

## REGULATIONS RELATING TO VISITING PROFESSORS

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THE PRESIDENT OF THE UNIVERSITY OF FLORENCE

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Decree no. 1586

Year 2019

Ref. no. 232574

### DECREES

The issue of a new “Regulations relating to Visiting Professors” as a replacement to the previous decree D.R. no. 767 of 06/09/2017.

Florence, 10 December 2019

The President

*Prof. Luigi Dei*

#### **Art. 1 – Purpose and scope of application**

1. The University of Florence, hereinafter referred to as the “University”, in implementation of the principles established by Law 240/2010 and the University Statute, intends to promote the collaboration with other Italian and foreign universities, increase the integration with national and international research institutions, enhance the quality of its research activities and educational offer and strengthen its international network, also encouraging collaboration with professors and researchers from universities or public research organizations abroad.
2. These regulations govern the stay at the Departments of the University, of Italian and foreign scholars with high-level scientific qualifications coming from foreign Universities or Public Research Institutions and the

conferment of the title of *Visiting Professor*.

#### **Art. 2 – Definition and duration of the stay**

1. A Visiting Professor is a scholar of high scientific standing, currently or formerly in service at a foreign university or institution, invited to carry out educational activities in a study program and/or research at the University. The stay of a *Visiting Professor* can range from a minimum of thirty consecutive days and a maximum of one year.

2. For any invitations that differ from those specified in the previous paragraph, the Department can confer the status of *Invited Lecturer* following a resolution by its Director as per rules established by the same Department.

#### **Art. 3 – Conferment of the title of Visiting Professor**

1. Having verified the requirements referred to in Article 2, paragraph 1, of these Regulations, the title of Visiting Professor is conferred by the Director of the hosting Department by means of a specific provision, subject to resolution of the Department Council.

The provision must contain:

- a) the personal details of the scholar and the institution to which they belong;
- b) the Curriculum Vitae attached;
- c) the indication of the period of stay at the University;
- d) the description of the activities that the scholar will have to carry out;
- e) the name of the professor promoting the invitation who also assumes the role of a point of contact for the guest;
- f) the availability of a specific workstation;
- g) the possible availability in the Department of the financial resources to be allocated to the aforementioned activities.

2. The title is awarded for the entire duration of the stay at the University.

#### **Art. 4 – The Visiting Professor's stay at the University**

1. For the entire period of stay the Director of the Department verifies the compliance by the Visiting

Professor to the obligations envisaged and ensures access to the facilities referred to in art. 5.

2. For the purposes of public information and dissemination, a specific University database containing summary data on the stay of the researcher and the results of the activities carried out has been set up. To this end, by 31 January of each year, the hosting Department shall submit to the President a report containing the above information.

### **Art. 5 – Guarantees and obligations**

1. The University guarantees to the Visiting Professor:

- a) adequate support relating to the procedures for entry in Italy;
- b) an adequate work station within the Department, as well as any spaces and equipment for carrying out the agreed activities;
- c) insurance coverage for accidents and civil liability;
- d) access to online databases;
- e) access to the University libraries;
- f) an e-mail account;
- g) access to university canteens;
- h) support to find accommodation.

2. The Visiting Professor is required to:

- a) carry out his or her activities according to the didactic and/or research program agreed with the Department;
- b) submit to the Department, at the end of his or her stay, the documentation relating to the activity carried out;
- c) possess adequate health insurance valid that covers Italy.

3. The Visiting Professor can be a member of examination commissions and co-supervise theses.

### **Art. 6 – Funding**

1. The status of Visiting Professor does not imply the right to remuneration and/or reimbursement of expenses, unless it is expressly provided for in the conferral decree pursuant to art. 3.

2. Each year, the University allocates resources for Visiting Professors, on the basis of a specific call. The

allocation of funds, following the requests received by the Departments, is approved by the competent Governing Bodies.

3. The Department may allocate additional resources of its own, according to the procedures established by the Department itself.

#### **Art. 7 – Scientific results and intellectual property**

1. All publications produced by the Visiting Professor in collaboration with the University must explicitly mention the reference to the University of Florence and the Department involved, even if the publication is in common with other bodies or third-party institutions.

2. The intellectual/industrial property rights deriving from activities carried out by the Visiting Professor in the context of their collaboration with the University of Florence will be regulated by the current laws on the subject and the “Regolamento per la gestione dei diritti di proprietà industriale e intellettuale con riferimento alle attività di ricerca svolte da personale universitario” (Regulations for the management of industrial and intellectual property rights with reference to research activities carried out by university staff) of the University. The Visiting Professor will make sure his or her own institution of affiliation is aware of the above-mentioned regulations.

#### **Art. 8 – Transitional and final provisions**

1. All those who have a degree of kinship or affinity, up to and including the fourth degree, with a professor belonging to the Department making the request or with the President, the General Manager or a member of the Academic Board of Directors will not be eligible to obtain the title of Visiting Professor.

2. The qualifications awarded to professors and researchers with reference to these Regulations do not give rise to any right of access to the positions within the University.

3. For all matters not dealt with by these regulations, the laws, by-laws and regulations currently in force shall apply.

4. These regulations repeal the Regulations on Visiting Professors issued with D.R. 767 of 09/06/2017.

5. These Regulations will be published on the University Official Register and in the University’s official website and will come into effect the day after their publication.