

IMT School for Advanced Studies Lucca

STATUTE

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Preamble

The IMT School for Advanced Studies Lucca recognizes the contribution, at the School's founding and throughout its subsequent activities, of the Lucchese community, through the Lucca Foundation for Higher Education and Research (*Fondazione Lucchese per l'Alta Formazione*) and the Lucca Bank Foundation (*Fondazione Cassa di Risparmio di Lucca*). These organizations provided their support and resources, including real estate, towards setting up, developing and growing the international excellence of the School's educational and research missions in the city of Lucca.

Article 1 - Nature, objectives, headquarters

1. The IMT (Institutes, Markets, Technologies) School for Advanced Studies Lucca, hereinafter referred to as the IMT School, is located in Lucca and is an Italian Public University School for Higher Education and Research with a special statute. The IMT School enjoys a full legal status and teaching, scientific, organizational, managerial, patrimonial, asset management, administrative and accounting autonomy.
2. The IMT School was established by the Ministerial Decree of the Ministry of Education, Universities and Research on November 18, 2005, which was published in the Gazzetta Ufficiale – General Series on November 30, 2005.
3. The IMT School contributes to the advancement of the frontier of research and organizes advanced training courses on themes such as technological and institutional innovation, while achieving the full integration between research and teaching.
4. The IMT School functions as an international research university active in areas of elevated applicative value and as a graduate school and integrated campus dedicated to merit-based recruitment and the formation of professional élites for institutions, businesses and the surrounding territory.
5. The IMT School is located within the framework of European and international research and higher education, and operates with its own principles and instruments.

Article 2 - Organizational model

1. The IMT School promotes the full integration of research and education through the constitution of a limited number of multidisciplinary Research Areas, which provide the reference point for recruitment of IMT School faculty and researchers.
2. The Research Areas are organizational units that provide the scientific context within which research and courses are organized and for the integration of research and teaching.
3. The IMT School community is characterized by the full participation of PhD students and faculty in the School's activities, which is also made possible thanks to valorization of the Campus and residential facilities.

Article 3 - General Principles

1. The IMT School adopts the following characterizing principles, in the respect of equal opportunities and against any type of discrimination:
 - Openness and international competitiveness in recruiting faculty and students: the selection of professors and researchers is carried out in accordance with international standards, in conformity with the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers. The IMT School attracts students with high potential, actively participating in international human capital exchange networks and measuring itself against international standards. The doctoral courses at the IMT School are held exclusively in English. The IMT School supports the systematic presence of internationally recognized external academics.
 - Residentiality, meritocracy, evaluation: a system of residential services, scholarships and honor-based loans form the foundation for the true right to study for deserving students and promote equal opportunities. The research and teaching activities of the IMT School are subject to evaluation, by means of quantitative and qualitative methods recognized by the international scientific community.
 - Interaction with the territory and enterprise networks: the IMT School contributes to the development and internationalization of Lucca and its surrounding territory and promotes the valorization and transfer of research results.
 - The promotion of full and open access to the scientific literature produced by the IMT School, incentivizing their deposit in the institutional archive and the communication of this to the public, in accordance with intellectual property, confidentiality and personal data protection laws.
 - Efficiency and transparency of the organizational model: the IMT School strives for administrative and managerial efficiency and efficacy in the achievement of its institutional goals.
 - Responsibility, honesty, integrity and reciprocal respect: these principles apply to all of the members of the IMT School and all of their actions.

Article 4 - Educational offerings and degrees awarded

1. The IMT School, in accordance with the provisions set forth by law n. 341 of November 19, 1990 and by Ministerial Decree n. 270 of October 22, 2004, organizes PhD courses, which may also be carried out jointly with other national or international universities, provided that they respect the relevant IMT School regulations. The PhD degree as defined by law n. 210 of July 3, 1998 is awarded to students who complete a Doctoral program with a duration of at least three years.
2. The IMT School may also activate, in compliance with current legislation:
 - a) Undergraduate degrees (laurea magistrale) with national or international universities, through the stipulation of specific agreements;
 - b) Advanced training courses (corsi di perfezionamento) and post-graduate and post-doctoral courses, which may also be in collaboration with eligible universities, research centers and cultural institutes;
 - c) Level I and II Master's programs, which may also be in collaboration with eligible universities, research centers and cultural institutes;
 - d) Master's and other types of permanent and recurrent higher education courses, which may also be in collaboration with other universities and/or public or private institutions.
3. Courses are characterized by the rigorous evaluation of their structure and the results obtained by the students.
4. The IMT School may also organize other educational activities, which may also be in collaboration with third parties.

Article 5 - Federations, consortia, associations and collaborations

1. In order to improve the quality, efficiency and effectiveness of the IMT School's research, education and managerial model, the School can decide to participate in university federations (in accordance with art. 3 of law n. 240 of December 30, 2010), consortia, institutions and associations, and stipulate agreements with other higher education institutes or research centers. The federation of the IMT School with other subjects, the undersigning of consortia, institutions and associations must be approved by the Board of Governors, once having received the mandatory opinion of the Academic Senate.

Article 6 - Governing Bodies

1. The following are political-administrative bodies of the IMT School:
 - The Rector
 - The Board of Governors
2. The following is an academic body of the IMT School:
 - The Academic Senate
3. The following are control and evaluation bodies of the IMT School:
 - The Assessment Board

- The Board of Auditors
- The International Advisory Board

Article 7 - Board of Governors

1. The Board of Governors is the School's governing body. It is presided over by the Rector, who convenes the meetings. The recording secretary duties are carried out by the General Director or his or her delegate.
2. The Board of Governors:
 - a) Is responsible for the strategic trajectory of the School;
 - b) Approves the Three-Year Plan as proposed by the Rector, after having acquired – with reference to the organization of research and teaching activities, the research trajectory and the permanent faculty positions – the mandatory opinion of the Academic Senate;
 - c) Approves the annual authorizing Integrated University Budget, an integral part of the annually updated Three-Year Plan, after acquiring the mandatory opinion of the Academic Senate;
 - d) Approves the Integrated University Financial Statement, after acquiring the mandatory opinion of the Academic Senate;
 - e) Approves changes to the Budget under its responsibility;
 - f) Oversees the financial sustainability of the School's activities;
 - g) Verifies the compliance between the results of the administration management and the general directives set forth;
 - h) Approves the Gender Equality Report;
 - i) Has general and residual duty to approve contracts and agreements of which the competence is not otherwise attributed by the regulations of the IMT School;
 - j) Approves the federation of the IMT School with other entities in accordance with article 3 of law n. 240 of December 30, 2010, the membership in consortia, institutions and associations, after acquiring the mandatory opinion of the Academic Senate;
 - k) Approves modifications to the Statute through the absolute majority vote of its members, after acquiring the mandatory opinion of the Academic Senate and having consulted the Advisory Committee with respect to changes regarding the nature and objectives of the IMT School;
 - l) Approves the IMT School regulations, after acquiring the mandatory opinion of the Academic Senate with respect to regulations regarding teaching and research;
 - m) Decides ancillary salary funds for executives, and technical and administrative employees;
 - n) Nominates the Assessment Board and the Board of Auditors;
 - o) Nominates the General Director, on the basis of a motivated proposal, that also takes into account the other applications received, set forth by the Rector, following the publication of a notice on the IMT School website;
 - p) Nominates the International Advisory Board;
 - q) Decides on the appointment of permanent and fixed-term professors and researchers, after receiving the mandatory opinion of the Academic Senate;
 - r) Nominates the directors of the Multidisciplinary Research Areas, in accordance with the modalities established with the relevant regulations;



- s) Deliberates on the remuneration of employees and collaborators of the IMT School of various types;
 - t) Establishes the remuneration packages to attribute to the members of IMT School bodies or institutional appointees;
 - u) Also exercises, within the scope of the autonomy of the IMT School, all of the powers that are assigned to it by this Statute, by the regulations and those that the law attributes to University Boards of Governors.
3. The Board of Governors is composed, in accordance with public employment equal gender opportunities, by:
 - a) The Rector, who presides over it;
 - b) Four members who do not hold appointments at the IMT School, designated by the Academic Senate, from a shortlist proposed by the Rector, which can include Italian and foreign candidates with a proven record of competency in management positions and high-level professional experience, with particular emphasis on both scientific and cultural qualifications;
 - c) Three tenured Professors at the IMT School, elected in accordance with the relevant regulations;
 - d) One researcher at the IMT School, elected in accordance with the relevant regulations;
 - e) A representative from the IMT School student body, elected in accordance with the relevant regulations;
 - f) A representative from the technical-administrative employees of the IMT School, elected in accordance with the relevant regulations.
 4. The verification of the requirements set forth in paragraph 3, with reference to the designated members, is carried out by the same Board in the first official meeting. The curriculum vitae of the members of the Board are published on the IMT School's website. The examination of all members' positions must be conducted, with the abstention and temporary absence from the meeting by members under examination.
 5. The Board of Governors is duly constituted with the appointment of at least two thirds of the members referred to in paragraph 3, rounded up to the higher unit; the provisions of art. 24 regarding quorums for the validity of the meetings and voting refer to the appointed members.
 6. Board of Governors' appointments last for four years and can be renewed only once. The mandate starts from the beginning of the academic year following the appointment and terminates with the end of the fourth academic year following the year of appointment. The mandate of the student representative lasts two years. Specific regulations set out the election procedures.
 7. If the new Board of Governors cannot be duly constituted within the foreseen timeframe, the expired body may exercise its powers under an extension, limited to urgent and non-deferrable acts, for a period not exceeding forty-five days.
 8. Should a member resign, the resignation will only take effect after the acceptance by the Board of Governors. In these instances the mandate of the new representative shall last until the end of the Board's mandate as a whole.
 9. If, following the resignation or in any case of early termination of the mandate, more than one third of the Board of Governors is lacking, the body lapses and it is necessary to constitute a new Board. In this case the mandate of the new Board of Governors starts from its constitution and

the duration of its mandate shall be until the conclusion of the academic year in course and the following four academic years.

Article 8 - Rector

1. The Rector is elected by means of a secret ballot and must be a full professor with recognized international scientific qualifications and a deep knowledge of the research system in Italy and abroad. The Rector-elect must hold an appointment at an Italian university or higher education institute.
2. Those eligible to vote in the election of the Rector are Full and Associate Professors at the IMT School, whose vote is weighted such as to ensure that each of the following categories carries a weight equal to:
 - a) 15%: researchers and research fellows of the IMT School that are eligible to vote;
 - b) 10%: technical-administrative staff of the IMT School that is eligible to vote;
 - c) 5%: students of the IMT School that are eligible to vote.
3. The Rector
 - a) Is the legal representative of the IMT School and is responsible for its institutional relationships;
 - b) Oversees the implementation of the resolutions passed by the Board of Governors, and assures that goals of the School are met in accordance with the principles of effectiveness, efficiency, transparency and the promotion of merit, except for the goals that are under the direct responsibility of the General Director;
 - c) Proposes the Three-Year Plan, after acquiring - with reference to the organization of teaching and research, the research trajectory, and permanent faculty appointments - the mandatory opinion of the Academic Senate;
 - d) Proposes the Integrated University Budget, an integral part of the annually updated Three-Year Plan;
 - e) Proposes the Integrated University Financial Statement;
 - f) Approves changes to the Budget under his or her direct responsibility;
 - g) Proposes the Annual Gender Equality Report;
 - h) Convenes and presides over the Board of Governors and the Academic Senate;
 - i) Issues the Statute, the official notices and the regulations of the IMT School;
 - j) Confers the educational qualifications issued by the IMT School;
 - k) Stipulates agreements and contracts for which the undersigning is not otherwise attributed by the regulations of the IMT School;
 - l) Orders the call for permanent and fixed-term professors and researchers, as decided by the Board of Governors, after acquiring the mandatory opinion of the Academic Senate;
 - m) Proposes the nomination of the General Director, providing the motivation behind the proposal, which can also be set forth in comparative terms regarding the applications received, following the publication of an official notice on the IMT School website;
 - n) Adopts the measures of necessity and urgency that fall under the responsibility of the Board of Governors, bringing them, for ratification, to the next meeting;



- o) Carries out any other attribution assigned to the Rector and/or the legal representative by current legislation and by the regulations of the IMT School.
4. The Rector is appointed by decree of the Ministry of University and Research, holds office for three years, and can be re-elected only once. If a professor from another university is elected, the election also functions as the appointment of the elected professor at the IMT School.
5. For grave reasons the appointment of the Rector may be subject to revocation by a motivated resolution of the Board of Governors, if voted on by a qualified majority.
6. The Rector is elected at least thirty days before the conclusion of the mandate of the outgoing one.
7. In the event of the premature termination of the mandate, a new election shall be carried out within two months. In the period between the termination of the mandate and the proclamation of the new Rector, the relative functions are carried out by the Full Professor with the greatest academic seniority at the IMT School.
8. If the new Rector cannot be elected within the terms set forth in paragraph 6, the provisions of paragraph 7 of this article shall apply.
9. With a rectorial decree, the Rector appoints a Vice-Rector who can serve as a substitute in instances of absence or impediment. The Vice-Rector lapses from office in the event of termination of the mandate of the Rector who appointed him or her; the Vice-Rector can also be dismissed by a duly motivated decree of the Rector in the event the fiduciary relationship is lost.
10. In the exercise of his or her duties, the Rector may appoint Vice-Rectors with competence in general sectors, selected from full-time teachers of the School. The Rector can also appoint delegates with expertise in specific sectors among the School's full-time or part-time faculty. The Vice-Rectors and the delegates report directly to the Rector, who assumes responsibility for their work in relation to their assigned tasks. The Rector can delegate to the Vice-Rectors the signing of certain acts with the limits specified in the deed of delegation.

Article 9 – Academic Senate

1. The Academic Senate is chaired by the Rector, who convenes it, and, without prejudice to the provisions of art. 26 of this Statute, is composed of:
 - a) seven permanent Professors of the IMT School, elected according to the procedures set forth in the specific regulations;
 - b) two representatives elected by the researchers of the IMT School, elected according to the procedures set forth in the specific regulations;
 - c) a representative from the IMT School students, elected according to the procedures set forth in the relevant regulations.The recording secretary duties are assigned to the General Director or his or her delegate.
2. The Academic Senate formulates opinions on teaching and research. In particular, it expresses a mandatory opinion regarding:
 - a) the Three-Year Plan, with reference to the organization of teaching and research, the research trajectories and the appointments of tenured faculty;
 - b) appointments of permanent and fixed-term professors and researchers;



- c) the IMT School's regulations that regard teaching and research;
 - d) the annual authorizing Integrated University Budget, which forms an integral part of the yearly updated Three-Year Plan;
 - e) the Integrated University Financial Statement;
 - f) the Annual Gender Equality Report;
 - g) changes to the Statute;
 - h) the federation of the IMT School with other entities pursuant to art. 3 of the law n. 240 of December 30, 2010, and memberships in consortia, institutions and associations;
 - i) any other task required by the Board of Governors or by the regulations of the IMT School.
3. The Academic Senate is duly constituted with the appointment of at least two thirds of its members, rounding up the next unit; the provisions of art. 24 regarding quorums for the validity of the meetings and voting refer to the appointed members.
 4. Without prejudice to the provisions of art. 26 of this Statute and paragraph 1 lett. b) and c) of this article, with reference to the duration of the mandate of the researchers' and students' representatives, holds office for four years, and its members can be reappointed only once.

Article 10 – Assessment Board

1. The Assessment Board evaluates the administrative management, teaching and research activities, right to study initiatives, and verifies, potentially employing comparative return on investment analyses, the correct use of public resources, research and teaching productivity, as well as the impartiality and elevated performance of the administration, and reports back to the Board of Governors and the Academic Senate.
2. In particular, the Assessment Board:
 - a) assesses the achievement of the programmed objectives, with particular reference to the Three-Year Plan;
 - b) draws up a report to accompany the Economic, Financial and Patrimonial Statement;
 - c) assesses the impartiality, transparency and effectiveness of quality assessment mechanisms;
 - d) carries out any other evaluation investigation entrusted to it by the Board of Governors;
 - e) carries out any other duty required by the current legislation and the regulations of the IMT School.
3. The Assessment Board is composed of five members, of which:
 - a) four are external members appointed by the Board of Governors, who shall choose from scholars and experts in the field of evaluation, including non-academic contexts. One of these appointments shall be named the President of the Board;
 - b) one representative from IMT School students, elected in accordance with the relative regulations.
4. The Assessment Board remains in office for four years from the date of appointment, except for the student representative.
5. The mandate of the student representative lasts two years. Specific regulations set out the election procedures.
6. The members of the Assessment Board shall not be employees of the IMT School nor shall they have any other institutional assignment at the IMT School.



Article 11 – Board of Auditors

1. The Board of Auditors:
 - a) verifies financial and accounting records, which may also regard fiscal aspects;
 - b) examines the annual authorizing Integrated University Budget, and its modifications, and the Integrated University Financial Statement, and draws up specific reports on these documents;
 - c) performs cash checks;
 - d) performs any other duty as requested by current law.
2. The Board of Auditors is composed by three standing members and two substitutes, of which:
 - a) one standing member, who serves as Chairman, chosen from among the administrative and accounting judges and State attorneys, designated by the Board of Governors;
 - b) one standing and one alternate member appointed by the Ministry of Economy and Finance;
 - c) one standing and one alternate member designated by the Ministry of Education, Universities and Research, from among executives and officials of the Ministry;

At least two members shall be registered in the Register of Auditors.

3. The members of the Board of Auditors are appointed by the Board of Governors. In compliance with the provisions of the previous paragraph, their term can be renewed only once. They remain in office until June 30th of the fourth year following the year of appointment. The position of member of the Board of Auditors is incompatible with any employment relationship with the IMT School or any other institutional assignment at the IMT School.

Article 12 – General Director

1. The General Director manages and organizes the administrative services and is responsible for the high performance, legitimacy, impartiality and transparency of the administration.
2. Specifically, the General Director:
 - a. adopts the administrative provisions and measures under his or her responsibility;
 - b. is responsible for the overall organization of the Administration, based on the guidelines expressed by the Board of Governors;
 - c. manages trade union and labor relations;
 - d. carries out the direction, coordination, verification and management of the administrative, technical and administrative personnel of the administration. For personnel units explicitly placed in staff units and for members of the faculty, the General Director only carries out the duty of managing employment relationships;
 - e. coordinates the activities of Administration collaborators, except for the coordination of collaborators that are employed for activities or in projects coordinated by members of the faculty;
 - f. participates, without the right to vote, in the meetings of the Board of Governors, carries out the duties of the recording secretary, and oversees the implementation of the resolutions with regard to the aspects under his or her responsibility;



- g. proposes the resources and professional profiles necessary for the performance of the Administration's tasks to the Rector, also for the purpose of drawing up the Three-Year Plan with reference to the needs of Administration personnel;
 - h. proposes the Administrative Performance Plan to the Rector, which is an integral part of the Three-Year Plan;
 - i. manages the auxiliary salary funds of managerial, technical and administrative personnel in accordance with the relevant planning documents;
 - j. approves the revenue collection and the payment orders for the expenses authorized by the competent centers of responsibility;
 - k. carries out any other duty delegated to executives of general management offices according to the current legislation and the regulations of the IMT School.
3. The General Director is appointed by the Board of Governors, based on the motivated proposal by the Rector, following the publication of an official notice on the IMT School website. The General Director is chosen from amongst candidates with elevated professional qualifications and proven long-term experience in managerial functions. The appointment establishes the employment regime and the salary package as defined by relevant Ministries and law. The employment relationship is governed by a full-time, fixed-term employment contract for a period not exceeding four years starting from the date of appointment, and is renewable.
4. In the hypotheses disciplined by articles 19 and following of the Legislative Decree n. 165 of March 30, 2011, the position of General Director can be revoked by motivated resolution of the Board of Governors. The revocation of the assignment shall lead to the termination of the employment contract.
5. The General Director may appoint a deputy from the School staff to replace him or her in the event of absence or impediment. The Deputy's appointment ceases to be in the event of termination of the appointment of the General Director who appointed him or her, or through revocation by motivated decree of the General Director.

Article 13 – International Advisory Board

1. The International Advisory Board is an advisory body that issues opinions regarding teaching and research, as well as the Three-Year Plan.
2. The International Advisory Board comprises three to five members. Its members are nominated by the Board of Governors on the Rector's proposal, after consulting the Academic Senate, among exponents of the international scientific community of high scientific reputation in the sectors of activity of the IMT School.

Article 13-*bis* -Advisory Committee

1. The Advisory Committee performs advisory functions with regard to:
 - a) changes to the Statute that concern the nature and goals of the IMT School;



- b) the use of spaces made available by public or private entities pursuant to Article 2, paragraph 3.
2. With regard to the use of the spaces made available by the Lucca Foundation for Higher Education and Research and the Lucca Bank Foundation, the Committee's opinion is binding.
3. The Advisory Committee is composed of three members, chosen among Italian or foreign candidates who possess proven competency in the field of management or high-level professional experience with particular emphasis on scientific and cultural qualification, designated respectively:
 - a) one member from the Lucca Foundation for Higher Education and Research;
 - b) one member from the Lucca Bank Foundation;
 - c) one member jointly agreed upon by the Lucca Foundation for Higher Education and Research and from the Lucca Bank Foundation.

Article 14 - Ad hoc committees

1. The Rector may appoint ad hoc committees, composed of professors and scholars of recognized international reputation, who may also be external to the IMT School, for specific collaborations and opinions with respect to the teaching and research activity of the IMT School and to innovation projects with local relevance.
2. When the assignment to a committee involves compensation or an allowance, the approval of the Board of Governors is required.

Article 15 – Three-Year Plan

1. The Three-Year Plan is a strategic and economic-financial report that is updated annually. It contains:
 - a) the strategic development trajectories of the IMT School in terms of priority research and teaching areas and institutional collaborations to be activated;
 - b) the three-year framework of revenues and expenditures, and the annual authorizing Integrated University Budget relative to the first reference year of the document, of which it is an integral part;
 - c) the establishment and suppression of research and teaching organizational units;
 - d) permanent faculty appointments;
 - e) appointments of permanent and fixed-term managerial, technical and administrative staff;
 - f) anything else deemed necessary towards the programmed development of resources and activities.
2. The Three-Year Plan, as proposed by the Rector, after acquiring the mandatory opinion of the Academic Senate with respect to the organization of teaching and research activities, research trajectories and tenured faculty appointments, shall be approved by the Board of Governors by December 31st of each year.

Article 16 - Annual authorizing Integrated University Budget and Integrated University Financial Statement

1. The administrative and accounting activities of the IMT School are organized around the calendar year.
2. The Board of Governors approves the authorizing Integrated University Budget, which is proposed by the Rector, as an integral part of the annually updated Three-Year Plan, by December 31st of the previous year.
3. Changes to the Budget, that do not affect the overall financial equilibrium, are the responsibility of the Rector, with the exception of the following changes, which are the responsibility of the Board of Governors:
 - a) changes referring to the appointment of permanent staff and to the establishment or suppression of academic courses, which require the simultaneous revision of the Three-Year Plan;
 - b) changes in the Budget connected to the completion of the Integrated University Financial Statement;
 - c) changes in the Budget deriving from new revenues that are not earmarked, unless they are classified as pending and subject to subsequent programmatic allocation, in the Budget section dedicated to resources to be allocated.
4. The annual authorizing Integrated University Budget, its modifications, and the Integrated University Financial Statement, shall be examined by the Board of Auditors.
5. The Board of Governors shall approve the previous year's Integrated University Financial Statement by April 30th. The content, structure and modalities for the creation and approval of the authorizing Integrated University Budget and the Integrated University Financial Statement are governed by the administration, finance and accounting Regulations.

Article 17 - Sources of financing – Assets

1. The IMT School's revenues consist in: the transfer of financial resources from the State, contributions from other public and private subjects and proceeds deriving from contracts and agreements for activities on behalf of third parties, any fees paid for specific doctoral and post-graduate training courses.
2. The IMT School uses and maintains in the fulfillment of its institutional aims: the real estate granted for use by the State or by other bodies, and real estate of its own property, as well as technical equipment, scientific collections, books, archival and artistic goods of its own property or at its disposal.

Article 18 - Multidisciplinary research, teaching and Third Mission organizational units

1. The Multidisciplinary research, teaching and Third Mission organizational units are the multidisciplinary Scientific Areas. All of the IMT School Professors and researchers are assigned to a Research Area in accordance with the School regulations.
2. The courses of study are coordinated by a director, who is assisted by a collegial body in accordance with School regulations.
3. The Board of Governors is responsible for the establishment and suppression of the Scientific Areas, after having received the mandatory opinion of the Academic Senate.
4. The Rector may call for, by decree, the establishment of laboratories, research centers or research units that are project-based or thematic in nature, managed by a scientific coordinator, after receiving the mandatory opinion of the Academic Senate.

Article 19 – Professors and researchers

1. In the pursuit of its institutional goals, the IMT School employs permanent and fixed-term professors and researchers, including those who hold double affiliations and considering all forms of inter-academic mobility and research institutions.
2. The IMT School also appoints Italian and foreign professors and experts, called to lend their expertise for specific research and teaching activities, as defined by current legislation and by relevant School regulations.
3. The Professors and researchers of the IMT School shall perform research, teaching and the supervision and/or tutoring of students.

Article 20 – Administration

1. The IMT School avails itself of executives and technical-administrative personnel, in compliance with current legislation. The number of staff positions is defined by the Board of Governors within the framework of the Three-Year Plan, upon proposal of the Rector, after consulting the General Director.
2. The IMT School administration is based on the principle of the personal responsibility of each employee with respect to the tasks performed, without prejudice to the duty of supervision which lies with the person in charge of the procedure, with those in charge of organizational units and the General Director. The administrative proceedings are organized in accordance with the principles of traceability and transparency.
3. The IMT School adopts a performance management cycle aimed at encouraging the efficiency and effectiveness of the administration, such as research and training activities.

Article 21 – Code of Conduct and Ethics

1. The IMT School adopts, in compliance with the general principles of article 3 of this Statute, a code of ethics of the university community, which includes faculty, executive and technical-administrative staff and students. The code of conduct and ethics determines the fundamental values of the university community. It promotes the recognition and respect of individual rights, as well as the acceptance of duties and responsibilities towards the School, and dictates the rules of conduct within the community. The rules are put into place as to avoid all forms of discrimination and abuse, as well as for regulating instances of conflict of interest or intellectual property.
2. Without prejudice to the exclusive competence of the Disciplinary Committee for violations of the code which include the details of the disciplinary offense, the Academic Senate decides on other violations, on the initiative and proposal of the Rector.
3. The Academic Senate can dismiss charges or impose, in proportion to the seriousness of the violation, one or more of the following sanctions:
 - a) a private disciplinary note;
 - b) public disciplinary note;
 - c) forfeiture and/or exclusion from School bodies and academic courses, committees and any other assignment for a period of up to four academic years;
 - d) prohibition of voting in School elections for a period of up to four academic years;
 - e) exclusion from the provision of research funds for a period of up to four academic years.

Article 22 - Disciplinary Committee

1. The Disciplinary Committee is made up of three full university professors, with full-time appointments. Two members should be external to the School, where possible, and appointed by the Board of Governors from a list of candidates proposed by the Rector. The internal member is elected by the School faculty members.
2. The Disciplinary Committee is charged with carrying out the preliminary phase of the disciplinary procedures of IMT School faculty and must express a binding opinion on the matter. The Committee operates according to the principle of peer review and with cross examination. Participation in the Disciplinary Committee shall not give rise to any sort of remuneration, emolument, allowance or reimbursement of expenses.
3. The Rector calls for the start of a disciplinary procedure. For every charge that may give rise to the imposition of a more serious sanction than censorship among those provided for by the article 7 of the consolidated text of the Higher Education Act referred to in Royal Decree n. 1592 of August 31, 1933, within thirty days from the moment of knowledge of the facts, the Rector transmits the documents to the Disciplinary Committee, with a motivated proposal. If the

disciplinary procedure concerns acts carried out by the Rector, it is up to the *Decano*¹ of the School to start the disciplinary procedure in accordance with the procedures set out in this article.

4. The Disciplinary Committee, having consulted with the Rector or his or her delegate, namely the *Decano*, as well as the professor or researcher subject to the disciplinary action, possibly assisted by a trusted counsel, expresses an opinion on the proposal made by the Rector or *Decano* within thirty days. This opinion must consider both the relevance of the facts in the disciplinary plan and the type of sanction to be imposed. These documents are transmitted to the Board of Governors for the adoption of the consequent resolutions. The Committee proceedings are governed by current legislation.
5. By thirty days after having received an opinion, the Board of Governors imposes the sanction or orders the dismissal of the proceedings, in accordance with the binding opinion expressed by the Disciplinary Committee.
6. The proceedings are closed when the decision referred to in paragraph 5 is not issued within one hundred and eighty days from the start of the procedure. The deadline is suspended until the Disciplinary Committee or the Board of Governors is reconstituted, in the event that the operations necessary for the formation of the bodies are in progress, thereby preventing the regular functioning. The deadline is also suspended, for no more than two times and for a period not exceeding sixty days in relation to each suspension, when the Disciplinary Committee believes that it must acquire further information or documents for its investigation. The Rector is required to execute the preliminary requests made by the Committee.
7. The Rector, or the *Decano*, with respect to the instances referred to in paragraph 3 of this article, may carry out the preliminary phase and shall impose the relative disciplinary sanctions for any fact that may give rise to the imposition of a sanction that is not more serious than censorship, without prejudice to their right to request the opinion of the Disciplinary Committee.

Article 23 - Central Guarantee Committee

1. The Central Guarantee Committee for equal opportunities, the enhancement of the well-being of employees and against discrimination has an balanced member composition and is formed by a member designated by each of the representative trade unions pursuant to the law and by an equal number of representatives of the School, as well as an equal number alternate members, chosen from the faculty and technical-administrative personnel, in order to ensure the overall equal presence of both genders.
2. This Committee replaces, by uniting their competences, the committee for equal opportunities and the anti-mobbing committee, of which it assumes all the functions assigned by law and collective agreements.
3. The Committee is appointed by the General Director; it is considered constituted and can operate when one half plus one of the foreseen components is named.

¹ *Decano* is the IMT School Full Professor with the highest signority rank within the full professorship role amongst his or her peers.



4. The members of the Committee remain in office for four years and their appointment can be renewed only once.
5. The President is appointed by the General Director, must hold an appointment at the School and possess, in addition to elevated organizational skills and proven experience, which may also have been gained in similar bodies or organizational appointments and personnel management, professionalism, experience and aptitude, as well as other the other requirements set forth by current legislation.
6. The tasks of the Committee include advising, consulting and verification. The Committee works in collaboration with the national equality advisor. It contributes to the optimization of the productivity of public work by improving the performance efficiency linked to a work environment characterized by respect for the principles of equal opportunities, organizational well-being and the elimination of any form of discrimination and moral or mental violence towards workers.
7. The operational aspects of the Committee, namely the convening, frequency and validity of their meetings, are defined by regulations to be adopted by the Committee.

Article 24 - General provisions on the functioning of collegiate bodies

1. Without prejudice to what is expressly regulated for each body by this Statute, the functioning of the collegiate bodies of the IMT School must adhere to following principles:
 - a) failure to designate or appoint members of the collegiate body does not prevent its establishment; the collegiate body is not constituted if at least two thirds of its members have not been elected or appointed;
 - b) the renewal process must be completed at least thirty days before the expiry of the body; once the mandate period has expired, the body already in office exercises its powers under an extension, limited to urgent and non-deferrable acts, for a maximum period of forty-five days; after the terms of extension, the organs lapse;
 - c) the resignation of a member is effective only after the relative body accepts the resignation;
 - d) in the event of the absence or impediment of the Chairman, the meeting is chaired by the deputy, if appointed; if a deputy has not been appointed, the most senior (in age) member of the body shall carry out those functions;
 - e) the agenda is established by the president and is communicated when the body is convened; the presence of resolutions to be adopted with qualified majorities must be expressly indicated in the agenda; the request to insert one or more items on the agenda is accepted in the meeting if approved by all present members;
 - f) the sessions are considered valid if the majority of the members are present; the resolutions are considered valid with the favorable vote of the majority of the participants, if a qualified majority is not called for. In the event of a tie, the president's vote prevails;
 - g) the voting, normally, is carried out by open ballot.
2. All meetings of the collegiate bodies of the IMT School can take place via video conference. In this case, the president of the body, or the substitute in case of absence, must verify the presence of the legal number for the constitution of the session, personally identifying and confirming all the

connected participants, making sure that the tools used allow the participants to follow the discussion in real time and intervene in the discussion of the topics. For the meeting to be considered official, both the Chairman, or his or her substitute, and the recording secretary must be physically present in the same location.

Article 25 - System of sources and provisions regarding delegations

1. The organization and functioning of the IMT School are governed by the Statute, by the rules of law applicable to universities with special statutes, by the School Regulations on the administration, finance, and accounting, by the didactic Regulations and by the other regulations of the IMT School.
2. The Statute enters into force the day following the date of publication in the *Gazzetta Ufficiale*. Without prejudice to the particular procedures required by law, the regulations of the IMT School are published on the Online Notice Board and on the website of the IMT School and, unless otherwise determined by the Board of Governors, and enter into force on the day following that of publication.
3. In the instances established by the regulations and, more generally, when they require rationalization and timeliness in the execution of certain competences, without prejudice to incompatibilities, the subject in question may delegate to another subject of the IMT School by written act that specifies the precise nature and scope of the delegation.
4. Functions related to duties of members in IMT School collegiate bodies and of the committees referred to in this Statute, the preparation of periodic reports or the preparation of opinions that the Statute and regulations of the IMT School attribute to a body or subject, may not be delegated. The delegated powers cannot be the object of further delegation. The delegator, without prejudice to the power to issue general directives and to carry out supervision, cannot exercise the delegated powers, unless the delegation is revoked in writing.