

**UNIVERSITY OF MACERATA
VISITING PROFESSOR PROGRAM
- 7th EDITION -**

CALL FOR APPLICATIONS FOR THE ACADEMIC YEAR 2025/2026

Article 1 – Purpose of the call

In the framework of the *University Guidelines regarding Visiting Professors, Visiting Scholars and Fellows*, the University of Macerata announces a selection call for the **academic year 2025/2026** to award **12 Visiting Professorships** as part of the University's Visiting Professor Program – 7th edition.

Article 2 – Eligibility criteria

Full professors, associate professors or researchers (or those with equivalent qualifications in the sending academic system), who are employed at a foreign university or higher education institution and who are not resident in Italy, are eligible to participate in this program. These requirements must be met by candidates by the application deadline of this call.

Article 3 – Duration, payment and activities

Participants in this call may apply for a Visiting Professorship lasting twelve (12) consecutive weeks (**type A**) or eight (8) consecutive weeks (**type B**) to be conducted during one of the two semesters of the 2025/2026 academic year, that is, between September 1, 2025, and July 15, 2026, except in duly justified cases. Upon the arrival of the Visiting Professor at the University of Macerata, a grant of € 7,000.00 for the type A and of € 5,000.00 for the type B will be paid in a single solution to cover the costs of the mobility expenses.¹

The selected candidates will be given the status of Visiting Professor for the whole duration of their mobility at the University of Macerata, in accordance with the University's Guidelines on "*Visiting Professor, Visiting Scholar and Fellow*".

During the period of stay, alongside the **research activity** for which the Visiting Professor has applied, **at least fifteen (15) hours of teaching activity** must be held as part of the study programs offered by the Departments or at the Specialization Schools, at the PhD School, at the Giacomo Leopardi School of Advanced Studies, or at the Confucius Institute.

At the end of the mobility, the Visiting Professor is required to write a final report in English; this report, signed by the Faculty Advisor, must be submitted to the Director of the academic-scientific structure who will validate and ensure its dissemination within the relevant academic structure.

Article 4 – Host structure, didactic and scientific structure, and academic supervisor

The Departments hosting the Visiting Professor will serve as the host structure, responsible for welcoming the Professor, providing adequate workspace, and ensuring access to University services.

The didactic and scientific structure is intended as the place where the didactic and scientific activities will be carried out, i.e., the Departments, the Specialization Schools, the PhD School, the Giacomo Leopardi School of Advanced Studies, the Confucius Institute.

¹ The amount of the grant is to be intended gross of tax charges in accordance with the legislation in force to be paid by the recipient, and it is expected to cover travel and accommodation expenses and any expenses connected with the issuance of an entry visa and residence permit for non-EU citizens, and for health care for the period of stay. The contribution cannot be combined in any way with other grants paid or reimbursements paid by the University of Macerata for the activities of the same Visiting Professor. However, in the case of selected Visiting Professors coming from situations of risk where freedom of teaching and expression is compromised or where there is a danger to one's safety due to political, religious, cultural persecutions and war or post-war scenarios, the Departments or other educational-scientific structures of the University may decide, by specific written intent, on an extension of the duration of the Visiting Professorship and/or the integration of the grant from their own funds: an extension of the Visiting Professorship or an integration of the contribution the selected candidate will receive, can be provided up for a period not more than double the regular duration and not more than double the awarded amount pursuant to this call.

The host structure will support the Visiting Professor by assigning one or more academic supervisors belonging to the same structure (the so-called Faculty Advisor). These supervisors, chosen for their shared research and teaching interests, will facilitate the full integration and maximize the scientific and teaching contributions of the Visiting Professor.

At the end of the stay, the Director of the didactic and scientific structure where the Visiting Professor has conducted his/her teaching and research activities will receive the Professor's final report, as well as the report prepared by their academic supervisors, outlining future collaborative prospects and the outcomes achieved during the stay. Both reports will be submitted within fifteen days to the Internationalization and ERUA Area, specifically to the Global engagement office, for the purpose of monitoring the activities carried out.

Article 5 – Application and submission deadlines

Applications for this call must be submitted *exclusively online* through the platform available on the University website www.unimc.it/en, within the *International* section, under *Visiting Faculty* area.

The application must include the following information and attachments:

Personal details

1. Personal information, scientific field and home institution (name, website, personal website, if applicable).
2. Indication of any disability status to ensure the provision of necessary aids tailored to the applicant's needs.
3. Statement certifying any potential risk situations where freedom of teaching and expression may be compromised, or where there is personal danger due to political, religious, cultural persecution, and due to war or post-war conditions.

Integrated program of teaching and research activities

Teaching Activity

4. Indication of the didactic and scientific structure at the University of Macerata in which the candidate wishes to carry out his/her teaching and research activities.
5. Indication of preferred duration of stay and applicable semester.
6. Indication of a professor of reference at the University of Macerata.
7. Proposal of teaching activities to be conducted during the mobility structured as follows: course title, total teaching hours (**minimum of fifteen hours**), learning objectives, syllabus, teaching methods, assessment criteria and reference bibliography (max 800 words).

Research Proposal

8. Motivation letter: a statement of intent detailing potential synergies with the University of Macerata, including any specific reference to University researchers or research topics (max 400 words).
9. Extract of the candidate's academic and scientific curriculum, listing scientific publications, experience in funded European/international projects, participation as a speaker at internationally relevant conferences and/or seminars, and a detailed description of ongoing research activities.
10. Proposal of the scientific and project-based research activities planned for the mobility period (max 800 words).
11. Reference ERC macro-sector of scientific collaboration.

**Applications must be submitted no later than
January 15, 2025, at 1:00 p.m. (CET)**

Article 6 – Selection committee, evaluation criteria and general merit ranking.

The applications will be evaluated by an internal selection committee appointed by the Rector and chaired by the Vice-Rector for International Relations, which will draft the ranking based on the following criteria and points:

- a) **scientific quality of the candidate** based on the analysis of the curriculum vitae, experience and scientific authority resulting from the presented publications (up to a maximum of 50 points).
- b) **program of teaching activities** to be conducted during the period of stay, in line with the candidate's academic profile and the educational objectives of the scheduled teaching activity (up to a maximum of 25 points).
- c) **program of scientific and planning activities** to be carried out during the period of stay (up to a maximum of 25 points).

In case of equal scores resulting from the evaluation, priority will be given to those applications from full or associate professors or researchers from situations of risk in which their compromised freedom of teaching and expression is documented or the danger to their own safety due to political, religious, cultural and of war or post-war scenarios. In the event of a further equal score, the younger candidate will prevail.

In case of necessity to balance the presence of the Visiting Professors at the University between the two semesters, the committee may assign candidates a different period of stay to that indicated in the application.

Finally, the committee will produce an overall merit ranking of the candidates, providing detailed scores assigned, as well as a ranking for each Department for the allocation of the financial contributions outlined in Article 3 of this call, up to the limits of available resources.

The final merit ranking will be approved by a Rector's decree and published on the University website (www.unimc.it/en) under the International section, in the area titled *Visiting Faculty*.

The winners will be required, under penalty of forfeiture, to confirm their participation in the program and the mobility period with a formal communication within fifteen days of being notified.

Should a candidate turn or not be in a position to take up the position, the position of Visiting Professor may be assigned to suitable candidates in accordance with the ranking order established for each Department.

Any justified requests to reschedule the assigned semester will be considered in agreement with the academic supervisor.

Prior to the start of activities, a grant agreement will be signed between the University of Macerata and the Visiting Professor, specifying the terms and conditions of the planned activities as well as mutual obligations.

Article 7 – Publication

This call, and the results of the selection process, will be published on University website www.unimc.it/en, in the *International* section, under *Visiting Faculty*.

Notifications regarding the outcome of the evaluation procedure will be sent exclusively by e-mail to the address provided by the candidate in the application form.

Article 8 – Officer in charge of the procedure

According to Art. 5 of Law No. 241 of 7 August 1990, the officer in charge of administrative proceedings in connection with this call is Antonella Tiberi, Head of the Internationalization and ERUA Area, Via Pescheria Vecchia, 8 – 62100 Macerata – T. +39.0733.2586040 – e-mail: antonella.tiberi@unimc.it. For technical and administrative information, please contact Simona Natali +39.0733.2586068 – e-mail: s.natali3@unimc.it.

Article 9 - Personal Data Processing

Personal data processing is regulated by Legislative Decree No. 196 of 30 June 2003 and GDPR UE 2016/679, and personal data provided by applicants in submitting their applications for selection will be processed only for the purposes related to this call. The holder of personal data processing is the University of Macerata, the head office of is in Macerata, via Crescimbeni, nn. 30 – 32, in the person of the Rector as legal representative (urp@unimc.it or ateneo@pec.unimc.it).

The holder of personal data processing has a data protection officer appointed pursuant to article 37 of the GDPR (dpo@unimc.it). According to the objectives mentioned above, personal data may be used only and exclusively in the procedure described above by designated university staff and data will not be transferred to non-EU countries. The provision of the data is obligatory to assess the application requirements, under penalty of

exclusion from the public selection. Personal data are not subject to any completely automated decision-making process, including data profiling.

Article 10 - Final Provisions

Provisions not expressly covered by this call will be regulated, as applicable, by the relevant existing laws.

Issued in Macerata.

The Rector
Prof. John Mc Court