



Prot. 111/2017/amm/leg/aa

Dean's Decree n.86 del 10/11/2017

**Selection procedure for the hiring of a Level II Professor
at the University of Gastronomic Sciences
Contest sector: 07/F1 – Food Sciences and Technologies
Scientific subject area: AGR/15 - Food Sciences and Technologies**

THE DEAN

- Given DPR 28/12/2000, n. 445 – Single text of the legislative and regulatory dispositions regarding administrative documentation;
- Given DM 22/10/2004, n. 270, containing modifications of the regulations governing didactic autonomy in Universities;
- Given the Charter of the University of Gastronomic Sciences, issued by Dean's Decree n. 1/05 dtd 5/05/2005, published in the Official Gazette n. 106 dtd 9/05/2005 – Ordinary supplement n. 84, subsequently modified by Dean's Decree n. 33/07 dtd 18/04/2007, published in the Official Gazette n. 104 of 7/05/2007;
- Given Law n. 240/2010, containing “Norms regarding the organization of Universities, academic personnel and recruiting, and authorizing the government to promote the quality and efficiency of the University system”, and specifically art. 18 – Call for the hiring of professors;
- Given DM 2 May 2011, n. 236, “Equivalence tables for academic positions”;
- Given DM 30/10/2015, n. 855 “Redetermination of macrosectors and contest sectors”;
- Given the University of Gastronomic Sciences' Regulations for the hiring of professors of Levels I and II;
- Given the resolutions of the Faculty Council adopted on 20/09/2017 and ratified by the Executive Committee on 12/10/2017;

HEREBY DECREES

Art. 1 - Call

The University of Gastronomic Sciences hereby issues a call for the carrying out of a selection procedure for the hiring of a professor of Level II, in compliance with art. 18 of Law n. 240 of 30 December 2010:

- Contest sector: 07/F1 – Food Sciences and Technologies
- Scientific subject area: AGR/15 - Food Sciences and Technologies
- To be carried out at: University of Gastronomic Sciences, Pollenzo campus
- Maximum number of publications to be submitted: 12
- Foreign language: English
- The successful applicant will be due the salary specified for Level II permanent university professors, in accordance with art. 8 of Law 240/2010 and the DPR 15 December 2011, n. 232.

Art. 2 – Type of scientific and didactic duties (valid solely for this call)

The selected candidate will be engaged in teaching activities for the first and second level degree courses, university Masters and specialized courses, teaching topics relating to the subject of food sciences and technologies and sensory sciences. A significant proportion of the teaching activities will be English and will include student mentoring.

The professor must carry out basic and applied scientific research in the following areas, within the field of sensory sciences: investigating the effect of product innovations and food technology processes on the sensory characteristics of food products; and studying the influence of the sensory properties of foods on consumers' emotional responses.

Finally, the professor must develop original teaching materials in English and Italian, such as thematic courses, case studies and teaching notes.

In order to carry out the activities described above, the teaching and research commitments at the University of Gastronomic Sciences campus will occupy at least 120 days a year.

Art. 3 – Requisites for admission to the selection procedure

Participation in the selection procedure specified in art. 1 above is open, without limitations of citizenship or academic title held by candidates:

The following may participate in the selection procedure for the present call:

- those who hold the national accreditation for the sector called and for the functions specified in the selection procedure, or for functions superior to those, except if already under contract to perform those same superior functions;
- confirmed Level II professors, already in service on the date in which Law n. 240 of 30 December 2010 came into effect, in contest sector: 07/F1 – Food Sciences and Technologies; scientific subject area: AGR/15 - Food Sciences and Technologies;
- academics regularly employed abroad in university level teaching and/or research positions of equal status to those indicated in the call, in scientific-subject sectors corresponding to the one indicated in this call as the contest sector;
- faculty members who have received accreditation as Level II professors pursuant to the provisions of Law n. 210 of July 3 1998, limited to the period of duration of the same law, in contest sector: 07/F1 – Food Sciences and Technologies; scientific subject area: AGR/15 - Food Sciences and Technologies.

Those who are related or related by marriage, up to the fourth degree (included) to a professor on the University faculty, or to the Dean, the Registrar or a member of the Board of Directors, are not eligible to participate in the selection procedure for the hiring of Level II professors.

The following may not participate in the selection procedure:

- those who have been stripped of their civil and political rights;
- those who have been dismissed or removed from a position in the public administration, or who have been divested of another public post, as per art. 127, letter d), of the single text approved by DPR n. 3 of 10 January 1957, or who have been dismissed with or without warning from a public administration post during the two year period prior to the due date for applications.

The requisites and obligations undertaken must be held as of the due date for the submission of applications for admission to the comparative evaluation.

Foreign citizens must be adequately fluent in Italian, which, for those applicants, will be verified during the examinations for the comparative evaluation.

Art. 4 – Modalities and terms of submission of the application for participation in the selection procedure.

The application to participate in the selection procedure must:

- be drawn up using the form contained in Attachment A to this call, an integral part of this Decree, and signed by hand; the forms will be available at the Pollenzo campus of the University of Gastronomic Sciences and can also be downloaded from the following web page: <http://www.unisg.it/ricerca-accademica/procedure-di-valutazione-comparativa/>;
- be sent by registered mail r/r or by courier with delivery receipt, or delivered by hand directly to the Office of Comparative Evaluations of the University of Gastronomic Sciences, Piazza Vittorio Emanuele, 9, Loc. Pollenzo – 12042 BRA (CN).

Applications will also be accepted if sent by PEC (certified e-mail) to the University's certified e-mail address: rettore@pec.unisg.it, within and not beyond the due date indicated in this article. The application can only be sent to this address from another certified e-mail address; applications sent from non-certified e-mail addresses will not be taken into consideration.

Applications sent by PEC must include the relative attachments and a copy of a valid ID document, in PDF format;

- contain a clear and precise indication of which call the applicant wishes to participate in;
- contain an indication of the domicile elected by the applicant for purposes related to the comparative evaluation. Any eventual changes in the same must be promptly communicated to the office to which the application has been sent. The administration declines any responsibility for the failure to receive communications due to incorrect reporting of the address by the applicant, or failure to notify or late notification of a change of address by the same, nor for eventual postal or telegraphic errors not attributable to the administration itself, nor for the failure to notify reception of the application or the return of the documents and communications relative to the comparative evaluation.

In order to be accepted, the application must be accompanied by a copy of a valid identity document for the applicant.

Applicants officially recognized as differently able, as per Law n. 104 of 5 February 1992, must make explicit in their application the type of assistance needed, if any, as well as the eventual necessity of additional time to carry out the examinations, as per the abovementioned law.

Terms and modalities for submitting applications

Applications for participation in the selection process must be received, according to the modalities specified above, within and not beyond **30 days** following the day after the publication of the call in the Official Gazette. If the thirtieth day falls on a holiday or a Sunday, the due date for reception of applications is extended to the next working day.

Applications delivered by hand or sent through the mail or by express courier to the Office of Comparative Evaluations must be received on or before 6 p.m. of the day of expiry of the call.

Applications for admission to the procedure sent by Registered letter r/r or via courier or certified e-mail shall be accepted for consideration only if received on or before the day of expiry of the call.

On the envelope containing the application, applicants must clearly indicate their identity and the comparative evaluation procedure they are applying to participate in (the name and number of the call and the contest sector, or the corresponding scientific subject sector).

Applications received by the University after the deadline for receiving applications to participate in the comparative evaluation procedure will not be taken into consideration.

The Administration declines any responsibility for failed communications due to incorrect reporting of the address by the applicant, or failure to notify or late notification of a change in the address indicated in the application, nor for eventual postal errors not attributable to the Administration itself, nor for the failure to notify the applicant of reception of the registered letter.

Attachments to the application

The modalities for the submission of the documentation attached to the application for participation are described in attachment A, which is an integral part of this Decree.

Foreign applicants

Applicants who are citizens of countries other than Italy must submit their applications in Italian, according to the modalities and within the terms specified in this article.

The application must also contain an eventual mailing address in Italy for the purposes of the comparative evaluation. Any eventual change in this address must be promptly reported to the office to which the application was sent.

For the submission of academic titles, documents and publications, foreign applicants must adhere to the same procedures as Italian ones, as specified in this article.

For the submission of academic titles, documents and publications, citizens of countries outside the EU shall be subject to the prescriptions indicated in this article, and are herewith informed that, as per art. 3 of D.P.R. 445/00, applicants from countries outside the EU who are residing in Italy and are in possession of a valid permit of stay may utilize self-certifications (art. 46 D.P.R. 445/00) or attested affidavits (art. 47 D.P.R. 445/00), limited to the status, personal characteristics and facts certifiable or attestable by public or private Italian subjects, without prejudice to the special dispositions governing immigration and foreigners in Italy. Apart from the above cases, applicants who are citizens of countries outside the EU and are authorized to reside in Italy may use the above cited self-certifications in cases where the use of the same is authorized by international conventions between Italy and the applicant's country of origin.

Additional information

Any questions or requests for additional information regarding the submission of applications should be addressed to the Office of Comparative Evaluations of the University of Gastronomic Sciences – Piazza Vittorio Emanuele, 9 – Loc. Pollenzo – 12042 BRA, telephone: 0172/458574, e-mail concorsi.pollenzo@unisg.it.

Art. 5 – Exclusion from the selection procedure

Applicants are excluded from the selection procedure by Dean's Decree, and the motivations are communicated to the interested party.

Art. 6 – Head of the selection procedure

The Head of the selection procedure is the Registrar of the University of Gastronomic Sciences.

Art. 7 – Evaluation committee

Composition and appointment

The Dean issues a Dean's Decree appointing the Evaluation Committee, which is composed of three members, in compliance with the conditions of art. 5 of the University's Regulations governing the selection process for the hiring of Level II professors:

- a. a representative of the Dean, chosen from the ranks of the University's professors,
- b. two external members, to be chosen from among professors at other universities or belonging to research institutes, of which at least one must be a Level I professor. At least one external member, whether Level I or II, must belong to the contest sector for which the call procedure has been activated or the contest sector in which the national scientific qualification was awarded.

The Committee members are chosen based on their scientific and academic curriculum.

The Dean's Decree appointing the Committee is made public by posting it on the website of the University of Gastronomic Sciences.

The Committee elects a Chairman and a recording secretary from among its members.

The Committee is permitted to use remote digital tools for its meetings.

The Committee carries out its appointed tasks in the presence of all its members and makes decisions based on an absolute majority of its members.

Challenges

Eventual challenges of the Dean's Decree appointing the members of the Evaluation Committee may be submitted by candidates to the Dean within and not beyond thirty days following the publication of the Decree. After said date, and in any case after the Committee is officially established, no further challenges may be submitted regarding its composition.

Rejection of a challenge shall not be considered a valid cause for subsequent challenges.

Conclusion of the Committee's duties

The Committee must conclude its task within 60 days after the date of publication of the Dean's Decree appointing its members. The Dean may extend this term only once, and for not more than 60 additional days, in the case of exceptional circumstances signaled by the Chairman of the Committee. In the case that the Committee's task is not complete after the extension, the Dean, with a motivated

resolution, sets in motion the procedure for the replacement of the member(s) to whom the delay is attributable and sets a new deadline for the completion of the Committee's task.

Art. 8 – Comparative evaluation

Evaluation criteria

General evaluation criteria that the Committee must follow, in compliance with Title III of the University's Regulations governing the selection procedure for the hiring of Level I and II professors:

- in regards to teaching activities:
 - a. the volume and continuity of activities will be taken into consideration as well as their coherence with the educational objectives listed in Article 2, with particular reference to the courses and modules for which the professor will have responsibility;
 - b. any activities carried out at UNISG will have particular weight;
 - c. activities carried out in English will have particular weight;
 - d. training provided within the university with the aim of cultural promotion for stakeholders in the food industry will have particular weight;
- In regards to scientific research activities, the following aspects will be taken into consideration:
 - a. scientific responsibility for national research projects selected for funding based on competitive tendering, and which involve peer reviewing;
 - b. scientific responsibility and participation in national and international research programs;
 - c. organization and participation as a speaker in national and international scientific congresses and/or conferences;
 - d. responsibility for studies and scientific research entrusted to qualified public and private institutions;
 - e. having received national and international prizes and awards for research activities.

In regards to the evaluation of publications, books with an ISBN, edited works, papers included in collective works with an ISBN and articles published in journals in printed or digital format with an ISSN will be taken into consideration. Works that have not yet been published can only be considered if proof of their acceptance is shown.

For the detailed evaluation, the overall volume of the candidate's scientific output and its intensity and continuity over time must be taken into consideration, with the exception of appropriately documented periods of suspension of employment and other periods of leave established by the applicable laws and different from those planned for study reasons.

The evaluation of scientific publications is carried out based on the additional following criteria:

- a. originality, innovativeness, methodological rigor and relevance of each publication;
- b. congruence of the publications within the scientific area for which the call is being made and in particular with the research objectives listed in Article 2;
- c. continuity of the scientific production;
- d. scientific relevance of the editorial classification of each publication and its circulation within the scientific community;
- e. analysis, including based on the criteria recognized within the international scientific community of reference, of the researcher's individual contribution, in the case of his or her participation in collaborative works.
- f. within the scope of sectors in which their use is standard at an international level, the committees may also use one or more of the following indicators, looking up to the date of commencement of the evaluation:

- total number of citations;
- average number of citations per publication;
- total “impact factor”;
- average “impact factor” per publication;
- combinations of the previous parameters, aimed at determining the impact of the candidate’s scientific output (Hirsch index or similar).

Judgment of the Evaluation Committee

The Evaluation Committee evaluates the curriculum and scientific publications submitted by each candidate, as well as their professional activities, in order to verify the candidate’s academic qualification and teaching capacity. The candidate’s level of English will be tested during a teaching test. The Committee will identify at least one theme per candidate for the teaching test; their English will be tested during the teaching test, which must be conducted in English.

Candidates are required to take this test, which must be carried out entirely in English and consists of a 45-minute lesson to be given on a theme assigned by a draw. The teaching test will take place at least 24 hours after the assignation of the theme, unless the candidate withdraws his or her application.

If the candidate has already been employed as a Level II professor at other universities prior to the date the call is issued, he or she is exempted from the teaching test but must still take a language test, which will involve an interview in English with the Committee, including the translation of a previously unseen text in English taken from a volume drawn from the literature of scientific subject area AGR/15.

The results of the teaching test are based on a collective evaluation, carried out immediately after the lesson, which is recorded in writing and includes a score and a justification. The Committee draws up the minutes of each of its meetings, with the relative attachments, signed by all members. In order to evaluate each candidate’s curriculum and scientific publications, the Committee applies the parameters specified in this article, using criteria recognized by the international scientific community wherever possible.

Test program

The program for the tests will be published on the university’s website (<http://www.unisg.it/ricerca-accademica/procedure-di-valutazione-comparativa/>) with at least seven days’ notice. This publication meets the legal requirements for notification regarding the convocation of tests. Candidates must bring a valid identity document. Should the candidate not present themselves on the day set for the first test, this will be considered a clear and definitive sign that they are withdrawing from the selection process.

Conclusion of the procedure

When its appointed task has been concluded, the Evaluation Committee, based on the judgment indicated in the preceding point, draws up a report containing the individual judgments of each member and of the Committee regarding each candidate, based on which, after discussion and majority approval of the decisions, it compiles the rankings.

The abovementioned report, including both individual and combined judgments, is posted on the University’s website, in the section entitled “Comparative Evaluation procedures”.

Appointment of the Level II professor who has placed first in the rankings

Subsequent to the verification of the validity of the procedure, as indicated in art. 9 below, the Faculty Council votes – with an absolute majority of professors of Levels I and II – to propose that the Board of Directors proceed to offer a contract to the Level II professor who has placed first in the rankings. Following the Board of Directors' approval, the Dean issues a Decree ratifying the motion to hire, according to the indications of art. 8 of the Regulations governing the selection procedure for the hiring of professors of Levels I and II.

Art. 9 – Verification of the validity of the procedure

Within thirty days after the documentation is consigned by the Examination Committee, the Dean issues a Decree certifying the formal validity of the same and notifying the candidates by posting the same Decree on the University's website, in the section entitled "comparative evaluation procedures". In the case in which procedural errors have been made, the documentation is returned to the Examination Committee for correction, with urgency.

Art. 10 – Restitution of documents and publications

When the selection procedure has been completed, the candidates must provide, at their expense, for the return of the publications and documents deposited with the University of Gastronomic Sciences. The University shall not act to return the material in any way; the candidates must arrange for the return of the diplomas, academic documents and publications with the personnel of the Comparative Evaluations Office, either by going there in person or by sending a courier or delegate to pick up the abovementioned documentation.

6 months after the date of the issuance of the Dean's Decree ratifying the procedure's records, posted on the website, in the case that it has received no request to return the documentation, the University shall consider its responsibility to keep said documentation and return it upon request lapsed.

Art. 11 – Treatment of personal data

In accordance with the conditions of Leg. Decree n. 196 of 2003, the personal data furnished by the applicants are processed exclusively for the purposes related to the present call and are kept at the University of Gastronomic Sciences– Comparative Evaluations Office, in digital and hard copy.

Said data are necessary for the carrying out evaluations regarding the requisites for participation, and failure to provide them will result in the applicant's exclusion from the selection procedure.

Interested parties may exercise their rights as described in the abovementioned Legislative Decree, among them the right to access his/her personal data, as well as some complementary rights, such as the right to correct, update, complete or cancel erroneous or incomplete data or data not collected in accordance with the law.

Art. 12 – Head of the comparative evaluation procedure

The Head of the comparative evaluation procedure for this call is the Registrar of the University of Gastronomic Sciences - e-mail concorsi.pollenzo@unisg.it – tel. 0172/458514 - 0172458534 – fax 0172/458550.

Art. 13 – Publication of the call

This call is posted on the University of Gastronomic Sciences website – www.unisg.it, and the website of the Ministry of Education, Universities and Research – www.miur.it. The announcement of the call is published in the Official Gazette – Contest section.

Art. 14 – Applicable norms

All matters not specifically addressed in this call will be governed by the applicable norms concerning public contests, insofar as they are compatible.

Upon publication in the Official Gazette, the text of the call will be posted on the University of Gastronomic Sciences' website, at the following address: www.unisg.it, in the section entitled “Comparative evaluation procedures”.

Pollenzo, 17 ottobre 2017

The Dean
Prof. Andrea Pieroni