



# UNIVERSITÀ DEGLI STUDI DI MILANO

## HUMAN RESOURCES ORGANISATION AND DEVELOPMENT DIVISION

SETTORE CONCORSI - RECLDOC

7.1 Rector's Decrees

**Selection procedure for entrusting 1 post as University associate Professor with external funding at the Department of Biomedical Sciences for Health, to be entrusted via call under art.18, paragraph 1, of Law No.240/2010 of 30/12/2010**

### THE RECTOR

- HAVING REGARD TO Law no.168/1989 of 9/5/1989 and in specific regard to art. 6, pursuant to which Universities possess regulatory autonomy and any subsequent amendments thereto;
- HAVING REGARD TO Law No. 241/1990 of 7/8/1990 concerning "New norms governing administrative procedures and the right to access administrative documents" and any subsequent amendments thereto;
- HAVING REGARD TO Presidential Decree no. 445/2000 of 28/12/2000, concerning the Consolidated Text on legislative and regulatory provisions governing administrative documentation and any subsequent amendments thereto;
- HAVING REGARD TO Legislative Decree no. 198/2006 of 11/4/2006 "Code of equal opportunities for men and women, pursuant to art. 6 of Law no. 246/2005 of 28/11/2005", and subsequent amendments;
- HAVING REGARD TO the University Statute;
- HAVING REGARD TO Law no. 240/2010 of 30/12/2010, and in specific regard to art. 1;
- HAVING REGARD TO Legislative Decree no. 33/2013 of 14/3/2013 "Reorganisation of the discipline regarding disclosure obligations, transparency and dissemination of information on behalf of the Public Administrations";
- HAVING REGARD TO Ministerial Decree n. 855/2015 of 30/10/2015 "Reassessment of the macro-sectors and the selection procedures' sectors", pursuant to art. 15 of Law no. 240/10;
- HAVING REGARD TO the EU Regulation 2016/679 and Legislative Decree no. 196/2003 and subsequent additions and amendments thereto, concerning the protection of natural persons with respect to the processing of personal data;
- HAVING REGARD TO Rector's Decree no. 224/2019 of 18/1/2019, with which have been issued the University Regulations related to the Code of Ethics and for integrity in the University of Milan's research;
- HAVING REGARD TO Rector's Decree no. 830/2021 of 19/2/2021, by which have been issued the new University Regulations governing the call for full and associate Professors under Law No.240/2010 of 30/12/2010;
- HAVING REGARD TO Rector's Decree no. 1063/2021 of 3/3/2021, with which have been issued the new University Regulations concerning the external funding of work positions for fixed-term professors and researchers;
- HAVING REGARD TO Ministerial Decree no. 456/2023 of 10/5/2023 which regulates the correlation tables between academic positions both Italian and foreign, pursuant to art 18, paragraph 1.b) of Law 240/10;
- HAVING REGARD TO Rector's Decree no. 2962/2023 of 6/6/2023, which regulates the carrying out of the competition tests in telematic mode and the respective annexes with guidelines for commissioners and candidates;
- HAVING REGARD TO Rector's Decree no. 887/2024 of 29/01/2024, by which have been issued the new University Regulations governing the call for full and associate Professors under Law No. 240/2010 of 30/12/2010 and to the subsequent amendment to art. 14 introduced by Rector's Decree No. 2860 of 19/05/2025;
- HAVING REGARD TO Ministerial Decree no. 639/2024 of 2/5/2024, laying down the establishment of scientific-disciplinary groups and the related declaratory judgements, as well as the rationalisation and update of the scientific-disciplinary sectors and their connection to the scientific-disciplinary groups, pursuant to art. 15 of Law no. 240/2010 of 30/12/2010;



HAVING REGARD TO the deliberation of 25/2/2025, by which the Board of Directors has provided for the assignment, among others, of 1 position of associate professor with external funding, to be covered via a call under art. 18, paragraph 1 of Law no. 240/2010, to the Department of Biomedical Sciences for Health for the scientific-disciplinary group 06/MEDS-22 - Imaging, Radiotherapy and Neuroradiology, ssd MEDS-22/A - Imaging and Radiotherapy, to be funded by the I.R.C.C.S. Ospedale Galeazzi Sant'Ambrogio;

HAVING REGARD TO the deliberation of 19/6/2025, by which the Council of Department of Biomedical Sciences for Health has supplied useful information for the emanation of the pertinent call;

HAVING CONSIDERED that the funding procedure with the external body concerned has been concluded for this position;

**HEREBY DECREES AS FOLLOWS**

**Art. 1**

**Selection procedure for associate professor calls**

The following selection procedure for entrusting 1 post as university associate professor with external funding via call under art. 18, paragraph 1, of Law no. 240/2010 has been announced:

**Department OF BIOMEDICAL SCIENCES FOR HEALTH**

Competition code: **5758** Positions: **1**

Scientific-disciplinary group: **06/MEDS-22 - Imaging, Radiotherapy and Neuroradiology**

Scientific-disciplinary sector: **MEDS-22/A - Imaging and Radiotherapy**

Maximum no. of publications to be submitted, chosen by the candidate: **25**

Foreign language required: **English**

Funding body: **I.R.C.C.S. Ospedale Galeazzi Sant'Ambrogio**

Specific functions that the professor is requested to carry out:

- *Didactic functions: assignment of the SSD MEDS-22/A teachings.*
- *Scientific functions: pertaining to the official description of SSD MEDS-22/A, with a focus on diagnostic and interventional thyroid radiology.*
- *Clinical-care functions: pertaining to SSD MEDS-22/A, with a focus on diagnostic and interventional thyroid radiology, to be carried out at the multispecialty department of Radiology of the IRCCS Galeazzi-Sant'Ambrogio, following an agreement with the Body.*

**Art. 2**

**Subjective prerequisites to be admitted to the procedure**

1. The following exclusively are entitled to participate in the selection procedure:
  - a) scholars holding the national scientific qualification under art.16 of Law No.240/2010 for the competition sector corresponding to the scientific-disciplinary group announced in the notice and for the position announced in the notice or for the position above, provided that they are not already responsible for the relevant duties at the same position above;
  - b) candidates who have obtained the qualification under Law No.210/1998 for a scientific-disciplinary sector included in the competition sector corresponding to the scientific-disciplinary sector announced in the notice and for the position announced in the notice, or for the position above, provided that they are not already responsible for the relevant duties at the same position above,



# UNIVERSITÀ DEGLI STUDI DI MILANO

HUMAN RESOURCES ORGANISATION AND DEVELOPMENT  
DIVISION

limited to the period of validity of the qualification;

- c) associate professors in service with other Universities for the scientific-disciplinary group announced by the present notice;
  - d) scholars permanently doing research or teaching abroad at university in a post which is equivalent to that announced by the present notice, according to the table of correspondence referred to in Ministerial Decree no. 456/2023 of 10/5/2023.
2. Those who, at the time of application, are within the fourth degree of kinship - up to and including the fourth degree - with a professor attached to the department or facility requesting the post, or with the Rector, the General Director, a member of the University Board of Directors or the President, the Managing Director, the majority shareholder or equivalent figures of the company or entity funding the position, are not allowed to participate in this selection. Moreover, the following categories can't participate in the selection procedure:
- a) those who are excluded from the enjoyment of civil and political rights;
  - b) those who have been relieved, revoked or removed from a public employment at a Public Administration.
3. Applicants must be in possession of the aforementioned qualifications at the deadline to submit their application for the procedure. Any potential change as for having the prerequisites necessary to participate must be communicated without delay to the University of Milan at the email address [valcomp@unimi.it](mailto:valcomp@unimi.it).

## Art. 3

### Online application

1. The application for the selection must be issued, under penalty of exclusion, **by 12 noon (Italian time) of the thirty-first day** starting from the day following the publication of the competition notice on the Official Gazette.
2. The application for the present selection procedure **must be completely and exclusively filled in and submitted online** by using an IT platform available on the University of Milan website.
3. Two steps are to be followed when applying:

#### a. Registration

In order to register, go to the Unimi website on page:

[https://www.unimi.it/reg\\_utenti\\_esterni/registrazione/form.html](https://www.unimi.it/reg_utenti_esterni/registrazione/form.html)

and follow the instructions below:

- enter the chosen username and password in the required field;
- enter the required data

After registering, the candidate will receive a confirmation email (at the email address stated during the procedure) with a link to activate their credentials.

By entering their credentials, candidates have access to the SICON platform.

Employees at the University of Milan, who already have their official credentials ([name.surname@unimi.it](mailto:name.surname@unimi.it) + password: email address password), can enter the SICON platform by using their credentials with no need to register anew.

#### b. Filling in and submitting the application

The candidate goes to the Unimi website, on page

<https://www.unimi.it/it/node/580/> and chooses the procedure code through the search engine at the start of the page.

Inside the box related to the procedure the candidate wishes to apply to, click on the link *“Presenta la domanda”*.

You are now inside the SICON platform.



# UNIVERSITÀ DEGLI STUDI DI MILANO

HUMAN RESOURCES ORGANISATION AND DEVELOPMENT  
DIVISION

The candidate fills in the application according to the relevant instructions provided by the IT system. The application form is available starting from the day on which the present competition notice is published on the Official Gazette.

After filling in the application online, candidates must print the documentation provided by the system, sign it and scan it in PDF format - or, as an alternative, e-sign it and upload the file in PAdES or CAdES format.

**The signature at the bottom of the application must exclusively be either handwritten or digital.**

The application can be submitted 24 hours a day, within the deadline, from any computer. The online application procedure is disabled, without exception, at 12 noon (Italian time) on the deadline. On this day the IT system will not allow candidates to access the form nor send the application.

**In order to complete the procedure, the candidate must upload the hand-signed application form scanned in PDF format (or, alternatively, e-signed in PAdES or CAdES format) and the following documents:**

- 1) a pdf copy of a valid identification document without any signature or initials;
- 2) a pdf copy of the tax code without any signature or initials;
- 3) a pdf format curriculum vitae, up to thirty pages, according to the form (Annex A), dated, **without any signatures or initials**. As declared in the application, the curriculum vitae is equivalent to a self-certification under the provisions laid down in art. 46 and 47 of the Presidential Decree no. 445/2000 governing the possession of the qualifications reported there;
- 4) a numbered list, with date and signature, of the publications issued with the modalities laid down in the following art. 7, hand-signed and scanned in PDF format or, alternatively, e-signed in PAdES or CAdES format.
- 5) a compressed folder in .rar or .zip format containing the publications in digital format, according to the modalities specified below (it is possible to upload up to 5 compressed folders, each with a maximum size of 30MB);
- 6) self-certification in lieu of affidavit (Annex B), certifying that the publications comply with their original version, hand-signed and scanned in PDF format or, alternatively, e-signed in PAdES or CAdES format.
- 7) a pdf copy of the receipt for the payment of € 25,82, as referred to in the following paragraph 11, without any signatures or initials
- 8) only for candidates being associate professors in service with other universities: the self-certification under art.46 of the Presidential Decree no.445/2000 stating that they are rendering their services with the relevant university hand-signed and scanned in PDF format or, alternatively, e-signed in PAdES or CAdES format.

4. **The application procedure terminates by selecting “Conferma” at the bottom of the “Allegato domanda” page.** An email is sent by the system to the email address provided by the candidate confirming that the application has been received.
5. After submitting the application, it is possible to insert a new one within the deadline indicated in the call. **To modify the application or one of the annexes submitted after their confirmation, it is necessary to enter “Annulla domanda” and then upload the new application and any new annexes.** Should the candidate want to replace just one or more of their annexes, still it is necessary to download again the application documentation generated by the system, hand-sign it and scan it in pdf format - or, as an alternative, e-sign it again and upload the file in PAdES or CAdES format. **To terminate the modification process, it is necessary to select the “Conferma” option at the bottom of the “Allegato domanda” page. Should the confirmation be missing, the application shall be deemed invalid.**
6. The online application procedure, of both application form and annexes, must be completed by 12 noon (Italian time) of the thirty-first day starting from the day following the publication of the competition notice on the Official Gazette.
7. The procedure is deemed as complete once the application form and the related annexes are uploaded and sent; in case of non-submission, the application will not be taken into consideration.



# UNIVERSITÀ DEGLI STUDI DI MILANO

HUMAN RESOURCES ORGANISATION AND DEVELOPMENT  
DIVISION

8. Should the deadline be on a public holiday, it will be possible to fill in and submit the application by 12 noon (Italian time) of the first available working day.
9. The applications of the candidates which were not sent within the deadline or in any different way from that explained above are not admitted to participate in the selection procedure.
10. Should the aforementioned online procedure be unavailable, the University of Milan reserves the right to communicate on its website the alternative modalities to submit the application.
11. **The candidates are required to pay a non-refundable contribution of € 25,82 exclusively by means of standard wire transfer on the bank account of BANCA INTESA S.p.A. - Servizio Tesoreria Enti - via Verdi n. 8 - 20121 Milano - C/C 000000463971 - IBAN: IT97 G 03069 09400 000000463971 - SWIFT CODE: BCITITMMXXX for the payments from abroad - addressed to the University of Milan, Via Festa del Perdono 7, forcefully by indicating the reason: "contributo chiamata II fascia - codice concorso .....".** It is not possible to pay the contribution via instant wire transfer.
12. Any potential modifications to the address, telephone number or email address indicated by the candidate for the purposes of the present procedure must be communicated to the University of Milan without delay at the email address [valcomp@unimi.it](mailto:valcomp@unimi.it).
13. Candidates with disabilities have to state in their application the support service needed, in relation to their handicap, as well as the possible need for additional time for the completion of tests, pursuant to Law no. 104/1992 of 5/2/1992.
14. All information regarding the implementation of the present procedure is sent to the email address indicated by the candidate in their application.
15. All the qualifications that the candidate intends to submit must be held upon the deadline of the present notice and must be reported **exclusively on the curriculum vitae** using the form referred to in Annex A
16. In the application the candidates declare, under their own responsibility:
  - 1) their citizenship;
  - 2) the absence of criminal record or any criminal convictions they may have committed;
  - 3) if Italian citizens: to be registered in electoral rolls, specifying the municipality and stating, if possible, the reasons for their non-registration or cancellation.
  - 4) if foreign citizens: to enjoy civic and political rights in their home Country, or the reasons why they are denied such rights;
  - 5) of not having been removed from an employment at a Public Administration due to persistent insufficient performance, and of not having been revoked a public employment, pursuant to art. 127.d) of Presidential Decree no.3/1957 of 10/1/1957;
  - 6) of meeting the subjective prerequisites in order to participate in the procedure;
  - 7) of not being within a degree of kinship - up to and including the fourth degree - with a professor attached to the department or facility requesting the post, or with the Rector, the General Director or a member of the University Board of Directors, or the President, the Managing Director, the majority shareholder or equivalent figures of the company or entity funding the position.
17. The Administration reserves the right to carry out inspections, as well as sample checks, on the truthfulness of the self-declaration of certification.
18. It is not allowed to refer to documents submitted to this or other administrations, or documents attached to applications for other selection procedures.

## Art. 4





### **Application for foreign citizens**

1. Foreign citizens, in addition to what stated in the previous article and in the documents available in the online procedure, must also declare in their application:
  - of enjoying civic and political rights in their home Country, or the reasons why they are denied such rights;
  - of having an adequate knowledge of the Italian language.
2. The qualifications that the European Union citizens wish to submit must be included in the curriculum vitae using the form referred to in Annex A
3. Non-EU citizens in possession of a valid residence permit may use the self-declarations in lieu of affidavit under art. 46 and 47 of Presidential Decree n. 445/2000 of 28/12/2000, if they are required to prove status, facts and personal qualities, which can be certified or attested by public or private Italian entities; Such self-declarations must be uploaded in a compressed folder in .zip or .rar format.
4. Non-EU citizens who cannot use the self-declaration in lieu of affidavit under art. 46 and 47 of Presidential Decree n. 445/2000 of 28/12/2000 must include in their curriculum vitae the qualifications they wish to submit to the assessment of the Committee, uploading in addition a compressed folder in .zip or .rar format which includes the documents and qualifications in .pdf format, with an attached self-declaration of conformity with the original.
5. The Administration reserves the right to carry out appropriate checks on the truthfulness of the self-declaration of certification.
6. Non-EU citizens must provide, at the request of the Administration, at any time or, in any case, at the time of the possible recruitment, the qualifications issued by the competent authorities of the State of which they possess the citizenship, or of non-EU Countries, legalized by the Italian consular authorities or by an official translator.

### **Art. 5**

#### **Exclusion from the selection procedure**

1. The candidates are admitted to the selection procedure under reserve.
2. The exclusion for the lack of one of the requirements of this call is effected by decree of the Rector, giving reasons for the same.
3. Should the reasons determining the exclusion be ascertained after the fulfilment of the selection, the Rector shall order the forfeiture of all rights resulting from participating in the procedure itself; likewise, the candidates whose declarations submitted in the application pursuant to Presidential Decree no. 445/2000 result untrue will also be disqualified.

### **Art. 6**

#### **Forgoing to participate in the selection procedure**

1. The candidates who wish to withdraw from the selection procedure can send the declaration of withdrawal at the Academic and Research Staff Recruitment Office, at the email address [valcomp@unimi.it](mailto:valcomp@unimi.it), using the attached sample (Annex C), with a copy of the identity card.

### **Art. 7**

#### **Publications**

1. The scientific publications which the candidates wish to submit must be numbered progressively, in correspondence with the related list with date and signature, and must be submitted exclusively



# UNIVERSITÀ DEGLI STUDI DI MILANO

HUMAN RESOURCES ORGANISATION AND DEVELOPMENT  
DIVISION

**in digital format, in .pdf format, collected in no more than 5 compressed folders (.zip or .rar), each with a maximum size of 30MB);**

2. The candidate is required to respect the maximum limit of publications to submit, if provided for by art. 1. **Submitting a number of publications higher than the maximum provided for in art. 1 of this call will result in the exclusion of the candidate from the selection procedure.**
3. For the purposes of the present procedure, the Committee took the following into consideration exclusively: publications or texts, uploaded on the online platform, accepted for publication in compliance with the legislation in force, as well as monographs, essays included in collections and articles published in paper or digital journals. Internal notes and departmental reports are not assessable.
4. By the deadline of the call, the texts and the articles accepted for publication must be submitted with the publisher's acceptance document.
5. The publications included in the list but not submitted, or the submission of publications not included in the list attached to the application will not be taken into consideration by the judging Committee.
6. For the publications issued in Italy, the obligations required by Law no. 106/2004 of 15/4/2004 and the relevant regulation issued by Presidential Decree no. 252/2006 of 3/5/2006 must be fulfilled.
7. For all the publications, whether issued in Italy or abroad, it is necessary to state:
  - a) The date and, if possible, the place of publication;
  - b) The ISBN Code, or ISSN code, or DOL code, or another equivalent code.
8. The publications must be submitted in their original language. In the case of a language other than Italian, French, English, German or Spanish, the publications must be translated in a certified Italian language compliant with the foreign text, edited by the competent diplomatic or consular representation or by an official translator.
9. For the procedures regarding linguistic fields, it is possible to submit publications edited in the language or in one of the languages for which the call has been announced, even if different from the ones stated in the previous paragraph.

## Art. 8

### Establishment of the judging Committee

1. The Committee is appointed via Rector's Decree under the provisions laid down in the University Regulations governing the call for full and associate professors under Law No.240/2010 of 30/12/2010 and it is then published on the University website on the page for the present procedure.
2. Candidates can ask for one or more of the committee members to recuse by sending their request to the Rector within fifteen days from the publication on the University website of the Rector's Decree by which the Committee is appointed. If the cause of recusal arises after the aforementioned deadline, as long as it happens prior to the setting-up date of the Committee, the time limit begins from its occurrence. The recusal request, duly dated and signed, with a copy of a valid identification document attached, must be submitted to the certified address [unimi@postecert.it](mailto:unimi@postecert.it) and to the email address [valcomp@unimi.it](mailto:valcomp@unimi.it).
3. Any modifications to the legal status of the Committee members arisen after their appointment do not affect their being a member of the Judging Committee.



**Art. 9**

**Definition of the qualitative standards to assess the candidates**

1. The qualitative standards to assess the candidates are defined with reference to research, scientific publications, teaching activities, complementary didactic activities, service activities to students and clinical-care activities in the medical and veterinary field, if required.
2. Qualitative standards for institutional, organisational, service and third mission activities are defined as well.

**Art. 10**

**Ranking modalities**

1. The Committee assesses the following elements, and determines during a preliminary meeting how each of them will be rated up to a maximum score as specified below:
  - a. research activity and scientific publications: 70 points, 15 of which to scientific research activity, 50 to scientific publications and 5 to the overall consistency, intensity and continuity of the scientific production;
  - b. teaching activities, complementary teaching activities and service activities to students: 25 points;
  - c. Institutional, organisational and service activities, including third mission: 5 points;
  - d. clinical-care activities, if any: 10 points.
2. For each element pursuant to letters a), b), c), d) of the previous paragraph, the Committee formulates a reasoned analytic judgement in support of the points assigned.
3. The rating and the writing of the analytic judgement of the elements pursuant to letters a), b), c), d) of par. 1 must be carried out according to the criteria stated in the following articles.
4. In the preliminary meeting, the Committee, in compliance with the maximum score stated in the previous par. 1, will have the opportunity to provide further details on the rating process, assigning a different value to every type of publication and to every type of activity, considering the peculiarities of the scientific-disciplinary sector which is being evaluated.

**Art. 11**

**Criteria for the assessment of teaching activities**

1. As for the assessment of teaching activities, amount, intensity and continuity of the activities carried out by each candidate shall be taken into consideration, with specific regard to classes and modules carried out in the context of Bachelor and Master's degrees, single-cycle degrees, advanced programmes, vocational masters, PhDs, postgraduate schools.
2. In terms of complementary teaching and service activities to students, the following activities are specifically taken into consideration: mentoring or co-mentoring bachelor's degree, master's degree, PhD and postgraduate school dissertations and theses; tutoring bachelor's degree, master's degree and PhD students; seminars.

**Art. 12**

**Criteria for the assessment of research activity and scientific publications**

1. The quality standards, for the purpose of evaluating the candidates' scientific research activity, take into account the following aspects:
  - a. candidates' scientific autonomy;
  - b. ability to attract competitive funding as a project supervisor;
  - c. organising, directing and coordinating national and international research centres or groups or





participating in them, and other activities as directing or participating in publishing committees of scientific journals, or being a member of renowned scientific academies;

- d. holding patents for the relevant sector;
  - e. achievement of national and international awards and recognition for research activities;
  - f. being a speaker at internationally renowned conferences and conventions;
  - g. assessing activities in the field of national and international competitive selection procedures.
2. In order to assess the publications submitted by the candidates, the Committee took the following into consideration exclusively: publications or texts accepted for publication in compliance with the legislation in force, as well as essays included in collections and articles published in paper or digital journals. Internal notes and departmental reports are not assessable.
  3. The criteria to assess scientific publications are the following:
    - a. originality, innovation, methodological accuracy and significance of each publication;
    - b. scientific relevance of the editorial classification of each publication and their dissemination within the scientific community;
    - c. coherence between each publication and the post to be entrusted and the scientific-disciplinary group or the interdisciplinary topics strictly linked with the profile;
    - d. analytical definition of the individual contribution provided by the candidate when working in collaboration, also based on criteria recognised by the international scientific community of reference;
    - e. the assessing Committees also take advantage of one or more of the commonly used bibliometric indicators for those sectors where their use is internationally spread.
  4. In assessing the candidates, the overall amount, intensity and temporal continuity of the scientific production of each candidate must be taken into consideration, excluding those periods of time they had to stop doing research, upon due justification, with particular reference to parenting (leave and leave of absence established by law, different from that granted for studying).

### **Art. 13**

#### **Criteria for the assessment of managing, organisational, service and third mission activities**

1. For the purposes of assessing managing, organisational and service activities, the amount and continuity of the activities carried out are taken into consideration, with specific regard to managing tasks and duties implemented inside collegiate bodies and committees at considerable public and private institutions and scientific and cultural organisations, or at the University of Milan or other universities.
2. For the purposes of assessing third mission activities, all the actions promoted with the purpose of knowledge valorisation and transfer are taken into consideration, with specific regard to the management of industrial property, to spin-off companies, to third-party activities, to intermediation structures, to asset management and to cultural activities, public health activities, continuous education, lifelong learning and open education, to public engagement, to activities promoting social inclusion policies supported by the University of Milan and other universities.

### **Art. 14**

#### **Criteria for the evaluation of clinical-care activities**

1. For the purposes of assessing clinical-care activities, the overall consistency of the activities carried out by the candidate with the scientific-disciplinary group announced by the present selection and with the scientific-disciplinary sector specified in the competition notice shall be taken into consideration. Duration, continuity, specificity and the degree of responsibility for care activities carried out shall be taken into consideration.



### Art. 15

#### Selection procedure implementation

3. The sittings of the Committee can also take place in telematic mode. During the first session, the Committee shall appoint the President and the Secretary and shall define the specific criteria and parameters to be applied for assessing the publications and the activities laid down in the previous articles of the present competition notice as well as for the evaluation of an examination for which candidates are required to introduce their scientific activity, discuss their qualifications as well as prove their foreign language proficiency specified in the relevant notice. The Committee defines as well the criteria for the assessment of the lecturing test (lesson) for candidates who are required to carry it out.
4. Candidates will be notified the date of the discussion (and, if any, of the lecturing test) by publication on the University website on page <https://www.unimi.it/it/node/580/> at least 20 days before the discussion. The criteria defined by the Committee are published in a dedicated section on the University website for at least five days, after which the Committee may proceed.
5. The Committee then shall rate the publications and the activities under the specific provisions laid down in the previous articles.
6. Eligible candidates are admitted to the discussion, according to the ranking in descending order, in a number three times the number of posts to be entrusted and announced by the present notice. In case a preliminary selection is necessary, the admission or non-admission will be communicated in the days following the preliminary evaluation. The candidates are required to present themselves with a valid identification document.
7. A maximum of 10 points are attributed to the examination, which must be held during a public sitting.
8. Candidates who already are full or associate professors, or hold an equivalent position in a foreign university, or attained a qualification under Law No.210/1998 of 3/7/1998, or, as an open-ended university researcher, carried out teaching activities in the three years prior to the date of the present notice, therefore obtaining the title of adjunct professor are exempt from sitting the lecturing test.
9. For the aforementioned lecture, the Committee draws up three topics pertaining to the general and methodological themes of the sector announced, and communicates them to the candidate 24 hours in advance of the date of the oral examination. Upon communication, the candidate shall choose among the three topics the one of their lesson.
10. The lecture is not scored; at the conclusion of their lecture, candidates shall be assessed as eligible
11. At the end of the assessment procedure, through a deliberation passed with absolute majority of the members and upon due motivation, the Committee shall identify the candidate who is better qualified to be entrusted the post called for by the present procedure.

### Art. 16

#### End of procedure and verification of relevant documents

1. The Committee shall terminate its activities within three months starting from the publication of the Rector's Decree by which it was appointed on the University website.
2. For justified reasons signalled by the President of the Committee, the Rector might extend the aforementioned time limit only once and for no more than two months. Should the extension terminate, but the assessment procedure not be concluded and the relevant documentation not be submitted, the Rector shall dismiss the Committee and appoint a new one.
3. The Rector shall verify that the documentation submitted by the Committee be regular within 30 days



# UNIVERSITÀ DEGLI STUDI DI MILANO

## HUMAN RESOURCES ORGANISATION AND DEVELOPMENT DIVISION

starting from the submission of the documentation itself upon preliminary activity by the relevant Offices. Should the Rector deem it as necessary, upon due justification, the documentation might be resent to the Committee for it to be regularised within the deadline established by the Rector themselves. Should the opportunity arise, the Rector might take advantage of a consulting verification committee, appointed by the Rector themselves, for the purposes of carrying out a preliminary verification of the documentation produced by the Committee, under obligation of confidentiality. Should the Rector notice any formal defects, or should such defects be notified to them, the documentation might be resent upon due justification to the Committee for it to be regularised within the deadline established by the Rector themselves.

4. The candidates will be informed of the result of the selection exclusively by publication of the Rectoral Decree of approval of the competition documents on the University portal, on the webpage <https://www.unimi.it/it/node/580/>. The time limits for any rebuttal commence on the publication date of the Rectoral decree of the documents' approval on the University website.
5. The winner shall be appointed having concluded the procedure referred to in the following art.17.

### **Art. 17 Recruitment**

1. Following the results of the selection procedure, the relevant Department shall submit to the Board of Directors the call for entrusting the selected candidate with the post within a month from the approval of the assessment procedure documentation by the Rector.
2. The call shall be approved by the Board of Directors.
3. The professor is afferent to the Department which requested the call.
4. Should the Department not deliver any deliberations within the deadline laid down in paragraph 1, the Department must provide due motivation to the Board of Directors and is not entitled to request any calls for recruiting full professors for the same position and for the same scientific-disciplinary group and sector, if any, for which the selection had been implemented in the two years following the documentation approval.
5. The selections referred to in these regulations do not give rise to declarations of eligibility.

### **Art. 18 Professors' rights and duties**

1. The rights and duties are those established by the legislation in force regarding the teaching staff legal status and by the University Regulations on professors' and researchers' academic duties.

### **Art. 19 Emoluments and welfare**

1. Emoluments and welfare are those established by the relevant legislation in force.

### **Art. 20 Personal Data processing**

1. The personal data supplied by the candidate will be collected and processed by the University in quality of data controller in compliance with EU Regulation 679/2016 (General Data Protection Regulation, or in short, GDPR) as well as Legislative Decree no. 196/2003 (Code regarding the protection of personal data) and subsequent amendments and additions thereto, for the purposes connected to the carrying out of the selection procedure.



# UNIVERSITÀ DEGLI STUDI DI MILANO

HUMAN RESOURCES ORGANISATION AND DEVELOPMENT  
DIVISION

Thorough information is available on webpage: [https://www.unimi.it/sites/default/files/2022-09/Informativa%20Candidati%20a%20selezioni%2026.9.22\\_signed.pdf](https://www.unimi.it/sites/default/files/2022-09/Informativa%20Candidati%20a%20selezioni%2026.9.22_signed.pdf)

## Art. 21

### Selection procedure supervisor

1. The present selection procedure supervisor is Manuela ROMEO - e-mail: [manuela.romeo@unimi.it](mailto:manuela.romeo@unimi.it)
2. Further information or clarifications regarding the methods for submitting the application may be requested at the Academic and Research Staff Recruitment Office (tel. 025031/3102-3103-3122-3123; e-mail address: [valcomp@unimi.it](mailto:valcomp@unimi.it) ).

## Art. 22

### Call publication

1. This announcement is published on Official Gazette - IV, "Serie speciale Concorsi ed Esami."
2. The complete text is published on the University of Milan website, on the Italian Ministry of Education, University and Research website and on the EU website.

## Art. 23

### Final report

1. What is not expressly laid down in the present notice shall remain with the provisions laid down by the legislation aforementioned in the introduction of this decree, as well as the relevant legislation in force.

THE RECTOR  
Marina Brambilla