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**SELECTION PROCEDURE TO COVER 9 POSITIONS FOR ASSOCIATE PROFESSOR, in accordance with art. 18, paragraph 1 of the Italian law 240/2010 AT POLITECNICO DI TORINO**

*Decree n. 319 of July, 14<sup>th</sup> 2015*

**THE RECTOR**

- Considered the Italian law May-9 1989, n. 168;
- Considered the Italian law-August 7 1990, n. 241 concerning the new rules related to the access to the Italian administrative documents and subsequent changes;
- Considered the Italian law February 5 1992, n. 104;
- Considered the Italian decree February 7 1994 n. 174
- Considered the Italian Decree of June 30 2003, n. 196 and subsequent changes and integrations;
- Considered the Italian decree 445 of December 28 2000 "Testo unico delle disposizioni legislative e regolamentari in materia di documentazione amministrativa" (Document concerning the administrative documents rules), published on the Gazzetta Ufficiale (Italian Official Gazette) n. 42 del 20/02/2001 e successive modificazioni ed integrazioni;
- Considered the article 65 of the Italian Decree of March 7 2005, n. 82;
- Considered the Italian Decree of April 11 2006, n. 198 "Codice delle pari opportunità tra uomo e donna" (Code on the equal opportunities between male and female individuals), in accordance with article 6 of the Italian Law of November 28 2005 n. 246", and subsequent changes;
- Considered the Italian Law December 30 2010 n. 240, and in particular the article 18 paragraph 1;
- Considered the Italian decree May 2 2011, n. 236 related to the definition of the correspondence tables between the Italian academic positions and the foreign academic positions in accordance with article 18, paragraph 1, letter b) of the Italian Law 240/2010;
- Considered the Statute of Politecnico di Torino, issued with Rector's decree n. 418 of November 29 2011 entered into force from December 6 2011;
- Considered the Italian decree 29/07/2011 n. 336 which defines the Academic discipline (formally named "Settore Scientifico Disciplinare"), grouped in macro-sectors, modified by the Italian Ministerial Decree of June 12 2012 n. 159;
- Considered the Regolamento Generale d'Ateneo del Politecnico di Torino (General Regulation of the University), issued with the Rector's decree n. 134 of June 7 2012 entered into force from June 11 2012;
- Considered the Italian decree of February 9 2012 n. 5 converted with subsequent changes with the Italian Law of April 4 2012, n. 35;
- Considered the "Regolamento di Ateneo per la disciplina della chiamata di professori di prima e seconda fascia" (Rules concerning the call of Permanent and Associate Professors) in accordance with article 18 of the Italian Law n. 240/2010" issued by the Rector's decree. n. 177 of July 31 2012, and modified by the Rector's decree n. 277 of July 25 2013.
- Considered the Italian Decree of March 29 2012, n. 49
- Considered the Italian law of November 6th 2011 n. 190
- Considered the Italian Ministerial decree of December 18th 2014 n. 907 – punti organico 2014- Ministerial resources 2014;
- Considered the Ministerial Circular n. 1555 of February 10 2015 – concerning the Human Resources planning and Recruitment-year 2015" Programmazione e Reclutamento di personale anno 2015";
- Considered the Ministerial Circular n. 4612 of April 17th 2015 – Punti Organico e Programmazione assunzioni 2015-Ministerial Resources and Employment Planning;
- Considered the resolutions of the Board of Governors of May 30<sup>th</sup> 2014, June 26<sup>th</sup> 2014 and July 23 2014;



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- Considered the resolution of the Board of Governors of March 31st 2015, where the Board has previously expressed its opinion on the five year-human resources planning (2014 – 2018); in line with the resolutions approved previously,
- Considered the Rector's letter of June 23rd 2015 reporting the details on the assigned positions of the resource allocations to the departments, on the implementation status of the five year-human resources planning (2014 – 2018) and the actions to be implemented required by the Departments concerning the publication of calls related to the 2015 selection procedures;
- Considered the resolution of the organs of the department engaged;
- Considered the resolution of the Board of Governors of July 19 2013 and subsequent resolutions, where the professors selected according to the procedures included in the Italian Law 240/10 are required to develop teaching activities both in the Scientific Academic field (formally named in Italian "Settore Concorsuale") concerned by this notice of competition, as well as in disciplines not included in the concerned Academic discipline (formally named "Settore Scientifico Disciplinare", for which it emerges the competence of the candidate, after an objective analysis of the Curriculum Vitae;
- Considered that the positions assigned to the Departments are included in the staff of our University covered by university funds, in accordance with the expenditure limits included in article 51, paragraph 4, of the Italian Law 449/97;
- Considered that these new positions are assigned on the basis of the above mentioned Human resources planning and in accordance with the Italian law in force;
- Considered the decision to make a broad and strict selection, focused on merit criteria, in accordance with the available resources;

## **DECREES**

### **Art. 1 Selection procedure**

Selection procedures are held to cover the positions of *Permanent professor* in the following Departments and Academic field (formally named in Italian "Settore Concorsuale"):

#### **Place of work: Department of Architecture and Design (DAD)**

<b>Academic field</b>	<b>Academic discipline</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>08/C1</b> Design and technological planning of architecture	<b>ICAR/13</b> Design	01/15/P/A	<b>1</b>

#### **Place of work: Department of Environment, Land and Infrastructure Engineering (DIATI)**

<b>Academic field</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>08/A4</b> Geomatics	02/15/P/A	<b>1</b>

#### **Place of work: Department of Management and Production Engineering (DIGEP)**

<b>Academic field</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>09/A3</b> Industrial design, machine construction and metallurgy	03/15/P/A	<b>1</b>



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<b>Academic field</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>09/B1</b> <i>Manufacturing technology and systems</i>	04/15/P/A	<b>1</b>

**Place of work: Department of Mechanical and Aerospace Engineering (DIMEAS)**

<b>Academic field</b>	<b>Academic discipline</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>09/A3</b> Industrial design, machine construction and metallurgy	<b>ING-IND/14</b> Mechanical design and machine construction	05/15/P/A	<b>1</b>

**Place of work: Department of Structural, Geotechnical and Building Engineering (DISEG)**

<b>Academic field</b>	<b>Academic discipline</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>08/C1</b> Design and technological planning of architecture	<b>ICAR/10</b> Building design <b>ICAR/11</b> Building production	06/15/P/A	<b>1</b>

**Place of work: Interuniversity Department of Regional and Urban Studies and Planning (DIST)**

<b>Academic field</b>	<b>Academic discipline</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>08/A3</b> Infrastructural and transportation engineering, real estate appraisal and investment valuation	<b>ICAR/22</b> Real estate appraisal	07/15/P/A	<b>1</b>

<b>Academic field</b>	<b>Academic discipline</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>08/F1</b> Urban and landscape planning and design	<b>ICAR/20</b> Urban and regional planning	08/15/P/A	<b>1</b>

**Place of work: Department of Applied Science and Technology (DISAT)**

<b>Academic field</b>	<b>Internal code:</b>	<b>Number of positions</b>
<b>02/A2</b> <i>Theoretical physics of fundamental interactions</i>	09/15/P/A	<b>1</b>

## **Art. n. 2**

### **Description of the contents of the concerned Academic field and of the Academic discipline**

As for the description of the contents of the concerned Academic field (formally named in Italian "Settore Concorsuale") and of the Academic discipline (formally named in Italian "Settore Scientifico Disciplinare, please refer to the Italian Ministry Decree n. 159 of June 12 2012 - <http://attiministeriali.miur.it/anno-2012/giugno/dm-12062012.aspx> - published in the ordinary supplement of the Italian *Gazzetta Ufficiale* (Official National Gazette) n. 137 of June 14 2012 - *Serie Generale*.



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**Art. 3  
Admission requirements**

**Only** the applicants meeting the following requirements are eligible to participate in the selection:

- a) Scholars who hold the Italian scientific qualification in accordance with the article n.16 of the Italian law. 240/2010 for the Field or for one of the Fields included in the same macro-sector, related to the level and the functions covered by the procedure, or for the functions as Permanent professor provided that they must not hold such functions;
- b) Applicants who, in accordance with the Italian law n. 210/1998, obtained the required qualification for the corresponding level for which the notice of competition is published, which is limited to the period of its duration.
- c) Professors who, on the date from which the Italian law n. 240/2010 is put into effect, were already in service in other Universities, with a level which corresponds to the level for which the notice of competition is published.
- d) Scholars who are permanently developing research or teaching activities at university level abroad, in an position which is equal compared to the position which is object of the notice of competition; such positions are included in "Correspondence tables", updated each three years, defined by the Ministry of Education and Research by the Decree n. 236 of May 2 2011.

The applicants who will not meet the above mentioned requirements will be excluded from the selection procedure.

The applicants who cannot be eligible to the participate in the selection are:

- Those who are excluded from civil and political rights (for Italian applicants in Italy, for foreign applicants, in their own country).
- Those who have been destituted or relieved from their role in a Public Administration office or those who have been declared destituted from another Public Administration office in accordance to the Italian law article n. 127, letter d), of the law "Testo unico" approved by a decree of the President of the Italian Republic of January 10 1957, n. 3, or those who have been dismissed from their post in a Public Administration office in the two years with or without notice before the application deadline;
- Those applicants who have a kinship or affinity degree, included the fourth degree, with a Professor belonging to the Department which proposes the name of the professor or with the Rector, General Director or a member of the Board of Governors of the Politecnico di Torino; if this case occurs after the procedure deadline, these applicants must communicate it and at the same time withdraw from the selection officially.

Applicants commit themselves in developing their own teaching activity, in the Field concerned by this notice of competition, as well as in disciplines not included in the concerned Field, for which it emerges the competence of the applicant, after an objective analysis of the Cv.

In order to be eligible in the selection the above mentioned requirements and the commitments taken on by the applicants must be possessed within the deadline of submission the of the application.

This Institution guarantees equality and equal opportunities in accessing job posts and job treatment between male and female participants.



**Art. 4**

**Application for the selection procedure**

**The applications must be submitted by Wednesday September 9 2015 3.pm (Italian hour), by only using the online procedure available through the following website [www.swas.polito.it/services/valdo/](http://www.swas.polito.it/services/valdo/), otherwise they will be excluded from the selection.**

**The participation application must include:**

- **The admission application** which has to be filled in in all its parts, according to the details included in the online procedure. In particular it must include:
  - Complete personal data of the candidate;
  - The Department, the Academic field, the Academic discipline, where it is specified, the code of the selection in which the candidate intends to participate.
  - The domicile post address and the e-mail address of the candidate.
- **The list of at least three (and no more than five) international experts, who must not have any publications in common with the candidate and who are able to evaluate the candidate's overall cv. These experts must** possess a high scientific qualification and international reputation, which can be objectively checked by the Commission (see article Art. 8) For each name, the candidate is required to indicate the institution of origin and the e-mail address.
- **The Curriculum Vitae**, which must include the list of all the publications (section 1 of the CV) and the list of the elements included in sections 2,3,4,5 of the CV, which must be filled in all parts, according to the word form accessible through the online procedure (dated and signed), uploaded and sent in "pdf" format only through the special section. It will compulsory for the candidate to submit his/her CV in English in order to be assessed by the International referees. It is optional for the candidate to submit an identical version of the CV in Italian. If the candidate submits the CV both in English and in Italian he/she will be required to indicate which is the official version to be considered in case of discrepancies between the two versions.
- **The three main outcomes/results of the research activity, included in the section n. 1.1 of the CV** which must be uploaded and sent in pdf format only through the special section.
- **The publications included in the section 1.2 of the Cv**, which must be uploaded and sent in "pdf" format only through the special section. Candidates are allowed to submit a maximum number of 15 publications, in addition to those which can be submitted according to the previous point, otherwise they will be excluded from the selection.
- **The elements mentioned in sections 2-5 of the Cv, must be divided into the typologies included in these sections** and must be inserted through the form of the *dichiarazione sostitutiva di atto di notorietà* (document in which candidates declare that all what they stated is true) and uploaded and sent in "pdf" format only through the special section. These elements must be duly accompanied by support papers concerning period of time of reference, institution where the activity has been developed, description of the activity, etc..



- **La dichiarazione sostitutiva di atto di notorietà**, available through the online system which certifies:
  - The veracity of what the candidate has declared in his/her Cv;
  - Declaration of conformity of elements included in sections 2-5 of the Cv, of the three main outcomes of the research activity, of the publications and veracity of the inserted data.
- **The € 10,00 payment invoice which** must be uploaded and sent by the candidate through the special section accessible through the online procedure, otherwise he/she will be excluded from the selection.

Candidates are required to pay and deposit a Euro 10,00 fee on the Politecnico bank account **IBAN IT51N020080116000002551101** – Agenzia Politecnico della Banca UNICREDIT S.p.A. Via D'Ovidio, n. 6 - 10129 TORINO - intestato al Politecnico di Torino – Amministrazione Centrale, Corso Duca degli Abruzzi, n. 24 – 10129 TORINO - and to specify in the "causale" (reason for payment): "Contributo partecipazione selezione per professore universitario di I fascia, Academic field, ..... internal code .....("Contributo partecipazione selezione per professore universitario di II fascia, Settore Concorsuale, codice interno.....),

### **Documents (2-5 sections of the Cv) and Publications**

For all publications it is necessary to specify, if available, the DOI code.

If the candidate is author or co-author of a book or catalogue, these are considered as publications; if the candidate is author or co-author of single chapters of a book, each chapter is considered to be a publication.

If the publications have been produced/published abroad, date and place of publication, code ISBN or some other equivalent detail must clearly appear.

If the publications have been partly published Italy, such publications must meet the duties provided/in accordance with the article n.1 of the decree of August 31 1945, n. 660 and the Italian law n. 106 del 15.04.2004 on the basis of the rules D.P.R. del 3.05.2006 n. 252 published in the Gazzetta Ufficiale n. 191 of August 18 2006. Such duties have to be met and certified by specific supporting documents, which attest that the publications have been delivered or which must be accompanied by the *dichiarazione sostitutiva di atto di notorietà*. Such documents must be submitted together with the publications.

The texts which have been accepted to be published must be accompanied by specific documents certifying that they can be published without further changes.

Internal documents (without DOI or ISBN code) or department reports are not considered as publications.

Candidates are not allowed to refer to documents, elements of sections 2-5 of the Cv and publications already submitted to the Politecnico di Torino for other notices of competition or comparative overall evaluations.

Publications, documents and certifications in English, French, German, Spanish or Portuguese can be issued in the origin language.



Publications, documents and certifications issued in other languages must be submitted in the origin language, translated into Italian, English, French, German, Spanish or Portuguese; the translation must be certified and in compliance to the foreign text.

As far as certifications and *dichiarazioni sostitutive di atto di notorietà*, are concerned, please refer to the Presidential decree D.P.R. n. 445/2000, with particular reference to articles 3, 40-47.

If the degrees have been issued by Public Administration offices, please note that they can be only self-certified by the candidate, in accordance with the Italian law 183/2011 (Stability law), through *dichiarazione sostitutiva di atto di notorietà* available through the online procedure.

Our Institution may proceed with specific checks, even random sampling, on the veracity of the *dichiarazioni sostitutive di notorietà*.

### **Submission of the participation application**

**The participation application must be completed by sending *dichiarazione sostitutiva di atto di notorietà* and the admission application created in the "pdf" format and available on the online procedure, according to one of the following procedures:**

- Through digital signature of the candidate, by using a specific software; in this specific case the application and the *dichiarazione sostitutiva di atto di notorietà* **must be signed and uploaded to be sent electronically through the "p7m" format available in the specific section through the online procedure, together with the format "p7m copy of a valid identity document.**
- By printing the application and the *dichiarazione sostitutiva di atto di notorietà*. **The signed documents must be scanned and converted in "pdf" format, uploaded and sent e through the special section available through the online procedure together with the pdf copy of a valid identity document.**

Cv, degrees publications and any other document which will be submitted not through the above mentioned procedure, **will not be considered for the selection procedure.**

In accordance with the Italian law n.104, February 1992, handicapped candidates are required to submit a specific request concerning logistics details and support needed for the participation in the seminar.

### **Deadline, submission of application and related attached documents and application submission procedure**

The online procedure in order to fill in and submit the application and the related attached documents will be available from the date in which the notice is published in the Gazzetta Ufficiale until **Wednesday September 9 2015 (Italian hour) h 3 pm**, deadline of the notice of competition. Afterwards, the online procedure will not be available.

### **Change of domicile postal address or e-mail address after the submission of the application**

All the communications must be sent only through e-mail to the e-mail address included in the participation application. Therefore, any change of domicile postal address or e-mail address inserted in the application must be promptly communicated to the *Overall Comparative Evaluations Office* by fax (011-090.5919) or certified e-mail to the following address [politecnicotorino@pec.polito.it](mailto:politecnicotorino@pec.polito.it). Our Institution does not take on any responsibilities for the spread of communications originated from a non correct indication of the domicile address by the candidate or if the change of the e-mail address



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inserted in the application is communicated late or not communicated at all or for possible misunderstanding which have not to be ascribed to our Institution.

**Participation application in more than one selection**

The candidates who intend to apply for more than one selection must use the online procedure for each selection.

**Foreign candidates**

Foreign candidates must apply according to the procedure and the deadline included in this article.

In the application the candidate must include, if available, also the postal address in Italy.

Any variation or change must be promptly communicated to the Comparative Evaluations Office by fax (011-090.5919) or certified e-mail to the address [politecnicoditorino@pec.polito.it](mailto:politecnicoditorino@pec.polito.it).

In order to submit the documents included in sections 2-5 publications, candidates must meet all the requirements included in this article.

Non-Eu foreign citizens, in order to submit documents and publications must meet the following duties:

- in accordance with the article of the art. n. 3 of the Presidential Decree n. 445/2000 the Non-Eu foreign citizen with a regular residence permit in Italy can use the *dichiarazioni sostitutive di certificazioni* (art. 46 D.P.R. 445/2000) and *di notorietà* (art. 47 D.P.R. 445/2000), limited to the status, the personal qualities, to the elements and documents which can be certified by Italian public or private bodies, excluded special rules included in the laws and regulations concerning the Immigration and the Foreign individuals condition law.

Excluded the above mentioned cases, the non-Eu foreign citizens allowed to sojourn in Italy, are allowed to use the above mentioned declarations/documents if they are related to international agreements between Italy and the country of origin of the candidate. During the public seminar, the non-Eu foreign citizens who cannot use the above mentioned declarations and documents, must provide the hard copies of the such papers, which have already been submitted through the online application procedure.

**Information and clarifications**

Further information/details or clarifications concerning the submission procedure of the application will be provided by the Comparative Evaluations, Organization, Economical and Social Security Treatments Office by phone 011-090.6052/6047/5975/6064 and by e-mail [ruo.valutazionicomparative@polito.it](mailto:ruo.valutazionicomparative@polito.it)) or during the office hours:

Monday-Thursday from 9.00 to 12.00 a.m and from 2.00 to 4.00 p.m Friday from 9.00 to 12.00 p.m
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If you need support with technical problems, you can send an e-mail to [servizio.intranet.swa@polito.it](mailto:servizio.intranet.swa@polito.it) by specifying the username used for the registration in the online procedure.

**Art. 5**

**Exclusion from the selection procedure**

The exclusion from the selection procedure is applied through a decree of the Rector and notified to the candidate.



**Art. 6**

**Withdrawal of the candidate: procedure**

If a candidate withdraws from the selection procedure, he/she has to send an official document by fax (011-090.5919) or by certified e-mail to the address [politecnicoditorino@pec.polito.it](mailto:politecnicoditorino@pec.polito.it), by enclosing the copy of a valid identity document to the Human Resources Organization, Economical and Social security Treatments Area-Overall Comparative Evaluations Office (Annex A)

**Art. 7**

**Selection Procedure Responsibility**

The person responsible for the procedure is Mrs Francesca MANFRONI-Human Resource, Organization, Economical and social security treatments Area-Academic staff and researchers/Overall Comparative Evaluations office.

**Art. 8**

**Judging Commissions**

**Constitution and appointment**

The Commission is composed by five high qualified full professors or foreign professors with an equal level academic position. Among these professors, at least four do not belong to the Politecnico personnel or to another university personnel. The members of the Commission must belong to different Italian or foreign Universities.

The Judging Commissions are appointed by decree of the Rector and published in the Official Register (Albo Ufficiale) and on the following university website [http://www.swas.polito.it/services/concorsi/240.asp?id\\_documento\\_padre=104106](http://www.swas.polito.it/services/concorsi/240.asp?id_documento_padre=104106)

If changes in the position covered by the candidate in the university of origin have occurred after the appointment, the quality of a member of the Judging board cannot be considered undermined.

**Notification of incompatibilities and anomalies**

It is possible to address to the Rector notifications of incompatibilities and anomalies through the Comparative Overall Evaluations which will be evaluated by a specific commission appointed by the Rector.

**Participation in the Commission**

The member of the Commission are obliged to participate in the work of the Commission, except justified and documented cases and circumstances beyond control.

If the members of the commission do not participate in the Commission, once the Rector verified it, the Commission itself is dissolved.

If a member of the Commission refuses the appointment or resigns for sudden difficulties, these cases must be properly motivated and documented and they are put into effect only after an acceptance decree by the Rector.

**Commission: Closing phase**

The Commission must complete all the procedures within three months since the date of publication of the Appointment Rector's decree. The Rector can postpone the deadline of the end of the procedure only one time and not for more than two months, due to exceptional and proved reasons, indicated by the President of the Commission. If the closing phase of the procedure is not completed after the postponement, the Rector starts the procedure to substitute the members of the Commission, to whom it is possible to ascribe a delay in the procedure, through a justified provision. Then, the Rector establishes a new deadline for the end of the procedure.



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## **Art. 9 Selection procedure**

The selection procedure will be based on the following steps:

a) definition of the evaluation criteria, according to what it is include in art.10 and 11;  
b) request for consultation to international experts/referees on the overall qualification of the candidates to cover the positions which are object of this notice of competition, according to article n.12;  
c) individual and joint judgments, expressed by the Commission on the overall Cv, on the publications and of the documents included in sections 2-5 of the Cv, organized in the following five Academic fields, according to the rules included in the art.10 (for points n. 1,2 and 3 the judgments must take into consideration the opinion expressed by the international referees):

1. Scientific Activity;
2. Coordination of research and technical transfer groups and projects;
3. National and international reputation and supporting activity for the scientific community;
4. Teaching activity;
5. Institutional offices and roles at Italian and Foreign universities and/or public and private institutions with scientific and/or technological transfer aims;

d) assignment of a specific number score corresponding to each of the above mentioned five fields (and for the scientific activity for each sub-field described in art.10), in line with the highest score assigned by the commission for each field, while defining the evaluation criteria (art. 10 and 11) together with the individual and joint judgments;

e) assignment to each candidate of an overall preliminary score coming from the sum of the partial number scores assigned, according to the previous point;

f) pre-selection of the candidates to be admitted in the participation in a seminar open to faculties members, on the basis of the criteria and judgments expressed, according to the overall preliminary assigned score. The number of the admitted candidates must not be higher than 20 % (rounded up) of the total of the candidates and not lower than 6, for each position assigned (see article n.13); candidates who have not been admitted will be informed by a specific communication.

g) participation in a seminar open to faculties members, according to the rules included in article 14; the seminar will take place partly in English in order to check the candidate proficiency in English. The seminar may take place completely in English, if it is required by the candidate.

h) individual and joint judgments expressed by the Evaluation Committee on the seminar, according to article n.14.

i) assignment to each candidate of an overall preliminary number score, coming from the preliminary assigned according to point e) and on the basis of the following criteria:

- in line with the joint judgment on the open seminar, according to point h), the score assigned within the field 1 can be increased and/or decreased by a percentage not lower than 20% but it cannot exceed the highest assigned score within field 1, while defining the evaluation criteria.
- the score assigned within the fields 2-5 keep unchanged.

j) drafting of a final joint report, including a well-structured comparison among the candidates, in relation with their scientific expertise and their overall qualification in order to cover a position for Permanent Professor. The report must be coherent with the overall scores assigned according to the point i), based on the five Academic fields above mentioned, according to point c) with the individual and joint judgments expressed on the seminar open according to point h). The report must be entirely approved by the majority of the Commission members (please refer to article 15 for details).

k) identification of the most qualified candidates, on the basis of the report mentioned in point j) approved by the majority of the Commission members (please refer to article 16 for details).



## **Art. 10**

### **Definition of evaluation criteria and expression of individual and joint judgments on the overall Cv, publications and documents include in sections 2-5 of the Cv**

On the basis of a comparative evaluation among the candidates, the Judging Commission assesses the Cv, publications and the elements included in sections 2-5, with particular reference to the following five Academic fields:

1. Scientific Activity;
2. Coordination of research and technical transfer groups and projects;
3. National and international reputation and supporting activity for the scientific community;
4. Teaching activity;
5. Institutional offices and roles at Italian and Foreign universities and/or public and private institutions with scientific and/or technological transfer aims.

When the criteria are defined, the Commission ascribes to each Academic field a maximum score, according to the following rules:

- the sum of the highest scores assigned in the fields 1-5 must correspond to 100;
- the maximum score ascribed to the scientific activity must be higher than the maximum score ascribed to each of the other fields 2-5
- the maximum score ascribed to each field cannot be lower than 10;
- the sum of the highest scores assigned to fields 2-5 must be at least equal to 50;

***The Commission expresses its own evaluation after gathering the international experts/referees' opinions on the overall Cv of the candidates, with particular reference to the Academic field 1, 2 and 3, according to what it is included in article 12. The procedure evaluation within each Academic field will be described subsequently.***

#### ***1. Scientific activity***

With reference with the Cv scheme to be used by the candidates in order to submit their own Cv, the Commission expresses its own evaluation on each of the following aspects, numbered 1.1 – 1.3 as follows. While defining the evaluation criteria, the Commission can decide whether to ascribe different values to points 1.1 – 1.3, with the only limit that the value ascribed to point 1.1 must prevail on the others.

***1.1 The three main outcomes/results of the research activity, included in the section n. of the CV.*** The Commission is required to explicitly express about the existence of the tangible and verifiable evidence that the presented results:

- are original, significant and are due to the determining, prevailing and clearly recognizable contribution of the candidate;
- have widely spread and obtained outstanding recognitions by the international scientific community;
- qualify the candidate as a distinguished international expert in his/her field.



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**1.2 Submitted documents included in 2-5 sections** (not more than 15).

The Commission examines the publications or the texts accepted for the publication according the Italian law in force, as well as essays included in colectanea and articles edited on paper or digital journals. Internal documents (without DOI or ISBN code) or department reports are not considered as publications.

The evaluation of the submitted documents is done on the basis of the following criteria, of whom priority is defined by the Commission:

- a) Coherence with the topics related to the concerned Academic field or the Academic discipline, if they are specified or with related interdisciplinary topics. For those candidates who hold the Italian scientific qualification in the same Academic field, if in the notice only the Academic field is specified, the disciplinary relationship with the topics related to the concerned Academic field is taken for granted and will be not object of evaluation by the Commission. If the in the notice more than one Academic discipline is specified, the disciplinary relationship will be object of evaluation by the Commission.
- b) analytical definition, also on the basis of criteria which are recognized by the concerned scientific community, on the individual contribution of the candidate, if he/she participated in collaboration works/projects;
- c) quality in scientific production, assessed within the international research scenario, on the basis of the originality, of methodological rigor, of the innovative character, also based on the merit rankings of the publications in accordance to annex D of the Italian decree n. 76 of June 7 2012 (and possible subsequent changes), according to the criteria included in point 1.3;
- d) editorial distribution of the scientific works in editors, book series or journals of national and international importance, which employ transparent procedures for the evaluation of the quality of the work to be published, according to peer-review systems.

The Commission may define other justified and grounded criteria within the scientific community in relation with the specificity of the Academic field and of the Academic discipline, which are object of the selection, where it is specified.

**1.3 Overall Scientific production**

The Commission examines the publications or the texts accepted for the publication according the Italian law in force, as well as essays inserted in colectanea and articles edited on paper or digital journals. Internal documents (without DOI or ISBN code) or department reports are not considered as publications.

The evaluation of the overall scientific production is done on the basis of the following criteria:

- a) Number and typology of the submitted publications and their distribution in terms of time/time distribution, with particular reference to the following five years which are prior/previous to the date of publication of the concerned notice of competition; with this aim, periods of maternity leave or of other types of leave from work different from study leaves are to be taken into consideration, according to the Italian law in force;
- b) impact of the submitted publications within the concerned Academic field; with this aim, the Commission should consider the academic age of the candidate and, if necessary, the specific features of a part of an Academic field and/or of an Academic discipline;



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- c) impact of the overall scientific production, assessed through the criteria included in the article 6 of the Italian Ministerial Decree n. 76 of June 7 2012 (and possible subsequent changes) and in the related annexes A and B;
- d) for the evaluation of the scientific production of the candidates, the Commission exploits the following quantitative indicators, calculated at the deadline of the notice of competition, for those Academic fields in which they are significant;
- the number of articles on journals included in the main international databases and the number of articles normalized with respect to the academic age, by adopting the normalization criteria defined by ANVUR (National Agency for the Evaluation of the University and Research) for the National Scientific Qualification (ANVUR resolution no. 50 of June 21 2012);
  - the total number of citations of his/her own works, referring to his/her own overall scientific production and the total number of citation, normalized with respect to the academic age, by adopting the normalization criteria defined by ANVUR (National Agency for the Evaluation of the University and Research) for the National Scientific Qualification (ANVUR resolution no. 50 of June 21 2012);
  - the overall Hirsch index, H-index, and the contemporary H-index; the calculation is obtained through the procedure defined by the ANVUR, for the National Scientific Qualification (ANVUR resolution no. 50 of June 21 2012).

For those Academic Fields where the criteria and indicators reported at points c) and d) do not apply, the Commission may exploit criteria and indicators assessed by the national scientific community for the Academic field or for a subset of it.

## ***2. Coordination of research and technical transfer groups and projects.***

The evaluation procedure is done on the basis of the following elements to which the Commission can decide whether to ascribe different priorities or not, while defining the evaluation criteria:

- Coordination and management of the research groups, by explicitly mentioning the number and of the type of PhD and Post-Doc students of whom the candidate has been the academic supervisor.
- Scientific responsibility (Principal investigator) of Italian and International research projects, awarded through a peer-review process.
- Scientific responsibility of Italian and International research projects, ruled through partnership agreements with companies and/or public private bodies which are leaders in their own sector.
- Outcomes obtained in the technology transfer Academic field, in terms of participation in start-ups and spin-offs, development, use and commercialization of patents/licenses.

The evaluation of the elements included in sections 2-5 is done by considering specifically the importance that they take on, on the basis of the quality and the quantity of the research activity developed by each candidate.

## ***3. National and international Reputation and supporting activity for the scientific community***

The evaluation procedure is done on the basis of the following elements to which the Commission can decide whether to ascribe different priorities or not, while defining the evaluation criteria:



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- Editorship of Journals with international reputation (in the role of Editor in Chief – EIC), editorship of book series, encyclopedias and essays of recognized prestige.
  - Participation in the Editorial Board of Journals with international reputation (in the role of Associate Editor or equivalent), participation in the Editorial Board of book series, encyclopedias and essays of recognized prestige.
  - Direction of highly qualified international institutions or research centres.
  - Official research and/or teaching and/or fellowship roles, positions as Scholar/ Visiting Professor in international highly qualified universities and research centres.
  - Offices in the Governing bodies of national and international scientific societies.
  - Participation in Academies with international reputation in the research field of the candidate.
  - Prizes and awards awarded to the candidate for his/her scientific activity and project activity in the Academic Fields (*"Settori Concorsuali"*), where this is appropriate.
  - Participation in international conferences, as a distinguished invited speaker; participation in the scientific committees of International Conferences.
  - Management and organisation of exhibitions, compositions, drawings, design, hand-crafted items, prototypes, artwork and their projects, databases and software, thematic maps, for the Academic Fields (*"Settori Concorsuali"*), where this is appropriate.

***If the candidate has obtained the National Scientific Qualification for Associate Professors ("Abilitazione Scientifica Nazionale-II fascia") in more than one Academic fields (Settore Concorsuale), as well as the National Scientific Qualification for Permanent Professors ("Abilitazione Scientifica Nazionale-I fascia") in the Academic Field concerned by the Selection procedure and/or in the Academic Fields of the same Academic discipline, this must be considered a qualifying element for properly evaluating the scientific reputation of the candidate. In particular, the term Academic discipline included the areas 1-4 defined by CUN (Italian University Council).***

The evaluation of the elements included in sections 2-5 is done by considering specifically the importance that they assume, on the basis of the quality and the quantity of the research activity developed by each candidate.

#### **4. Teaching activity**

The evaluation procedure is done on the basis of the following elements to which the Commission can decide whether to ascribe different priorities or not, while defining the evaluation criteria:

- Formal responsibility of Bachelor's (Laurea) and Master of Science's (Laurea Magistrale) degree courses in Italian and/or foreign universities.
- Formal responsibility of PhD courses in Italian and/or foreign universities.
- Formal responsibility of Specializing Master's courses and Life Learning courses in Italian and/or foreign universities in PhD courses.

If in the notice only the Academic field (*Settore Concorsuale*) is specified, the disciplinary significance and relevance of the teaching activity is not object of evaluation, for those candidates who hold the Italian scientific qualification in that field. In this case the Commission is only asked to evaluate the overall teaching experience acquired by the candidate.

If in the notice, ***Academic disciplines (Settori Scientifici disciplinari)*** are specified, the disciplinary significance and relevance of the teaching activity developed by the candidate may be evaluated by the Commission.



**5. Institutional offices and roles in Italian and foreign Universities and/or public and private institutions with scientific and/or technology transfer aims**

The evaluation procedure is done on the basis of the following elements to which the Commission can decide whether to ascribe different priorities or not, while defining the evaluation criteria:

- Institutional offices and roles in the Governing bodies (Academic Senate, Board of Governors) of Italian and/or foreign universities.
- Institutional offices and roles in teaching and research structures (Departments, Faculties, Schools, Colleges) and other service activities developed in Italian and Foreign Universities.
- Management roles in Universities, as part of Faculty duties.
- Offices in the Governing bodies, Board of Governors, Scientific Advisory Boards of public and private institutions, with scientific and technology transfer aims.

**Art. 11**

**Definition and publicity of the evaluation criteria**

The criteria and indicators for the evaluation, according to the rules included in the article n. 10, must be defined by the Commission during a preliminary session and submitted (by hand) to the person responsible for the procedure, who is in charge and assure the publicity in the Official Register, on Polito website, at least seven days before the progression of the procedure.

**Art. 12**

**Procedure for the request for consultation to international experts/referees**

Before expressing its own individual and joint judgments on the cv, publications and documents included in sections 2-5 of the cv of the candidates, in accordance with article 9 c), the Commission, for each candidate, requests a consultation to the international experts/referees. The procedure in order to request a consultation is the following:

- As included in article 4, each candidate is required to list at least three names and no more than five of international experts/referees, in his/her own selection application form, who must not have any publications in common with the candidate and who are able to evaluate the candidate's overall cv. The experts possess a high scientific qualification and international reputation, which can be objectively checked by the Commission);
- The experts/referees, who are directly reached by the Rector, are required to express an overall judgment on the candidate's cv, through an online procedure and a standard template for all candidates, with particular reference to the following fields:
  1. Scientific Activity;
  2. Coordination of research and technical transfer groups and projects;
  3. National and international reputation and supporting activity for the scientific community;



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- The Commission gathers the experts/referees opinions after the definition and the publication of the evaluation criteria:

The Commission can ask for further international experts/referees' opinions, if appropriate, by providing the Rector with their names. The Rector will contact them directly and ask them to express an overall judgment on the candidate's curriculum, according to the information above.

***The individual and joint judgments expressed by the Commission on the candidate's cv, publications and documents included in sections 2-5 of the Cv, in accordance to article n. 9 c), according to the rules included in the article 10, must be take into consideration the opinions expressed by the international referees listed by the candidate, their qualification and scientific reputation, the number of the gathered opinions and of the opinions required by the Commission, if they exist.***

### **Art. 13**

#### **Pre-selection of the candidates to be admitted in the participation in the seminar open to faculties members**

The Commission, on the basis of the defined criteria and of the individual and joint judgments expressed, in accordance with article n.9 c), after gathering the international referees' opinions and in line with the overall preliminary score assigned to each candidate according to art. 9 e), selects the candidates to be admitted in the participation in the seminar open to faculties members for a number which must not be higher than 20 % (rounded up) of the total of the candidates and not lower than 6, for each position assigned.

### **Art. 14**

#### **Seminar open to faculties members and related participation procedure**

According to the procedure, the candidates admitted according to article n. 13, must participate in a seminar open to faculties members. The candidate will be invited to take part in the seminar open to the faculties members **exclusively through a communication sent by e-mail to the e-mail address inserted in the application form**, at least 15 days before the seminar. The date and the place where the lecture is due to take place will be made public through the Polito website. The candidate will have a valid identity document.

During the seminar the candidate is required to:

- a) Describe the most significant results of his/her research activity, with reference to the three main outcomes/results in the section 1.1 of the Curriculum;
- b) Describe the research Academic field on which the candidate is currently working;
- c) Express his/her own point of view on the perspectives of his/her own research activity in the short, medium and long term.

The seminar will take place partly in English in order to check the candidate proficiency in English. The seminar may take place completely in English, if it is required by the candidate.

At the end of the seminar, a public session starts, according to the procedure defined by the President of the Commission. During this session, the Commission members and the Permanent Professors of Politecnico who will have taken part in the seminar, may ask questions and/or make observations, to which the candidate will have the opportunity reply.



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At the end of the open seminars of all candidates, the Commission expresses an individual and joint judgments for each candidate on the basis of the following elements:

- Content and clarity of the presentation
- Ability of replying properly to the observations and questions asked during the subsequent discussion

### **Art. 15**

#### **Drafting of the final joint report**

After having expressed its own individual and joint judgments on the seminar, according to art.9 h) and having ascribed to each candidate an overall score, according to art.9 i) the Commission drafts a final joint report, including a well-structured comparison among the candidates, in relation with their scientific expertise and their overall qualification in order to cover a position for Associate Professor. The report must be strictly coherent with the overall number scores, according to art. 9 i), coming from the individual and joint judgments expressed on the five Academic fields, in accordance with the point 9 c), according to the rules included in the article 10, with the individual and joint judgments expressed on the seminar open to faculties members, according to point 9 h), according to the rules included in the article 14. The report must be entirely approved by the majority of the Commission members.

### **Art. 16**

#### **Identification of most qualified candidate/candidates**

At the end of the procedure, the Commission, on the basis of the report, according to the article n.15 identifies the most qualified candidate/candidates expressed by the majority of the Commission members to cover position/positions for Associate Professor, in accordance with in accordance with article n.18, paragraph n.1, Italian law 240/2010

At the end of the procedure, the Commission gives the related acts by hand to the Rector.

For each meeting of the Commission a specific document including the minutes must be signed by all the members of the Commission with the related attachments. These documents are composed of the minutes of the single meetings, of the attachments, of the individual and joint judgments expressed on each candidate.

### **Art. 17**

#### **Verification of regularity of acts**

In accordance with art. 8 paragraphs 4.5 of the Presidential Decree. n. 177/2012 and subsequent changes, the Rector verifies the regularity of the acts within 30 days from the submission of the documents by the Commission.

If the verification is positive, the Rector approves the Commission acts through his decree where he declares the name of the selected candidate/candidates.

If after the verification, faults are identified, in case they can be rectified, the Rector resend the acts to the Commission by his decree and indicate a deadline for their regularization.

If the observed faults cannot be rectified, the Rector does not approve the commission acts and appoints a new Commission by his decree.

If after the verification, faults referring to obvious falseness, discrepancy and illogicality in the Commission acts are identified , the Rector proceeds with the verification of such acts by a specific and proper investigation.

In this case, the verification procedure can end within the subsequent 30 days.



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If these faults are not verified and cannot be rectified, the Rector does not approve the Commission acts and proceeds to appoint a new Commission.

**Art. 18  
Call of the selected candidate**

Within 60 days from the date in which the acts are approved by the Rector, the Department proposes to the Board of Governors the call of the candidate/candidates selected by the Commission.

Once the Departments propose the "call" of the applicant, they commit themselves, if necessary, to assign the candidates the year teaching tasks load, also in disciplines, for which it emerges their expertise, after an objective analysis of the Cv. These disciplines may not be included in the Field to which the candidates refer. Furthermore, the Departments commit themselves to ask the Rector to decide on the called candidates' teaching activity, if it is not possible to assign the complete teaching tasks load in the field of the candidates' course catalogues.

The corresponding proposal is adopted through a decision with positive vote of the absolute majority of the Permanent professors.

Subsequently, the Board of Governors decides whether to approve or not the proposals of the Department within 4 months from the approval of the acts by the Rector.

If the Department does not take action, the Board of Governors decides on the call of the candidate/candidates selected by the Commission.

**Art. 19  
Official appointment**

The appointment is made official by a decree of the Rector, after having verified the necessary financial resources and that all the law regulations for the university recruitment have been respected. The appointed professor will be invited to submit to the Politecnico di Torino the *dichiarazioni sostitutive* and or the required documents according to the law in force within 30 days from the date the candidate is hired.

**Art. 20  
Rights and duties of the candidate - Economical and Social Security Treatment**

The rights and duties for academic are ruled according to the corresponding Italian law in force.

The economic and social security treatment are ruled by the corresponding Italian law in force.

The economic and legal treatment due to the appointed professor is ruled by the corresponding Italian law in force.

**Art. 21  
Treatment of personal data**

With reference to the regulations expressed by the decree n. 196/2003, concerning the personal data treatment, the data provided by the candidates will be protected in accordance with the mentioned law and to the confidentiality obligations, as far as the selection procedure is concerned.

**Art. 22  
Reference to the Italian law in force**

The Italian law in force which rules Public notices of competition are in compliance with this notice, even though it is not explicit in the notice itself.



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The text of the notice, once it is published in the official in the Official Gazette, will be inserted in the official Register, as well and available through the following Politecnico website [http://www.swas.polito.it/services/concorsi/240.asp?id\\_documento\\_padre=104106](http://www.swas.polito.it/services/concorsi/240.asp?id_documento_padre=104106)

The notice of competition can be accessible through:

- On the MiUR (Ministry of Education and Research) website <http://bandi.miur.it/>
- On the European Union website <http://ec.europa.eu/euraxess/>

Turin, July 14 2015

**The RECTOR**  
**(Prof. Marco GILLI)**  
**f.to Marco GILLI**