



Università
Ca' Foscari
Venezia

UNIVERSITY REGULATIONS GOVERNING THE APPOINTMENT OF RESEARCH CONTRACTS PURSUANT TO ART. 22 OF LAW 240/2010

Contents

TITLE I – PURPOSES AND IMPLEMENTATION	3
Art. 1 - Definitions.....	3
Art. 2 - Nature of the contract.....	3
Art. 3 - Duration of the contract	3
Art. 4 - Remuneration.....	4
TITLE II – SELECTION	4
Art. 5 - Activation procedure	4
Art. 6 - Call.....	4
Art. 7- Admission requirements.....	5
Art. 8 - Evaluation criteria	5
Art. 9 - Selection Committee.....	6
Art. 10 - Selection procedure.....	6
Art. 11 - Verification of the regularity of the documents	7
Art. 12 - Candidates who received a positive evaluation.....	7
Art. 13 - Awarding of research contracts based on selection procedures conducted by other bodies	7
TITLE III - CONTRACT	8
Art. 14 - Contract and activities of the research contract holder	8
Art. 15 - Extension of the research contract	8
Art. 16 - Renewal of the research contract	9
Art. 17 - Terms governing the employment relationship	9
Art. 18 - Incompatibilities, concurrent employment and appointments	9
Art. 19 - Intellectual property	10
Art. 20 - Termination of contract.....	10
TITLE IV – TRANSITIONAL AND FINAL PROVISIONS	10
Art. 21 - Transitional and final provisions.....	10
Annex 1 – Evaluation and scoring grid for contracts based on the candidate’s project proposal	11
Annex 2 – Evaluation and scoring grid for contracts linked to specific research projects	12

TITLE I – PURPOSES AND IMPLEMENTATION

Art. 1 - Definitions

For the purposes of this Regulation, the following terms apply:

- **University:** Ca' Foscari University of Venice;
- **Structure:** the Departments, Areas, and University Centres of Ca' Foscari University of Venice;
- **Scientific Coordinator:** the academic staff member responsible for the research project;
- **University teaching staff:** professors, researchers with permanent positions, and fixed-term researchers;
- **Experts in the field:** individuals who are specialists or scholars not belonging to the university teaching and research staff, who have acquired documented experience and expertise in a specific discipline;
- **Research contract:** a two-year fixed-term employment contract under a subordinate employment relationship, concluded in accordance with Article 22 of Law 240/2010.

Art. 2 - Nature of the contract

1. This Regulation is issued in implementation of Article 22 of Law No. 240/2010, as amended by Law No. 79 of 5 June 2025, and in compliance with the European Charter for Researchers and the Code of Ethics and Conduct of Ca' Foscari University of Venice. It governs the criteria and procedures for the recruitment of individuals appointed to fixed-term research contracts.
2. The employment relationship established between the University and a research contract holder is a fixed-term employment contract.
3. Research contracts may be concluded by the University, through its Structures, exclusively for the implementation of specific research projects. They may be funded, in whole or in part, by third parties—public or private—on the basis of specific agreements or conventions, or through budgetary funds.
4. The total expenditure incurred using internal funds for the award of the contracts referred to in this Regulation may not exceed the average expenditure incurred over the past three years for the allocation of research fellowships, as recorded in the approved budgets.

Art. 3 - Duration of the contract

1. Research contracts have a duration of two years and can only be renewed once, for a further two years.
2. In the case of national, European or international research projects, research contracts shall have a duration of two years and may, from the outset, be extended for up to one additional year, in line with specific requirements related to the objectives and nature of the project.
3. The total duration of research contracts, including those concluded with different institutions, may in no circumstances exceed five years. For the purposes of calculating the total duration, periods of leave taken for maternity, paternity or health reasons, in accordance with the applicable legislation, shall not be taken into account.
4. The total duration of employment relationships established with holders of the positions referred to in Articles 22, 22-bis and 22-ter, and with contract holders under Article 24 (Tenure-Track Researcher) of Law 240/2010 — including those with different universities, whether state, non-state or online universities; with institutions of higher education in the arts, music and dance; with institutions whose advanced training diploma has been recognised as equivalent to the PhD under Article 74(4) of Presidential Decree No. 382 of 11 July 1980; and with public research bodies — may in no case exceed eleven years, even if non-continuous. Periods of leave taken for maternity, paternity or health reasons under the applicable legislation shall not be counted for the purposes of calculating the duration of these employment relationships.

Art. 4 - Remuneration

1. Holders of research contracts shall be entitled, for the duration of the employment relationship, to an all-inclusive annual gross remuneration pursuant to Article 22 of Law 240/2010. The remuneration is determined ex ante based on the complexity of the research project, the level of commitment required and the competencies demanded, within a range between the initial remuneration due to a confirmed researcher on a part-time basis and the initial remuneration due to a confirmed researcher on a full-time basis.
2. Research contracts concluded with recipients of highly qualified research programmes, which provide for a remuneration higher than the initial remuneration due to a confirmed full-time researcher, may set a correspondingly higher remuneration, in accordance with Article 15(2) of the Regulation on the Incentivisation of Academic, Research, Technical-Administrative Staff and CEL Staff.

TITLE II – SELECTION

Art. 5 - Activation procedure

1. The activation of the research contract shall be proposed by the Director of the Structure or by the Scientific Coordinator of the research project, where provided for, and approved by the Board of the Structure.
2. In the resolution authorising the activation, the Structure must specify:
 - a) the number of contracts;
 - b) the financial coverage of the contract and the funds on which all costs of the contract, including employer contributions, shall be charged;
 - c) the research project and the specific duties that the contract holder shall be required to carry out or, alternatively, the relevant field within which candidates shall develop and submit their own project proposal;
 - d) the main location where the activities shall be carried out;
 - e) the maximum number of publications that each candidate may submit (including the doctoral thesis);
 - f) the Scientific Coordinator of the research project¹;
 - g) the Academic recruitment field;
 - h) the Academic discipline or disciplines that are part of that Academic recruitment field;
 - i) the selection methods and criteria, in accordance with point (c) above and with Annexes 1 and 2;
 - j) any foreign language for which adequate proficiency shall be assessed through an oral test;
 - k) for foreign candidates, the verification of their knowledge of Italian (if applicable);
 - l) the selection criteria to be applied in the event of a tie;
 - m) the contract amount, inclusive of the employer's contributions, as determined pursuant to Article 4 above.

Art. 6 - Call

1. The Director of the Structure where the research activity will be carried out shall issue the selection notice. In addition to the elements listed in Article 5, the notice must specify:
 - the deadline for submitting applications (it must be at least 15 days away);
 - the procedures for submitting applications;
 - the date when the results of the evaluation of the elements referred to in points (a) (if applicable), (b), and (c) of Article 8 (2) will be communicated, as well as the date, time, and place (in person or online) of the oral examination. Alternatively, the date of the oral examination may be announced at the same time as the list of candidates admitted to the examination, provided that adequate notice is given (at least seven days).

¹ The scientific coordinator may also be another research contract-holder, but only if they are the P.I. of the research project covered by the call.

– the specific duties, the reference to the rights and obligations related to the position, and the remuneration and social security arrangements.

1. The selection notice shall be published on the official University Bulletin Board, on the University's website, and on the websites of the Ministry of University and Research and of the European Union.
2. Applications can be submitted from the day after the notice is published on the official University Bulletin Board.

Art. 7- Admission requirements

1. The selection is open to Italian or foreign candidates who, by the deadline for submitting applications, hold a PhD or a foreign qualification deemed equivalent by the Selection Committee solely for the purpose of awarding the contract. For the relevant fields, applicants must hold a medical specialisation qualification.
2. Applicants enrolled in the final year of a PhD programme or in the final year of a medical specialisation programme may also participate in the selection procedures, provided that the award of the qualification is expected within six months of the date of publication of the selection notice in the University's Official Bulletin Board.
3. The following individuals cannot apply:
 - a) permanent staff employed by universities, public research bodies and institutions whose advanced training diploma has been recognised as equivalent to a PhD under Article 74(4) of Presidential Decree No. 382 of 11 July 1980;
 - b) persons who have held fixed-term researcher positions pursuant to Article 24 of Law 240/2010;²
 - c) persons who have a relationship of kinship or affinity up to and including the fourth degree with a professor belonging to the Department proposing the activation of the contract, or with the Rector, the Director General or a member of the Board of Governors.
4. Candidates are admitted to the selection subject to verification of requirements. The Structure may, at any time, by reasoned decree of the Director, exclude a candidate from the selection process if the required eligibility criteria are not met.

Art. 8 - Evaluation criteria

1. The selection process is conducted through a comparative evaluation of the candidates.
2. The evaluation of candidates will consider
 - a) the innovativeness, consistency and quality of any project proposal submitted, with reference to the research area covered by the selection (only in cases where the call requires candidates to submit their own research proposal);
 - b) the academic and professional curriculum, including overall academic output and research activities conducted with public or private institutions, to be evaluated with particular reference to their relevance to the content of the research project,
 - c) academic publications and other documentable research outputs, especially those relevant to the content of the research project
 - d) an oral examination aimed at verifying the candidate's aptitude for research and knowledge of a foreign language if relevant to the call.
3. The Selection Committee has 100 points at its disposal, to be allocated across the elements referred

² As of the date of approval of this Regulation, this shall be understood as referring solely to fixed-term tenure-track researcher pursuant to Article 24 of Law 240/2010 as amended by Law 79/2022 (RTT).

to in the previous paragraph in accordance with the provisions of Annexes 1 and 2.

Art. 9 - Selection Committee

1. The Selection Committee comprises three members selected from professors and researchers with relevant expertise in the disciplines covered by the call. They may be internal or external to the University, and must hold an equivalent position if from abroad. The composition of the Committee shall respect the principle of gender balance, whenever possible. The Committee may be supplemented, if needed, by additional external members with specific expertise in the research topic indicated in the call.
2. The Selection Committee shall be appointed by decree of the Director of the Structure and published on the University's Official Notice Board and on the University's web page dedicated to calls;
3. The Committee operates in accordance with the rules on incompatibility and conflict of interest, as well as with the provisions of the University's Code of Ethics and Conduct. Committee members are required to declare that they have no incompatibility or conflict of interest with the candidates.
4. The following individuals may in no case serve on the Selection Committee:
 - those who have been convicted, even if the sentence is not final, of any of the offences referred to in Chapter I, Title II, Book Two of the Criminal Code;
 - professors or researchers who, in the academic year preceding the date of the decree appointing the Committee, received a negative performance evaluation pursuant to Article 6(7), second sentence, of Law No. 240 of 30 December 2010.
5. The Committee must complete its work within 90 days of the appointment decree, unless otherwise specified therein. The deadline may be extended in the event of duly justified and exceptional circumstances reported by the Chair of the Committee. If the work is not completed within the extended period, the Director shall, by reasoned decree, initiate procedures to replace the Committee or those members responsible for the delay, in accordance with paragraph 1, while also setting a new deadline for the completion of the work.
6. The Committee shall carry out its work with the participation of all its members, make its decisions by absolute majority, and may use online tools for joint work at any stage of the process.
7. Members of the Selection Committee shall not receive any remuneration.

Art. 10 - Selection procedure

1. The Selection Committee shall elect from among its members a Chair and a Secretary, and shall establish in advance the criteria for assessing the elements set out in Article 8 of this Regulation. The criteria adopted and the content of the oral examination shall be published on the University's Official Notice Board and on the University's web page dedicated to the call.
2. Only after the criteria have been established may the Committee review the applications. Once it has confirmed that there are no grounds for incompatibility or conflict of interest for any of its members, it shall proceed with the comparative evaluation of the candidates.
3. The Committee shall assign scores to the elements referred to in points (a) (if applicable), (b) and (c) of Article 8(2), using the evaluation forms attached (Annexes 1 and 2). For the assessment referred to under point (c), the Committee shall consider publications or texts accepted for publication in accordance with current regulations, as well as essays included in collective works and articles published in print or digital journals, excluding internal notes and departmental reports that lack an ISSN or ISBN code. Other documented research outputs recognised as assessable products in the most recent ANVUR research quality evaluation available at the time of publication of the call may also be considered.
4. The results of the evaluation, indicating the candidates who have achieved the threshold score set out in Annex 1 or Annex 2 and are therefore admitted to the oral examination, shall be published on the University's web page dedicated to the call, together with the date, time, and format of the oral examination, if these were not already specified in the call. In this case, notification must be given at least seven days in advance.
5. All admitted candidates may attend the examinations. The oral examination is deemed passed if the candidate achieves the threshold score indicated in Annex 1 or Annex 2.

6. The Committee shall rank candidates with a final score above the minimum threshold of 70/100 on a merit list and shall declare as the successful candidate the one who is comparatively better.
7. In the event of a tie, precedence will be determined according to the criteria set out in the call.
8. The Committee may use online tools that facilitate collegial participation. Members must always have secure and direct access to all documentation related to the selection process. Oral examinations can be held either in person or online, and the chosen format, as decided by the Committee, must be consistent for all candidates. However, in exceptional and duly justified cases of force majeure, the Committee may, in advance and with proper documentation in the minutes, approve online participation for candidates unable to attend in person. If the Committee decides to hold the oral examinations in person, one or more of its members may participate remotely, provided that their identity, simultaneous participation, and the proper conduct of the examination are ensured. In cases where the oral examination is conducted online, the candidate's identity must in all cases be reliably verified.

Art. 11 - Verification of the regularity of the documents

1. The documents prepared by the Selection Committee shall include the meeting minutes, along with the evaluation forms referenced in Annexes 1 and 2 of this Regulation. These documents shall be sent to the Director of the Structure by the Chair or the Secretary of the Committee within seven days after the Committee's work concludes, for review and approval.
2. The Director's decree approving the documents shall be published on the University's Official Notice Board and on the webpage dedicated to the selection process.

Art. 12 - Candidates who received a positive evaluation

1. Within six months of approving the selection documents, if the successful candidate resigns or if new recruitment needs arise within the same research area, the Board of the Structure that requested the call may decide to activate additional research contracts with one or more candidates who were positively evaluated in the same selection process.
2. In the cases referred to in paragraph 1 of this Article, candidates shall be selected in descending order of their final score.

Art. 13 - Awarding of research contracts based on selection procedures conducted by other bodies

1. The Board of the Structure can award a research contract to candidates who have won selection procedures launched by Ministries, European Union bodies, or other international, national, or regional institutions that are well established within the academic community for funding research and innovation projects. Such procedures must be based on public competitive calls ensuring publicity and transparency, in accordance with the rules established by the funding body that issued the call, and shall be financed through the funds of the relevant research project.
2. The organisational arrangements adopted for carrying out the research activities must ensure that the individuals referred to in paragraph 1 of this Article are granted the scientific autonomy and financial management independence required by the funding bodies.
3. High-level research programmes financed by the European Union, by Italian or foreign public or private bodies, and by the Ministry include, for example: Marie Skłodowska-Curie Actions – Individual Fellowships, ERC, FIS, and other competitive programmes.
4. Similarly, this procedure may be used to award research contracts to candidates whose projects were positively evaluated but not funded, that is, those deemed eligible or recipients of a 'Seal of Excellence' or equivalent.

TITLE III - CONTRACT

Art. 14 - Contract and activities of the research contract holder

1. The recruitment of the research contract holder is done through the signing of a fixed-term employment contract. The contract must be drafted in writing and signed by the Director of the Structure and the contract holder.
2. The contract holder may finalise the contract only after obtaining the PhD or medical specialisation qualification. Should the doctoral candidate or medical specialist-in-training fail to obtain the qualification within six months of the date of publication of the call for applications, they shall forfeit the right to the award of the research contract and their position in the ranking list.
3. The employment contract must be signed by the deadline indicated in the letter of appointment, which is normally no less than 10 days. Failure by the selected candidate to sign the contract within the prescribed period will be regarded as a withdrawal from the appointment and will lead to the candidate's removal from the ranking, unless the Director of the Structure grants an extension of the signing deadline based on a duly justified request from the candidate
4. The contract must include:
 - a) the type of contract;
 - b) the research project the relevant Academic recruitment field and Academic discipline, and the place where the work will mostly be carried out;
 - c) the obligation to submit technical-scientific reports to the relevant Structure at the conclusion of the research and, in any case, at the end of each year for multi-year contracts, under penalty of contract termination for non-compliance;
 - d) the duration of the position, i.e. start and end dates;
 - e) Length of the probationary period. During the probationary period, both parties may terminate the employment at any time without notice or severance pay, effective immediately once the other party receives the communication. The probationary period cannot be renewed or extended upon expiry. The assessment of the work carried out during the probationary period shall be conducted by the Director of the Structure or, where applicable, by the Scientific Coordinator of the research project;
 - f) the total remuneration;
 - g) grounds for termination of the contract;
 - h) the name of the Scientific Coordinator of the research project, if required³.
 - i) the commitment to comply with the University's Code of Ethics and Conduct.
5. The contract holder is required to personally carry out the research activities specified in the contract.
6. The contract holder's working arrangements shall be organised according to the operational and functional needs of the research project. The Scientific Coordinator may determine specific working arrangements.
7. A timesheet system could be required to record the actual hours spent on research activities.
8. The expiry of the contract shall entail, for all purposes, the termination of the employment relationship. The research contract does not give rise to any right of access to permanent positions.

Art. 15 - Extension of the research contract

In the case of national, European or international research projects, where the duration has not already been extended at the time of concluding the contract, the Structure that awarded the research contract may, subject

³ The scientific coordinator may also be another research contract-holder, but only if they are the P.I. of the research project covered by the call.

to verification of financial availability, resolve to extend the duration of the contract for up to one additional year, in line with the specific requirements related to the objectives and nature of the project. The extension shall be proposed by the Director of the Structure or by the Scientific Coordinator of the research project, where provided for, with the consent of the person concerned.

Any extension must comply with the maximum overall duration of five years established under Article 22 of Law 240/2010.

The extension shall be signed by the Director of Department and by the contract holder.

Art. 16 - Renewal of the research contract

1. Research contracts may be renewed once only for a further two years, where required for the purposes of the research project.
2. Any renewal must comply with the maximum overall duration of five years established under Article 22 of Law 240/2010.
3. The request for renewal of the contract shall be approved by the Board of the Structure, subject to verification of financial availability.
The renewal shall be signed by the Director of Department and by the contract holder.

Art. 17 - Terms governing the employment relationship

1. The employment relationship is governed by Article 22 of Law 240/2010, by this Regulation, and by the individual employment contract. With regard to social security and insurance coverage, the provisions applicable to employment income shall apply.
2. Research contract holders are entitled, throughout the entire duration of their employment, to a comprehensive annual gross salary determined by the level of commitment and skills required, as specified in the selection notice. The annual gross remuneration shall not be subject to indexation or adjustment.
3. The University shall also provide insurance coverage for occupational accidents and diseases, as well as third-party liability insurance.
4. Leave, unpaid leave, illness, and maternity shall be governed by the provisions of Law No. 300/1970, Legislative Decree No. 151/2001, and the specific regulations applicable to employees.
5. Disciplinary matters shall be governed by Article 7 of Law No. 300/1970. Disciplinary proceedings and sanctions fall under the responsibility of the Rector or their delegate.
6. The contract holder shall undergo the medical examinations required under Legislative Decree No. 81/2008, at the University's expense, and shall comply with the legislation on workplace health and safety.

Art. 18 - Incompatibilities, concurrent employment and appointments

1. The research contract is not compatible with:
 - a) scholarships or research grants awarded for any reason by national or foreign institutions, except those exclusively intended to support international mobility for research purposes;
 - b) enrolment in degree programmes, specialist or Master's degree programmes, PhD programmes or medical specialisation programmes, in Italy or abroad, without prejudice to the provisions of Article 22(4) of Law No. 240/2010;
 - c) holding research fellowships (assegni di ricerca), including those awarded by other universities or public research bodies;
 - d) other employment relationships, including part-time or fixed-term positions, with public or private entities;

e) holding positions under Articles 22, 22-bis and 22-ter, or the contracts referred to in Article 24 (Tenure-Track Researcher) of Law 240/2010;

f) the exercise of freelance or self-employed activities carried out under a VAT registration;

g) engaging in any other activities prohibited by law or other regulatory sources, or which may conflict with the University's institutional duties.

2. Without prejudice to the incompatibilities mentioned in previous paragraphs, activities outside the institution⁴ can be authorised by the Board of the Structure, based on a reasoned opinion from the Scientific Coordinator or the Director of the Structure, provided that such activities do not create conflicts of interest with the Structure's operations and do not hinder the proper conduct of research.
3. A research contract holder who is employed by a public administration must be placed on unpaid leave by their home administration for the entire duration of the contract, starting from the date on which their activities commence.
4. For any matters not covered by this Article, reference shall be made to Article 53 of Legislative Decree No. 165/2001, where applicable.

Art. 19 - Intellectual property

1. Any invention that can be patented and is produced by the research contract holder while performing their duties shall be governed by the applicable legislation, the specific University Regulations, and the provisions of the individual employment contract.

Art. 20 - Termination of contract

1. The contract may be terminated in accordance with current legislation, including in cases of serious and material breach by the research contract holder, as outlined in Articles 1453 et seq. of the Civil Code. Such situations must be promptly reported to and properly justified before the Director of the Department.
2. The employment relationship terminates upon the expiry of the contract or through withdrawal by either party.
3. During the probationary period referred to in Article 14 above, either party may withdraw from the contract at any time, without notice or compensation in lieu of notice. Withdrawal shall take effect from the moment the other party receives the communication.
4. After the probationary period and until the contract's expiry, withdrawal may still occur if a cause arises which, in accordance with Article 2119 of the Civil Code, makes it impossible to continue, even temporarily, the contract.
5. If the research project is found—based on monitoring reports—not to have been carried out for reasons attributable to the research contract holder, the Structure that awarded the contract may propose its forfeiture.
6. Failure by the contract holder to comply with their obligations and duties shall constitute just cause for termination.
7. If the contract holder withdraws, at least thirty days' notice must be given. Without such notice, the University has the right to deduct an amount equivalent to the salary for the period of notice not provided.
8. The annulment of the recruitment procedure constitutes grounds for termination of the contract without notice.

TITLE IV – TRANSITIONAL AND FINAL PROVISIONS

Art. 21 - Transitional and final provisions

1. For the areas of Central Administration, the functions assigned to the Board of the Structure shall be performed by the General Director, and those assigned to the Director of the Structure shall be performed by the Head of the relevant Area.
2. Publications on the University's Official Bulletin Board, made pursuant to this Regulation, shall constitute

⁴ Such as, for example, assignments as "professore a contratto" pursuant to Art. 23 of Law 240/2010 at Ca' Foscari University of Venice and other universities.

official notification for all legal purposes.

3. The costs associated with the selection procedures outlined in this Regulation shall be borne by the Structure that proposed the selection.
4. The use of the masculine gender to refer to the recipients of this Regulation [in the original Italian text] shall be understood as applying to all genders and is adopted solely for reasons of textual simplicity.

Annex 1 – Evaluation and scoring grid for contracts based on the candidate’s project proposal

Elements comprising the evaluation	Score
a) Innovation, consistency and quality of the research project proposed by the candidate within the research area covered by the selection.	From 0 to 30
b) Academic and professional curriculum, including overall research output and research activities carried out at public and private institutions, to be assessed with particular regard to their relevance to the contents of the research project, as well as to any collaboration in teaching and third mission activities (where applicable). c) Scientific publications and other documentable research outputs, with particular regard to their relevance to the contents of the research project, as well as to any collaboration in teaching and third mission activities (where applicable).	From 0 to 50
d) Oral interview to assess the candidate’s aptitude for research, as well as for collaboration in teaching and third mission activities (where applicable), and to verify any foreign language skills required by the call.	From 0 to 20
Total available score	100
MINIMUM THRESHOLDS	
<i>Minimum score required for admission to the oral examination</i>	56
<i>Minimum score required to pass the oral examination</i>	14
<i>Overall eligibility threshold</i>	70

Annex 2 – Evaluation and scoring grid for contracts linked to specific research projects

Elements comprising the evaluation	Score
<p>b) Academic and professional curriculum, including overall research output and research activities carried out at public and private institutions, to be assessed with particular regard to their relevance to the contents of the research project;</p> <p>c) Academic publications and other documentable research outputs, with particular regard to their relevance to the contents of the research project;</p>	From 0 to 60
<p>d) Oral interview to assess the candidate's aptitude for research and to verify any foreign language skills required by the call.</p>	From 0 to 40
<p>Total available score</p>	100
<p>MINIMUM THRESHOLDS</p>	
<p><i>Minimum score required for admission to the oral examination</i></p>	42
<p><i>Minimum score required to pass the oral examination</i></p>	28
<p><i>Overall eligibility threshold</i></p>	70