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**UNIVERSITA' DEGLI STUDI DI MACERATA**

**CALL FOR APPLICATIONS FOR VISITING PROFESSORS**

**ACADEMIC YEAR 2019/2020**  
**(Rectoral Decree n. 378, November 12nd, 2018)**

**Background**

Within the frame of measures aimed at promoting and supporting a process of internationalization within, the University of Macerata issues this call to foster the incoming mobility of scholars from university and research institutions abroad in order to enhance the quality of and expand its learning and research activities at one time in academic year 2019/2020.

The herein public call seeks to initiate a mobility process involving international high-profile scholars with the purpose of developing and strengthening the network of academic collaborations the University of Macerata has set up with scholars worldwide.

In the light of such internationalization policies the University of Macerata would expect its Visiting Professors to contribute to reaching bi-lateral cooperation agreements between the University of Macerata and the university institutions of provenance, as well as to publishing scientific papers jointly with members of the teaching staff of the University of Macerata.

**Article 1**

**Subject**

The University of Macerata issues hereby a public selection to provide funding to fifteen Visiting Professors, three for each of the five university departments. At least seven are to be hosted in the first academic semester and eight in the second semester.

This call for applications is intended for scholars who, in their university institutions abroad, fill positions equivalent to those of Full Professor, Associate Professor, Assistant Professor existing in Italian universities.

The Visiting Professors are required to stay at the University of Macerata for a period of three months (type A) or two months (type B) during the chosen semester. In the first semester the visiting period may start in September 2019 and to end within December 2019, while in the second semester it may start in February 2020 and to end within May 2020.

The University of Macerata shall award a grant to scholars with proven experience in teaching and in scientific research at university or research institutions abroad, who are to collaborate with Departments within the University of Macerata, with the Ph.D School of the University of Macerata and with the 'Giacomo Leopardi' School of Higher Studies.

During their stay at the University of Macerata the Visiting Professors are to carry out standard teaching activities (as seminars, teaching units or course modules) in BA courses, MA/single-cycle courses and Ph.D courses, even in the form of co-teaching activities in collaboration with the academic staff of the University of Macerata.

**Article 2**

**Eligibility**

Eligible candidates are scholars who, within the deadline for application, fill positions equivalent to those of Full Professor, Associate Professor, Assistant Professor existing in Italian universities. They are required to collaborate for a period of three or two months (respectively type A and type B) by carrying out teaching activities in BA courses, MA/single-cycle courses and Ph.D courses and 'Giacomo Leopardi' School of Higher Studies, in academic year 2019/2020.

Visiting Professors who do not receive any financial support in similar projects shall be given priority in the selection process.



### **Article 3** **Financial Arrangements**

Visiting Professors shall be paid the gross amount of:

- € 7.000,00 (type A) – three months;
- € 5.000,00 (type B) – two months.

Throughout the visiting period, such amount shall be inclusive of tax and social security contribution to be borne by the recipient who, in addition, shall use the amount to cover travel expenses, board and accommodation, as well as any other expense in connection to obtaining a visa or permit in case of non-EU citizens, and medical expenses.

The contribution is subject to the statutory costs.

The University of Macerata shall provide Visiting Professors with a fully equipped room for study and research on the relevant Department premises, free access to libraries, laboratories, and reduced-price access to the university canteen.

During their stay Visiting Professors shall be supported by a university Representative in charge of making sure they get successfully involved in the local academic and city life.

The University of Macerata shall make payment to Visiting Professors as a flat-rate reimbursement in line with Para. 1 of this Article, as follows: 50% of the grant will be paid at the beginning of the period after all administrative procedures have been carried out, while the remaining 50% will be paid at the end of the stay, upon submission of a final report.

At the end of the period, Visiting Professors shall submit a final report in English to be validated by the Head of the relevant Department or the Departments' Deputy Dean for internationalization.

If due to unexpected circumstances Visiting Professors cannot perform all activities in their programme for which they have been successfully selected, the grant may be reduced proportionally.

### **Article 4** **Activities**

During their stay at the University of Macerata Visiting Professors are to engage in the following activities:

- provide at least 15 hours of standard teaching in BA courses, MA/single-cycle courses and Ph.D courses held at the relevant host Department and at 'Giacomo Leopardi' School of Higher Studies;
- carry out research on the topics specified in their application, in the relevant host Department together with research groups operating therein;
- draw a final and conclusive report in English to be validated by the Head of the relevant Department or the Departments' Deputy Dean for internationalization.

The University of Macerata is committed to maximising interaction and interdisciplinary scientific exchanges among Visiting Professors and all university Departments.

### **Article 5** **Application and Deadlines**

Applications for the herein public selection must be submitted online by means of the platform available at <http://www.unimc.it/it/ateneo/bandi-e-concorsi/borseattivitaricerca/> / <http://www.unimc.it/en/about/calls-for-applications-and-public-competitions>

Applications must include:

- clear reference the university department the applicant has chosen <http://www.unimc.it/en/courses/departments-and-schools/>;
- CV including a list of publications, detail on ongoing and past research projects (including those funded through competitive calls for papers) and on conferences and/or seminars held as a speaker;



- plan of the teaching activities to be carried out during the period of stay in the following format: course title, number of course hours, course objectives, course programme (maximum 800 words or 6000 characters);
- description of the research activities to be carried out during the period of stay (maximum 800 words or 6000 characters);
- letter of motivation expressly stating possible collaborative activity to be carried out with the University of Macerata (including any mention of specific researchers or research topics) – (maximum 400 words);
- chosen the type of position (A three months – B two months);
- chosen period of stay (relevant semester);
- a photocopy of the applicant's Identity Card/passport;
- information on whatsoever impairment, if any, to enable appropriate arrangements to be made.

**Applications must be submitted no later than 30<sup>th</sup> January 2018 at h. 14:00 (local time).**

#### **Article 6 Selection Board**

Applications are assessed by a Selection Board that includes the Vice-Rector for International relations of the University of Macerata and the Departments' Deputy Deans for Internationalization.

Assessment is carried out according to the following criteria:

- applicant's CV: evidence of research experience ensuing from published papers assessed on the grounds of international criteria (up to 50 points);
- teaching activities and expected results (up to 25 points);
- research activities to be carried out during visiting period (up to 25 points).

For each Department the Selection Board shall draw a ranked-list of applications worthy of funding, also taking into consideration the chosen semester specified on application forms in order to ensure that there are at least 7 Visiting Professors in the 1<sup>o</sup> semester and 8 Visiting Professors in the 2<sup>o</sup> semester. If successful candidates sign away their eligibility or cannot take part in the visiting activity, they are replaced by next-in-rank candidates in the relevant Department list of successful applicants.

If on the grounds of scoring two or more candidates reach the same ranking, priority is given to evenly distribute Visiting Professors among scientific-disciplinary areas (European Research Council sectors) and, secondly, to geographical provenance of candidates.

Official information on assessment results to successful applicants is by means of notice on the website at <http://www.unimc.it/it/ateneo/bandi-e-concorsi/borseattivitaricerca/> / <http://www.unimc.it/en/about/calls-for-applications-and-public-competitions>.

Successful candidates **have to confirm they accept to perform as Visiting Professors, by sending a formal letter than 28<sup>th</sup> February 2018.**

#### **Article 8 Public Notice of Selection Results**

This call along with selection results shall be made available on the website of the University of Macerata at <http://www.unimc.it/it/ateneo/bandi-e-concorsi/borseattivitaricerca/> / <http://www.unimc.it/en/about/calls-for-applications-and-public-competitions>.

In addition, official information concerning selection results shall be sent to the e-mail address applicants have provided on their application form.

Notice regarding this call is also given by means of Euraxess and the main scientific communication systems.

#### **Article 9 The Officer in Charge**



Pursuant to Art. 5 of Law No. 241 of 7<sup>th</sup> August 1990, the manager in charge of administrative proceedings in connection with this call is *dott.ssa* Cinzia Raffaelli, Area Ricerca e Internazionalizzazione, Via Don Minzoni, 17 – 62100 Macerata – Tel. +39.0733.2582843 – e-mail [cinzia.raffaelli@unimc.it](mailto:cinzia.raffaelli@unimc.it)

#### **Article 10**

##### **Personal Data Processing**

Personal data processing is regulated by Legislative Decree No. 6 30<sup>th</sup> June 2013 titled 'Personal Data Protection Code' and GDPR UE 2016/679.

All personal data provided by applicants by submitting their applications for selection shall be processed only for the purposes connected to this call. Candidates must provide their personal data in order to enable assessment of application requirements, under penalty of exclusion from the public selection.

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

#### **Article 11**

##### **Final Provisions**

Issues not expressly covered by this call shall be regulated, where applicable, by the relevant existing laws.

Macerata, November 12nd, 2018

The Rector  
Prof. Francesco Adornato