UNIVERSITY OF MACERATA

CALL FOR VISITING PROFESSORS

4th EDITION - ACADEMIC YEAR 2022/2023

Article 1 – Subject
Within the framework of measures for promoting and supporting the University’s strategies related to the processes of internationalization of the Faculty, the University of Macerata intends to make the University’s scientific and teaching facilities open, innovative and international to develop their strategic dimension through the presence of international professors and researchers. They will contribute in the process of innovating degree programs and courses in order to increase their visibility and appeal. These contributions will bolster the reputation of the University while promoting and strengthening the network of international relationships in general.

To that purpose, the University hereby issues a call to award **15 positions** as **Visiting Professor** for the academic year 2022/2023 within the framework of the “Visiting Professor, Visiting Fellow, Senior Research Fellow University guidelines”. The call will fund incoming faculty mobility for professors from foreign universities and research institutions to carry out research and to teach courses or modules (also in the form of co-teaching) offered by the University. Visiting professors are also expected to develop a series of lessons for either courses held during the academic calendar, summer schools, postgraduate courses or PhD programs.

Article 2 – Eligibility criteria
A **Visiting Professor** is defined as a professor or a researcher from a foreign university or institution of advanced training with the status of full professor, associate professor or assistant professor (or the equivalent) in the Italian academic system. To participate in this call, candidates must have the above-mentioned qualifications by the closing date of this call and must not be resident in Italy or to have performed their main academic activity in Italy for more than twelve months, even if not consecutive. Retired candidates are not eligible for a position as **Visiting Professor**.

Article 3 – Period and activities
This program foresees two categories of **Visiting Professors** based on the period of residency at the University of Macerata: **type A** lasting **12 weeks**, and **type B** lasting **8 weeks**. Teaching activities will be conducted in the first or the second semester of the academic year 2022/2023. Exceptions aside, teaching activities must be carried out in the period between September 1st, 2022 and July 15th, 2023, in accordance with the organization of research and training activities within the given departments. The department will confer the international professor the title of **Visiting Professor**, which will be valid for the duration of the residency at the University of Macerata in accordance with the “Visiting Professor, Visiting Fellow, Senior Research Fellow University guidelines”.

Throughout the visiting period, the **Visiting Professor** must perform the following activities:

- At least 15 hours of ordinary teaching for the courses offered by the departments of the University of Macerata or for teaching activities organized by the Schools of Specialization, PhD School, ‘Giacomo Leopardi’ School of Higher Studies and Istituto Confucio;
- Research activities, also in the perspective for presenting international projects, within the relevant host department, in collaboration with its research groups, on issues of common scientific interest.

During their stay, **Visiting Professors** must fill in a mid-term online report on the status of the assigned activities.

At the end of their stay, **Visiting Professors** must submit a final report in English to be signed by the Faculty Advisor and validated by the head of the relevant host department.
To monitor the performed activities and the visibility within the University community, the report is to be sent to the Internationalization Area, Internationalization Strategies Office no later than 15 days.

Article 4 – Host structure and academic supervisor
Under “Host structure”, we intend as Departments, Schools of Specialization, PhD school, ‘Giacomo Leopardi’ School of Higher Studies and Confucio Institute.

During their stay, a supervising professor, appointed by the department in charge (Faculty Advisor) to ensure that Visiting Professors are successfully involved in the academic community.

The “Host structure”: will be responsible for welcoming the assigned Visiting Professor; will support Visiting Professors in the performance of their research and teaching activities; will provide them with a workspace at the Host structure; and will provide them free access to the University libraries and laboratories.

Article 5 – Application and submission deadlines
Applications for the public selection herein described must be submitted exclusively online through the available platform published in the University website www.unimc.it, within the Internationalization section, under Visiting staff item.
Applications must:

1. Specify the Host structure at the University where the candidate would like to work;
2. Include the candidate’s scientific and academic CV, including the list of scientific publications, experience acquired in the framework of European/international funded projects and participation as a speaker at conferences and/or seminars of international relevance, and a detailed description of ongoing research activities;
3. Propose a plan for the teaching activities to be carried out during the candidate’s period of stay by including these details: course title, number of class hours, course objectives, syllabus, teaching methods and assessment methods (maximum 800 words);
4. Provide a proposal for the applicant’s research to be carried out during the period of stay;
5. Include a motivation letter expressly stating potential collaboration between the applicant with the University of Macerata, including any mention of specific researchers or research topics (maximum 400 words);
6. Include a copy of the applicant’s Identity Card/passport;
7. Indicate the preferred type of stay (A or B) and the relevant semester;
8. Indicate any impairment the applicant may have, to enable appropriate arrangements to be made.

Applications must be submitted no later than April 10th, 2022 at 1:00 p.m. (Local time/CET)

Article 6 – Financial support
Based on the type of residency, the amount provided in the form of a grant for the professor’s mobility will be as follows:

- **€ 7,000.00** (Type A) for a stay of 12 weeks at the University of Macerata;
- **€ 5,000.00** (Type B) for a stay of 8 weeks at the University of Macerata.

<table>
<thead>
<tr>
<th>Type</th>
<th>Period</th>
<th>Amount (gross)</th>
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<tbody>
<tr>
<td>Type A</td>
<td>12 weeks</td>
<td>7,000.00 euros</td>
</tr>
<tr>
<td>Type B</td>
<td>8 weeks</td>
<td>5,000.00 euros</td>
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The amount of the fellowship is to be meant as gross of taxes payable by the recipient, and including travel expenses, accommodation, any other expense for obtaining a visa or permit if a non-EU citizen, as well as medical expenses for the period of stay.

The above-mentioned amount will be disbursed to the Visiting Professor in a single payment upon arrival in Italy at the University of Macerata. The fellowship is not cumulative with any other amount of money.
paid by the University of Macerata for activities carried out by the Visiting Professor during periods coinciding with those approved for the fellowship.

If the Visiting Professor cannot perform the teaching and research foreseen due to unforeseen circumstances and except in case of force majeur, these must be conducted remotely.

**Article 7 – Selection Committee**

A selection committee appointed by the Rector and chaired by the Vice-Rector for International Relations evaluates applications. The members of the committee will be appointed from the teaching and administrative staff of the University.

**Article 8 – Evaluation and Ranking**

Evaluations are based on the following criteria:

a. Candidate’s CV with regard to the relevant scientific field: scientific experience and expertise based on articles published and assessed following international criteria (up to 50 points);

b. Project proposal of teaching activities during the expected period of stay, taking into account the candidate’s academic profile and the proposed teaching module to be implemented within the framework of the international academic collaboration agreements of strategic interest to the University (up to 25 points);

c. Project proposal of the scientific research activities to be carried out during the candidate’s mobility (up to 25 points).

During the evaluation, the selection committee reserves the right to preferentially evaluate any applications presented by professors or researchers in possession of the status of scholar at risk and will take into account the preferences for the period of mobility indicated by the candidate on the application form. The committee can modify said periods unilaterally so that a fair and balanced distribution of the presence of the visiting professors is ensured during both the first and second semesters of the 2022/23 Academic Year.

The selection committee will draw up a general ranking of merit for the conferment of the fellowships provided for in art. 6 of this call, up to the limit of available economic resources.

In the event a candidate does not accept or carry out the fellowship, the position of visiting professor can be conferred to suitable candidates following the order established in said ranking.

The final ranking of merit will be approved by a Rector’s decree. The outcome of the comparative evaluation will be published on the website [http://www.unimc.it/](http://www.unimc.it/), in the international section under Visiting Professors and Researchers.

Winners must confirm their participation in the program and the period of mobility within and no later than 15 days after its publication, under penalty of forfeiture.

A grant agreement will be stipulated between the University of Macerata and the Visiting Professor before said activities begin, wherein the parties undertake to define the terms of the activities, as well as their respective obligations.

**Article 9 - Public Notice of Selection Results**

This call, along with the selection results, will be made available on the website of the University of Macerata in the International section under Visiting Professors and Researchers.

In addition, official information concerning selection results will be sent only to the e-mail address that the candidate has provided on the application form.

**Article 10 – Officer in charge of the procedure**

According to Art. 5 of Law No. 241 of 7 August 1990, the manager in charge of administrative proceedings in connection with this call is Dr. Andrea Dezi, Head of the Internationalization Strategies Office, Via Pescheria Vecchia, 8 – 62100 Macerata – T. +39.0733.2586114 – e-mail: andrea.dezi@unimc.it

For technical and administrative information please contact Irene Toscana +39.0733.2586019 – e-mail: irene.toscana@unimc.it
**Article 11 - 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 CEM: 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.

Applicants are entitled to legally exercise their rights as set out in the above-mentioned legislative decree, including the right to access their data, as well as complementary rights, such as the right to amend, update, complete or cancel all data that is inaccurate, incomplete or has not been collected in accordance with legal provisions.

**Article 12 - 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. Francesco Adornato