

Decree of the *Decano* of Full Professor for the elections of the Rector of the IMT School for Advanced Studies Lucca for the three-year period 2024-2027 - Extract

Art. 1 Announcement

1. The elections of the Rector of the IMT School for Advanced Studies Lucca for the three-year period 2024-2027 are announced.

Art. 2 Voting schedule

1. The elections of the Rector of the IMT School for Advanced Studies Lucca will follow the voting schedule below:

- **Tuesday, June 25, 2024, from 9.00 am to 5.00 pm** **First Voting Round**
- **Friday, June 28, 2024, from 9.00 am to 5.00 pm** **Second Voting Round**
- **Tuesday, July 2, 2024, from 9.00 am to 3.00 pm** **Possible Ballot**

Art. 3 Eligibility for election

1. The Rector is elected by secret ballot among full professors with recognized international scientific qualifications and deep knowledge of the research system in Italy and abroad. The Rector-elect must hold an appointment at an Italian university or higher education institute for advanced studies and guarantee a number of years of service equal at least to the duration of the mandate before the retirement date.

2. Those in a part-time status may apply provided that, along with the application, they agree in writing to opt for full-time status if elected.

Art. 4 Applications

1. Applications must be received no later than **12:00 pm on May 10, 2024**, through a formal written statement addressed to the *Decano* of the IMT School for Advanced Studies Lucca (domiciled for these purposes at the General Affairs Office of the School) and indicating in the subject "Application for the position of Rector of the IMT School for Advanced Studies Lucca" through one of the following:

- a) by registered mail with acknowledgement of receipt, with subject "Candidacy for Rector of the IMT School for Advanced Studies Lucca" on the envelope, addressed to:

General Affairs

IMT School for Advanced Studies Lucca

Piazza San Ponziano 6, 55100 LUCCA

- b) hand-delivered to the Registry office, at the address indicated above, **from Monday to Friday from 9.00 to 12.00**;
- c) by e-mail to **imtlucca@postecert.it**, via certified e-mail (PEC), with a digital signature put on the application and on all the other documents where a handwritten signature is traditionally required.

2. In any case, the envelope must be received no later than the announcement's deadline.

3. The application must be accompanied by:

- a) application for candidacy based on the attached model;

- b) curriculum vitae, without any personal data, because it will be made public; only name, surname, and institutional contacts are allowed;
 - c) copy of a valid identification document with date and handwritten signature.
4. The IMT School accepts no responsibility for any failure to communicate due to incorrect information on the residence, delivery, and e-mail addresses provided by the applicant or due to failure or late notification of any address changes, nor for any postal, telegraphic, or IT problems not attributable to the fault of the School itself.
5. Candidates who have not submitted an application form filled in all its parts, duly signed and dated, will be excluded from the selection.
6. Applications will be published on the institutional page of the School's website <https://www.imtlucca.it/it/the-imt-school/job-opportunities/academic-positions/rettore>.
7. Candidates may submit their electoral program in the manner indicated in paragraph 1 and, in any case, by the date set for the General Assembly of the Electoral Body. Electoral programs will be published on the same institutional page indicated in paragraph 6.

Art. 5 Eligibility to vote

1. Those eligible to vote in the election of the Rector are full and associate professors at the IMT School and the following categories, whose vote is weighted such as to ensure that each of them carries a weight specified as follows:
- a) Researchers and research fellows of the IMT School with a weight of 15% of the overall votes
 - b) Technical-administrative staff of the IMT School with a weight 10% of the overall votes
 - c) IMT School students with a weight 5% of the overall votes
2. Those eligible to vote are:
- a) Full and associate professors;
 - b) Professors/researchers of other Universities who serve at the School to the extent of 100% through an agreement under art. 6, paragraph 11, of Law 240/2010;
 - c) Type B fixed-term researchers, type A fixed-term researchers, research fellows;
 - d) Technical-administrative staff with permanent and fixed-term contracts and employees of other public institutions who serve at the School in leadership roles, temporary assignments, or equivalent positions;
 - e) All students enrolled on the date of the election;
 - f) Personnel at points a, b, c, d, on leave under current legislation.
3. If holding more than one status that entitles to vote, the vote is expressed with reference to the status that has the most significant weight.
4. The following categories are not eligible to vote:
- a) Professors/researchers of the IMT School serving at other universities to the extent of 100% through an agreement under art. 6, paragraph 11, of Law 240/2010;

- b) The technical-administrative staff of the School employed at other institutions in leadership positions, temporary assignment or equivalent positions;
- c) Students during the expulsion for a set time longer than three months for disciplinary reasons.

5. The requirements to exercise the right to vote must be possessed on the election date. To this end, fifteen days before the first voting session, the *Decano* issues an update of the lists of eligible voters.

6. Requests for rectification may be submitted within five days from the adoption of the act referred to in the preceding paragraph. After this date:

- any increase (new hiring, transfer, etcetera) does not affect the active electorate;
- any decrease (termination, transfer, etcetera) produces effects on the active electorate.

Art. 6 General Assembly of the Electoral Body

Candidates will present their programs during the General Assembly of the Electoral Body, which will take place at **10.15 am on May 30, 2024**, at the headquarters of the IMT School for Advanced Studies Lucca. It will also be possible to attend the Assembly remotely. Participation instructions will be communicated later via the School's intranet on the appropriate dedicated page. To identify a suitable venue and ensure in-person participation by all who wish to participate, we ask to confirm in-person participation **no later than 12:00 pm on May 15, 2024**, by completing the appropriate online form that will be shared with the School Electoral Body in due time.

Art. 7 Voting procedures

1. Voting is personal, free, and secret.
2. The elections will be held remotely electronically through Cineca electronic voting platform U-Vote. It is possible to vote from anywhere with devices equipped with an internet connection and a recent browser, on the indicated days and times, using strictly personal and unique login information. The operational guidelines to access the voting system will be published on the dedicated page of the School's intranet in time for voting.
3. Each elector expresses a single preference. Individual voters must ensure absolute confidentiality and secrecy in the exercise of their vote, which must take place in the absence of third parties, noting, however, the relevant civil and criminal liabilities ascertained by the competent authorities. It is prohibited to disseminate images and videos of the voting operation performed.
4. At the end of each voting round, a tally will take place. At the end of each tally, a specific report will be compiled.

Art. 8 Polling office and station

1. At least seven days before the date set for the elections, the *Decano* shall appoint by order the election office by their own provision, identifying its members among those eligible to vote, guaranteeing in any case the representation of all School categories. In particular, the office shall be composed of:

- a) the *Decano*, as Chairperson;
- b) a full professor;

- c) a representative of the researchers (type B fixed-term researchers, type A fixed-term researchers, research fellows);
- d) a representative of the technical-administrative staff;
- e) a representative of the students of the Ph.D. programs.

2. A Polling Station will be set up in the Conference Room of the administrative headquarters of the School located in Piazza San Ponziano, 6 - Lucca, in order to provide the necessary equipment for those who cannot vote according to the procedures described in the previous articles.

Art. 9 Conduct of the elections

1. In the first round of voting, the Rector shall be elected by an absolute majority of the weighted votes, which may be cast.
2. In the second round of voting, the Rector shall be elected by an absolute majority of the weighted votes cast.
3. In case of non-election in the second voting session, if there is only one candidate, the *Decano* shall call new elections under the Regulations for the Elections of the Director – now Rector - of the IMT School. If, instead, there are two or more candidates, a ballot will take place within the following three working days between the two candidates who received the highest number of preferential votes in the second voting session, provided that the sum of those votes exceeds fifty percent of the weighted votes cast. If the conditions for the ballot are not met, the *Decano* shall call new elections under the above-mentioned Regulations for the Elections of the Director – now Rector - of the IMT School.
4. For the election to be valid, the participation of the majority of those entitled to vote is required in the first two voting sessions, taking into account the weightings referred to in art. 2, paragraph 3 of the Regulations for the Elections of the Director – now Rector - of the IMT School. In the ballot vote, the participation of one-third of eligible voters is sufficient, considering the weightings referred to in art. 2, paragraph 3 of the above-mentioned Regulations.
5. If the quorum for the validity of the ballot is not reached, the *Decano* shall call new elections under art. 3 of the Regulations for the Elections of the Director – now Rector - of the IMT School.

Art. 10 Privacy policy

1. The conditions, facts, and personal qualities self-certified by the successful candidate are subject to appropriate checks, including sample checks, by the School, regarding their truthfulness.
2. Under EU Regulation 2016/679 and Legislative Decree 6.30.2003, n.196, the School is committed to respecting the confidential nature of the information provided by the candidate; all data provided will be processed only for the purposes related and instrumental to the procedure and the possible election, in accordance with current regulations.

Art. 11 Publicity

1. This provision is published in the IMT School for Advanced Studies Lucca online register and website and e-mailed, for information, to the CRUI and Italian universities.

Art. 12 Organizational unit responsible for the process

1. For all purposes of this announcement, the General Director of the IMT School for Advanced Studies Lucca, Dr. Giulio Bolzonetti, located in Piazza San Ponziano, 6 - 55100 Lucca (tel. 0583-4326 605/716 – fax 0583-4326565 – e-mail address: direttoregenerale@imtlucca.it), is identified as the person in charge of the procedure with the support of General Affairs Office (tel. 0583-4326 605/716/584/559 – fax 0583-4326565 – e-mail address: affarigenerali@imtlucca.it).

Art. 13 Final provisions

1. For anything not covered by this document, please refer to the Statute, the Regulations for the election of the Director – now Rector - of the IMT School for Advanced Studies Lucca, and the current regulatory framework.

Attachments:

- *Regulations for the election of the Director – now Rector - of the IMT School for Advanced Studies Lucca*
- *Application for candidacy*