



REGULATIONS

on the transfer of Luiss University tenured professors and researchers to another scientific disciplinary field

(pursuant to Articles 3(2) and 3(3) of Ministerial Decree No 639 of 2 May 2024)

(further to a proposal adopted by the Academic Senate at its sitting on 20 July 2026
and approved by the Executive Committee at its meeting on 22 July 2026)

D.R. 10.9.2026 n. 346

recante modifica del Regolamento relativo al passaggio di settore scientifico-disciplinare dei professori di ruolo e Ricercatori della Luiss Guido Carli ai sensi dell'art. 3, commi 2 e 3, del D.M. n. 639 del 2 maggio 2024

IL RETTORE

- visto lo Statuto di Autonomia della Luiss Libera Università Internazionale degli Studi Sociali Guido Carli emanato con D.R. n. 122 del 27 giugno 2022;
- visto il Regolamento Generale di Ateneo della Luiss Libera Università Internazionale degli Studi Sociali Guido Carli;
- vista la Legge 30 dicembre 2010 n. 240;
- visto il D.M. 639 del 2 maggio 2024 recante la “determinazione dei gruppi scientifico-disciplinari e delle relative declaratorie, nonché la razionalizzazione e l'aggiornamento dei settori scientifico-disciplinari e la riconduzione di questi ultimi ai gruppi scientifico-disciplinari, ai sensi dell'art. 15, della legge 30 dicembre 2010 n. 240”;
- visto il D.R. n. 413 del 5 dicembre 2024 recante emanazione del Regolamento relativo al passaggio di settore scientifico-disciplinare dei professori di ruolo e Ricercatori della Luiss Guido Carli ai sensi dell'art. 3, commi 2 e 3, del D.M. n. 639 del 2 maggio 2024;
- vista la delibera del Comitato Esecutivo della Luiss Guido Carli nella seduta 22 luglio 2026 che, su proposta del Senato Accademico del 20 luglio 2026 ha approvato la modifica del Regolamento relativo al passaggio di settore scientifico-disciplinare dei professori di ruolo e Ricercatori della Luiss Guido Carli ai sensi dell'art. 3, commi 2 e 3, del D.M. n. 639 del 2 maggio 2024”;

DECRETA

ART. 1

è modificato il Regolamento relativo al passaggio di settore scientifico-disciplinare dei professori di ruolo e Ricercatori della Luiss Guido Carli ai sensi dell'art. 3, commi 2 e 3, del D.M. n. 639 del 2 maggio 2024, come da testo allegato al presente decreto, di cui costituisce parte integrante.

ART. 2

Il Regolamento di cui al presente Decreto Rettorale entra in vigore il giorno successivo a quello di emanazione.

Prof. Paolo Boccardelli



Article 1

Subject Matter

These Regulations govern the procedure for the transfer of tenured professors from one Scientific Disciplinary Sector (*settore scientifico-disciplinare*) to another, pursuant to Ministerial Decree No 639 of 2 May 2024. They apply to full and associate professors, with the exception of fixed-term full professors under Article 1(12) of Law No 230/2005 and professors under Article 6(11) of Law No 240/2010), as well as researchers under Article 24 of Law 240/2010 at Luiss University.

Article 2

Scope of Application

Transfer from one Scientific Disciplinary Field to another is permitted for first-level and second-level professors and for fixed-term researchers. The latter may request such a transfer "only where it falls within the Scientific and Disciplinary Group for which the position was originally advertised. However, no transfer shall be permitted where the call for applications explicitly required a profile defined by reference to a specific Scientific Disciplinary Sector" (CUN, 10 September 2014).

Article 3

Method of Submission of Applications

The application for a transfer to another Scientific Disciplinary Sector must indicate the new Scientific Disciplinary Sector to which the applicant seeks transfer and the Scientific and Disciplinary Group to which that sector belongs. The application must also be copied, for information purposes, to the applicant's Department and to the Academic Human Resources Office using the appropriate template made available on the faculty intranet.

The following documents must be attached to the application:

- curriculum vitae;
- list of qualifications and publications as at the date of the application.

Article 4

Assessment Criteria and Approval Procedures

The Rector shall provide preliminary approval of an application for a change of Scientific Disciplinary Sector, having verified, *inter alia*, its consistency with the objectives and resource planning set out in the University Strategic Plan. Should the Rector not grant preliminary approval, a formal statement of reasons shall be communicated to the applicant.

Where preliminary approval is granted, the Rector shall request the Department responsible for the target Scientific Disciplinary Sector to assess, by means of resolution adopted by the Department Council, the consistency of the applicant's academic and research profile with the requested Scientific Disciplinary Sector and its alignment with the Department's scientific needs. At the same time, the Rector shall request the relevant Schools to provide an opinion on any implications that the application may have for the organization and planning of the educational offer.

Based on the assessment provided by the Department and the opinions expressed by the Schools as referred to above, the Rector shall submit the request for a change of Scientific Disciplinary Sector to the Academic Senate and the Executive Committee.

Should the application for a change of Scientific Disciplinary Sector be rejected, the Rector shall formally notify the applicant, providing adequate reasons for the decision.

After consulting the Department Council and the Academic Senate, the Executive Committee shall decide on the application for a change of Scientific Disciplinary Sector and shall transmit the relevant documentation, through the administrative offices, to the National University Council (CUN) in order to obtain its opinion.

The CUN shall issue a mandatory but non-binding opinion within 45 days where the requested transfer concerns a Scientific Disciplinary Sector belonging to the same Scientific and Disciplinary Group as the applicant's current sector (pursuant to Article 3(2) of Ministerial Decree No. 639 of 2 May 2024).

Conversely, the CUN shall issue a mandatory and binding opinion within 60 days where the requested transfer concerns a Scientific Disciplinary Sector belonging to a different Scientific and Disciplinary Group from that of the applicant's current sector (pursuant to Article 3(3) of Ministerial Decree No. 639 of 2 May 2024).

Upon receipt of a favourable opinion from the CUN, the transfer shall be formalized by Rectoral Decree.

In the event of a negative non-binding opinion from the National University Council, the Rector shall forward the opinion to the Department responsible for the target Scientific Disciplinary Sector. The Department may either accept the negative opinion and communicate the outcome to the faculty member or resolve to approve the transfer notwithstanding the CUN's opinion, provided that it gives reasons for departing from that opinion. Upon receipt of the duly reasoned resolution, the Rector shall formalize the transfer by Rectoral Decree.

In the event of a negative binding opinion from the CUN, the Rector shall communicate the outcome to the faculty member, the Departments concerned, the relevant Schools, the Academic Senate, and the Executive Committee.

Article 5

Final Provisions

The transfer to the new Scientific Disciplinary Sector shall normally take effect on 1 September or 1 February following receipt of clearance from the National University Council, taking into account the academic, teaching and organisational implications of the change, unless duly justified reasons require otherwise.

These Regulations shall enter into force on the day following the date of the Rectoral Decree by which they are adopted.

LUISS



To the Rector

To the Head of the Department of

To the Faculty Administration Office

I, the undersigned _____

- ☐ Full Professor
- ☐ Associate Professor
- ☐ Fixed-Term Researcher

in service at the Department of _____

in the scientific disciplinary sector (SSD) _____

and in the scientific and disciplinary group (GSD) _____

(please indicate both the acronym and the name of the scientific disciplinary field and the scientific and disciplinary group)

REQUEST

in accordance with the laws and regulations in force, a transfer to the _____ scientific disciplinary sector

and the simultaneous transfer to the _____ scientific and disciplinary group, which,

pursuant to Ministerial Decree No 639 of 2 May 2024, includes the aforementioned scientific disciplinary field, for the following reasons.

I attach:

- my curriculum vitae;
- a list of titles and publications as at the date of this application.

Rome,

Respectfully yours
