



Rules and regulations for the stipulation of fixed-term tenure track researcher contracts (RTT) at the University of Cagliari (DR n 1155/2023 del 11/10/2023)

THE RECTOR,

- HAVING REGARD TO the current Statute of the University of Cagliari, issued by Rector's Decree No. 305 of 28.03.2022, published in Official Gazette of the Italian Republic - general series No. 88 of 24.04.2022;
- HAVING REGARD TO Law No. 240 of 30.12.2010, and in particular art. 24;
- HAVING REGARD TO Decree-Law No. 36 of 30 April 2022, converted with amendments into Law No. 79 of 29 June 2022;
- HAVING REGARD TO the resolutions passed on 25.07.2023 by the Academic Senate and the Council concerning the *Regulations for the stipulation of fixed-term tenure track researcher contracts (RTT) at the University of Cagliari* and the appointment of a University Committee set up to examine in greater depth the topics of greatest interest and complexity of the regulatory text highlighted during the debate;
- NOTING the conclusion of the work of the University Committee and the introduction of amendments to the regulatory text;
- HAVING REVIEWED the need to issue the *Regulation for the stipulation of fixed-term tenure track researcher (RTT) contracts at the University of Cagliari*;

ISSUES THE FOLLOWING DECREE

ART. 1 - The "*Regulations for the stipulation of fixed-term tenure track researcher (RTT) contracts at the University of Cagliari*", as set forth in the annex forming an integral part of this decree, is hereby issued.

ART. 2 - The Rules enter into force on the day following their publication.

ART. 3 - This measure shall be submitted for ratification at the next meeting of the Academic Senate and the Board of Directors.

Approved by the Director General

The Rector
Prof. Francesco Mola
(signed with digital signature)

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**Rules for the stipulation of fixed-term tenure track researcher contracts
(RTT) at the University of Cagliari**

Art. 1

Purpose and Scope

1. The present Rules and Regulations, issued pursuant to Law No. 168 of 9 May 1989, govern the procedures for the stipulation of fixed-term tenure track researcher contracts (hereafter RTT in the text of the Rules and Regulations), in implementation of art. 24 of Law No. 240 of 30 December 2010, of the applicable legislative provisions and in compliance with the principles set out in the European Charter for Researchers, as per Recommendation of the Committee of the European Communities o. 251 of 11 March 2005, as well as the Code of Ethics of the University of Cagliari.
2. Within the limits of the resources available for planning, the University of Cagliari may award temporary contracts for the carrying out of research, teaching, supplementary teaching and student support services.
3. Pursuant to Article 18 para.3 of Law No. 240 of 30 December 2010, the contracts referred to in point 2 may also be actuated with funding from other public and/or private entities, subject to the stipulation of agreements for an amount not less than the 15-year cost of the contract.
4. Note that the contracts referenced in these Rules do not entitle the holder to any rights regarding access to the roles. The completion of the contract is merely a preferential qualification for participation in competitions for access to public administrations.
5. In accordance with Article 24, para. 1-bis, of Law No. 240/2010, the academic bodies of the University of Cagliari shall allocate at least one-third of the resources earmarked for filling RTT posts to candidates who have attended PhD courses or carried out research activities on the basis of formal assignment, excluding unpaid activities, at other universities or research institutes, Italian or foreign, for a minimum of thirty-six



months.

Art. 2

Initiating the procedure for requesting posts to be filled

1. Each department is responsible for contributing to the University's three-year personnel planning through its own decision-making process. This involves proposing to the governing bodies the coverage of its RTT needs.
2. The proposal for requesting the posts and announcing the public selection is approved by a decision of the Department, adopted by an absolute majority of the eligible first and second-level professors.

Art. 3

Department requirements

The decree that motivates a Department application for RTT posts must contain the following essential details:

- a) the number of posts being requested;
- b) for each post applied for, an indication is to be provided as to whether the intention is to activate the public selection procedure, or the direct call procedure referred to in Article 12 of these Rules.
- c) if a public selection procedure is required, it must be specified for each post applied for whether the procedure to be followed is open or reserved, in accordance with the provisions of Article 24, paragraph 1, subsection b of Law No 240/2010, for candidates who have spent at least thirty-six months, even cumulatively, attending doctoral courses or carrying out research activities on a formal assignment, excluding unpaid activities, at other Italian or foreign universities or research institutes;
- d) the academic-disciplinary group for which the post is being applied for and the possible indication of one or more academic-disciplinary sector(s) for the purpose of determining the specific profile;
- e) the specific teaching and academic and, where appropriate, support and assistance



functions to be performed by the RTT;

f) the maximum number of publications that may be submitted, though no fewer than twelve;

g) the means by which the post is to be funded;

h) the location of employment.

Art. 4

Approval of the proposal to apply for RTT posts

1. The Board of Directors shall, on the basis of financial resources and available staff points, and subject to the opinion of the Academic Senate, decide on the three-year planning of RTT requirements. The planning shall take into account proposals from departments, in accordance with the recruitment guidelines established by the Academic Senate:

a) the use of the staff points allocated to them;

b) the academic-disciplinary groups on which the RTT posts are to be allocated;

c) the procedure to adopt to fill the posts (public, open or reserved selection, or direct call).

The Board of Directors may supplement the Department's proposals for RTT posts both with regard to how the posts are to be filled and with additional details of teaching and academic qualification to be requested in line with any further quality standards defined by the Academic Senate.

2. In the triennial staff and expenditure plan, the Board of Directors shall allocate resources corresponding to at least one third of the posts to candidates who have spent at least thirty-six months, even cumulatively, attending doctoral courses or carrying out research activities on the basis of a formal assignment, excluding unpaid activities, at other Italian or foreign universities or research institutes.

3. In the event that the posts to be created are financed by public or private entities through an agreement, the Board of Directors can determine that the selections may be created outside of the three-year planning period, provided that the total amount of the



financing is received.

Art. 5

Initiating the public selection process

1. Following the Board of Directors' approval of the three-year programme, the Rector, by decree, initiates the public selection process by issuing a call for applications. This is published in the Official Gazette of the Italian Republic, on the University website and on those of the Ministry for Universities and Research and of the European Union.
2. The notice must contain the following essential details:
 - a) the date of the resolution approving the selection by the Board of Directors, subject to the opinion of the Academic Senate of the University;
 - b) the department that has applied for the post and where the RTT will carry out research, teaching, supplementary teaching and student support service activities;
 - c) the number of posts advertised;
 - d) an indication as to whether there is a quota of posts reserved;
3. a list of requirements needed for admission to the selection;
4. the academic-disciplinary group for which the post is being applied for and an indication of one or more academic-disciplinary fields for the purpose of producing the specific profile;
5. the type of work contract required (full-time or part-time);
 - a) the specific teaching and research functions to be performed by the RTT with an indication of rights and duties;
 - b) in the case of posts involving the provision of support and care activities, an indication of the facility at which they will be performed is required, as well as a specification of the professional experience required for the satisfactory performance of such support and care activities.
 - c) the electronic means of submitting applications and the deadline, which must not be less than 30 consecutive days from the date of publication of the notice in the Official Gazette of the Italian Republic;
 - d) the manner in which the public selection and the evaluation of the candidates will



be carried out;

- e) the type of qualifications and the maximum number of publications, no fewer than 12, which will be evaluated;
- f) the proof of an assessment of the candidate's knowledge of a foreign language.
- g) salary scale and national insurance cover;
- h) cases of exclusion.

Art. 6

Requirements for participating in a public selection

1. The selection is open to candidates who:
 - a) hold a PhD or equivalent qualification or, in the relevant fields, a medical specialisation diploma;
 - b) in cases where reserved quotas apply, candidates must meet the requirements to qualify for the reservation of such posts.
2. Persons who, at the time of submitting their application, are related by marriage or affinity, up to and including the fourth degree of kinship, to a professor or tenured professor of the department applying for the post, or to the Rector, or to the Director General, or to one or more members of the Board of Directors of the University, or who are themselves members of the Board of Directors, may not take part in the selection procedure.
3. Persons who have already been recruited on a permanent basis as first or second level university professors or as researchers, even if they have left the service, and persons who have already been employed for at least three years with contracts referred to in these Rules shall be excluded from the selection.

Art. 7

Submission of applications for participation in the public selection

1. Applications to participate in the public selection must be submitted electronically in



accordance with the procedures and deadlines indicated the notice.

2. It will not be possible to submit applications after the deadline specified in the notice.
3. The application for participation in the procedure must include:
 - a) a photocopy of a valid identity document;
 - b) qualifications and curriculum vitae of their teaching, academic and, where applicable, support and assistance activities;
 - c) publications that the candidate intends to use for selection purposes, as specifically indicated in the notice.

Art. 8

Public Selection Evaluation Committee

1. The Evaluation Committee is appointed by Rectoral Decree after the deadline for submitting applications.
2. In order to guarantee academic quality and international validity, the committee will be composed of three professors belonging to the academic discipline for which the procedure has been initiated, who have produced at least three academic publications with ISBN/ISMN/ISSN or indexed in WoS or Scopus in the last five years, and who:
 - **If full professors** meet the requirements of the indicators in order to be eligible for appointment as a first-level professor (full professor);
 - **If they are associate professors**: that they hold the National Academic Qualification (ASN) for the role of a first-level professor (full professor);
 - have been positively evaluated by the university to which they belong, pursuant to Article 6(7) of Law No. 240/2010.

It will also be possible to appoint professors working at foreign universities or research institutes with proven international recognition within the academic-disciplinary group that is the subject of the call for applications, and who hold an academic position corresponding to that of professor based on the equivalence tables defined by the Ministry.

At least two of the members of the Committee must be full professors.



Members of the committee will be chosen as follows:

- - an internal or external member of staff, designated by a decision of the department which has requested the post in question;
 - two members from outside the University of Cagliari, selected randomly by the Academic Senate from two lists of names recommended by the Department requesting the post, as follows:
 - a) the first group of three professors, from which one male representative will be drawn;
 - b) the second group of three female professors, from which one female component will be drawn;
3. Department decisions must be taken exclusively by professors and lecturers responsible for making such decisions.
 4. Committee members may be appointed a maximum of two times per year.
 5. Committees may not be composed of professors who are current members of the Board of Directors or the Academic Senate of this University.
 6. Professors belonging to the same university cannot be members of the committees.
 7. In the event that a committee member has more than 50% of their academic output in common with that submitted by any of the candidate(s), they must be considered incompatible and must resign, notifying the University in a timely manner.
 8. The Rectoral Decree appointing the Committee will be published on the University's website.
 9. From the date of publication, there will be a 30-day period during which committee members may contest the selection of candidates.
 10. The Committee elects from among its members a Chairperson and a Secretary, who is responsible for taking minutes.
 11. The Committee should operate in a collegial manner, adopting decisions by an absolute majority. It may also make use of telematic tools for the conduct of its business.



Art. 9

Procedures for public selection

1. The evaluation of qualifications, curricula and academic output is conducted in accordance with the criteria set out in the Minister's decree and is informed by the following internationally recognised standards:

a) evaluation of qualifications and curriculum:

a1) PhD, or, for the fields concerned, medical specialisation diplomas, obtained in Italy or abroad;

a2) teaching assignments at university level in Italy or abroad;

a3) documented training or research activities at qualified Italian or foreign institutes;

a4) records of project work pertaining to their relevant academic-disciplinary groups;

a5) organisation, management and coordination of, or participation in, national and international research groups;

a6) ownership of patents in relation to their relevant academic-disciplinary groups;

a7) participation as a speaker at national and international congresses and conferences;

a8) the conferral of national and international prizes and awards for academic output;

a9) European specialisation diploma recognised by international boards, in academic-disciplinary groups pertaining to their field.

b) Evaluation of academic production:

b1) coherence with the topics of the relevant academic-disciplinary group;

b2) individual contribution in joint collaboration work;

b3) The quality of academic production, assessed on the basis of originality, methodological rigour and innovative quality, within the context of the individual's field of international research.

b4) Record of academic publications in journals or series of national or international importance.

b5) In the academic disciplinary groups, in which their use is established on an international scale, the committees shall also utilise the following indicators, with



reference to the date of the deadline for applications, when assessing publications:

- total number of citations;
- average number of citations per publication;
- total 'impact factor';
- average 'impact factor' per publication;
- combinations of the above parameters to enhance the impact of the candidate's academic production (Hirsch index or similar).

c) carrying out activities in the clinical field (with regard to those academic disciplinary groups where such specific competencies are required):

c1) clinical-assistance activity assessed based on the congruence of such activity with the academic-disciplinary group indicated in the call for applications and the duration, continuity, specificity and degree of responsibility thereof.

2. The numerical weight given to the general criteria will be as follows:

- between 55 and 70 points for the evaluation of academic publications;
- between 30 and 45 points for the evaluation of qualifications and curriculum;
- between 5 and 10 points for the evaluation of activity in the clinical field.

The sum of the individual numerical weights must in all cases be equal to 100 points.

3. On the basis of the above general criteria, the Committee will at its first meeting specify and/or detail how they will be used and what maximum weight will be given to each of them.

The evaluation criteria defined by the Committee will be made public on the University's website and candidates will be notified of its publication. The Committee may not proceed with its work until five days have elapsed from the date of publication.

After the criteria have been published, the Committee will have access to the list of the candidates and the documentation they have submitted for selection.

4. With the authorisation of the Rector, the Committees may employ telematic methods for their meetings, including public discussion with the candidates. In such instances, the Committee is obliged to adopt suitable instruments and devices to guarantee the transparency of operations, the assurance and equal treatment of



candidates, and to ensure the regular and correct conduct of the oral discussion, as well as guarantee the greatest possible confidentiality of communications.

5. In the event that there are seven or more candidates for each advertised post, the Selection Committee shall conduct a preliminary assessment of the candidates in accordance with the criteria set forth by the Minister. This assessment shall culminate in a reasoned analytical judgement regarding the qualifications, curriculum, and academic production, including doctoral or specialisation theses of the candidates.

Subsequent to the preliminary assessment, the most meritorious candidates shall be permitted to participate in a public discussion of their qualifications and academic production, comprising between 10 and 20 per cent of the total number of candidates, and in any case not fewer than six for each post advertised.

In the event that the number of candidates is six or fewer, all candidates are admitted to the discussion.

6. Candidates who have been successful in their applications will be convened at least ten days in advance for the discussion of their qualifications and academic production. Additionally, they will be invited to participate in a verification process to assess their knowledge of the foreign language indicated in the original notice.

12. The Committee then proceeds, in accordance with the predetermined criteria, to evaluate the qualifications and each of the publications submitted by the candidates who are admitted to the discussion. A total score of 60 points or above will be deemed sufficient for the selection of candidates.

13. On completion of its work, the Committee shall, by a majority vote of its members, draw up a ranking list based on the marks obtained by the candidates and shall designate the winner of the competition.

Art. 10

Time limits for the evaluation process

1. The Committee must conclude its work within three months of the Rector's decree of appointment.



2. The Rector may only once extend the deadline for the conclusion of the selection but for no more than one month for valid reasons indicated by the Chairperson of the Committee.
3. If the time limit for the completion of the work expires without the documents being submitted, the Rector shall declare the committee dissolved and appoint a new committee to replace the previous one.
4. The records consist of the minutes of each individual meeting, of which the collective judgements made by the Committee in respect of each candidate form an integral part, and the final summary report of the proceedings. In the event of disagreement by any committee member in the evaluation of the candidates, such disagreement may be expressed by means of a minority report.
5. Should the Rector find any irregularities in the conduct of the selection, he/she shall, by reasoned decision, return the documents to the Committee and set a deadline for it to make any changes.
6. The acts shall be approved by Rectoral Decree within thirty days of their submission to the Offices. The decree of approval of the documents shall be published on the University's website. The candidates and the Department concerned shall be informed of its publication.

Art. 11

Appointing winning candidates

1. The appointment of successful candidates will be approved by a resolution of the Board of Directors, after informing the Department concerned.
2. If the successful candidate renounces the contract or resigns within six months of taking up the post, the Board of Directors, after consulting the department concerned, may authorise the appointment of another candidate in the order established according to the ranking list drawn up by the Committee.



Art. 12

Procedure for the direct calls pursuant to Art. 1,

paragraph 9 of Law 230/2005

1. RTT positions may also be filled by a direct call for qualified academics:
 - a) who are permanently engaged in research or teaching at university level abroad or in foreign universities or research institutes, even if they are based in Italy, and who have held an academic position equivalent to that of an RTT in a foreign university or research institute for at least three years, on the basis of the tables of equivalence established by decree of the Minister for Universities and Research;
 - b) who have been successful in specific high-level research programmes, defined by decree of the Minister for Universities and Research, funded by central government administrations, the European Union or other international organisations as a result of competitive procedures for the funding of projects carried out by individual researchers.
2. The Department Councils shall propose the direct calls referred to in paragraph 1, accompanied by a reasoned report setting out the quality and academic achievements of the researcher for whom the direct call is proposed. They shall also make explicit and analytical reference to the scholar's academic contributions, results and international recognition. The curriculum vitae of the candidate proposed for the call must be attached to the decision of the Department.
3. The direct call decision must be taken by an absolute majority of the eligible first and second-level professors.
4. The call may also be promoted on the initiative of the Rector and the Board of Directors, based on resources defined in advance, in agreement with a department of the University.
5. Proposals for direct calls are submitted to the Academic Senate and the Board of Directors for approval and then to the Ministry for its opinion. In the event of ministerial approval, the conclusion of the contract and the legal and salary pay-scale arrangements shall be governed by Articles 13 et seq. of these Regulations.



Art. 13

Signing the contract and commencement of duties

1. The RTT called by the Board of Directors will be invited to sign the fixed-term contract within 90 days from the date of approval of the selection process documents.
2. If the contract is not signed within the ninety-day period, the university shall not be allowed to apply for new selection procedures for the same academic and disciplinary group and the same department that applied for the post, for the following three years.

Art.14

Working relationship

1. By signing the employment agreement, a fixed-term employment contract is entered into between the university administration and the RTT for the performance of research, teaching, supplementary teaching and student support service activities.
2. The contract is valid for a maximum of six years and is not renewable. In calculating the duration of the relationship established with the contract holder, periods spent on leave for maternity, paternity or health reasons in accordance with the applicable regulations are excluded at the request of the contract holder.
3. Contracts may regard either full-time or part-time placements. At the time of signing, the RTT will select either the full-time or part-time regime. The option for the regime will be excluded where the exclusion is expressly provided for in the selection notice.
4. The total annual workload required of RTTs is specified in Article 6, paragraph 1 of Law No. 240/2010, according to the employment regime in question. A total of 350 hours must be devoted to teaching, supplementary teaching and student support service activities for the full-time regime, while 200 hours must be devoted to the part-time regime. With regard to the assignment of teaching duties and the related rights and duties, reference should be made to the current *Regulations for the assignment of teaching, supplementary teaching and tutoring duties*.
5. The contract outlines the procedures for conducting research, teaching, supplementary teaching, and student support services, as agreed with the Head of



Department in accordance with the stipulations set forth in the call for applications.

6. In the event that the RTT is required to undertake their duties at a medical department where patient care is expected, they shall do so in accordance with the existing agreements between the Autonomous Region of Sardinia and the University Hospital and Clinics.
7. At the conclusion of each academic year, the RTT is required to deliver a lecture or seminar within their respective department, wherein they shall elucidate the activities of higher education and research.
8. At the conclusion of each year, the RTT must also submit a report on the results of the research activity carried out and a report on teaching activity to the Head of the Department.
9. The contract will be suspended during the period of compulsory maternity leave. In this case, female researchers may, before the expiry of their contract, request its extension for a period not exceeding the period of compulsory maternity leave.

Art.15

Salary and benefits package

1. RTTs are entitled to an all-inclusive gross annual salary equal to that of the initial salary due to a confirmed permanent researcher, depending on the employment regime chosen. The remuneration will be increased by 25% for the duration of the contract, subject to evaluation by the Department Council of the research and teaching activity carried out at the end of each year.
2. In the event that the post is financed with funds from a supplementary plan or within the framework of highly qualified research programmes financed by the European Union or the MUR, the remuneration will be that indicated in the relevant measures allocating the resources.



Art.16

Incompatibility

1. The provisions set forth in Article 6, paragraphs 9, 10, 11, and 12 of Law 240/2010, which pertain to incompatibilities associated with the legal status of researchers and incompatibilities associated with the full-time or part-time regime, are applicable to RTTs.
2. The RTT position is incompatible with any other employment relationship with public or private entities, the holding of research contracts even at other universities or public research bodies, doctoral scholarships and in general any scholarship for any reason awarded by national or foreign institutions. The only exception to this is when the scholarship is for the purpose of international mobility for research purposes. This applies regardless of the regime of employment chosen.
3. The current regulations stipulate that throughout the duration of the contracts, employees of the Public Administration are placed on leave or in a position of non-tenure, without the benefit of an allowance or social security contributions, if such a position is provided for by the organisations to which they belong.

Art. 17

Evaluation for the purposes of categorisation as an associate professor

1. In accordance with the available resources for planning, the university assesses the RTT who has obtained the National Academic Qualification (ASN) for the purpose of being considered for the role of associate professor.
2. The request for evaluation must be submitted by the RTT from the conclusion of the third year of the contract and within two months prior to the end of the sixth year.
3. In order to fulfil this requirement, the RTT is obliged to present a report on their activities during the course of the contract to the Department Council. Furthermore, they must complete a 45-minute teaching observation test, which is open to the public, within their academic-disciplinary group.



4. The evaluation will be conducted in accordance with internationally recognised quality standards, using the criteria identified by the Minister's decree. This will be undertaken by a committee of senior professors appointed in accordance with the procedures set out in Article 8 of these Regulations.
5. It is not permitted for committee members who have previously assessed the RTT in the context of the contract selection process to serve on the committee itself.
6. The committee shall assess the RTT on the basis of the report submitted by the RTT and the teaching observation test of a maximum duration of 45 minutes. The topic of the teaching test will be chosen by the RTT the day before the test, and in any case at least 24 hours in advance, from a list of three topics proposed by the Committee.
7. Upon completion of the evaluation process, the Committee shall prepare a report, which shall be submitted to the Rector for approval of the documents. In the event that the Rector identifies any irregularities in the conduct of the evaluation, she/he shall return the documents to the Committee providing a reasoned justification, setting out a deadline for the implementation of any necessary changes.
8. Subsequently, the decree approving the documents will be sent to the Department for the proposal to convene the RTT.
9. In the event of a favourable outcome of the aforementioned assessment as well as the teaching assessment, the Department will put forth a recommendation to the Board of Directors for the appointment of the RTT to the position of Associate Professor. The Board will then determine whether to accept this recommendation, taking into account the available resources and the three-year staffing plan.
10. If the call is approved, the RTT holder of the contract will be appointed as an associate professor from the first working day of the month following the decision of the Board of Directors.
11. The evaluation procedure shall be published on the University's website.



Art. 18

Entry into force and transitional rules

1. These Regulations, adopted in accordance with Law 168/1989, are issued by decree of the Rector and published on the University's website. They shall enter into force on the day following their publication.
2. Until the date of entry into force of the Ministerial Decree that will define the academic-disciplinary groups, the competition sectors will continue to be used.
3. Until 31 December 2026, the University will allocate at least 25% of the funds earmarked for RTT contracts to candidates who are or have been for at least one year fixed-term researchers of Type A or who have been for at least three years holders of one or more research grants.
4. Until 31 December 2026, at the request of the interested party(ies), the University shall recognise the RTT for the purposes of their classification in the role of associate professor provided for in Article 17 of these Rules:
 - a) three years as a fixed-term researcher of Type A. In any case, the evaluation can only take place after at least 12 months of service;
 - b) two years as a research fellow for periods of at least three years.
5. Until the issuance of the Minister's decree provided for in Article 24(2)(C) of Law No. 240/2010, for the purposes of the assessment provided for in Article 9 of this Regulation, the criteria established by Ministerial Decree No. 243 of 25.05.2011 shall continue to be used.
6. Until the issue of the Ministerial Decree provided for in Article 24, paragraph 5, of Law No. 240/2010, for the purposes of the evaluation provided for in Article 17 of these Regulations, the criteria established by Ministerial Decree No. 344 of 4 August 2011 shall continue to be used.
7. For all matters not expressly provided for in these regulations, the provisions of the law in force and the Statutes and Regulations of the University of Cagliari shall apply.