

LUISS



Independent Statutes of

Luiss - Libera Università Internazionale degli Studi Sociali Guido Carli

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INDEPENDENT STATUTES OF LUISS LIBERA UNIVERSITÀ INTERNAZIONALE DEGLI STUDI SOCIALI GUIDO CARLI

Chapter I GENERAL PROVISIONS

Article 1

Luiss Libera Università Internazionale degli Studi Sociali Guido Carli, Luiss Guido Carli for short, is an independent cultural institution whose primary purpose is the creation and imparting of knowledge in the sciences, technology and the humanities, the promotion and organization of research, cultural and professional education and the transfer of innovation.

In order to attain its institutional purposes Luiss Guido Carli has devised a plan aimed at offering the Italian and European economic, production and institutional system innovative and qualified results in the areas of scientific knowledge, research and advanced education.

Consequently, the University seeks to train young people suited to taking on management responsibilities in complex public and private systems and in the liberal professions and provide them with:

- conceptual knowledge and tools that can be translated into the necessary scientific and methodological references
- professional and ethical attitudes directed towards analysis and the devising of operational strategies
- the ability to make decisions and take action in organizational processes in conditions of uncertainty and change

Article 2

Luiss Guido Carli is promoted by Associazione per la Libera Università Internazionale degli Studi Sociali Guido Carli (ALUISS), which, as the promoter, assures the pursuit of the University's institutional purposes and provides the necessary services and means.

In addition to ALUISS, the University is supported also by Associazione Amici della Luiss, which in particular provides scholarships for study and research.

Article 3

Luiss Guido Carli, with its headquarters in Rome, is a private university with legal personality and didactic, academic, administrative, organizational and disciplinary autonomy, pursuant to article 33 of

the Italian Constitution and in accordance with article 1 of the Higher Education Consolidation Act, approved by Royal Decree No. 1592 of 31 August 1933, as amended, and article 1 of Law No. 243/1991.

Supervision is exercised by the Ministry of Education, Universities and Research.

Article 4

Amendments to these Statutes are approved by the Board of Directors by absolute majority of voting members.

The University Academic Regulations (*regolamento didattico d'ateneo*) are approved by the Academic Senate and, to the extent within its remit, by the Board of Directors.

The General University Regulations (*regolamento generale di ateneo*), which govern the University's structure, are approved by the Board of Directors on the proposal of the Executive Committee, after consulting with the Academic Senate.

The regulations concerning administration, finance and accounting are approved by the Board of Directors on the proposal of the Executive Committee.

The regulations concerning academic staff are approved by the Board of Directors on the proposal of the Executive Committee.

The Code of Ethics of the University Community, made up academic staff, researchers, administrative staff and university students, is approved by the Board of Directors on the proposal of the Academic Senate. Violations of the provisions of the Code of Ethics not falling within the remit of the Disciplinary Board referred to in article 21 hereof shall be a matter for decision by the Board of Directors.

The Evaluation Unit's bylaws are approved by the Executive Committee.

The Unified Electoral Regulations for the Election of Representatives to the University's Bodies (*regolamento unificato per le elezioni delle rappresentanze negli organi*) are approved by the Executive Committee.

Any further regulations are approved by the Executive Committee on the proposal of the President and/or Rector.

Chapter II

UNIVERSITY BODIES

Article 5

The following are university bodies:

- a) the Board of Directors (*consiglio di amministrazione*)

- b) the Executive Committee (*comitato esecutivo*)
- c) the President (*presidente*), the Executive Vice President (*vice presidente esecutivo*) and, if one has been appointed, the Vice President (*vice presidente*)
- d) the General Manager (*direttore generale*)
- e) the Rector (*rettore*)
- f) the Academic Senate (*senato accademico*)
- g) the Department Council (*consiglio di dipartimento*)
- h) the Evaluation Unit (*nucleo di valutazione*)
- i) the Disciplinary Board (*collegio di disciplina*)

Article 6

The Board of Directors consists of the following individuals:

- a) the president and executive vice president of ALUISS
- b) eleven representatives designated by ALUISS, of which at least three representing the legal or natural persons who have contributed most to the University's funding
- c) the president and executive vice president of Associazione Amici della Luiss
- d) the Rector
- e) the General Manager
- f) a tenured professor of the University
- g) a government representative designated by the Ministry of Education, Universities and Research;
- h) a student on track in their degree program at the time of appointment
- i) the president of the alumni association Associazione Laureati provided that the individual concerned is not a member of the University's academic staff and in any event is not an employee of or otherwise employed by the University

The designations of the members referred to in subparagraphs f) and h) occur on the basis of regulations approved by the Executive Committee.

The Board of Directors elects, on the advice of ALUISS, the President, the Executive Vice President and possibly a Vice President from among its members.

The term of office of the Board of Directors is four years.

In the manner provided for in the second paragraph of this article, rules may be adopted for replacing the members specified in that same paragraph for the residual term of office.

Save for the cases covered by the preceding paragraph hereof, members of the Board of Directors appointed to replace others who vacate office during their term hold office for the residual term thereof.

The functions of Secretary to the Board of Directors are performed by the General Manager.

Article 7

The Board of Directors and its President exercise the functions that are vested in them by the applicable laws on higher education and by the provisions of these Statutes.

Moreover, the Board of Directors:

- a) determines the general direction of the University's development with a view to attaining the aims set out in article 1 of these Statutes; it also resolves on the associated programs, indicating the goals to be achieved, including proposal for possible new areas of study, and finalization of the specifications of educational processes
- b) approves the strategic plan, on the joint proposal of the Rector and the General Manager made with reference to their respective sphere of competence, after consulting with the Executive Committee; the strategic plan consists of a economic-financial plan and guidelines for the University's development with special reference also to the overall number of academic staff to be hired for each department
- c) approves the budget prepared by the General Manager and the University's financial statements and resolves on real property investments
- d) appoints the Rector, on the proposal of the President, selecting that individual from among full professors working at Italian universities
- e) appoints the department deans (*direttori dei dipartimenti*) and also, if any, vice rectors (*prorettori*), on the proposal of the Rector, selecting those individuals from among the University's full professors
- f) appoints the school presidents (*presidenti delle scuole*) on the proposal of the President
- g) appoints the school deans (*direttori delle scuole*) on the proposal of the Rector after consulting with the General Manager and the school presidents
- h) appoints the General Manager on the proposal of the President
- i) resolves, by absolute majority of voting members, on the establishment and abolition of departments and schools in conformity with the strategic plan, on the proposal of the Academic Senate
- j) sets, after consulting with the Academic Senate, the maximum number of students to be enrolled as well as the amount of academic contributions on the basis of proposals drawn up by the Executive Committee
- k) may grant special powers or delegate some of its functions to its members
- l) exercises all of the other functions vested in it by the laws on higher education, these Statutes or regulations except for the functions attributed by these Statutes to other bodies or delegated to the latter

Article 8

The President of the Board of Directors:

- a) chairs the meetings of the Board of Directors and the Executive Committee and convenes those bodies in accordance with the procedures set out in article 14 hereof
- b) legally represents the University, including in legal proceedings
- c) oversees implementation of the decisions of the Board of Directors and the Executive Committee, save for the Rector's competences regarding teaching and scientific research
- d) may adopt urgent resolutions on matters falling within the Executive Committee's remit or may delegate their adoption to the Executive Vice President, reporting on them to the Executive Committee for ratification at its next meeting
- e) submits proposals to the Board of Directors on the appointment of the Rector, the General Manager and school presidents
- f) may delegate the exercise of his or her functions to the Executive Vice President

Article 9

The Executive Committee, chaired by the President or, in the latter's absence, by the Executive Vice President, consists of the following individuals:

- a) the President of the Board of Directors, who chairs it
- b) the Executive Vice President
- c) the executive vice president of ALUISS
- d) the Rector
- e) the General Manager
- f) the Vice President, if one has been appointed

The functions of Secretary to the Executive Committee are performed by the General Manager.

The Executive Committee periodically informs the Board of Directors about its resolutions.

Article 10

The Executive Committee, in conformity with the strategic plan, resolves on all measures concerning the functioning of the University and exercises all other functions not reserved by applicable law and these Statutes to any other body that entail income or expenditure, within the context of the appropriations indicated in the budget approved by the Board of Directors.

In particular, the Executive Committee:

- a) assesses the strategic plan with a view to presenting it to the Board of Directors
- b) resolves, on the proposal of the Academic Senate, on the vacant tenured professorships and research positions to be filled in accordance with the strategic plan

- c) appoints tenured professors and researchers on the proposal of the Rector made on the basis of the rankings drawn up by departments
- d) resolves, on the proposal of the Academic Senate, on the establishment of chairs affiliated with Italian and foreign entities and bodies
- e) approves, on the proposal of the Academic Senate after consulting with the department councils, the degree programs and courses to be taught in each academic year
- f) approves, on the proposal of the department boards (*giunte di dipartimento*) after consulting with the Academic Senate, the awarding of teaching contracts
- g) resolves, on the proposal of the Academic Senate and after consulting with the relevant department councils or schools, on the organization of advanced, specialized and research doctorate programs;
- h) assigns budget holding organizational units their financial resources under the budget approved by the Board of Directors
- i) resolves on the hiring of administrative staff and adopts the measures for terminating employment contracts except for those that come to an end because of resignation
- j) resolves on exemptions from fees and contributions, to be borne by the University's funds

Article II

The Rector is in charge of the teaching and research carried out at the University and the work of the academic staff and researchers. The Rector's term of office is three years.

The Rector:

- a) ensures compliance with all rules concerning academic and teaching matters
- b) arranges for implementation of the resolutions of the Board of Directors concerning academic and teaching matters
- c) issues disciplinary sanctions to students
- d) draws up the strategic plan in conjunction with the General Manager as regards the parts thereof falling within his or her remit as the Rector
- e) may entrust full professors with the task of handling certain aspects of university performance falling within his or her remit as the Rector and may propose to the Board of Directors that some of them be given the rank of vice rector
- f) represents the academic community from an academic standpoint in national and international contexts, with power to sign associated agreements, without prejudice to the powers vested in the General Manager where economic commitments are involved

The appointment of the Rector is communicated to the Ministry of Education, Universities and Research.

Article 12

The Academic Senate consists of the following individuals:

- a) the Rector, who chairs and convenes it in accordance with the procedures set out in article 14 hereof
- b) the vice rectors
- c) the department deans
- d) the school deans

The agenda for meetings of the Academic Senate is sent by the President of the Board of Directors.

Meetings of the Academic Senate are attended by the General Manager, who has an advisory vote and performs the functions of Secretary to the Academic Senate.

When the items on the agenda are of paramount importance to students, the student representative on the Board of Directors is invited to the sitting of the Academic Senate.

The Academic Senate exercises all of the powers that are vested in it by the Higher Education Consolidation Act, these Statutes, the General University Regulations and all of the other general and special rules concerning university studies.

The Academic Senate operates on the basis of the aims and policies set by the Board of Directors.

In particular, the Academic Senate assesses the guidelines for the University's development that make up the strategic plan and also assesses whether the proposals submitted by departments, schools and department boards comply with that plan. The assessment is forwarded to the Executive Committee.

Moreover, within the framework of the general policy for the University's development, the Academic Senate:

- a) identifies the areas and facilities in which research projects must be undertaken as a matter of priority, setting the objectives to be attained and proposing the financial needs for each project
- b) submits proposals to the Executive Committee, through the Rector after having consulted with the department councils, on the tenured professorships and research positions to be filled in accordance with the strategic plan
- c) draws up teaching plans, proposing the financial needs for each plan
- d) submits proposals to the Executive Committee, after having consulted with the department councils, on the degree programs and courses to be taught in each academic year
- e) express opinions on proposals to award teaching contracts made by the department boards
- f) submits proposals to the Executive Committee, after having assessed the proposals made by the relevant department councils or schools, on the organization of advanced, specialized and research doctorate programs

Article 13

The Department Council consists of the tenured professors and researchers affiliated with that same department's degree programs.

The Department Council is chaired by the department dean, who convenes it in accordance with the procedures set out in article 14 hereof.

The department dean, whose term of office is three years, may arrange for a member of the Department Board to deputize for him or her in case of absence or impediment.

The department dean submits proposals to the Rector and the General Manager concerning the drawing up of the strategic plan.

Within the scope of the budget assigned to it and in accordance with the strategic plan, the Department Council:

- a) determines the department's general policy
- b) furnishes the Academic Senate with its opinion concerning the establishment of new degree programs and courses
- c) submits proposals, through the Rector, to the Academic Senate, concerning the vacant tenured professorships and research positions to be filled in accordance with the strategic plan
- d) on completion of the selection process governed by the General University Regulations, by favorable vote of an absolute majority of first-level professors as regards hiring first-level professors and of first-level and second-level professors as regards hiring second-level professors and researchers, adopts a reasoned resolution establishing a ranking order and proposes it to the Rector
- e) organizes teaching and coordinates research, checking that teaching and research commitments are honored and adopting the ensuing resolutions, taking into account the indications given by the vice reactors
- f) submits proposals to the Academic Senate concerning the organization of advanced courses, post graduate schools and research doctorate programs

The Department Board consists of the following individuals:

- a) the department dean, who chairs and convenes it in accordance with the procedures set out in article 14 hereof
- b) the degree course coordinators appointed by the department dean
- c) the deans of the schools, if any, belonging to the department
- d) the coordinator of the research doctorate program

Meetings of the Department Board are attended by the vice rectors, who have an advisory vote.

The Department Board:

- a) submits proposals to the Academic Senate concerning the awarding of teaching contracts

- b) approves study plans and adopts resolutions on student matters
- c) appoints an examining commission for the procedures associated with hiring tenured professors and fixed-term researchers

Article 14

Academic bodies are convened through a notice of call setting out the day, time and place of the meeting as well as the agenda therefor, sent by the president of the academic body or another individual deputizing for them at least five calendar days before the meeting save for shorter notice in cases of urgency.

The notice of call may be sent by e-mail or other suitable method.

The presence of at least half of the members in office of the academic body plus one is required to establish a quorum. In calculating the quorum those who have justified their absence in advance in writing are not taken into account.

A meeting will not be valid in any event if the president or the person appointed to deputize for them is not present and in any event if at least a quarter of the members with voting rights are not present.

Meetings may also be held by teleconference or videoconference. In that case the president (or in their absence the person deputizing for them) must check that a quorum has been established, personally and definitely identifying all those participating by teleconference or videoconference and checking that the audio-visual link enables the participants to follow the discussion and intervene in real time. The meeting is considered to be held in the place where both the president (or in their absence the person deputizing for them) and the secretary are contemporaneously.

Resolutions are adopted by majority vote of those present with voting rights except where the law in force, these Statutes or the regulations require a qualified majority. In the event of a tie the president (or in their absence the person deputizing for them) has the casting vote. Those who abstain are taken into account for the purposes of determining the quorum. Those who leave at the time of voting are not considered as having abstained but rather as being absent without justification.

Article 15

The schools organize postgraduate teaching mainly having regard to the needs of the labor market and the professions and organize externally-funded research programs on matters pertaining to their own activities.

The organization and operation of the schools are governed by their respective bylaws.

School deans submit proposals to the Rector and the General Manager relating to drawing up the strategic plan.

Within the limits of their respective budgets schools may submit proposals to the relevant department concerning the hiring of tenured professors and researchers, to be achieved possibly through co-financing.

For the purposes of these Statutes *Luiss Business School*, the *School of Government*, *Luiss School of European Political Economy* and *Luiss School of Law* are schools as are any other similar schools that will be established pursuant to subparagraph i) of article 7 hereof.

Article 16

The rules governing the legal status of tenured professors in State universities shall apply to the University's tenured professors as regards matters not specifically addressed herein.

The remuneration, retirement benefits and social security arrangements for tenured professors shall not be inferior to that enjoyed by tenured professors at State universities,

The Rector, vice rectors, department deans and school deans are entitled to remuneration for those offices, the amount of which is set by the Board of Directors.

Article 17

In addition to performing the functions envisaged by law and university regulations, the General Manager oversees the carrying out of all the University's administrative, organizational, human resources and economic activities within the limits of the powers granted to him or her by the Executive Committee, the President or the Executive Vice President.

Article 18

The University shall establish a university unit for the internal evaluation of teaching and research activities as well as student services.

The members of the Evaluation Unit are appointed by the Executive Committee after consulting with the Academic Senate.

The organization, functioning and prerogatives of the Evaluation Unit are set out in bylaws adopted in accordance with article 4 hereof

Article 19

The Board of Directors, on the proposal of the Academic Senate, appoints the Disciplinary Board consisting of five full-time tenured professors as regular members and three alternate members. The Disciplinary Board appoints one of its five regular members as the chairperson. The members hold office for three consecutive years and may be reappointed for one further term of office only.

The Disciplinary Board conducts investigations within the context of disciplinary proceedings brought against professors and researchers (without prejudice to any civil and/or criminal liability) and issues a final opinion on the matter.

The Disciplinary Board operates in accordance with the adversarial principle and the concept of *audi alteram partem*. Membership of the Disciplinary Board does not bring with it any entitlement to fees, remuneration, compensation or reimbursement of expenses.

Article 20

The promoter assists in providing the University with the real property that it requires to carry out university activities.

Should the University for any reason cease to exist or be deprived of its legal personality and independence, its net assets shall be devolved pro rata to the persons who assured its funding in the last five years or to an entity that those persons nominate. In that case full possession of the property referred to in the first paragraph of this article shall return to the promoter.

To ensure the upkeep of the University the promoter may supplement the University's annual income from fees and contributions, net yields from assets, various initiatives and endowments from others with an annual grant whose will amount be decided by ALUISS having regard to the effective needs of Luiss Guido Carli.

Taking into account its own financial situation, Luiss Guido Carli may contribute by agreement to the costs of managing the real property made available by the promoter.

Article 21

The University may be a member of companies or other private law associations for the conception, development, promotion and accomplishment of training and/or research or in any event activities that are instrumental to teaching or useful in attaining the University's institutional purposes.

The University may enter into agreements aimed at regulating how to participate in the activities of companies or other bodies subject to such being instrumental in the manner referred to in the preceding paragraph.

Membership pursuant to the first paragraph of this article is subject to a resolution of the Executive Committee adopted after consulting with the Academic Senate to the extent that it falls within the latter's remit. The Executive Committee shall periodically inform the Board of Directors thereof.

Article 22

These Statutes enter into force on the date of publication in the Official Gazette of the Italian Republic.