



The official call is reported in its integral part.

The original of this decree is acquired in the collection of the Administration documents.

## **2021 Visiting Professor selection call**

### **TITLE I - GENERAL INFORMATION**

#### **Art. 1 - Call content**

Sapienza University of Rome announces a selection procedure aimed at financing joint research and teaching activities for Visiting Professors to be carried out from 01.01.2022 to 31.12.2022

#### **Art.2 - Proposer**

1. "Proposer" means a full professor or a researcher of Sapienza University of Rome who submits the application in order to invite a foreign Visiting Professor to carry out joint research and teaching activities.
2. Any Professor or Researcher in service until the call deadline is allowed to submit an application.
  - a) The Proposer can submit only one application.



- b) The Proposer cannot submit an application if the procedures concerning the course of the previous visit have not been concluded.

### **Art.3 - Visiting Professor**

1. "Visiting Professor" means a professor, a researcher or an expert with proven scientific qualification, belonging to a foreign university, institution or organization.
2. The Visiting Professor is eligible if he/she has not resided or performed any principal activity in Italy for more than 12 months during the three years before the call for applications deadline, even if not consecutive.
3. The Visiting Professor, if retired, is not eligible.
4. A Visiting Professor cannot be proposed for more selection procedures at the same time within the same call by another Sapienza teacher.

### **Art. 4 – Host Department**

1. The term "Host Department" refers to the Department to which the Proposer belongs.
2. The host Department must express, through a resolution of the Department Council prior to the submission of the application, a favorable opinion to host the Visiting Professor and to grant him/her, in case of funding, the status of visiting professor or visiting researcher.



3. The host Department will be responsible, in case of approval of the application submitted in the framework of this selection procedure, for the funds management, for the visiting Professor reception and for the fulfillment of the obligations related to the visit.
4. N. 9 positions are reserved for the Departments of Excellence (Law 232/2016) according to the Academic Senate Resolution n. 111/21 of April 27th, 2021.
5. N. 22 positions are reserved for 30 days professorships, according to the Academic Senate Resolution no. n. 111/21 of 27th April 2021, (expected contribution: € 5,000.00 each) for professors belonging to CIVIS project universities funded by the European Commission under the Erasmus + program.

## TITLE II - TYPES OF VISITS AND ELIGIBLE CONTRIBUTIONS

### Art. 5 - Types of eligible visits

1. Visits can be applied for the following types of activities:
  - Joint research;
  - Teaching/didactics.

The proposed visits can include both types of activities, but only one option can be selected when submitting the application, choosing on the basis of the main type of activity covered by the proposed visit.

2. The following categories of visit can be proposed:
  - **Category A:** 30 days visits, to be carried out continuously;
  - **Category B:** 90 days visits, to be carried out continuously.



The Proposer must select only one option when submitting the application.

3. Category A visits can be proposed only if carried out by Visiting Professors deemed "outstanding researchers or professors", i.e., researchers and professors with an excellent track record and in possession of international recognitions for their scientific and / or academic results.
4. The visits must be carried out in the period between 01.01.2022 and 31.12.2022.

#### **Art. 6 – Visiting Professor Contribution**

1. The contribution for the Visiting Professor will be equal to:
  - € 5.000,00 gross/month for visiting of category A;
  - € 3.000,00 gross/month for visiting of category B.
2. The contribution has an income nature, even if not remunerative, therefore it is to be considered gross of all the tax charges provided by the legislation applicable in the national territory (IRAP equal to 8.5% and Irpef withholding tax for non-resident people equal to 30%), even those paid by the employer.
3. In relation to the tax classification and the subjective position of the Visiting Professor, mandatory social security coverage (INPS) may also be applicable during the period.
4. Visiting Professor residing for tax purposes in countries that are contracting international conventions against double taxation, recognized by the Italian national legislation, may request their implementation in advance, by filling out and submitting to the host Department the appropriate declaration issued by the financial



authority in charge, according to the provisions of the current Convention or the regulations approved by the Italian financial administration recognized by the University through the department.

The contribution that will be paid to the Visiting Professor has the purpose of guaranteeing a flat-rate reimbursement of expenses, within the limits referred to paragraph 1, being the remuneration nature always excluded.

### **TITLE III - SELECTION PROCEDURE**

#### **Art. 7 - Applications and submission deadlines**

1. The deadline for submitting applications is set at 12.00 on the 18<sup>th</sup> of June 2021.
2. The application can be submitted only and exclusively through the online procedure available at the following web address: <https://loginmiur.cineca.it/> open from the 7<sup>th</sup> of June 2021.
3. The application must be accompanied by a copy of the resolution in which the Department Council commits to host the visiting professor and to grant him/her, in case of funding, the status of visiting professor or visiting researcher.
4. In case the Proposer is not in possession of the Department Council resolution (as, for example, it is approved too close to the deadline), the Proposer may send a copy to the e-mail address: [ricercainternazionale@uniroma1.it](mailto:ricercainternazionale@uniroma1.it) no later than 7 days after the expiring date for submitting the application.
5. The resolution must be approved on a date before to the terms referred to paragraph 2 and must contain:
  - a) the names of the Proposer and the proposed Visiting Professor;



- b) the category, type and period of the visit;
- c) the favourable opinion to host the visiting professor and to grant him/her, in case of funding, the status of visiting professor or visiting researcher;
- d) the Department's willingness to provide the visitor with adequate hospitality in terms of space, equipment and services;

The resolution must also indicate whether the proposed visit is considered within one of the two reserves referred to Article 4 of this announcement.

#### **Art. 8 - Causes of exclusion from the selection procedure**

1. Applications will not be considered eligible:
  - a) through methods and channels other than those provided by the online procedure available at the following web address: <https://loginmiur.cineca.it/>;
  - b) after the deadline at 12.00 on the 18th of June 2021;
  - c) by a Proposer who has submitted another application for visiting Professors in the framework of the same selection procedure;
  - d) in case a retired Visiting Professor is invited;
  - e) in case a Visiting Professor who resided or performed any principal activity in Italy for more than 12 months during the three years before the call for applications deadline, even if not consecutive, is invited;
  - f) in case a Visiting Professor, proposed in the framework of this selective procedure, is invited also by another Proposer;
  - g) if accompanied by a resolution not in compliance with the provisions of art. 7, paragraph 6, of this announcement.



## **Art. 9 – SELECTION COMMISSION**

1. Applications will be evaluated by an internal selection commission appointed by the Rector.
2. The Commission will be divided into two evaluation panels, based on the type of eligible visits (joint research and teaching).
3. The Commission will formulate, for each of the two types and categories of eligible visits, a ranking of the proposals worthy of funding, until all available funds have been exhausted.
4. The Commission will formulate, for each of the two types and categories of eligible visits, a ranking in the reserve list, intended as proposals worthy of approval, but not eligible due to financing exhaustion of the funds available in the budget.
5. In the event of renounce or impossibility for the Visiting Professor included in the worthy ranking to carry out the visit, they will be replaced according to the ranking order in the reserve list.
6. The Commission, in formulating the ranking of the visits worthy of funding, will take into account the reserves referred in the previous article 4. Possible residual positions on the reserves will be allocated to the total availability for all Departments.

## **Art. 10 – EVALUATION CRITERIA**

1. Applications will be evaluated on the basis of the main type of activity proposed for the visit.



2. Applications for joint research will be assessed on the basis of the following criteria:
  - a) experience and prestige of the visiting Professor in the scientific sector of reference, evaluated, when possible, according to international parameters relating to his publications (Impact factor, H index, number of citations, etc.);
  - b) prestige of the visiting Professor's institution of origin;
  - c) plan of the scientific activities to be carried out during the period of stay;
  - d) objectives of the joint research and the expected results;
  - e) international dimension of the joint research project;
  - f) absence of similar funds during the three financial years preceding this selective procedure
3. Applications for teaching activities will be evaluated on the basis of the following criteria:
  - a) experience and prestige of the visiting Professor in the scientific sector of reference, evaluated, when possible, according to international parameters relating to his publications (Impact factor, H index, number of citations, etc.);
  - b) prestige of the Visiting Professor's institution of origin;
  - c) plan of the scientific activities to be carried out during the period of stay;
  - d) consistency between the academic profile of the proposed Visiting Professor and the lesson plan he/she is required to carry out;
  - e) international dimension of the visit;
  - f) absence of similar funds during the three financial years preceding this selective procedure.





In the case of applications for teaching activities, scheduled teaching at the I and II level courses in a foreign language will be considered an additional criterion, also in collaboration with universities in other countries, that provide a joint degree and / or of the double title.

#### **TITLE IV - REQUIREMENTS FOR THE MANAGEMENT OF THE CONTRIBUTION**

##### **Art. 11 - Requirements before starting the visit**

1. The host Department, in case of approval of the application, must provide confirmation of the start and end dates of the visit to the email address [ricercainternazionale@uniroma1.it](mailto:ricercainternazionale@uniroma1.it), at least 15 days before the arrival of the visiting Professor.
2. The department must confer the Visiting Professor, with a Directorial Decree, the status of Visiting Professor or visiting researcher, which will be recognized for the entire duration of the professorship at Sapienza.
3. The Visiting Professor upon his/her arrival, must be provided with an appropriate health insurance coverage, injury and liability insurance. If the teacher does not have one, he/she can contact the Area Patrimonio e Servizi Economici – Settore Affari Generali. The relative cost will weigh on the total contribution paid.

##### **Art. 12 - Requirements regarding the course of the visit**

1. The Proposer and the Visiting Professor must carry out joint research and teaching activities in compliance with the objectives and the plan



of activities described in the proposal approved by the Evaluation Commission.

2. The duration of the visit in days will be equal to that indicated in the proposal approved by the Evaluation Commission and must be carried out continuously.
3. The Visiting Professor unable to carry out the scheduled visit cannot be replaced, being the contribution nominative/personal, and the host Department will have to return the funds received from the Internationalization Area.
4. The grant received will not be combined with other funds provided by Sapienza to the Proponent or to the Host Department to support visits by the same Visiting Professor in periods coinciding with the visit approved under this selective procedure.

#### **Art. 13 - Fulfilments at the end of the visit**

1. The host Department must send the following documents to the Internationalization Area, within 60 days by the end of the visit:
  - a) scientific report of the carried out activities, signed by the visiting Professor;
  - b) a copy of the Directorial Decree that confers the status of visiting professor or visiting researcher, specifying the period of stay at Sapienza, indicating the start and end dates of the visit.

### **TITLE V - OTHER PROVISIONS**

#### **Art. 14 – Publication**



1. The announcement and the results of the selection procedure will be published on the University website at the following web address:  
<https://www.uniroma1.it/node/24507>
2. Communications related to the outcome of the applications will be sent by e-mail to the Proposers, and for reference, to the Directors and RAD of the relevant Departments.

#### **Art. 15 – Responsible for the procedure and references**

1. In accordance to the provisions of art. 5 of the 7th of August 1990 law, n. 241, the Head of the Procedure to this announcement is Mrs. Giuditta Carabella, Sapienza University of Rome, Internationalization Area, Research Mobility Sector and European Programs in the socio-cultural field - Palazzina Tumminelli, 2nd floor, room 214, P.le Aldo Moro, 5, 00185 Rome, tel. 06 49910416, e-mail: [ricercainternazionale@uniroma1.it](mailto:ricercainternazionale@uniroma1.it)
2. For information on the selection procedure and for administrative issues, you can contact: Internationalization Area, Researchers' Mobility Sector and European Programs in the socio-cultural field, tel. 06 49910359; e-mail: [ricercainternazionale@uniroma1.it](mailto:ricercainternazionale@uniroma1.it). For technical problems related to the online procedure, it is possible to contact the Cineca information service: [lasapienza@cineca.it](mailto:lasapienza@cineca.it).

#### **Art. 16 - Information on the processing and access to personal data**



The processing of personal data will be carried out on paper and / or computerized methods exclusively by personnel authorized to use the data in relation to the tasks and duties assigned and in compliance with the principles of lawfulness, correctness, transparency, adequacy, relevance and necessity. The data will be kept for the period necessary to carry out the procedure and to fulfill all legal obligations. At any time, the rights referred to in Articles. 15 and following of the GDPR and, in particular, access to their personal data, rectification, integration, cancellation, limitation as well as the right to oppose the processing. It is valid the right to lodge a complaint against the supervisory authority for the protection of personal data pursuant to art. 77 of the GDPR.

#### **Art. 17 - Reference rule**

Although not expressly provided for in this announcement, the provisions of the legislation mentioned in this decree, as well as the laws in force related to the subject, are valid as applicable.



**LA SAPIENZA  
University of Rome**

**Funding application for Visiting Professors  
for research and educational activities**

Year: 2021 - rec..... (entered by the system)

**General data**

**Proposer**

(surname)	(name)
(qualification)	(date of birth)
	(dep/instit)
	(address)
(phone contact)	(fax)
	(e-mail)

**Curriculum vitae of the Proposer**

N.B. The text changes made on this page are NOT recorded on the text of the Professor's website.  
(max 8000 characters)

/length control: 20 to 8300

**Teacher to invite**

<b>Surname</b>	<input type="text"/>	
<b>Name</b>	<input type="text"/>	
<b>Qualification</b>	<input type="text"/>	<b>comparable to</b> <input type="text"/>
<b>Date of birth</b>	<input type="text"/>	
<b>Phone number</b>	<input type="text"/>	
<b>Fax</b>	<input type="text"/>	
<b>E-Mail</b>	<input type="text"/>	*
<b>University of Institution</b>	<input type="text"/>	
<b>University or Institution website</b>	<input type="text"/>	
<b>Adress</b>	<input type="text"/>	
<b>City</b>	<input type="text"/>	
<b>State</b>	<input type="text"/>	

**Provision art. 4 of the call**

**Curriculum vitae and more significant publications of the Visiting Professor**

(also indicate any international awards or international acknowledgments, max 3 pages - 16,000 characters)

/length control: 20 to 16500

**Eligibility of the Visiting Professor**

The proposed Visiting Professor will be considered ineligible if he/she is in retirement or if he/she has resided or carried out main activity in Italy for more than twelve months, even non-consecutive, in the last three years before the expiry of the announcement.

The proposed Visiting Professor is in retirement?  YES  NO

The proposed Visiting Professor in the last three years before the expiry of the announcement has resided or carried out main activity in Italy for more than twelve months, even non-consecutive?  YES  NO

**Information about the teaching activity**

**Course of study within which the teaching activities will be carried out**

Denomination:

Typology:   
 degree course, master's degree, single cycle degree, included in the training offer in which all the training activities, the verification tests and the final test take place in a foreign language;   
 degree course, master's degree, single-cycle degree leading to the issue of double, multiple or joint degrees with universities in other countries;   
 degree course, master's degree, single-cycle degree with experimentation of teaching in foreign language previously decided by the Study Programme Council;   
 international doctoral course or doctoral course that includes teaching activities in foreign language

Is the course of study included in the training offer database?

**Plan of teaching activities to be carried out**

specify the course/s within which the teaching activities, teaching hours, the number of credits provided, etc. will be carried out (max 8.000 characters)

/length control: 20 to 8300

**Objectives and expected results**

Describe whether and how the visit is part of a wider international collaboration, such as an international project or an international interuniversity agreement (max. 4.000 characters)

/ length control: 20 to 8300

### International dimension

Describe whether and how the visit is part of a wider international collaboration, such as an international project or an international agreement (max. 4.000 characters)

/ length control: 20 to 4200

### Any research activities

Describe whether during the visit the Visiting Professor will also carry out joint research activities (max 4,000 characters)

### Cost estimation

#### Cost of the stay

Category A visits may be proposed only if carried out by visiting professors considered "outstanding researchers or professors", i.e. researchers and professors with an excellent track record and holding international awards for their results in the scientific and/or academic field.

Category:

---

#### Stay

amount calculated automatically according to the category declared in the "Category of stay" options

- Grant:
- Category A: € 5.000,00 gross/month for visits of 30 days
  - Category B: € 3.000,00 gross/month for visits of 90 days

#### Scheduled date for the visit

(The visit must be continuous)

Start date

End date

**Any previous funding obtained by the Proposer**

n°	Surname	Name	State	Body	Financial year	Visit situation	Visit report
1.							
2.							
3.							
.....							

**Opinion of the relevant department**

containing the names of the Proposer and the proposed Visiting Professor; the category, type and period of the visit; the favorable opinion to host the visiting professor and to grant him, in case of funding, the status of Visiting Professor or Visiting Researcher; the Department's availability to provide the Visitor with adequate hospitality in terms of space, equipment and services; any reservation of candidacy for the two categories referred to in Article 4, paragraph 4 and 5 of this notice..

**Resolution**

Date:  Opinion:

In the absence of the attachment of the resolution of the Department Council, I will send a copy to the address [ricercainternazionale@uniroma1.it](mailto:ricercainternazionale@uniroma1.it) within the deadlines set out in the notice.

Date..... (entered by the system at the end of the drafting of the proposal)  
**THE TEMPLATE WILL NOT BE VALID EXCEPT AFTER FINAL CLOSURE**