Mandate and objects

1. The University of Trieste, hereinafter referred to as “University”, is a public institution providing higher education in a manner that is laic, pluralist and independent of any ideological, religious, political or economic orientation, in compliance with the principles of the Constitution of the Italian Republic and in line with the international commitments Italy has undertaken in the fields of scientific research and university education.
2. The main object of the University is to enhance scientific research and higher education in order to promote cultural, civil, social and economic development in the Italian Republic. The University acknowledges that this objective shall be achieved by performing two inseparable tasks - teaching and research, which in turn are inseparable from assistance services.
3. The University is a legal entity and is autonomous in terms of regulations, teaching, scientific research, organization, administration, financial management and accounting, in compliance with article 33 of the Italian Constitution and with the limitations set by State laws.
4. The University is part of the European Area of Research and Higher Education, of which it upholds principles and tools. It promotes its international stance by enhancing integration and cooperation among university facilities and research groups, with a focus on neighbouring regions. It supports the mobility of all its members, by welcoming and involving foreign students, researchers and lecturers in its teaching and research activities. That is why it supports the introduction of courses and programmes that are taught in a language other than Italian, it supports the mutual conferral and recognition of degrees, and the creation of integrated training courses with foreign universities.
5. The University promotes the conditions that effectively guarantee a right to education, pursuant to articles 3 and 34 of the Italian Constitution. To this end, it institutes and awards, also with the support of third parties, scholarships and prizes to the most talented and deserving students and offers contributions and subsidies to students who help in the provision of University services. It organizes and sets up study rooms, libraries, laboratories and any other instrumental resource. It pursues policies that favour the presence of residential students and staff and this also is achieved by creating University halls of residence.
6. The University offers orientation and tutoring programmes as well as services that help students and graduates enter the labour market. It supports the institution of ex-alumni associations which maintain relations with the University and support it in its institutional activities.
7. The University promotes quality university life both for its students and staff, paying attention to studying and working conditions, focusing on health, safety and functionality of environments, enhancing wellbeing at work, favouring a successful work-life balance, overcoming barriers for the disabled, promoting cultural, sport and recreational programmes, also with the support of specialized organizations.
8. The University deals with the conservation, development, enhancement and management of its bibliographic heritage, documents and archives, its collections and its museums. It grants access to its *online* material mainly through the University library system, the University museums and all the services that ensure the transfer of knowledge.
9. The University performs all the tasks and duties necessary to achieve its objectives, which are not expressly attributed to other entities by the law.

Art. 2 – Fundamental principles and warranties

1. The University is the place where training and critical knowledge are enhanced, while respecting freedom of expression of thought, pluralism of ideas and cultural interaction.
2. The University is formed by a community of lecturers, students, researchers and technical-administrative staff. Each member of the community takes part in university life with equal dignity, in line with their respective functions and duties, with the common aim of pursuing the University's institutional goals. The University works to achieve its objectives following the inspirational principles of its code of ethics placing individuals at the centre of its activities and goals.
3. The University guarantees, within its competences, dignity and fundamental rights, equal opportunities and promotes differences; it favours a culture of peace; it commits to preventing and contrasting any form of discrimination. For this purpose, it sets up a Committee to guarantee equal opportunities, enhance workers' wellbeing and fight against discrimination.
4. The University guarantees freedom and autonomy to its lecturers and researchers in the organisation of their research, both for the choice of topic and the methods to be used. The University guarantees freedom of teaching, without interfering in the choice of content of a taught subject, in compliance with current laws on programme specifications. The University, thus, guarantees organizational autonomy to those facilities that deal with research and teaching, in line with the laws, the Charter and Statutes and University regulations.
5. The University ensures that research is independent, aims at quality results and the enhancement of merit, the integration of knowledge and internationalisation. The University grants open access to scientific literature, favours the storage of research results in its institutional repositories and promotes access, circulation and dissemination to the public of these research studies, in compliance with laws on intellectual property, confidentiality and protection of personal data. The University is committed to fulfilling the principles of open access to scientific literature and dissemination of results whilst protecting intellectual property. On the basis of the research results achieved, the University favours the transfer of knowledge, also for entrepreneurial initiatives.
6. The University verifies the quality of its research and teaching and assesses results according to validated assessment criteria and transparency principles; it distributes resources according to definite and pre-set criteria based on merit, strategies adopted and results achieved.
7. The University recognises the importance of student representation and thus safeguards it, ensuring that student representatives have access to documents, information and other data they may need to carry out their tasks, in compliance with laws on the matter.
8. The University recognises and enhances independent forms of association and volunteering that aim to achieve its institutional goals, in line with the modes and manners set in the University regulations.
9. The University recognises that information is an essential condition for an effective participation of lecturers, students, researchers and technical-administrative staff in University life. The University organizes information and data using tools, including information technology-based tools that favour access, use and circulation of information, in line with the modalities set out in the University regulations. The University also safeguards and guarantees the right to access information systems to people with special needs.
10. The University recognises the value of union representation for its employees, in the forms set out by the law and by collective agreements and is committed to establishing relations with trade unions that are based on transparent behaviour from all parties, mutual collaboration and conflict prevention.

11. University regulations that govern the election and appointment of collegial body members also set rules that ensure effective equal opportunities for men and women in accessing academic roles.

Art. 3 – Administration principles

1. The University adopts the method of management planning and control. To this end, it assesses the economic convenience, the efficiency, effectiveness and quality of its activities and services, in relation to its set objectives. Measurement and assessment of organizational and individual results are used for social accounting and resource allocation, which may also be distributed as a form of bonus on the basis of merit.
2. The University's administrative activity is based on the following principles:
 - impartiality, good governance, transparency, dissemination of documents and access to records and information;
 - simplification and streamlining of procedures, in line with laws on administrative procedures;
 - individual liability on adopted documents and results.
3. The University regulations establish the duties of the person in charge of the administrative procedure and the systems to access administrative documents and records, in compliance with laws on the matter.

Art. 4 – Organisational principles

1. The facilities offering administrative and technical services are fundamental to achieve the University's institutional aims.
2. In order to achieve these aims, the organisation of activities is based on the following principles:
 - a) distinction between the governing, planning and control functions of the governing bodies and the functions of administrative, technical and financial implementation and management that are carried out by the Director General, Managing and Executive Staff and, in compliance with the limitations set in the University regulations, Unit Managers. The governing bodies, the Director General, Managing and Executive Staff and, wherever envisaged, Unit Managers, are responsible for any other task that is assigned to them by the laws, the Charter and Statutes and University regulations;
 - b) possibility to delegate the functions of collegial and monocratic bodies, with the exception of those functions and tasks that are expressly reserved to them by this Charter;
 - c) streamlining of organisation and responsibilities and management flexibility;
 - d) organisation of teaching departments and support services into independent managing centres having their own resources;
 - e) pre-emptive assessment of the organisational and financial effects – and sustainability (also environmental) – of proposals submitted to the University's bodies by research and teaching departments and support services;
 - f) cooperation with other public and private institutions;
 - g) enhancement and promotion of professionalism of executive and technical-administrative staff, in line with the University's organisational needs. The University thus considers their training and continuous professional development as a duty and right.
3. The main guidelines for the organisation of support services and for the assignment of their tasks and responsibilities are outlined in specific organisational deeds that are adopted in compliance with laws governing the matter and in line with the principle of enhancement of professional resources.

4. Services are fundamental since they provide primary support to research and teaching activities and may be, therefore, regulated by specific norms that must be compatible with the principles of these Charter and Statutes and at the same time ensure that the organisation of the said services is suitable for the implementation of research and teaching activities.
5. Funding to the University is obtained from the State, the European Union, the Region and local authorities, from earnings that derive from student tuition fees, assets, private financial aid, donations and inheritance. In order to achieve its institutional goals, the University may take part in national and international projects, it may sign conventions, contracts and agreements with physical and legal entities, be they public or private. It can also participate in public tenders and offer services to third parties.
6. To achieve its institutional aims, the University may constitute or participate in trusts, associations, consortia, business companies and other public or private forms of association in line with the laws and with the warranties set out in the regulations, save the ban to purchase, under any form, unlimited liability for bonds acquired by investee. The Director General is responsible for keeping a complete and updated list of all the public and private bodies/entities with which the University participates and the names of the representatives appointed by the University within those bodies. The list is published on the University website.
7. The University may allow the use of its seal, transfer patents and usage licenses for the achievement of its institutional goals and also for self-promotion.
8. The University may carry out press, editorial and advertising activities for the achievement of its institutional goals.

Art. 5 – Legal sources

1. The Charter and Statutes are the expression of the autonomy that is granted to the University by the Constitution and they regulate its organisation and functioning.
2. Implementation of the Charter and Statutes and the laws on university specifications is by adoption of the following regulations:
 - The University general regulation which sets out norms on university organisation and the procedures for the constitution and functioning of the university governing bodies;
 - The University academic regulation which governs study specifications, programme specifications and teaching and training activities;
 - The University regulation on administration, finance and accounting which regulates administrative, financial and accounting management and procedures and related liabilities;
 - The University regulation on the employment of tenured professors;
 - The University regulation on public procedures for the selection of researchers;
 - The Students regulation on the election of student representatives and the organisation of activities managed by students;
 - Other regulations that may be necessary for the organisation and functioning of the University.
3. The University's regulations and any subsequent changes thereto are adopted by the governing bodies, in line with articles 10, 12 and 14 and are issued with Rectoral decrees. Resolutions approving or expressing opinion are adopted by absolute majority of members.
4. The University general regulation, the academic teaching regulation and the regulation on administration, finance and accounting are adopted as set out in article 6, paragraphs 9 and 10 of law no. 168 of 9 May 1989.
5. Academic units concerned with teaching and research adopt their own regulations to govern their organisation and functioning, in compliance with these Charter and Statutes

and with the principles set out by the University's governing bodies. The regulation that is adopted by the board of each academic unit is approved by the Academic Senate, after expression of a favourable opinion by the Board of Directors, and it is issued with a Rectoral decree.

6. The regulations herein mentioned and any subsequent amendments thereto are published on the University's official notice board.
7. All regulations enter into force on the fifteenth day after publication of the Rectoral decree, unless otherwise stated in the regulation itself.

Art. 6 – Code of ethics

1. The University adopts an code of ethics that concerns its community.
2. The code of ethics defines the fundamental values of the university's community, it promotes recognition of individual rights and respect for individual duties towards the institution and regulates rules of conduct within the community. The norms of the code of ethics are intended to prevent any form of discrimination and abuse, regulate cases of conflict of interest and intellectual property issues.
3. Any ascertained violation of the code of ethics results in sanctions that vary according to the severity and scale of the event and these may include a written caution, a written reprimand with publication of the decision by the Academic Senate on the University website and suspension from office for one to three years.
4. Cases of violations of the code of ethics that cannot be assessed by the Disciplinary Board shall be evaluated by the Academic Senate, following the Rector's proposal and in line with the principle of discussion and objection.
5. The procedure for investigating breaches to the code of ethics is established by regulation.

Art. 7 – Seal

1. The University seal features a circle with the turreted town of Trieste in the centre that is surrounded by the writing "Universitas Studiorum – Tergestum MCMXXIV", as shown in annexe A, which forms an integral part of these Charter and Statutes.

SECTION 2 – GOVERNING BODIES

Art. 8 – The Rector

1. The Rector is the University's legal representative.
2. The Rector ensures that the opinions and orientations of the Academic Senate and the Board of Directors coincide. The Rector takes initiatives and coordinates research and teaching activities, whilst granting their autonomy. S/He ensures that the University's institutional goals are pursued taking into account quality, social accounting and the principles of effectiveness, efficacy, transparency and merit.
3. The Rector has the following powers and duties:
 - a) Convenes and chairs the Academic Senate and the Board of Directors, promoting the implementation of resolutions and decisions taken;
 - b) Proposes the University's three-year strategic plan;
 - c) Proposes the annual and multiannual budget and the financial statement. When approving the financial statement, s/he submits the report on research and teaching results and the funding obtained from public and private entities;
 - d) Proposes to the Board of Administrator the Director General to be appointed, after consulting the Academic Senate;

- e) Appoints, through a Rectoral decree, the members of the Academic Senate and the Board of Directors on conclusion of the procedures outlined in articles 11 and 13;
 - f) Proposes to the Academic Senate a shortlist of candidates to be appointed as members of the University Evaluation Group. The number of shortlisted candidates shall be one third higher than the number of members to be appointed. S/He appoints, with a Rectoral decree, the members selected by the Senate;
 - g) Appoints, in line with the opinion of the Academic Senate, the Chairman of the Board of Auditors and appoints, by issuing a Rectoral decree, the members designated by the Ministry of the Economy and Finance and the Ministry of Education, University and Research;
 - h) Proposes to the Academic Senate the candidate for the post of University Ombudsman and appoints him/her with a Rectoral decree once the candidate is selected;
 - i) Appoints by issuing a Rectoral decree the members of the Disciplinary Board designated by the Academic Senate;
 - j) Issues the Charter and Statutes, regulations of the University and of the research and teaching departments;
 - k) Monitors all departments and ensures compliance with the laws on university organisation, the University's Charter and Statutes and regulations;
 - l) Draws up conventions, contracts and agreements for research, teaching and cultural activities that cannot be entered into by the research and teaching departments, in compliance with the University regulation. S/He signs teaching contracts, in compliance with the law;
 - m) Has disciplinary authority as set out by the law and in line with article 23;
 - n) Carries out any other function that is not expressly attributed to other bodies by the Charter and Statutes.
4. In case of urgency or necessity, s/he adopts, under his/her own responsibility, provisions that are generally taken by the Academic Senate and the Board of Directors. These provisions shall be ratified by the competent body at its next meeting.
 5. Carries out any other duty conferred to him/her by the laws on university organisation, the Charter and Statutes and the regulations.
 6. Appoints, through a Rectoral decree, the Vice-Rector (Deputy Rector) that is selected from among the full professors. The Vice-Rector shall replace the Rector in his/her functions in case of absence, inability to perform a task or early termination of office until a new Rector is appointed. In the event of anticipated end of office, all procedures for the election of the new Rector must be started within sixty days.
 7. In the performance of his/her functions, the Rector may rely on the collaboration of tenured researchers and professors, who are appointed through a Rectoral decree which specifies the respective fields of competence.
 8. The Rector, together with the Director General, sets up the public delegation that shall be responsible for the integrative collective bargaining. The Rector may appoint a delegate by Rectoral decree.

Art. 9 – Election of the Rector

1. The Rector is elected from among the university's full professors by an electoral body that consists of researchers and tenured professors, the members of the Student Council, technical-administrative staff on open-ended and fixed-term contracts. Voting is weighted with a weight of twenty percent for votes by researchers and tenured professors.
2. Candidatures shall be made within the thirtieth day preceding the voting. Failure to do so shall result in the exclusion from the selection.
3. The Rector is elected by the absolute majority of voters, at the first voting. If no candidate

receives the absolute majority, a second ballot is held between the two candidates that received the greatest number of votes at the first round of voting. The ballot takes place after a certain period of time, as set out in the University's general regulation. At the ballot, the candidate with the greatest number of votes is elected. In case of equal votes between the candidates, the candidate with more years of service is elected and in case of an equal number of years in service, the younger candidate is selected.

4. The Rector is elected for one mandate that lasts six years and is not renewable.
5. Two years after the election of the Rector, the Academic Senate, with a motivated proposal to be written in line with article 10, paragraph 2, letter z), may request his/her removal by filing a no confidence motion to be voted by absolute majority of voters, expressed in the same way and weight used for his/her election. Should the Rector lose the confidence vote, a new election is started.

Art. 10 – Academic Senate

1. The Academic Senate makes proposals and expresses compulsory opinions on research, teaching and correlated services, and it also coordinates and acts as the *trait d'union* with the departments, and interdepartmental schools, if any.
2. The Academic Senate has the following powers and duties:
 - a) presentation of recommendations and expression of opinion on the University's three-year strategic plan proposed by the Rector and on the three-year staff plan for the recruitment of professors and researchers;
 - b) presentation of recommendations and expression of opinion on the available study programmes and on the opening, modification and closure of degree programmes, departments, interdepartmental schools and seats of the University. To this end, and in line with the scientific and teaching project of departments, it periodically reviews the number and role of professors and researchers in the departments, as well as their subject areas and scientific-disciplinary sectors;
 - c) presentation of recommendations and expression of opinion, in line with University plans, on the need for professors and researchers and on the allocation of resources to departments;
 - d) expression of opinion, in line with University plans, on the requests for the employment of full professors, associate professors and researchers submitted by the departments and, on conclusion of the selection procedures, it expresses its opinion on the proposals of employment;
 - e) after consulting the departments, expression of opinion on the mobility of professors and researchers in compliance with article 24, paragraph 3;
 - f) presentation of recommendations and expression of opinion on the assessment of research and teaching activities;
 - g) expression of opinion on the appointment of the Director General recommended by the Rector;
 - h) presentation of recommendations and expression of opinion on the distribution and allocation of technical-administrative staff, financial resources and space among the facilities that provide support to research and teaching activities;
 - i) expression of opinion on the annual and multiannual budget, the financial statement and the report submitted by the Rector on the results of research and teaching activities and the funding obtained by public and private institutions;
 - j) presentation of recommendations and expression of opinion on actions aimed at granting the right to study;
 - k) expression of opinion on provisions regarding student tuition fees;
 - l) making decisions on the recognition of qualifications;

- m) approval of the University general regulation, after consulting the Board of Directors;
 - n) approval of the University teaching regulation, after conferring with the departments and interdepartmental schools (if any), and following the approval of the Board of Directors;
 - o) approval of the regulations of the research and teaching departments and the regulations on research and teaching, after conferring with the departments and the interdepartmental schools (if any) and following the approval of the Board of Directors;
 - p) approval of code of ethics and application of sanctions;
 - q) expression of opinion on the regulation regarding administration, finance and accounting;
 - r) expression of opinion, within its powers, on the approval of donations and inheritance, the signing of conventions, contracts and agreements, and the participation in national and international projects, in public tenders for the provision of services to third parties and in the field of intellectual property, university start ups and spin offs;
 - s) expression of opinion, within its powers, on the creation and participation in trusts, associations, consortia, business companies and other forms of association, either public or private;
 - t) expression of opinion on the University's building plans and on any works to be carried out;
 - u) appointment of the external members of the Board of Directors;
 - v) expression of opinion on the proposed appointment made by the Rector for the Chair of Auditors;
 - w) appointment of the members of the University Evaluation Group, selected from among the candidates recommended by the Rector;
 - x) appointment of the University's Ombudsman, recommended by the Rector;
 - y) appointment of the professors and researchers that are members of the Disciplinary Board, as outlined in article 23;
 - z) presentation, to the voting members, of a motion of no confidence against the Rector with a majority of at least two thirds of its members. This motion may be proposed only after two years of the Rector's mandate.
3. The Academic Senate performs any other function that is conferred to it by the laws on university organisation, the Charter and Statutes and University regulations.
 4. The opinions referred to in point 2 are considered as given if they are not expressed within thirty days of the request.
 5. The Academic Senate is convened for ordinary meetings by the Rector and for extraordinary meetings by at least one fourth of its members.

Art. 11 – Composition of the Academic Senate

1. The Academic Senate comprises: the Rector (the Chair); thirteen sector representatives, one for each scientific-disciplinary sector listed in annexe B (which forms an integral part of the Charter and Statutes) of whom at least five are Head of Department; three student representatives; one representative for research fellowship holders and one for research grant holders; two representatives for technical-administrative staff.
2. With regard to the election of sector representatives, all researchers and all tenured professors have a right to vote and a right to stand for election.
3. Voting and seat allocation to sector representatives are set out in the regulation which outlines the criteria for the appointment of five heads of department to be elected from the candidates with the highest number of votes. The regulation also outlines the criteria for allocation of the remaining seats. The aim is to guarantee that each one of the thirteen scientific-disciplinary sectors (listed in annexe B) is represented within the Academic Senate, according to the scientific-disciplinary sector the candidates belong to.

4. With regard to the election of representatives for technical-administrative staff, all technical-administrative staff on open-end and fixed-term contract have a right to vote and a right to stand for election.
5. With regard to the election of student representatives, students enrolled at the university from the first to the last year (including one additional year beyond regular degree programme duration– *primo anno fuori corso*) of a BA, MA or Doctoral programme have the right to stand for election. All students enrolled to a BA, MA and Doctoral programme have the right to vote.
6. With the successful conclusion of the election, the members of the Academic Senate are appointed with a Rectoral decree.
7. The regulation governing the election of the members of the Academic Senate ensures that equal gender opportunities are granted when forming the Senate.
8. The members of the Academic Senate shall not: cover other academic offices, with the exception of the Rector, who is also a member of the Board of Directors, and the heads of department who may have been elected in the Senate. They shall not be members of other University bodies, with the exception of the Department Boards, or be the director or chair of specialization schools or be part of the Board of Directors of any specialization school. They shall not have a role in politics during his/her mandate; shall not be the rector or members of the board of Directors, the academic senate, the evaluation group or the board of auditors in other state, private or online Italian universities. They shall not be involved in the planning, financing and assessment of university activities at the Ministry of Education, University and Research and at the National Agency for the Evaluation of the University and Research System. They shall not have managing or administrative roles within university start ups or spin offs.
9. The Academic Senate is elected for a three-year mandate. The members of the Senate, with the exception of the Rector and student representatives, are elected for three years and their mandate may be renewed once only. Student representatives are elected for two years and their mandate may be renewed once only.
10. In the event of early withdrawal from office of one or more members, the Senate shall renew the vacant post only.
11. The Vice-Rector shall follow the meetings of the Academic Senate but shall have no right to vote.

Art. 12 – Board of Directors

1. The Board of Directors is responsible for university strategy, the approval of the annual and multiannual financial plan and staff organisation and monitors the financial sustainability of activities.
2. The Board of Directors has the following powers and duties:
 - a) approval of the University three-year strategic plan proposed by the Rector and the three-year staff plan for professors, researchers and other staff, in line with the opinion expressed by the Academic Senate;
 - b) approval of the opening, modification and closure of departments, interdepartmental schools and University seats, subsequent to the expression of opinion by the Academic Senate and the Student Council, the latter being consulted only on teaching issues;
 - c) approval of study programmes offered; opening, modification and closure of programmes, department and interdepartmental schools (if any), after consulting the Academic Senate; selection of the main department, the associated departments and the managing department for interdepartmental programmes, in line with article 31 and after consulting the Academic Senate and the University Evaluation Group;
 - d) taking decisions on recruitment needs for professors and researchers and the allocation of resources to departments, after consulting the Academic Senate and in

- line with the University's plan;
- e) taking decisions on the requests submitted by the departments to employ full and associate professors and researchers and, on conclusion of the recruitment procedures, approval of appointment, after consulting the Academic Senate and in line with the University plan;
 - f) taking decisions on the mobility of professors and researchers, in line with article 25, point 3, after consulting the Academic Senate;
 - g) taking decisions, within its powers, on the assessment of the research and teaching activities and services, after consulting the Academic Senate and in line with the evaluations made by the University Evaluation Group;
 - h) appointment of the Director General, recommended by the Rector, after consulting the Academic Senate. Definition of his/her goals and assessment of his/her results;
 - i) approval of organisational deeds outlining the main guidelines on organisation, establishing the main administrative and technical support services and their roles and responsibilities;
 - j) setting of criteria for the distribution and allocation of technical-administrative staff, financial resources and space among the administrative and technical department, after consulting the Academic Senate;
 - k) approval, following the Rector's proposal, of the annual and multiannual budget, the financial statement and the report on the results achieved in research and teaching and funds received from public and private entities, after consulting the Academic Senate; approval of variations to the budget;
 - l) forwarding to the Ministry of Education, University and Research and the Ministry of Economy and Finance of the annual and multiannual budget and the financial statement;
 - m) adoption of provisions on the right to study and student tuition fees, after consulting the Academic Senate and the Student Council;
 - n) expression of opinion on the University general regulation, the teaching regulation, the regulations of research and teaching departments and the regulations regarding research and teaching, that are approved of by the Academic Senate;
 - o) approval of the University regulation on administration, finance and accounting, after consulting the Academic Senate and any other regulation that is not dealt with by the Academic Senate;
 - p) authorisation, after consulting the Academic Senate, to accept donations and inheritance, to draw up conventions, contracts and agreements for research, teaching and cultural activities, which cannot be entered into by the research and teaching departments, and also conventions, contracts and agreements to purchase goods, supplies and services, as foreseen in the University regulations;
 - q) authorisation, after consulting the Academic Senate, to participate in national and international projects, as envisaged in the University regulation, and to take part in public tenders for the provision of services to third parties;
 - r) taking decisions, after consulting the Academic Senate, on issues of intellectual property, university start ups and spin offs, in line with the University regulation;
 - s) taking decisions, after consulting the Academic Senate, on the creation and participation in trusts, associations, business companies and any other forms of association, be them public or private;
 - t) taking decisions, after consulting the Academic Senate, on the University's building plans and subsequent works to be carried out;
 - u) taking decisions on active and passive litigations involving the University, providing authorization to settle;
 - v) taking decisions on the amount of allowances to office holders and for participation in

University bodies;

- w) taking decision on disciplinary procedures, in line with article 23.
3. The Board of Directors decides on disciplinary issues without the presence of student representatives.
 4. The Board of Directors carries out duties conferred to it by the laws on university organisation, the Charter and Statutes and regulations or any duty that concerns planning, orientation, monitoring, assessment of the management of the University's administration, finance, economy and assets.
 5. The Board of Directors is convened for ordinary meetings by the Rector and for extraordinary meetings by at least one fourth of its members.

Art. 13 – Composition of the Board of Directors

1. The Board of Directors comprises: the Rector, who is the Chair; two student representatives; four internal members, of whom three are elected among researchers and tenured professors, without distinction of seniority, and one is elected from technical-administrative staff; four external members, of whom one is appointed by the Autonomous Region Friuli Venezia Giulia.
2. The internal members are selected through an election procedure. The members that have the right to both vote and stand for election are all researchers and all tenured professors. With regard to the election of the representative for technical-administrative staff, technical-administrative staff on open-end contract and fixed-term contract have a right to vote and to stand for election. With regard to the election of student representatives, students enrolled at the university from the first to the last year (including one additional year beyond regular degree programme duration– *primo anno fuori corso*) of a BA, MA or Doctoral programme have the right to stand for election. All students enrolled to a BA, MA and Doctoral programme have the right to vote.
3. External members are selected through a public recruitment procedure and are appointed by the Academic Senate. They must neither have been employed by the University prior to their appointment nor be employed during their office.
4. All members of the Board of Directors, with the exception of the Rector and the student representatives, are chosen from Italian or foreign individuals who have proven management skills and highly qualified professional expertise, with specific focus on scientific and cultural development. The professional and scientific-cultural requirements are outlined in the University general regulation.
5. Internal candidatures and applications by external candidates for the public recruitment procedure are pre-emptively examined by a committee that comprises: the Rector, who is the Chair; the coordinator of the University Evaluation Group; the Chair of the Board of Auditors. The committee shall fulfil the principles of impartiality and transparency on assessing the suitability of the candidates' professional and scientific-cultural profile in line with the requirements mentioned in point 3 above. Successful internal and external candidatures shall be published on the University's website.
6. On conclusion of the electoral procedure and following designation by the Academic Senate, the members of the Board of Directors shall be appointed with a rectoral decree.
7. The procedures of election and appointment of the members of the Board of Directors are set out in a regulation, so as to guarantee equal opportunities in the composition of the board.
8. The members of the Board of Directors shall not: cover other academic offices, with the exception of the Rector, who is also a member of the Academic Senate; have executive roles in the University; be members of other University bodies, with the exception of the Department Boards, or be the director or chair of specialization schools or be part of the

Board of Directors of any specialization school. They shall not have a role in politics during his/her mandate; shall not be the rector or a member of the board of Directors, the academic senate, the evaluation group or the board of auditors in other state, private or online Italian universities. They shall not be involved in the planning, financing and assessment of university activities at the Ministry of Education, University and Research and at the National Agency for the Evaluation of the University and Research System. They shall not have managing or administrative roles within university start ups or spin offs.

9. The members of the Board of Directors may not:
 - a) Take part, either directly or indirectly and as the owner, director or employee with representative or coordination roles, in services, supplies or tenders in the interest of the University or of public or private entities where the University holds a stake;
 - b) Have a pending lawsuit in a civil or administrative proceeding against the University. The lawsuit that is filed due to an unfavourable judgement entails incompatibility with the academic role only after liability is confirmed with a final judgement. Entering into civil action in criminal proceedings does not entail incompatibility;
 - c) Have been held liable towards the University in a final civil lawsuit judgement on issues that occurred whilst s/he was a University employee;
 - d) Have received a legal notice of default due to a debt of a fixed amount payable to the University;
 - e) Be part of the board if they do not meet the general legal requirements of integrity.
10. The Board of Directors is elected for three years. The mandate of the members of the Board of Directors lasts three years and may be renewed only once, contrary to the mandates of the Rector and the student representatives. The latter are elected for two years and their mandate may be renewed once only.
11. In the event of early withdrawal from office of one or more members, the Senate shall renew only the vacant post.
12. The Vice-Rector shall follow the meetings of the Board of Directors but shall have no right to vote.

Art. 14 – The Student Council

1. The Student Council provides advice and recommendations to the other University bodies and departments. Expression of its opinion is compulsory on the following matters:
 - a) Student regulation;
 - b) University teaching regulations;
 - c) Organisation of study and teaching support services ;
 - d) Measures to implement international mobility;
 - e) Organisation of orientation and tutoring activities;
 - f) Measures to promote the right to study;
 - g) Tuition and other fees;
 - h) Promotion and management of national and international relations with student unions of other Universities;
 - i) Measures of integration with other Universities;
 - j) Use of resources for activities organised and managed by students;
 - k) Code of ethics.
2. It also performs any other duty and fulfils any other responsibility that is set out by law, the Charter and Statutes and University regulations.
5. The Student Council may make recommendations on the above-mentioned matters and submit them to the competent bodies and offices. The Board's opinions referred to in point 1 are considered as given if they are not expressed within twenty days of the request.
3. The Student Council is made up of student representatives in the Academic Senate, in the

Board of Directors, in the University Sports Committee, in the Board of Directors of the Regional Body for the Right to University Study and in the department boards. The Student Council elects its own president. The election procedures are set out in the student regulation.

4. The Student Council approves its internal regulation by absolute majority of its members.
5. The University provides the Student Council with the financial, logistic and instrumental resources it needs to carry out its institutional tasks.

SECTION 3 – OTHER BODIES

Art. 15 – Director General

1. The Director General shall comply with the principles of efficiency, effectiveness, economic convenience, streamlining, transparency and merit, as well as equal opportunities. S/He shall be responsible for the comprehensive management and organisation of the University's services and activities, its professional, administrative, technical, instrumental and financial resources and of results achieved, in line with the strategic objectives set by the Board of Directors. S/He shall also be responsible for ensuring that deeds and provisions taken are legitimate.
2. The Director General specifically has the following powers and duties:
 - a) Support to the University's bodies in defining its strategic plan;
 - b) Support to the University's bodies in defining the annual and multiannual budget and financial statement, in drafting the report on the results achieved in research and teaching and the funding obtained from public and private entities;
 - c) Assistance to the governing bodies in defining the three-year plan of executive and technical-administrative staff organisation, making recommendations on adequacy of staff organisation, on professional profiles and the distribution of staff among support services;
 - d) Assistance to the governing bodies in drafting deeds that are to comply with the rules on employment in public administrations;
 - e) Monitoring of the implementation of plans and general directives established by the Board of Directors.
3. The Director General also has the following powers and duties:
 - a) Adoption of deeds for the organisation of support services and the management of executive and technical-administrative staff, with the exception of deeds that are not the responsibility of directors or are not expressly reserved for other University bodies by law or by the University Charter and Statutes or regulations;
 - b) Assignment of roles, also at non-executive level, and establishment of related objectives, providing the professional, instrumental and financial resources needed for their achievement; assessment of results obtained;
 - c) Management, coordination and monitoring of the work of executive directors and of the heads of support services, with the power to replace staff in the event of inactivity; recommendations on the adoption of measures concerning managerial responsibility;
 - d) Decision-making on hierarchical appeals against administrative deeds and provisions of executive staff that are not final;
 - e) Ensuring full compliance with the requisites of impartiality, transparency, access to and publication of data, documents and information, and streamlining of procedures;
 - f) Disciplinary control, as established by the law, and definition of adequate measures and actions for the prevention and fight against any form of corruption;

- g) Adoption of administrative deeds and provisions with external bodies, with the exception of deeds that are the responsibility of executive staff or are reserved for other University bodies by the law, the Charter and Statutes or University regulations;
 - h) Power to decide on expenses and revenue acquisition;
 - i) Acceptance of donations and inheritance, signing of conventions, contracts and agreement to purchase goods, supplies and services, with the authorisation of the Board of Directors in those cases established by the Statutes and the regulation. S/he signs conventions, contracts and agreements that are not the responsibility of the Rector and other University bodies;
 - j) Submission of recommendations to the Board of Directors on active and passive litigations involving the University;
 - k) Drafting of an annual report on activities performed and results achieved in line with assigned goals, necessary also for the payment of the result bonus.
4. For the integrative collective bargaining, the Director General, with the Rector, sets up the public delegation that shall be responsible for the bargaining; for this purpose the Director General may appoint a delegate with a decree of the Director General himself.
 5. S/He performs any other duty and power that is attributed to him/her by the law, the Charter and Statutes and the University Regulations.
 6. S/he attends, with no right to vote, the meetings of the Academic Senate and the Board of Directors.

Art. 16 – Recruitment and appointment of the Director General

1. The recruitment and appointment of the Director General, regulated by a private law employment contract, is carried out by the Board of Directors, on the Rector's recommendation, after consulting the Academic Senate. Selection is by public procedure with a call for applications, made by the Board of Directors, from highly qualified professional candidates with proven longstanding experience in managerial and executive roles.
2. The appointment is for a fixed-term period of three years, which can be renewed once only, without the need for a new public call for applications.
3. Appointment and definition of salary comply with ministerial norms, criteria and parameters.
4. Should the role be assigned to a public sector employee, leave without allowances may be granted for the whole term of office in line with rules on the matter.
5. Termination of office is decided in the event of serious irregularities or inefficiency in task fulfilment and it is executed through a motivated deed by the Board of Directors, after consultation with the Academic Senate, and following objection and discussion as envisaged by the law and national collective contracts.

Art. 17 – Board of Auditors

1. The Board of Auditors is made up of three full members and two substitutes, who are appointed with Rectoral decree. At least two of the full members must be registered in the Register of Auditors.
2. The Board comprises: the chairperson, who is appointed by the Rector after consulting the Academic Senate, and is selected among the State's administrative and accounting judges and lawyers; one full member and one substitute member are appointed by the Italian Ministry for Economy and Finance; one full member and one substitute member are appointed by the Italian Ministry for Education, University and Research. These roles cannot be assigned to University staff.
3. The Board of Auditors has a two-year mandate which can be renewed once only.

4. The auditors may attend, with no right to vote, the meetings of the Board of Directors.
5. The curriculum vitae of the Board members are published on the University's website.

Art. 18 – University Evaluation Group

1. The University has an internal evaluation system to assess research, teaching and management and any actions taken to support the right to study, in full compliance with the principle of transparency. Assessments through comparative cost and performance analyses are also carried out to evaluate the correct use of resources, the quality and effectiveness of offered taught courses, the quality of research performed by departments, and the impartiality and work of the administration.
2. The aforementioned assessments are performed by the University Evaluation Group which comprises nine members that are selected from among highly qualified professionals with longstanding experience in evaluation roles, preferably outside the University, and from one to two student representatives that are appointed by the Student Council who are involved in the assessment of teaching activities.
3. The Evaluation Group specifically assesses:
 - a) The quality and efficacy of taught courses, in line with the indicators set by the joint committees of professors and students, as outlined in article 30;
 - b) Research carried out by the departments;
 - c) The adequacy of the scientific or professional curriculum of contract teachers, for the cases established by the law.
4. The Evaluation Group, jointly with the National Agency for the Evaluation of University and Research, has also the duty to assess the technical and administrative facilities, the staff, in order to promote merit and the improvement of organisational and individual performance, in compliance with the University regulation and the norms on the improvement of productivity in the public sector and of efficiency and transparency in public administrations.
5. The Evaluation Group performs any other duty it is assigned by law, by the Charter and Statutes and by the regulation.
6. The members of the Evaluation Group are appointed by the Academic Senate and they are selected from a shortlist of candidates that is recommended by the Rector. The number of proposed candidates is at least one third higher than the number of members to be selected. Successful candidates are appointed through Rectoral decree. The members of the Group elect the coordinator from the external members and s/he is appointed with rectoral decree.
7. The role of member of the Evaluation Group is, for those members already covering a role in the University, incompatible with any other role of representation or responsibility within the University's bodies and structures and in public and private entities in which the University holds a stake.
8. The mandate of the Group lasts three years. Each member of the group is selected for three years and his/her mandate can be renewed once only. The mandate of the student representatives, instead, lasts two years and may be renewed once only.
9. The University grants the Evaluation Group operational autonomy and access to deeds, documents, data and information needed, and allows the publication and dissemination of its deeds in compliance with the laws on the protection of confidentiality and personal data.
10. The curriculum vitae of the members of the Evaluation Group are published on the University's website.

Art. 19 – University Ombudsman

1. The University Ombudsman examines any complaints regarding actions or behaviour,

including carelessness, by University bodies, facilities or individuals.

2. The Ombudsman shall send his/her observations to whoever has filed the complaint and, if deemed necessary, s/he shall forward his/her conclusions to the competent body or facility.
3. The Ombudsman is selected from among suitably qualified professionals, who work outside of the University and have never previously worked for the University. Failure to respect this norm shall result in termination of office.
4. The Ombudsman is selected by the Academic Senate, following a proposal made by the Rector, and is appointed with rectoral decree. The mandate lasts three years and may be renewed once only.
5. The University grants the Ombudsman operational autonomy and access to deeds, documents, data and information needed to perform his/her tasks.
6. The Ombudsman's curriculum vitae is published on the University's website.

Art. 20 – Committee for equal opportunities, for the enhancement of workers' wellbeing and against discrimination

1. The Committee for equal opportunities, for the enhancement of workers' wellbeing and against discrimination promotes, guarantees and implements equality and integration among all the individuals that work within the University, it enhances the wellbeing of University workers and fights discrimination.
2. Composition, duties and functioning of the Committee are set out in the University regulation.
3. The members of the Committee are not entitled to fees, contributions, allowances or reimbursement of expenses.

Art. 21 – University Ethics Committee

1. The University's Ethics Committee is a technical-scientific body that provides ethical support in health and biological matters, with an educational and advisory role.
2. Composition, duties and functioning of the Committee are set out in the University regulation.

Art. 22 – University Sports Committee

1. The University Sports Committee supervises sports activity programmes, their development and the management of sports facilities.
2. Composition, duties and functioning of the Committee are set out in the University regulation.
3. The implementation of the Committee's sports plans and the management of sports facilities must be assigned to legally recognised university sports institutions, following public procedures.
4. The members of the Committee are not entitled to fees, contributions, allowances or reimbursement of expenses.

Art. 23 – Disciplinary Board

1. The Disciplinary Board is responsible for preliminary investigations in disciplinary proceedings and for expressing the final opinion on the issue. The Board complies with the principle of equal and fair judgement and the right to discussion and debate.
2. The Board exclusively comprises full-time tenured researchers and professors. It is made up of nine full members and three substitute members, the number of members being

equally distributed between senior and associate professors and employed researchers. All members are selected by the Academic Senate and appointed with rectoral decree.

3. The Board is divided into sections. The first section comprises senior professors who are responsible for disciplinary proceedings involving senior professors. The Second section comprises associate professors who are responsible for disciplinary proceedings involving associate professors. The third section comprises employed researchers who are responsible for disciplinary proceedings involving researchers. Each section elects its own chair from its members.
4. The Board's mandate lasts three years. The mandate of the Board members may be renewed only once. In the event of early withdrawal from office of one or more members, the Board shall only renew the vacant post. Membership to the Board is incompatible with any other role of representation or responsibility within other University bodies and facilities.
5. Disciplinary proceedings are started by the Rector for any event that requires the application of sanctions that need to be more severe than an official reprimand as set out in article 87 of the higher education consolidation act, pursuant to royal decree no. 1592 of 31 August 1933. Notification with motivated proposal is made by the Rector to the Board within thirty days of acquisition of the facts.
6. The Board, in its section meeting, shall hear the Rector, or his/her delegate, and the professor or researcher who has been reprimanded for his/her disciplinary conduct, who may be assisted by a trusted defence attorney. Within thirty days, the Board shall express its opinion on the proposal made by the Rector, with regard to the disciplinary conduct and the type of sanction to be given. It shall then submit its deed to the Board of Directors for the final decision. Decisions are approved by majority voting; in the event of a tie, the chairman's vote prevails.
7. Within thirty days of receiving the Board's opinion, the Board of Directors, without the presence of student representatives, sets the sanction to be given or dismisses the proceeding, in compliance with the binding opinion expressed by the Disciplinary Board.
8. The proceeding is null if the decision referred to in point 7 above is not implemented within one hundred and eighty days of the start of the proceeding. This deadline shall be suspended until the Disciplinary Board or the Board of Directors is reconstituted if the body is undergoing reorganisation and is unable to function regularly. The deadline is also suspended, allowing two suspensions only for a period of up to sixty days for each suspension, if the Disciplinary Board needs to obtain additional deeds or documents to carry out its inquiry. The Rector shall carry out the inquiry requests made by the Board.
9. The duties and functioning of the Committee are set out in the University regulation.
10. The members of the Committee are not entitled to fees, contributions, allowances or reimbursement of expenses.

SECTION 4 – RESEARCH AND TEACHING UNITS

Art. 24 – Departments

1. Departments plan, organise and coordinate research activities and study programmes so as to award the academic qualifications established by the laws on programme specifications, in full compliance with the freedom and autonomy of research and teaching. They also carry out any activity outside the university that may be related and necessary to perform research and teaching activities, and are also responsible for high level training, research and advisory activities established in contracts and conventions they may have signed.
2. The departments have managerial autonomy and have their own budget, as set in the University's financial statement. They draw up deeds with third parties which are not

expressly reserved to other University bodies, undertaking commitments on behalf of the University in line with their competences and financial availability.

3. They perform their duties with the support of technical-administrative staff, relying on the financial resources and the spaces they have been allocated.
4. The departments comprise the following bodies: the head of department, the department board, the executive board, the joint board of studies. Department boards may deliberate on the establishment of committees, which do not have decision-making powers, setting their composition and duties.

Art. 25 – Establishment of Departments

1. Departments are established to implement a common scientific and training project that is supported by researchers and tenured professors of the University who work in scientific-disciplinary sectors that share homogeneous methodology and research objectives and are coherent in terms of project aims. The project may also be multidisciplinary. Once a department is established, its scientific and disciplinary sectors and areas are defined, in line with art. 10, paragraph 2, letter b).
2. All researchers and tenured professors must belong to one department. Upon employment, professors and researchers shall be staff members within the department that has made the call for applications.
3. Professors and researchers may choose from more than one department, as set by law. Any request by a professor or researcher to move to another department must be approved by the department the professor/researcher works in and accepted by the department of destination. Should the request be rejected by the department of destination or by the department they already work for (providing a motivated explanation), the Board of Directors shall decide on the matter, after consulting the Academic Senate.
4. A department may be established if it comprises at least forty researchers and tenured professors.
5. Should the number of members of an established department be lower than forty, the Board of Directors, after consulting the Academic Senate, shall take measures to reach the minimum number of members required, as set out above, unless it decides on its abolition.
6. Should the number of members be lower than thirty-five, the Board of Directors, after consulting the Academic Senate, shall decide on its abolition.
7. The department may be organized into sections according to disciplinary specialisations, with no additional management or staff costs.

Art. 26 – Head of Department

1. The Head of Department represents the department.
2. The Head of Department has the following powers and duties and may:
 - a) Convene and chair the Department Board and Executive Board and execute decisions;
 - b) Promote and coordinate research and teaching activities, whilst respecting the autonomy of each individual and their right to access directly to research funding;
 - c) Present to the department board the annual report on research and teaching activities;
 - d) Monitor the administrative, financial and accounting management of the department in line with the University regulation;
 - e) Promote relations with academic bodies;
 - f) Represent the department with third parties and draw up conventions, contracts and agreements on research, teaching and cultural activities within the scope of action given to the department by the law, the Charter and Statutes and University regulations;
 - g) Ensure compliance of the department with the laws, the Charter and Statutes and

regulations.

3. The Head of Department performs any other duty that is attributed to him/her by the law, the Charter and Statutes and University regulations.
4. If the head of department not only performs research and teaching tasks but also provides assistance services, s/he shall perform these duties as established by law.
5. In the event of an emergency or an urgent matter, the head of department shall take, on his/her own responsibility, the measures and provisions that are usually taken by the department board and the executive board, and shall submit them to the competent board for ratification at its next meeting.
6. The Head of Department selects the Deputy Head of Department among the department's tenured researchers and professors, who shall be appointed with rectoral decree. The Deputy Head of Department shall replace the Head of Department in all his/her duties in the event of absence, inability to perform a task, or early termination of office.
7. To perform his/her duties, the Head of Department may rely on the collaboration of tenured researchers and professors and may delegate them.
8. The Head of Department is supported by the Manager of the Secretary's Office in the management, administration and financial control of the department. The Manager of the Secretary's Office shall take part in the meetings of the Department Board and the Executive Board, having only secretarial roles and with no right to vote. The Manager can exercise his/her right to vote only in the election of the Head of Department and the approval of the Department's regulation.
9. The role of Head of Department is incompatible with the following roles: Rector, course coordinator, member of the Board of Directors, executive and administrative positions in university start ups and spin offs.

Art. 27 – Election of the Head of Department

1. The Head of Department is elected by the Department Board among the tenured researchers and professors and s/he is appointed with rectoral decree.
2. Candidatures shall be submitted within the deadline set in the regulations. Failure to do so shall result in exclusion from the list of candidates.
3. The Head of Department is elected by absolute majority of the board members at the first voting. If no candidate receives the absolute majority, a second ballot is held between the two candidates that received the greatest number of votes on the first round of voting. At this ballot, the candidate who receives the greatest number of votes is elected. In case of equal votes between the candidates, the candidate with more years of service is elected and, in case of an equal number of years of service between the candidates, the younger candidate shall be elected.
4. The Head of Department is elected for three years of office, which may be renewed once only.

Art. 28 – Department Board

1. The Department Board takes decisions on the department's activities.
2. It comprises: researchers and tenured professors that are members of staff of the department, representatives of technical-administrative staff, of students, of research scholarship and fellowship holders who work in the department, and representatives of trainee doctors if the department includes healthcare specialization schools.
3. Student representatives are elected from students enrolled at the university from the first to the last year (including one additional year beyond regular degree programme duration–*primo anno fuori corso*) of a degree programme, Doctoral programme and school, and

department specialization school. They account for fifteen per cent of board members. The Department's regulation may envisage the election of students enrolled in Doctoral and Specialization programmes and schools with which the department has created a consortium or association. These students shall not be members of the Student Council. Student representatives are elected for a term of two years and their mandate may be renewed once only.

4. Representatives, if attending, help constitute the quorum.
5. With regard to taught subjects, teachers of official taught courses from other departments (for programmes that do not have Boards of Studies) may take part in the Department Board meetings with advisory voting.
6. Functioning of the Board, election of representatives and number of members are set out in the Department's regulation, if they are not regulated in these Charter and Statutes, in line with the principles that are set out by the University's governing bodies.
7. The Department Board has the following powers and duties:
 - a) Adopt the Department's regulation, by absolute majority of its members;
 - b) Set the criteria for the organisation and management of financial, logistic, instrumental and professional resources assigned to it for research and teaching purposes;
 - c) Approve the report by the Head of Department on the department's research and teaching activities;
 - d) Approve the scientific plans of researchers and tenured professors at the beginning of each academic year, in line with the monitoring and assessment of results of the University's research activities;
 - e) Approve – at the beginning of the academic year – any conferences, seminars, workshops and other initiatives related to research that are organised by the department;
 - f) Authorise (for cases foreseen in the University's regulation) to draw up/sign conventions, contracts and agreements for research, teaching and cultural activities and authorise to take part in national and international projects as well as calls for expression of interest for research funding and contributions;
 - g) Propose to open, modify or close degree programmes;
 - h) Decide on the suggested (if any) limitation of number of enrolments to degree programmes, in the cases allowed by law;
 - i) Decide on the taught courses of the offered programmes;
 - j) Allocate didactic duties to lecturers and approve their teaching and organisation plans;
 - k) Decide on the assignment of taught courses, teaching posts and on substitute professors/teachers;
 - l) Approve the calendar of courses;
 - m) Organize and coordinate study plans and teaching activities of degree programmes;
 - n) Decide on the recognition of curriculums followed by students in other Italian and foreign universities, in the framework of student mobility programmes, and on the recognition of qualifications obtained in the mentioned universities;
 - o) Decide on the establishment and abolition of Boards of Studies; appoint a coordinator of the degree programme, if no board has been established;
 - p) Act as the Board of Studies if the department has only one degree programme;
 - q) Assess the department's training activities and related services with the Joint Board of Studies, in line with the monitoring and assessment of the University's teaching quality;
 - r) Propose the creation of and participation in Doctoral research programmes, the creation of and participation in Doctoral schools and Specialization Schools, also with other University Departments or other Universities, promoting and organising related activities;
 - s) Propose the creation of interdepartmental schools and decide on the participation in such schools;
 - t) Organise services and orientation and tutoring activities, in cooperation with the

- University's main support services;
- u) Support students' self-managed activities;
 - v) Make proposals on the three-year plan and the need for professors and researchers, also in line with the review mentioned in article 10, paragraph 2, letter b);
 - w) Make justified requests for the appointment of full and associate professors, in line with the University's plans. Voting is by the absolute majority of full professors for the appointment of full professors and by the absolute majority of full and associate professors for the appointment of associate professors. It also makes requests for the appointment of researchers, with absolute majority voting by full and associate professors;
 - x) Propose calls of interests for the appointment of tenured professors, to be voted by the absolute majority of full professors for calls for full professors and by the absolute majority of full and associate professors for calls for associate professors. It also proposes calls for researchers, to be voted by absolute majority of full and associate professors;
 - y) Decide on the mobility of professors and researchers, in compliance with article 25, paragraph 3;
 - z) Authorize transfers and periods of leave;
 - aa) Make proposals to the Board of Directors on the need for technical-administrative staff, financial resources and space. The Board of Directors shall assess the proposal taking into account the department's planned and performed research and teaching activities, the support services and the University's three-year plan;
 - bb) Promote relations with other bodies and institutions at national and international level for the development of research and teaching activities.
8. The Department Board performs any other duty that is attributed to it by the laws on programme specifications, the Charter and Statutes the University Regulations.
9. If the Department Board not only performs research and teaching tasks but also provides assistance services, it shall perform these duties, ensuring that assistance services and research and teaching activities are equally provided.

Art. 29 – Executive Board

1. Every department has an Executive Board.
2. It assists the Head of Department in performing his/her duties.
3. The Board is elected for three years. The mandate of its members may be renewed once only.
4. The composition and functioning of the Executive Board are regulated by the Department's regulation, in compliance with the laws on university specifications and the principles set out by the University's governing bodies.

Art. 30 – Joint Board of Studies

1. Every Department has a Joint Board of Studies, which ensures that quality teaching is provided.
2. The Board, in line with set criteria:
 - a) Monitors the study programmes offered and the quality of teaching, as well as the assistance offered to the students by professors and researchers;
 - b) Sets indicators for the assessment of teaching results and services to students;
 - c) Expresses its opinion on the opening, modification and abolition of degree programmes, and on the staff to be employed to teach courses;
 - d) Expresses its opinion on teaching regulations of the activated degree programmes.

3. Board members are an equal number of students and professors. Its composition and functioning are set out in the regulation.
4. Board members are not entitled fees, contributions, allowances or reimbursement of expenses.

Art. 31 – Degree Programmes

1. In relation to each degree programme, departments are established as main or associated units.
2. Upon approving the creation of a degree programme, the Board of Directors, after consulting the Academic Senate and the University Evaluation Group, shall select the department that shall serve as the main unit for that degree programme, taking into account the assigned teaching quotas and the requirements needed to create degree programmes. It shall also select the departments that shall provide the other teaching quotas and that are thus associated to the degree programme. It shall also select the departments that specialise in related scientific-disciplinary sectors and areas, in compliance with art. 10, paragraph 2, letter b), that may be relevant for the degree programme that is being/has been created.
3. The main unit of a degree programme is assessed every three years by the Board of Directors, which may decide on any variation deemed necessary, once it has heard the Academic Senate.
4. The department serving as the main unit shall propose the modification or abolition of degree programmes; it decides on and is responsible for the planning and organization of teaching activities after consulting the associated departments. Consultation also occurs with the departments that specialize in the scientific-disciplinary areas and sectors that are included in the degree programme, in compliance with article 10, paragraph 2, letter b).
5. If one of more departments contribute to one or more degree programmes with equal teaching quotas, the Board of Directors shall approve the creation of the degree programme as an interdepartmental programme. The proposal to open, modify and abolish interdepartmental degree programmes is jointly made by the departments associated to the programme. Each associated department decides on the planning and organization of the teaching activities, in relation to the quotas held. Departments associated to an interdepartmental degree programme may waive the planning and organisation of teaching activities exclusively to one of the departments.
6. Once an interdepartmental programme is created, the Board of Directors, after consulting the proposing departments and the Academic Senate, selects the managing department. The managing department manages resources and deals with and is responsible for the procedures to fill in temporary vacant teaching posts and organise services.
7. The election of student representatives that shall sit in Department Boards of interdepartmental degree programmes is regulated by the students' regulation.
8. The assessment of study programmes and the allocation of resources is made for each department according to the number of teaching quotas they hold.
9. Creation and management of inter-university degree courses is established by regulation.

Art. 32 – Board of Studies

1. A Board of Studies may be established for each degree programme, if agreed upon by the Boards of the involved departments. One Board of Studies may have the power and duty to deal with more than one degree programme. The procedures for the constitution, the composition and the duration of the bodies for an inter-university degree programme are set

- out in the convention establishing it.
2. The Board of Studies is composed of all lecturers officially in charge of the courses of the degree programme and of student representatives. The number of representatives, their election and the duration of their mandates are set out in the Department's regulation or in the document establishing the board of studies.
 3. Each Board elects a coordinator of the degree programme from the tenured researchers and professors, as set out in the Department's regulation or in the document establishing the Board. The coordinator has a three-year mandate which may be renewed once only.
 4. The coordinator supervises the activities of the degree programme, deals with relations with the department, convenes and chairs the board meetings and executes its decisions.
 5. The Board of Studies has the following powers and duties:
 - a) Set the teaching programme, coordinate the degree programmes and propose to the Department Board the courses to be taught and how they will be covered;
 - b) Examine and approve students' individual study programmes to achieve their qualification;
 - c) Make proposals on the recognition of curriculums followed by students in other Italian or foreign universities, in the framework of student mobility programmes, and on the recognition of qualifications obtained in the mentioned universities;
 - d) Organise orientation and tutoring services in cooperation with the department and the University's related central services;
 - e) Assess the quality of teaching, also in line with the indicators set by the Joint Board of Studies, and adopt any measure deemed necessary to improve the services offered to students;
 - f) Carry out any other task assigned by the Department Board.

Art. 33 – Interdepartmental Schools

1. Two or more departments offering study programmes of a rather complex nature may request the establishment of an interdepartmental school by submitting a joint training and cultural project. The request to establish an interdepartmental school may be made by the Academic Senate, after consulting the involved departments and if the necessary prerequisites are fulfilled. The interdepartmental school is established with resolution of the Board of Directors.
2. The complexity of the study programmes is assessed according to the legal requirements needed for the creation of degree programmes and the credit system of the degree programme, as set out by law and ministerial guidelines.
3. The interdepartmental school shall monitor, coordinate and rationalise the teaching activities and common management of services. It shall make proposals to associated departments on the planning and organisation of teaching activities.
4. If the interdepartmental school not only performs research and teaching tasks but also provides assistance services in line with current laws, it shall have the exclusive responsibility to perform these duties, ensuring that assistance services and research and teaching activities are equally provided.
5. Each department may become an associate of one or more interdepartmental schools, operating in each one of the schools as either the main unit or the associated unit of at least one degree programme. The total number of interdepartmental schools that may be established must not exceed six.
6. The school's governing bodies are the coordinator and the board.
7. The school shall rely on the instrumental and professional resources provided to the administration.
8. The school may be abolished by resolution of the Board of Directors, after consulting the

Academic Senate and associated departments, should the school fail to meet the requirements needed for its establishment.

Art. 34 – Coordinator of the Interdepartmental School

1. The coordinator is elected by the board of the interdepartmental school from among the full professors of one of the departments associated to the school and s/he is appointed with rectoral decree.
2. The coordinator's mandate has a duration of three years and may be renewed once only.
3. The role of coordinator is incompatible with that of Rector, coordinator of degree programme, member of the Academic Senate and Board of Directors.
4. The coordinator appoints a deputy coordinator from the tenured researchers and professors of the school's associated departments. S/he is appointed with rectoral decree. The Deputy Coordinator shall replace the coordinator in all his/her duties in case of absence, inability to perform a task or early termination of office.
5. The coordinator convenes and chairs the board and executes decisions.
6. If the interdepartmental school provides assistance services, the school's coordinator shall exclusively perform these duties as established by law.

Art. 35 –Interdepartmental School Board

1. The Board is the school's decision-making body.
2. The interdepartmental school board includes: the heads of the associated departments; student representatives elected by the student representatives in the boards of the associated departments who shall account for fifteen per cent of members in the interdepartmental school board; tenured researchers and professors appointed by the boards of the associated departments and selected from degree programme coordinators and from those in charge of providing the school's assistance services, who shall account for up to five per cent of the members of the department boards.
3. Composition and functioning of the school board are established by regulation.
4. The members of the Board are not entitled to fees, contributions, allowances or reimbursement of expenses.

Art. 36 – Postgraduate Studies

1. Doctoral programmes and schools, specialization schools, vocational and advanced master programmes, professional development courses are established by Rectoral decree, following the approval of the Board of Directors of a proposal made by the interested departments, after consultations with interdepartmental schools (if any) and the Academic Senate.
2. Doctoral programmes and schools, specialization schools, vocational and advanced master programmes and professional development courses are governed by the University's regulation, unless other provisions are established by law.

SECTION 5– TRANSITORY AND FINAL PROVISIONS

Art. 37 – Establishment of statutory bodies

1. Within thirty days of the publication of the Charter and Statutes in the Official Italian

- Gazette, formalities to set up the new statutory bodies shall commence. Within the same period of time, the procedure for election of the heads of department shall also start.
2. The Academic Senate, the Board of Directors, the University Evaluation Group, the Board of Auditors and other elective collegial and monocratic bodies that are in office when the Charter and Statutes come into effect shall be dissolved when the new statutory bodies are established, in compliance with art. 2, paragraph 9, law no. 240 of 30 December 2010 as amended.
 3. The limits of mandates and elective positions shall be applied taking into account any term of office that may have already been covered within the University on entry into force of the Charter and Statutes.
 4. In the first phase of implementation of the Charter and Statutes, should the elective mandates begin after the start of the academic year the uncovered time of academic year shall be added to the ordinary duration of mandates.
 5. Within sixty days of the publication of the Charter and Statutes in the Official Italian Gazette, the role of main and associated unit of each department is established for each degree programme, in compliance with article 31 and in line with the approved University Prospectus for the academic year in which the Charter and Statutes come into force. The Board of Directors shall carry out a review of the main and associated departments and, for interdepartmental programmes, it shall select the managing department, after consulting the Academic Senate and the involved departments.
 6. For the two academic years subsequent to the entry into force of these Charter and Statutes, the department shall hold the same teaching quotas for its degree programmes that were set for the academic year in which the Charter and Statutes entered into force. Any amendments to the teaching quotas shall be approved by the Board of Directors, after consulting the Academic Senate and the involved departments.
 7. Existing regulations are compatible and shall thus be applied until new regulations become effective.

Art. 38 – General norms for collegial bodies

1. Failure to appoint or elect up to one third of the members of the collegial body shall not prevent the valid establishment of the body which shall be represented, to all effects and purposes, by the number of members officially appointed or elected upon creation of the body, until the appointment and election of the remaining number of members.
2. Elective members of the collegial body are not allowed to use proxies or be substituted. Proxy representation or substitution may be allowed only for single meetings or specific deeds.
3. Meetings are valid if the absolute majority of members is present, deducting justified absences. The deduction of justified absences is not applied in meetings of the Academic Senate and the Board of Directors. Decisions and resolutions are validly taken when a favourable vote is cast by the absolute majority of those present, unless otherwise established for specific subject matters. In the event of a tie, the chairman's vote prevails.
4. None of the meeting attendees can vote for issues that concern him/her personally or that concern his/her spouse, relatives and next of kin to the fourth degree.
5. Members shall be removed from office if they fail to attend without justification more than three consecutive meetings or are absent from most of the annual meetings of the bodies of which they are elected or appointed members.

Art. 39 – General norms on elections and incompatibility

1. The right to stand for election for academic office is reserved to tenured researchers and

professors who have a number of years of service that corresponds to at least the duration of the mandate prior to the date of retirement.

2. Electoral boards are convened by the dean, unless otherwise stated.
3. The position of professors and researchers on temporary contracts is incompatible with academic offices.
4. Should a professor or researcher be elected or appointed to a role that is incompatible with a role that s/he already holds, s/he shall opt for one of the roles within twenty days of election or appointment. Should no choice be made, the role that is held at the time of election or appointment is considered chosen. The evaluation and opting procedures for any other incompatibility that may occur are established in the regulation.

Art. 40 – Reduction of teaching load

1. A reduction of the teaching load may be requested for the duration of their term of office and in line with the law by the Rector, the Vice-Rector and the Head of Department.

Art. 41 – Review of the Charter and Statutes

1. The Charter and Statutes may be amended if proposed by one of the following:
 - the Rector;
 - the Academic Senate;
 - the Board of Directors;
 - the Student Council;
 - at least three Department Boards.
2. The proposal to amend the Charter and Statutes may also be made by at least one hundred permanent technical-administrative staff or by at least one hundred tenured researchers and professors.
3. Any suggested amendments shall be submitted to the Rector who shall verify their acceptability and publish a notification in the University's Official Notice Board. The Rector shall also request opinions as mentioned in point 4.
4. Amendments to the Charter and Statutes are approved by the Academic Senate by a two-thirds majority of votes of members, after receiving the opinion of the Student Council and with the favourable opinion of the Board of Directors, that are to be expressed by absolute majority of the members.
5. No amendments may be suggested if they have already been submitted and rejected with unfavourable votes (in line with procedures outlined in point 4) in the two previous years.

Art. 42 – Adjunct professors, tenured assistants and language tutors

1. Adjunct professors and tenured assistants are, respectively, equal to associate professors and researchers with regard to the norms of these Charter and Statutes.
2. Language tutors are equal to technical-administrative staff with regard to the norms of these Charter and Statutes.

Art. 43 – University defence in legal proceedings

1. Legal representation and defence of the University, its bodies and centres where it holds a stake, in legal proceedings before ordinary, administrative and special courts are performed by the *Avvocatura dello Stato* (State Attorneys) or the University's Legal Office.

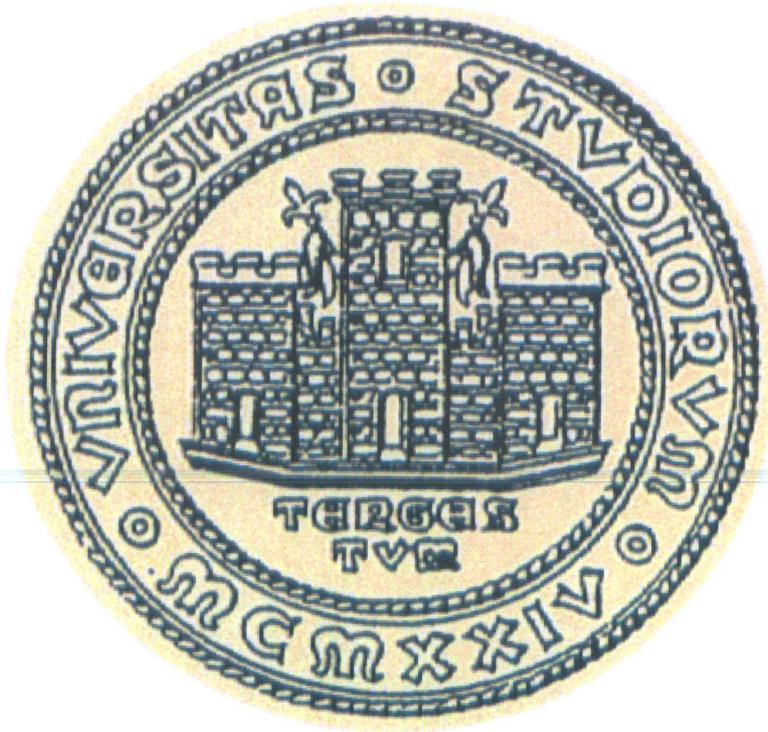
2. In the event of a virtual or real conflict of interests, or in the event of urgent or special matters, the University may refer to the support of independent lawyers and, in this case, shall provide a suitable motivation for its decision.
3. Withstanding article 44 of the royal decree no. 1611 of 30 October 1933, cover by the University of legal defence costs incurred by an employee in a legal proceeding is regulated by the University's general guidelines, in compliance with laws and collective bargaining norms.

Art. 44 – Entry into force

1. These Charter and Statutes shall enter into force from the fifteenth day after the date of its publication in the Official Gazette of the Italian Republic.

ANNEXE A

Image of the seal



ANNEXE B

List of the thirteen scientific-disciplinary areas (art. 11)

Area 1 – Mathematics and Computer Science (area CUN 01)

Area 2 – Physics (area CUN 02)

Area 3 – Chemistry (area CUN 03)

Area 4 – Earth Sciences (area CUN 04)

Area 5 – Biology (area CUN 05)

Area 6 – Medicine (area CUN 06)

Area 7 – Civil Engineering and Architecture (area CUN 08)

Area 8 – Industrial and Information Engineering (area CUN 09)

Area 9 – Ancient History, Philology, Literature and Art History (area CUN 10)

Area 10 – History, Philosophy, Pedagogy and Psychology (area CUN 11)

Area 11 – Law (area CUN 12)

Area 12 – Economics and Statistics and Agricultural and Veterinary Sciences (areas CUN 13 and 07)

Area 13 – Political and Social Sciences (area CUN 14)

The original Italian language text shall prevail over the English version.