



UNICAMILLUS

REGULATIONS OF THE INTEGRATED RESEARCH CENTRE

Approved by the Board of Directors on 19.06.2023 (Ref. 134)

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Introduction

1. These Regulations govern the activities and functions of the Integrated Research Centre of UniCamillus – Saint Camillus International University of Health Sciences, hereinafter also referred to as ‘UniCamillus’ or ‘the Departmental Faculty (of Medicine)’, in accordance with the regulations in force and Article 18 of the University Statute.
2. The approval and modification of these Regulations shall be made by the Board of Directors by an absolute majority of its members.

Article 1 Purpose of the Integrated Research Centre

The Integrated Research Centre (IRC) is the inter-faculty reference structure for the promotion and support of research activities and scientific collaborations, as well as for the administrative and financial management at the service of the research programmes of the faculties, in accordance with art. 18, paragraph 1 of the University Statute. Within the IRC, research units, groups and programmes of the Departmental Faculty may be established and funded, open to the participation of scholars and researchers from other universities, research and cultural, national, EU and international institutions, in accordance with Art. 18, paragraph 3 of the University Statute.

1. The IRC is committed to ensuring scientific excellence by:
 - a. Developing the scientific potential of the University by defining objectives and managing available resources;
 - b. Establishing, in agreement with the Departmental Faculty, regulations and guidelines that favour the development of research activities;
 - c. Promoting scientific innovation by proposing initiatives to improve the quality of research;
 - d. Monitoring research activities through the definition and analysis of indicators relevant to the evaluation of research;
2. The IRC operates in accordance with the principles of autonomy, accountability, transparency and participation, ensuring the active involvement of all components of the University community in strategic decisions.

Article 2 How the Integrated Research Centre operates

1. The IRC operates in accordance with the following regulations.
2. The IRC formulates proposals and opinions on research, taking into account the indications of the Board of Directors and the Departmental Faculty, in accordance with the University Strategic Plan. In particular, the IRC:
 - a. drafts and proposes to the Governing Bodies, subject to the approval of the Departmental Faculty, amendments to the University Research Activity Regulations.
 - b. carries out the evaluation of research activities in accordance with the evaluation criteria established at the national level by the Italian National Agency for the Evaluation of University and Research Systems (ANVUR).
 - c. after approval by the Council of the Departmental Faculty, proposes to the Academic Senate and the Board of Directors a call for research projects to be financed by the University Research Fund.
 - d. Together with the Delegate for Research, manages the monitoring and annual review processes of the Department's research, the results of which are documented in an annual report, the self-evaluation document of scientific research, which is discussed by the Faculty Council of the Department and submitted to the central bodies, including the University Quality Committee and the Evaluation Committee, in accordance with art. 11, paragraph 4 of the Regulations on Research Activities;

- e. Assisted by the Grants Office, ensures the proper management of funds for research activities, publications and scientific collaborations, in accordance with art. 18 paragraph 3 of the University Statute;
- f. On behalf of the Board of Directors or of the Departmental Faculty, deals with any other matter relevant to research.

Article 3 Structure of the Integrated Research Centre

1. The IRC is headed by the Rector or, if appointed, by the Pro-Rector for Research or by a Rector's delegate in accordance with Art. 18, paragraph 2, of the UniCamillus Statute, and by other members elected from among the UniCamillus researchers, associate professors and full professors.
2. The head of the Grants Office may attend the meetings of the IRC with advisory voting rights.

Article 4 Convening and documentation

1. Meetings of the IRC are convened by the Rector or the Delegate for Research and are held every two months.
2. Documents relating to the agenda and useful for the meeting shall, except in exceptional cases, be made available to the members of the body two days before the date of the meeting.
3. Meetings of the IRC may also be held online.
4. Minutes of each meeting shall be drawn up by the Secretary and shall contain the decisions taken and a summary of the debates held.
5. The minutes shall be submitted to the IRC for approval, normally at the following meeting.

Article 5 Responsibilities of the members of the Integrated Research Centre

1. The members of the IRC must attend the meetings. If a member is unable to attend a meeting, they must submit a written justification to the Rector or to the competent persons mentioned in this Article 3(1). Acceptance of any justification shall be at the discretion of the Rector or their Delegate.
2. Resignation must be in writing and addressed to the Rector, who will confirm it.
3. In the event of incompatibility, the office shall be terminated. A member of the IRC who is in a situation of incompatibility with regard to a matter on the agenda shall abstain from participating in the discussion and voting and shall leave the meeting room.

Article 6 Decisions of the Integrated Research Centre

1. The resolutions of the IRC shall be adopted by a majority of those present, unless the law and/or these Statutes provide otherwise. In the event of a tied vote, the Rector or the Rector's Delegate for Research shall have the casting vote.

Article 7 Final provisions

For all matters not expressly provided for in these Regulations, reference is made to the relevant laws in force, the Statute and the Regulations, in particular the Faculty's Teaching Regulations, the Regulations of the Academic Senate and the Regulations for Research.