



REGULATIONS on the evaluation of overall teaching, research and management activities for the purpose of awarding biennial salary increases

(pursuant to Article 8 of Law 240/2010 and Article 1(629) of Law 205/2017, for tenured professors at Luiss Guido Carli)

(with the amendments and additions proposed by the Academic Senate at its sitting on 21 June 2022 and adopted by the Executive Committee at its meeting on 13 July 2022)



Article 1

Foreword

Pursuant to Law No. 240 of 30 December 2010 and associated implementing decrees, these Regulations govern the procedures and criteria for the evaluation of overall teaching, research and management activities for the purpose of awarding the biennial salary increases referred to in Article 8 of Law 240/2010 and Article 1(629) of Law 205/2017, for tenured professors at Luiss Guido Carli.

Article 2

Definitions

1. For the purposes of these Regulations, the following definitions are adopted:
 - a) teaching activities are:
 - teaching activities carried out personally by the tenured professor related to courses, parts of courses, seminars and tutorials;
 - membership of academic bodies;
 - student service activities, including but not limited to university and post-graduate orientation, assessment of learning outcomes, supervision and co-supervision of theses, tutoring, Summer School commitments and matters in connection with employability and career services, etc.;
 - b) research activities are:
 - academic works and publications, coordination or participation in research projects, other research products, etc.;
 - c) management activities include but are not limited to:
 - membership of university bodies, leadership and coordination of academic structures, specific delegations of power from academic bodies, etc.;
 - d) tenured professors are:
 - full professors and associate professors, including those “seconded” to Luiss Guido Carli pursuant to Article 6(11) of Law 240/2010.

Article 3

Evaluation of overall teaching, research and management commitments for the purpose of awarding biennial salary increases

1. Pursuant to Article 6(14) of Law 240/10, the awarding of the biennial salary increases referred to in Article 8 of Law 240/2010 is subject to submission of a specific application in that regard and the successful outcome of an evaluation of overall teaching, research and management commitments.
2. For the purpose of the awarding of the biennial salary increases referred to in the preceding paragraph, the tenured professor must submit, in addition to the application submitted using the appropriate self-certification



form, a report on his or her overall teaching, research and management activities carried out in the two academic years prior to that in which the new salary increase is to take effect.

3. With regard to teaching, research and management commitments, the evaluation covers the activities undertaken in the two academic years prior to that in which the new salary increase is to take effect. For the sole purposes of this article, academic year means the period running from 1 September of each year to 31 August of the following calendar year.
4. The application for the salary increase and the two-year report should be sent, solely electronically, to the Rector and to the Vice Rectors for Teaching and Research by 30 September of the year in which the new salary increase is to take effect.

The evaluation will be carried out by the Individual Evaluation Commission, consisting of the Rector, the Vice Rectors for Teaching and Research or their representatives. The evaluation will take place no later than 15 November of each year. For evaluation of the Rector and the Vice Rectors for Teaching and Research, they will be replaced on the commission by the Vice Rector for Organization and Faculty.

5. The evaluation will be carried out on the basis of qualitative and quantitative criteria and parameters defined in the annex to these Regulations, which is an integral part hereof.
6. In case of a negative evaluation, the application to be awarded the salary increase may be resubmitted solely after at least one academic year has elapsed.

Article 4

Transitional and Final Provisions

1. For matters not expressly provided for in these Regulations, reference is to be made to the relevant laws and regulations in force.
2. These Regulations enter into force on the day after their publication.



Annex to the Regulations on the evaluation of overall teaching, research and management activities for the purpose of awarding biennial salary increases pursuant to Article 8 of Law 240/2010 and Article 1(629) of Law 205/2017, for tenured professors at Luiss Guido Carli.

For the purposes of the evaluation, "the overall teaching, research and management activities carried out in the two academic years prior to accrual of the new class" means, respectively: for teaching: the courses taught with the number of students, the results of evaluation by students, the theses supervised at the different levels; for research: the published works to be submitted with the application, the publication locations, an indication of the **impact factor** of the journal in which it was published if it is an academic article (if any); for management activities: an indication of the assignment or assignments given and the results achieved in that regard.

Example:

Professor who on 1 June 2022 accrues the right to move from the third to the fourth salary class.

By 30 September 2022 the professor submits the application for the salary increase accompanied by a report on all teaching, research and management activities carried out in the two-year period prior to accrual of the new salary class. The report and subsequent evaluation will refer to the 2019/2020 and 2020/2021 academic years. By 15 November 2022 the commission makes the evaluation. If the evaluation is positive, the professor will be assigned to the fourth salary class effective 1 June 2022 (with the payment of arrears).

An application submitted by those who have completed all or part of the two-year period at another location should be accompanied by documentation relevant to the evaluation of teaching and management activities.

For the purposes of obtaining a positive evaluation of the application to progress to a higher salary class, it is necessary to exceed the minimum thresholds provided for teaching and for research, supplemented by management commitments. More specifically, with respect to teaching, it will be necessary to exceed an average score of 70% in the indicators for assessing the effectiveness and efficacy of teaching; with respect to research, a positive evaluation will be given if the applicant has published or has had accepted in the two-year period at least two academic products in the categories eligible for VQR-ANVUR evaluation. In addition, for those who have held the position of rector, vice rector, head of department or dean of school in the relevant two-year period, a positive evaluation on research may be given even if they have published only one academic product in the two-year period. In all other cases the general rule applies.

Rome, _____

