



VISITING PROFESSOR / SCIENTIST RULES

(Approved by decree of the Rector n.10, 07/01/2014 and subsequent modifications)

TITLE I - GENERAL RULES

Article 1. Scope of the Regulation

These regulations govern the procedures for the selection of foreign or Italian scholars (henceforth to be called Visiting Scientists) regularly employed at foreign Universities and Research Centres and in possession of a curriculum of international relevance, invited to undertake scientific activity in collaboration with researchers of the University of Sassari.

Article 2. Funding, amount and length of stay

The Visiting Professor Programme is funded either by the University's own resources or by agreements with public or private institutions.

Since the amount allocated, the type of appointment and the length of stay may vary depending on the nature of the funding (i.e. L.R. 3/2008 rather than L.R. 7/2007¹), the above elements are determined in general by the type of funding.

Article 3. Methods of recruitment

Visiting Scientists are recruited in two major ways:

- 1) Contracts for teaching and research (**Title II**) ;
- 2) Research grants (**TITLE III**).

In order to ensure continuity and regularity for successive contracts, consistent with the timing of assignments, two calls a year are envisaged: the first one in February and the second one in September. The final recruitment offers will be published on the website home page www.uniss.it and notified by email to all users of the University.

Article 4. Board of Examiners

The evaluation of proposals is entrusted to a University Committee (Visiting Committee), designated by the Rector, composed of the President, usually the Rector's Delegate for Research, and four internationally renowned scholars, representing the University of Sassari research fields (two for each of the two main disciplinary areas).

Except for the President, the Committee will hold office for three years, and may possibly be supplemented by international experts.

The Committee reserves the right to award a smaller number of scholarships than the maximum allowed by the available budget, if the candidates do not meet the necessary requirements of excellence.

In order to optimize the use of resources and to avoid the accumulation of unexpended balance, the Committee also reserves the right to vary the number and duration of visits based on the applications received.

Article 5. Activation and selection of proposals

The procedure is divided into three phases: examination and selection of proposals, publication of recruit offers, selection of scholars.

¹ Local government acts, both funding the Programme

Requests for activation of a visiting position can be submitted by all the professors and researchers employed at the University of Sassari who have published at least 3 works during the past 5 years. At the time of requests, all the requirements of scientific reporting of any previous visits, if already concluded, have to be fulfilled by professors/researchers. Failure to comply will result in exclusion from the selection.

Professors/researchers should indicate the profile of the scholar to be sought amongst the international scientific community, as specified in the initial publication of the programme, typically by filling in an online form .

In the case of multiple requests submitted by the same Department, it is compulsory (at the risk of disqualification) to indicate the order of priority, according to the criteria specified in the initial notice.

The Visiting Committee will evaluate the projects proposed by each Department (inclusive of the requested profile and the description of the activities); afterwards the call will be published.

Article 6. Candidates Selection Process

The selection procedure is approved by Rector's Decree and contains the following information:

- Date of the decree of approval by the Board of Directors
- Number of grants / contracts to be funded
- Research and /or teaching to be undertaken
- Account balance and type of funding
- Duration of activities
- Amount
- Application requirements
- Assessable qualifications
- Deadline and instructions for the submission of applications
- Method of processing of personal data

The requirements must be fulfilled within the deadline for submission of the application.

The call will be published on the notice board and on the website of the University of Sassari, as well as on the international websites Cordis and Euraxess . Departments are invited, at their own expense, to disseminate relevant information on specific portals.

The selection of candidates is decided by a special Committee set up by each Department according to the criteria specified in the advertisement.

The selection process is concluded with the final approval of the list by the Board of Directors.

Article 7. Communication to the selected candidates

The results of the assessment and the list of valid applications is published on the University of Sassari website.

Candidates deemed worthy of selection receive a formal notification via email.

Within 20 days of such notification, the selected candidates must notify the University of Sassari of acceptance or rejection. Failure to notify will be considered as a waiver.

Article 8. Plan of activities

Visiting Scientists need to arrange the starting date and the activities plan with the host professors/researchers.

On termination of the period of stay at the University of Sassari, the host professors/researchers will be required to draw up an illustrative report of the activities undertaken by the Visiting Scientists.

Article 9. Notable scholars

With the aim of enriching the programme with events centred around scholars of the highest calibre (Nobel laureates and academics honoured by the international scientific community), the Visiting Committee will take into account possible proposals and submit them to the Board of Directors.

TITLE II - CALLS FOR TEACHING AND RESEARCH

Article 10. Type of assignment

Depending on qualification and place of origin of the scholar, the following types of assignment are established: Long Term Visiting Professor and Short Term Visiting Professor, as specified in the following Articles 11 and 12.

Visits can take place from the month following the approval of the list until the first week of July of the year following the call. Activities cannot be carried out in the month of August.

Article 11. Long Term Visits

Long term visits are from a minimum of one to a maximum of six months. In this case, remuneration will be commensurate with the scholars' "equivalent qualification", that is € 7,000 gross per month in the case of *Senior Visiting* (Full Professor), € 5,000 gross per month in the case of *Junior Visiting* (Associate Professor) and € 3,000 gross per month in the case of *Researcher* (Researcher). These amounts are inclusive of deductions required by law from the University and the payee (IRAP², INPS³, INAIL⁴).

The net payable amounts may be correctly established only after the payee has chosen his/her preferred method of taxation, namely:

- a) lump-sum taxation;
- b) mixed taxation in the light of international conventions against double taxation.

For an estimate of these sums under current legislation, please refer to Annex I.

The office will update such estimates in the light of any changes in the regulatory framework and make them available to proposing Departments, so that they can inform applicants about the main terms of the salary.

Article 12 Short Term Visits

The University of Sassari will also fund short stays of foreign scholars, divided into modules of six days each, up to a maximum of three, not necessarily consecutive, to be held within the period indicated in the call. The type of selection (namely "declared candidature" or "open call"), will be specified in the call. In case of non-consecutive modules, only one return trip will be refunded to each visitor.

For the first module of 6 days, the visitors' gross remuneration (inclusive of the estimated travel costs) depends on their place of origin:

€ 2,900.00, for visiting scientists coming from the European Union;

€ 3,700.00, for visiting scientists coming from the Americas and Africa;

€ 4,000.00, for visiting scientists coming from Asia and Oceania.

For each additional module, visiting scientists will receive extra remuneration of € 2,400.00 (gross).

² *Imposta Regionale sulle Attività Produttive*: Regional Tax on Productive Activities

³ *Istituto Nazionale Previdenza Sociale*: Social Security Service

⁴ *Istituto Nazionale per l'Assicurazione contro gli Infortuni sul Lavoro*: National Institute for the Insurance against Injuries at Work

All amounts are inclusive of deductions required by law from the University and the payee (IRAP, INPS, INAIL).

For an estimate of these sums under current legislation, please refer to Annex II.

Article 13 Co-financing

Departments have the opportunity of contributing to the travel and living costs of the guests from their own funds through co-funding quotas.

Article 14 Provisions on insurance

The University of Sassari, through the Bursar's Office, provides for third-party insurance cover (R.C.T.) and insurance coverage against injury wherever compulsory insurance coverage against injury with INAIL is not required by law. The relative deductions are made on behalf of individual scholars upon payment of remuneration. Before scholars begin their research and/or teaching activities, the Departments they are assigned to will be required to communicate their names and the length of their stay to the Bursar's Office.

TITLE III - CALLS FOR RESEARCH GRANTS

Article 15 Participation in research

Participation in research is governed by L. 240/2010⁵, art. 18, paragraph 5, letter f, and subsequent amendments.

Article 16. Amount and length of stay

Visiting Scientists will receive research grants of € 3,500.00 for one month, € 5,500.00 for two months and € 7,500.00 for three months. These sums are inclusive of the insurance coverage to be charged to the grant holders, as specified in article 19.

The sums will be paid in two stages: the first one soon after signing the contract and the second one at the end of the activity.

Article 17. Assessment Criteria

The Board of Examiners defines the procedures and criteria for assessment of the qualifications required. The selection is made by means of a preliminary assessment of the qualifications of each candidate by taking into account:

- a) The candidate's Curriculum Vitae;
- b) The Relevance of his/her scientific publications;
- c) The consistency between his/her profile /activity and the research project specified in the call.

Article 18. Activities

Grant holders will carry out the research activities in the host Departments. During their stay, they may also contribute to teaching activities, provided that such activities are related to major research fields and do not replace curricular teaching.

⁵ National Act that governs the University System in Italy.

Article 19. Provisions on insurance

The University of Sassari provides insurance coverage against injuries and third-party insurance coverage. The relative deductions are made on behalf of individual scholars upon payment of grants.

TITLE IV - FINAL PROVISIONS

Section 20. Application

The present rules apply to the recruit offers published after their approval.

Article 21. Entry into effect

The present rules shall enter into effect on the issuing of the Rector Decree and may be subject to revision.

ANNEX I

VISITING SCIENTIST REMUNERATION ESTIMATE (TITLE II)

Net sums payable* according to qualification and chosen method of taxation are to be considered approximate:

A) SENIOR VISITING

For those choosing to apply the international convention against double taxation:

Total monthly funding	€ 7.000,00
Gross sum paid	€ 5.395,00
Net sum*	€ 5.391,00

For those choosing not to apply the international convention against double taxation:

Total monthly funding	€ 7.000,00
Gross sum paid	€ 5.395,00
Tax deducted at 30%	€ 1.576,00
Net sum*	€ 3.475,00

B) JUNIOR VISITING

For those choosing to apply the international convention against double taxation:

Total monthly funding	€ 5.000,00
Gross sum paid	€ 3.852,00
Net sum*	€ 3.848,00

For those choosing not to apply the international convention against double taxation:

Total monthly funding	€ 5.000,00
Gross sum paid	€ 3.852,00
Tax deducted at 30%	€ 1.125,00
Net sum *	€ 2.409,00

C) RESEARCHER

For those choosing to apply the international convention against double taxation:

Total monthly funding	€ 3.000,00
Gross sum paid	€ 2.310,00
Net sum *	€ 2.304,00

For those choosing not to apply the international convention against double taxation:

Total monthly funding	€ 3.000,00
Gross sum paid	€ 2.344,00
Tax deducted at 30%	€ 673,00
Net sum *	€ 1.444,00

ANNEX II

SHORT VISIT REMUNARATION ESTIMATE (TITLE II)

Net sums payable* according to chosen method of taxation are to be considered approximate:

For those choosing to apply the international convention against double taxation				
Gross sum for the first 6 days module (inclusive of the estimated travel costs)				Additional 6 days modules
Place of origin	Europe	Americas and Africa	Asia and Oceania	Any
Total funding	€ 2.900,00	€ 3.700,00	€ 4.000,00	€ 2.400,00
Deductions to be charged to UNISS (IRAP)	€ 227,19	€ 289,86	€ 313,36	€ 188,02
Net sum*	€ 2.672,81	€ 3.410,14	€ 3.686,64	€ 2.211,98

For those choosing <u>not</u> to apply the international convention against double taxation				
Gross sum for the first 6 days module (inclusive of the estimated travel costs)				Additional 6 days modules
Place of origin	Europe	Americas and Africa	Asia and Oceania	Any
Total funding	€ 2.900,00	€ 3.700,00	€ 4.000,00	€ 2.400,00
Deductions to be charged to UNISS (IRAP)	€ 227,19	€ 289,86	€ 313,36	€ 188,02
Gross sum paid	€ 2.672,81	€ 3.410,14	€ 3.686,64	€ 2.211,98
Deductions to be charged to the payee (IRPEF)	€ 801,84	€ 1.023,04	€ 1.105,99	€ 663,59
Net sum*	€ 1.870,97	€ 2.387,10	€ 2.580,64	€ 1.548,39