



POLITECNICO
MILANO 1863

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Title I Class 3

UOR SAGNI

POLITECNICO DI MILANO

THE R E C T O R

HAVING REGARD TO the Decree of the President of the Republic no. 382 issued on 11.07.1980, "Review of university teaching staff, its training section and organizational and teaching testing", as amended;

HAVING REGARD TO Law no. 230 issued on 04.11.2005, "New provisions concerning university professors and researchers and delegation of the reorganization of university professor recruitment to the government", as amended;

HAVING REGARD TO Law no. 240 issued on 30.12.2010, "Rules on organization of Universities, academic staff and recruitment, as well as enabling Government to enhance the quality and efficiency of the university system", as amended, specifically art. 6 "Legal status of tenured professors and researchers";

HAVING REGARD TO the applicable Statute of the Politecnico di Milano;

HAVING REGARD TO the applicable General Regulations;

HAVING REGARD TO the D.R. n. 2855 issued on 09.11.2012, by which the Regulations of Politecnico di Milano about the educational commitment of professors and researchers was adopted, in accordance with art. 6 of Law no. 240 issued on 30.12.2010;

HAVING REGARD TO the D.R. n. 4447 issued on 16.10.2015, about reorganization of the active Schools in the University at 1 of January 2016;

HAVING REGARD TO the inquiry results made by the Academic Senate during the meetings of the 20.04.2015, 21.09.2015, and 16.11.2015, regarding the review process of the Regulations for the educational commitment of professors and researchers of Politecnico di Milano, in accordance with art. 6 of Law no. 240 issued on 30.12.2010 of the above mentioned D.R. n. 2855 issued on 09.11.2012, and following the measures given by the Administrative Justice;

HAVING REGARD TO the resolutions approved by the Academic Senate and by the Board of Governors, in their meetings of 14 and 15 December 2015, in order for final approval of the amended text of the Regulations for the educational commitment of professors and researchers of the Politecnico di Milano, in accordance with art. 6 of Law no. 240 issued on 30.12.2010;

HAVING RECOGNISED the need to take action;

HEREBY DECREES

Art. 1

- 1) For the reasons given in the preambles, the Regulations on the teaching commitment of Politecnico di Milano professors and researchers, in accordance with art. 6 of Law no. 240 issued on 30.12.2010, and issued in 1) D.R. n. 2855 of 09.11.2012, is amended in the text below, as integral part of this provision.
- 2) The amendments made to the regulatory text are marked in ***italic bold***.

REGULATIONS ON THE TEACHING COMMITMENT OF POLITECNICO DI MILANO PROFESSORS AND RESEARCHERS, IN ACCORDANCE WITH ART. 6 OF LAW 240 ISSUED ON 30.12.2010

Art. 1

Purposes and scope of application

- 1) These Regulations govern the assignment and fulfillment of the teaching commitment of Politecnico di Milano professors, in accordance with art. 6 of Law no. 240 issued on 30.12.2010.
- 2) The provisions of these Regulations do not imply any constraints for teaching programming.

Art. 2

Definitions

- 1) The teaching commitment of professors includes lectures, practical exercises, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) Specifically:
 - "lectures" mean classroom teaching, including, for *the School of Architecture Urban Planning Construction Engineering and for the School of Design*, teaching activities during design workshops;
 - "practical exercises" mean classroom teaching to support lectures;
 - "teaching laboratories" mean teaching activities to support lectures, in specifically equipped areas.
- 3) For the *School of Industrial and Information Engineering, School of Civil, Environmental and Land Management Engineering and for Architecture Urban Planning Construction Engineering*, lectures are "highly onerous" when the presumed number of enrolled students is at least 100. The Schools can define such quality differently; however, since the number of highly onerous courses is N, the overall presumed number of students enrolled in these courses must be at least 100* N.

Art. 3

Assignment of teaching duties to full-time professors

- 1) The teaching commitment of full-time, full and associate professors is of at least 350 hours/year for lectures, practical exercises, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) As part of the commitment referred to in the previous paragraph, the Departments may assign, alternatively:
 - At the School of Industrial and Information Engineering and School of Civil, Environmental and Land Management Engineering*
 - the sole lectures for one or more courses, for total 15 ECTS;
 - the entire teaching activity for one or more courses, for total 10 ECTS;
 - the sole lectures for one or more courses whose presumed number of enrolled students is at least 100, for total 10 ECTS;
 - a pondered combination of activities performed as outlined in the three points above;
 - 120 hours of classroom teaching.
 - At the School of Design*
 - the sole lectures for one or more courses, for total 12 ECTS;
 - 120 hours of classroom teaching.
 - At the Architecture Urban Planning Construction Engineering:*
The School specifies to the Departments, for each study programme, the rules for the allocation of educational tasks between those included in the list a) and in the list b):

a)

- the execution of the lessons only (frontal lectures) of one or more teachings for a total of 15 ECTS;
- the execution of that lessons of one or more teachings, onerous and heavy, for a total of 10 ECTS;
- the execution of the whole didactic activity in one or more teachings for a total of 10 ECTS (lectures, tutorials, teaching laboratories);
- the execution of a weighted combination of activity according to the procedures expressed in the previous three points;
- the execution of 120 hours of frontal lectures;

b)

- the execution of the whole didactic activity specified for one or more teachings (lectures, tutorials, teaching laboratories) for a total of 12 ECTS;
- the execution of 120 hours of frontal lectures.

Art. 4

Assignment of teaching duties to part-time professors

- 1) The teaching commitment of part-time, full and associate professors is of at least 250 hours/year for lectures, practical exercises, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) As part of the commitment referred to in the previous paragraph, the Departments may assign, alternatively:

At the School of Industrial and Information Engineering and in the School of Civil, Environmental and Land Management Engineering

- the sole lectures for one or more courses, for total 10 ECTS;
- 80 hours of classroom teaching.

At the School of Design

- the sole lectures for one or more courses, for total 8 ECTS;
- 80 hours of classroom teaching.

At the School of Architecture Urban Planning Construction Engineering:

The School specifies to the Departments, for each study programme, the rules for the allocation of educational tasks between those included in the list a) and in the list b):

a)

- the execution of the lessons only (frontal lectures) of one or more teachings for a total of 10 ECTS;
- the execution of 80 hours of frontal lectures.

b)

- the execution of the whole didactic activity specified for one or more teachings (lectures, tutorials, teaching laboratories) for a total of 8 ECTS;
- the execution of 80 hours of frontal lectures.

Art. 5

Assignment of teaching duties to full-time, confirmed researchers with permanent positions

- 1) Politecnico di Milano asks to full-time confirmed researchers with permanent positions a teaching commitment of 350 hours/year for practical exercises, teaching seminars, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.

- 2) As part of the commitment referred to in the previous paragraph, the Departments assign 80 hours of practical exercises or teaching laboratories or, upon request of the person concerned and subject to the favorable opinion of the Department, the sole lectures for one or more courses, for total 8 ECTS.

Art. 6

Assignment of teaching duties to part-time, confirmed researchers with permanent positions

- 1) Politecnico di Milano asks to part-time confirmed researchers with permanent positions a teaching commitment of 200 hours/year for practical exercises, teaching seminars, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) As part of the commitment referred to in the previous paragraph, the Departments assign 50 hours of practical exercises or teaching laboratories or, upon request of the person concerned and subject to the favorable opinion of the Department, the sole lectures for one or more courses, for total 5 ECTS.

Art. 7

Assignment of teaching duties to unconfirmed researchers with permanent positions

- 1) Politecnico di Milano asks to unconfirmed researchers with permanent positions a teaching commitment of 350 hours/year for practical exercises, teaching seminars, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) As part of the commitment referred to in the previous paragraph, the Departments assign 40 hours of practical exercises or teaching laboratories or, upon request of the person concerned and subject to the favorable opinion of the Department, the sole lectures for one or more courses, for total 4 ECTS.

Art. 8

Assignment of teaching duties to senior temporary researchers under art. 24 - paragraph 3 - letter b of Law 240/2010

- 1) The teaching commitment of senior temporary researchers is of 350 hours/year for lectures, practical exercises, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) As part of the commitment referred to in the previous paragraph, the Departments may assign, alternatively:
 - *At the School of Industrial and Information Engineering and in the School of Civil, Environmental and Land Management Engineering*
 - the sole lectures for one or more courses, for total 15 ECTS;
 - the entire teaching activity for one or more courses, for total 10 ECTS;
 - the sole lectures for one or more courses whose presumed number of enrolled students is at least 100, for total 10 ECTS;
 - 120 hours of classroom teaching

At the School of Design

- the sole lectures for one or more courses, for total 12 ECTS;
- 120 hours of classroom teaching.

At the School of Architecture Urban Planning Construction Engineering:

The School specifies to the Departments, for each study programme, the rules for the allocation of educational tasks between those included in the list a) and in the list b):

a)

- *the execution of the lessons only (frontal lectures) of one or more teachings for a total of 15 ECTS;*
- *the execution of that lessons of one or more teachings, onerous and heavy, for a total of 10 ECTS;*
- *the execution of the whole didactic activity in one or more teachings for a total of 10 ECTS (lectures, tutorials, teaching laboratories);*
- *the execution of 120 hours of frontal lectures.*

b)

- *the execution of the whole didactic activity specified for one or more teachings (lectures, tutorials, teaching laboratories) for a total of 12 ECTS;*
- *the execution of 120 hours of frontal lectures.*

Art. 9

Assignment of teaching duties to full-time, junior temporary researchers under art. 24 - paragraph 3 - letter a of Law 240/2010

- 1) The teaching commitment of full-time, junior temporary researchers is of 350 hours/year for lectures, practical exercises, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) As part of the commitment referred to in the previous paragraph, the Departments assign the sole lectures for one or more courses, for total 8 ECTS, or 80 hours of classroom teaching.

Art. 10

Assignment of teaching duties to part-time, junior temporary researchers under art. 24 - paragraph 3 - letter a of Law 240/2010

- 1) The teaching commitment of part-time, junior temporary researchers is of 200 hours/year for lectures, practical exercises, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) As part of the commitment referred to in the previous paragraph, the Departments assign the sole lectures for one or more courses, for total 5 ECTS, or 50 hours of classroom teaching.

Art. 11

Teaching duties of contract holders under art. 1 - paragraph 14 of Law 230/2005

- 1) Politecnico di Milano asks to part-time contract holders, under art. 1 - paragraph 14 of Law 230/2005, a teaching commitment of 350 hours/year, as part of the 1500 hours/year established by the said Law, for practical exercises, teaching seminars, teaching laboratories, assistance to students, guidance, tutoring, assistance for Laurea (equivalent to Bachelor of Science) theses, Laurea Magistrale (equivalent to Master of Science) theses and doctoral theses, learning tests, sitting on graduation and doctoral examining committees.
- 2) As part of the commitment referred to in the previous paragraph, the Departments assign 80 hours of practical exercises or teaching laboratories or, upon request of the person concerned and subject to the favorable opinion of the Department, the sole lectures for one or more courses, for total 8 ECTS.

Art. 12

Certification and checks of fulfillment of the teaching commitment

- 1) Professors certify their activities through the registration according to the dedicated procedure.

- 2) The Departments are required to check that the obligations of their professors are fulfilled.
- 3) The Head of Department is also required to validate the certification referred to the above mentioned paragraph 1.

Art. 13

Additional remuneration

- 1) An additional remuneration is granted to professors in case of assignment of further work by the Departments in relation to one or more courses, exceeding their duties established in the above mentioned articles by at least 20%. This remuneration covers the difference between their actual commitment and their required commitment.
- 2) An additional remuneration is granted to researchers in case of assignment of further work by the Departments in relation to one or more courses, exceeding their duties established in the above mentioned articles.

Art. 14

Flexibility

- 1) Professors can ask their Department to include up to 20 hours of lectures in doctoral programmes in their teaching commitment. Such request must be approved by the Department. These hours cannot be taken into account for the purpose of art. 13 above.
- 2) Any lecture held jointly with other professors is attributed to each professor on a two-thirds basis.
- 3) The teaching commitment required to researchers may also result from a combination of the alternative options available, assimilating 10 hours of practical exercises/teaching laboratories/lectures in doctoral programmes to 1 ECTS.
- 4) Professors may ask their Department, giving reasons therefor, to carry out all or part of the job activity related to the next academic year during the current academic year. The Department Board, after submission to the School, will decide accordingly on this request.
- 5) ***In order to ensure better organization of teaching, a Department can reduce the educational involvement required from a professor to a maximum of 3 ECTS, provided that the reduction is compensated by a similar increase in unpaid teaching tasks of other professors of the same Department.***
- 6) ***In exceptional circumstances, the Director of the Department, under the approval of the Rector, can define the educational involvement of a professor notwithstanding the current regulation, but subject to the constraints of the law.***

Art. 15

Entry into force

- 1) The Regulations on the teaching commitment of Politecnico di Milano professors and researchers, pursuant to art. 6 of Law 240 issued on 30.12.2010, go into force from the day following the date of enactment of the Rector decree.

THE RECTOR
Signed Prof. Giovanni Azzone