



UNIVERSITY INTERNATIONAL MOBILITY PROGRAMME

CALL FOR APPLICATIONS FOR VISITING PROFESSORS - 2022 edition*

Category A – Visiting Professors teaching full modules

Art. 1 - Scope

The University of Verona intends to establish forms of collaboration with experts and scholars from foreign institutions in order to strengthen integration with international research institutions and enhance the international outlook of its courses.

This *Call for applications* is open to **incoming Visiting Professors** for the purpose of delivering in-person teaching as part of the University's Bachelor's and Master's degree programmes, and Single cycle/Combined Bachelor+Master's degree programmes, only for modules of subject areas (SSD - Scientific-disciplinary Sector) for which the teaching hours required by current regulations have already been allocated to the relevant permanent teaching staff. Incoming visiting professors are intended to be tenured at a University outside Italy for the whole duration of the mobility.

The confirmed Visiting Professor will be appointed to teach one or more full modules that are part of the relevant degree programme. Moreover, the period to be spent in Verona will need to include the administration of exams in the first relevant exam session¹.

The allocated modules shall be taught in the academic year 2022/2023.

Host Structures at the University **shall ensure that the Visiting Professor is assigned an individual workstation, which shall only be used by the Visiting Professor in question.**

Art. 2 - Available resources and remuneration

The University's resources for this *Call* amount to a total of **€30,000**. A €10,000 quota could be used to fund virtual mobilities for modules to be held online.

The remuneration (grant) shall be proportionate to the expected period of mobility and calculated based on the categories below:

Duration of stay in Verona	Maximum grant available
First week	€2,000
From the second week onwards	€600
Additional grant for Non-EU Visiting Professors	+ €700

The grant awarded or remuneration is to be considered gross of the expected charges to be borne by the University and the Visiting Professor: the University shall enter into a contract with the Visiting Professor pursuant to the University's "Regulations on the awarding of teaching assignments to external experts and scholars".

¹ The aspiring Visiting Professor must indicate in their application the ways in which they intend to conduct the subsequent exam sessions (also remotely).

* **Please note:** this is a translation of the 2022 edition of the document "Programma di Internazionalizzazione di Ateneo - Bando Visiting - Categoria A - Visiting Professors titolari di interi insegnamenti" in Italian. In case of any divergence of interpretation, the Italian text shall prevail.



Non-EU Visiting Professors will need to apply for a Self-Employment Visa in order to enter Italy. The current legislation (Art. 27 (1)(c) of the Consolidated Act on Immigration; Art. 39 (6)(7) and Art. 40(22) of Presidential Decree no. 394/99; point 7 of Decree of the Ministry of Foreign Affairs of 11 May 2011) provides that, in order to receive any remuneration in Italy, non-EU citizens must hold a Self-Employment Visa at the moment of entering Italy, even for stays of less than 90 days. According to these regulations, non-EU citizens must first submit to the Police headquarters of Verona a special power of attorney legalised by an Italian embassy or consulate in their country of residence. Thanks to a specific agreement between the University and the Police Headquarters of Verona, the special power of attorney may now be replaced by a declaration signed by the Visiting Professor and certified by an Italian embassy or consulate in their country of residence or - in Common law countries - by a substitutive declaration of certification and/or affidavit certified by a local administrative authority or notary public.

For further information and administrative support on visa application procedures, as well as for support on finding accommodation, please contact the University's Welcome Office (international.cooperation@ateneo.univr.it) before submitting the application.

Art. 3 - Applications

The proposing University Structure shall submit to the relevant Department or School, where applicable, through its administrative office or a specially appointed professor, the application for funding submitted by the Teaching Committee of the relevant degree programme.

The application is to be submitted together with the following documentation:

1	Completed application form (available online);
2	Teaching project to be completed by the Chair of the relevant Teaching Committee (please use the relevant template); if applicable, attach the final report related to previous mobility projects funded for the same Visiting professor.
3	a detailed <i>Curriculum vitae</i> of the invited Visiting Professor , which <u>must include their scientific publications and all the necessary information for their assessment</u> ;
4	an excerpt of the official minutes of the relevant Teaching Committee , in which the invitation of the relevant Visiting Professor is mentioned;
5	an excerpt of the official minutes of the relevant Council of the Department/School , in which the application is assessed based on the criteria set out in Art. 4, and a copy of the individual evaluation sheets .

Once all the attachments to the form available online have been uploaded, the application can be submitted electronically **by clicking on "Invia"** (*submit*).

Applications must be submitted by **29 April 2022**, 12 noon (Italian time).

Applications that are incomplete, or that include false statements, or that are submitted after the deadline, **shall not be accepted**.

Art. 4 – Selection criteria and lists of eligible applicants

Selections will be made based on the following **selection criteria**:



no.	SELECTION CRITERIA	SCORE
	To be assessed by the Departmental/School Selection Committee	
1	Selection of applicants on the basis of the following criteria (no equal scores allowed):	0 - 11 points, of which:
1.a	Strategic importance for the Structure (e.g. existing or new agreement with the foreign institution, long-term projects, positive consequences for the University's courses)	0 - 3 points
1.b	<i>Curriculum vitae</i> and scientific publications of the Visiting Professor being invited following consultation with the Chair of the Teaching Committee	0 - 4 points
1.c	Evaluation of the teaching project, with particular attention to the coherence between the academic profile of the Visiting Professor and the proposed module; expected number of attending students based on previous years. <u>For those Visiting Professors who have already been awarded a mobility grant for Visiting Professors:</u> of the 0 - 4 points awarded for point 1.c, a score between 0 and 2 points will be awarded based on the final report relating to their previously funded and completed mobility periods, including any results of the relevant Student Surveys.	0 - 4 points
	To be assessed by the University's Selection Committee	
2	Extent of the teaching commitment required of the Visiting Professor	Up to 6 CFU credits: 0 points; over 7 CFU credits: 1 point
3	International reputation of the Visiting Professor's home institution/university	0 - 3 points
4	Module taught entirely in a foreign language	1 point
5	Visiting Professor invited for the first time by the relevant Structure as part of the University's international mobility programmes	1 point
6	Amount of co-funding guaranteed by the proposing Structure in relation to the maximum amount of the mobility grant (60%: 3 points; 50%: 2 points; 30%: 1 point)	0 - 3 points
	TOTAL	20 POINTS
	Minimum eligibility threshold	10 POINTS

In order to assess the international reputation of the Visiting Professor's home institution, the following criteria shall apply:



- Universities. The assessment will be based on the *QS World University Rankings* as available on the relevant website: <http://www.topuniversities.com>. The University's Selection Committee will calculate the arithmetic mean of two scores awarded according to the position of the university in the general QS rankings (among the top 100 universities: 3 points; from 101 to 200: 2 points; from 201 downwards: 1 point; no QS ranking: 0 point) and in the relevant macro-area (among the top 100 universities: 3 points; from 101 to 200: 2 points; from 201 downwards: 1 point; no QS ranking: 0 point).
- Non-University institutes (e.g. a national institute of research) or *Graduate Schools* (which are not generally taken into account in the QS international rankings). For this type of institutes only, the University's Selection Committee shall award 0 – 3 points based on the score proposed by the relevant Department/School.

Each proposing Structure will submit the applications to the Selection Committees in charge of assessing them and awarding points to each application (in whole numbers or decimal multiples of 0.5, no equal scores allowed), according to the criteria set out in Art. 4. Those who have proposed an applicant for the position of Visiting Professor in this *Call* cannot be appointed as members of the Selection Committees.

The list of eligible Visiting Professors (*graduatoria*) **shall be attached to the application together with a copy of the minutes of the Selection Committees and a copy of the individual evaluation sheets.**

Subsequently, the University's Selection Committee will meet to draw up the general lists of eligible Visiting Professors on the basis of the selection criteria set out in the *Call for applications*. **The final ranking of eligible Visiting Professors** will be published after approval by the relevant University's bodies, presumably by May 2022.

Art. 5 – Financial aspects and final report

For the purposes of administrative-accounting management, the co-funding granted by each proposing Structure must be transferred to the Central Administration, which will prepare and conclude the contracts with the appointed Visiting Professors, and pay the related grants (remuneration). Please note that the grant awarded or remuneration is to be considered gross of the expected charges to be borne by the University and the Visiting Professor (see Art. 2).

Each Structure will need to submit a final report within 40 days after the end of the contracted activities by means of the appropriate form that will be subsequently provided.