



UniSR

Università Vita-Salute
San Raffaele

UNIVERSITY REGULATIONS

REGULATIONS FOR THE ESTABLISHMENT AND OPERATION OF RESEARCH CENTRES



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1. Purpose and scope

ART.1 Purpose and scope

1. These Regulations govern the procedures relating to the establishment, funding, assessment and dissolution of University Research Centres.
2. A Research Centre is defined as a faculty, inter-faculty or inter-university facility, which brings people together and is established for the promotion and implementation of interdisciplinary and multidisciplinary research of significant scientific interest, based on a shared project, also from a funding point of view, of one Faculty or among several Faculties, including those from different Universities.
3. These Regulations use the masculine form in all circumstances, but this form should be understood as referring inclusively to all persons, irrespective of their gender.

2. Provisions set out in these Regulations

ART.2 Types of Research Centres

1. Research Centres can be established at the Vita-Salute San Raffaele University, aimed at coordinating the activities of promotion, enhancement, dissemination and disclosure of Research in specific scientific and cultural fields with a trans-disciplinary vocation.
2. University Research Centres are divided up as follows:
 - Faculty Research Centres: these carry out research and cultural activities covering scientific, cultural and disciplinary areas more typically of interest to specific Faculties in order to promote interdisciplinary cooperation on specific research perspectives among members belonging to the Faculty;
 - Inter-faculty Research Centres: these develop research and cultural activities of common interest to two or more Faculties and involve staff and research groups belonging to the different Faculties. These Centres, as well as Inter-university Centres, have a distinct trans-disciplinary nature with strategic value for the University;
 - Inter-University Research Centres: these perform research and cultural activities of common interest to two or more Universities. These Centres have a strong trans-disciplinary nature with strategic value for the Universities involved.

ART.3 Establishment

1. Faculty Research Centres are established by means of a Rector's Decree containing the relevant Statute, proposed by the Faculty Council concerned, subject to a favourable opinion from the University Research Committee, in agreement with the Rector, or with another person specifically appointed by him, and subject to resolutions of the Academic Senate and the Board of Governors.
2. Inter-faculty Research Centres are established by means of a Rector's Decree containing the relevant Statute, proposed by the Faculty Councils involved, subject to a favourable opinion from the University Research Committee, in agreement with the Rector, or with another person specifically appointed by him, and subject to resolutions of the Academic Senate and the Board of Governors.
3. Inter-university Research Centres are established by means of an Agreement between the participating Universities, following a proposal from the Faculty Councils concerned, subject to a favourable opinion from the University Research Committee and subject to resolutions of the Academic Senate and the Board of Governors.

4. The proposal for the establishment of Research Centres must contain:

- the name of the Centre and indication of the structures participating as its proponents;
- indication of the location of the Research Centre;
- the reasons underlying the establishment of the Centre;
- the purposes to be pursued and the methods for achieving them;
- the activities that are scheduled to be carried out through the elaboration of a three-year development plan;
- the need/availability of the funding, staff and instrumental resources necessary for the operation of the Centre and the implementation of the development plan, subject to the favourable opinion of the competent University Directorate;
- indication of the Director of the Research Centre and their related functions;
- indication of the members of the Executive Board of the Research Centre and their functions;
- indication of the participants in the Research Centre and the procedures for those seeking to participate in the future;
- the procedures for the possible participation of other Bodies or individual researchers in the activities of the Centre;
- in the case of Inter-faculty Research Centres, the Faculties of the Centre must be indicated.

ART.4 Duration and renewal of the Research Centre

1. Faculty Research Centres and Inter-faculty Research Centres have a duration of 3 years, renewable by means of a Rector's Decree, proposed by the Faculty Council(s) concerned, subject to a favourable opinion from the University Research Committee, in agreement with the Rector, or with another person specifically appointed by him, and subject to resolutions of the Academic Senate and the Board of Governors.
2. The duration of Inter-University Research Centres is established within the Agreements setting them up.

ART.5 Statute of the Research Centre

1. The Statute of a Centre must specify:
 - the name of the Centre and indication of the structures participating as its proponents;
 - the location of the Centre;
 - the purposes that the Centre intends to pursue and the methods for achieving them;
 - the activities;
 - the sources of funding, staff and equipment made available to the Centre;
 - the composition of the Bodies and their functions;
 - indication of the participants in the Centre and the procedures for those seeking to participate in the future;
 - the procedures for the possible participation of other Bodies or individual researchers in the activities of the Centre;
2. Amendments to the Statute of a Research Centre will be approved in the same manner as for its establishment referred to in Article 3 of these Regulations.

ART.6 Purposes and activities

1. The Statute identifies the purposes of the Centre and the methods for achieving them.
2. The Centre's activities may include:
 - promotion and carrying out of research activities in the field(s) of reference;

- organisation of national and international seminars, conferences, training and refresher courses;
 - dissemination of the results of the research conducted in the Centre, including through special reports and publications;
 - collaboration with researchers, other Universities, Research Centres and national and foreign Bodies;
 - provision of services to third parties, both for Research and consultancy activities, and for training and dissemination activities related to specific Research projects, in areas pertaining to the areas of competence of the Centre;
 - any other activity useful for the purposes of the Centre.
3. The promotion and performance of Third Mission initiatives, including Public Engagement activities (in agreement with the specific University Offices and with the Rector or with another person specifically appointed by him), as well as trans-disciplinary initiatives of interest to the University, are in any case essential activities of the Research Centre.
 4. In compliance with current legislation, within the scope of the purposes referred to in this article and with the availability of funding specifically allocated for this purpose by the funding body, the Centre may:
 - through the Faculties, establish awards and publish calls for applications for scholarships and research contracts;
 - take care of the publication of articles, texts, manuals and bibliographic indexes;
 - promote printed and online series and magazines;
 - promote the establishment of spin-offs and/or start-ups and/or other forms of association and/or companies.

ART.7 Bodies of the Centre

1. The following are bodies of the Centre:
 - the Director;
 - the Executive Board.
2. All the subjects referred to in Article 10 below may hold office as members of the Executive Board.
3. The Director and members of the Executive Board, put forward during the establishment of the Centre, are appointed by Rector's Decree on the proposal of the Faculty Councils concerned if they are Faculty Research Centres or Inter-faculty Research Centres, or on the proposal of the Rector or another person specifically appointed by him in the case of Inter-university Research Centres.
4. The aforementioned offices do not entail the payment of any remuneration or additional allowances.

ART.8 Director

1. The Director of the Centre must be a serving associate or full professor of the Vita-Salute San Raffaele University who is a participant in the Centre.
2. The term of office of the Director shall be the same as the duration of the Centre and shall expire at the end of this period, unless terminated earlier. In the event of renewal of the Centre, the Director may be confirmed only once.
3. The Director of the Centre performs the following functions:
 - he represents the Centre and convenes and chairs the Executive Board;
 - he coordinates the organisation of the Centre and is responsible for its operation;

- he coordinates the scientific activity of the Centre, taking into account its three-year development plan;
- he verifies that the Centre's activities comply with the development criteria and programme;
- he prepares the annual report on the activities carried out by the Centre for subsequent approval by the Executive Board;
- he oversees everything that may contribute to the achievement of the Centre's institutional objectives.

ART.9 Executive Board

1. The Executive Board is composed of the Director of the Centre and four members appointed from among the participants in the Centre. The term of office of the Board shall be the same as that of the Director and is renewable only once.
2. The Executive Board performs the following functions:
 - it identifies and plans the lines of scientific and strategic activity of the Centre;
 - it passes resolutions on the new initiatives proposed by the Director;
 - it contributes to determining the general criteria on the use of resources available to the Centre;
 - it deliberates on matters concerning the allocation of the Centre's funds;
 - it approves the annual report on the Centre's activity for the assessment thereof;
 - it resolves on the forms of collaboration and agreements with other public and private bodies;
 - it resolves on requests to become new participants in the Centre.
3. The Director shall convene the Executive Board at least twice a year or when a third of its members so request.
4. Meetings of the Executive Board are valid if the majority of its members are present. Resolutions are valid if approved by more than half of those present; in the event of a draw in any votes, the vote of the Director shall prevail.

ART.10 Participants in the Centre

1. The following persons who are interested in the thematic areas pertaining to the Centre may participate in the Centre:
 - professors and researchers of the Vita-Salute San Raffaele University;
 - professors and researchers from other Italian and foreign universities;
 - researchers and scholars belonging to public and private Italian and foreign Institutions, Centres and Research Bodies;
 - experienced professionals/subject experts in the fields of activity of the Centre, including those belonging to the technical-administrative staff of the University.

ART.11 Funding and administration

1. The Centres may be funded through:
 - resources made available by the University;
 - funds received from public and/or private Bodies;
 - resources paid by other universities or public or private entities involved;
 - donations and resources disbursed in the form of donations from other public or private entities.
2. The proposal for the establishment of the Centre, and subsequently the annual report, must include a detailed programme on funding and any external funds that need to be found.

3. The administrative and accounting management of the funds of the Centres is entrusted to the University Administration.
4. Centres do not have their own legal status and all contracts, agreements and arrangements must be stipulated by the Vita-Salute San Raffaele University.

ART.12 Assessment

1. The Centre is subject to annual assessment (in relation to the activity carried out in the year under assessment) and to three-year assessment, which takes into account the report prepared by the Centre and the Third Mission and scientific objectives. The assessments are conducted by the University Research Committee which is assisted, where appropriate, by external experts.
2. The University Research Committee shares its annual assessment with the Director of the Centre; if the assessment has a negative or partially negative outcome, it will contain some recommendations.

ART.13 Dissolution and withdrawal

1. If the underlying reason for its establishment or the availability of resources are no longer present, or the number of participants of the Centre is less than the minimum of 5, a resolution may be passed to dissolve a Faculty Research Centre or an Inter-faculty Research Centre or to withdraw from an Inter-university Research Centre, before its natural expiry, following a proposal by the Faculty Council(s) concerned, subject to a favourable opinion of the University Research Committee, in agreement with the Rector, or with another person specifically appointed by him, and subject to resolutions of the Academic Senate and the Board of Governors.

ART.14 Scope

1. Articles 5 and 6 and Articles 8 to 12 of these Regulations apply exclusively to Faculty and Inter-faculty Research Centres established by the Vita-Salute San Raffaele University.

3. Entry into force and transitional provisions

ART.15 Entry into force

1. These Regulations shall enter into force on the day following the issuance of the Rector's Decree. These Regulations are published on the University website.
2. Any matters not covered by these Regulations shall be governed by the legal provisions currently in force.

ART.16 Transitional provisions

1. Faculty and Inter-faculty Research Centres already established on the date of entry into force of these Regulations will continue their activities for a period of six months from the date of publication of these Regulations.
2. Once the aforementioned term is over, Faculty and Inter-faculty Centres may be renewed by the Rector, after making adjustments to their Statutes and the provisions of these Regulations, and following a positive assessment by the University Research Committee.
3. Inter-University Research Centres already established on the date of entry into force of these Regulations will continue their activities until their natural expiry date.

The Italian version of this Regulations is the only legal means of communication of the relative contents and in case of dispute, the Italian version shall prevail.