

LUISS



Regulations on Luiss Post-graduate Schools

(approved by the Executive Committee of Luiss at its meeting of 13 July 2002, acting on a proposal tabled by the Academic Senate at its sitting of 21 June 2022, with the amendments adopted by the Executive Committee at its meeting of 13 December 2022)



TITLE I **Purposes and Activities of Luiss Post-graduate Schools**

Article 1 **Scope of Application**

These Regulations govern the purposes, activities and organization of post-graduate schools (*scuole post-laurem*), hereinafter referred to as Luiss post-graduate schools.

Article 2 **Purpose**

Post-graduate schools, established in accordance with subparagraph i) of Article 7 of the Statutes, organize post-graduate education, including first-level and second-level university master's programs, mainly having regard to the needs of the labor market and professions.

The establishment and functioning of post-graduate schools are governed by Article 12 of the General University Regulations.

Article 3 **Activities of Post-graduate Schools**

Post-graduate schools' activities consist of:

- a) the design, organization and implementation of first-level and second-level university master's programs, with or without national and international accreditation, including in partnership with other Italian and foreign university institutions
- b) participation in procedures for the award of grants and/or contracts for applied research as well as assistance and transfer of skills to national and international graduates, managerial staff and executives; in this context "applied research" means that requested by organizations and institutions complementary to education activities
- c) the research referred to in the preceding subparagraph b) can be carried out within observatories that do not fall within the scope of the Regulations on Luiss Guido Carli Research Centers; the establishment and closing down of research observatories is governed by Article 13 of the General University Regulations
- d) the organization of conferences, seminars and workshops for in-depth study of topics of interest to the school
- e) the publication of academic writings and policy proposals within the disciplines of interest to the school, through Luiss University Press and other national and international publishers
- f) the promotion of training initiatives aimed at the continuing education of managerial staff and executives, in partnership with advanced national and international private and public schools
- g) the implementation of training initiatives and preparation for national and international competitions

The specific goals and activities of each post-graduate school are set in the strategic plan document adopted under Article 6.

The activities of the post-graduate schools are coordinated by the Vice Rector for Teaching with responsibility for post-graduate studies, in consultation with the Vice Rector for Research where falling within the latter's specific remit.



TITLE II Organization and Functioning

Article 4 Governance of Post-graduate Schools

The governance of post-graduate schools is structured as follows:

- the President
- the Dean
- the Management Committee (*comitato direttivo*)
- the Advisory Board

Article 5 The President

The President of the post-graduate school, appointed by the Board of Directors of Luiss, acting on a proposal from the President of Luiss, holds office for a renewable 3-year term.

Article 6 The Dean

The Dean of post-graduate school:

- a) represents the school in the Academic Senate and before Luiss bodies and institutions
- b) convenes and chairs the Management Committee
- c) participates, on request, at meetings of the Board of Directors of Luiss in cases where matters concerning the post-graduate school are included on the agenda of the meeting
- d) represents the post-graduate school nationally and internationally, as well as in non-economic agreements with external entities
- e) directs and supervises the regular functioning of the post-graduate school in accordance with the provisions of these Regulations and Luiss regulations

The Dean is appointed by the Board of Directors of Luiss, acting on a proposal from the Rector, after consultation with the General Manager and the President of the school, in accordance with subparagraph g) of Article 7 of the Statutes, and is chosen from among the University's tenured professors. The appointment is for three years and may be renewed for just one further term of office. The position of Dean is incompatible with other institutional positions within the University of a non-teaching nature.

The Dean appoints the Coordinator of Masters and the Coordinator of Courses, as well as any other persons in charge, appointments that last until a new Dean of post-graduate school takes up office.

Article 7 Management Committee

The Management Committee is the collegial body responsible for managing the post-graduate school.

Its members are:

- the Dean
- the President of the post-graduate school
- the Chairperson of the Advisory Board
- the Coordinator of Masters
- the Coordinator of Courses

The Management Committee:

- a) sets the school's development strategies and performs the function of guidance and evaluation regarding



- the finalization and implementation of those strategies
- b) resolves on, acting on a proposal from the Dean, the school's strategic plan and the annual budget, to be submitted for approval by the Executive Committee (*comitato esecutivo*)
- c) makes proposals regarding the design and implementation of the school's training and academic initiatives
- d) submits proposals to the relevant Department Councils for the issuing of calls for applications to fill vacancies for tenured professors and fixed-term researcher positions
- e) submits proposals to the Academic Senate, through the Rector, concerning the awarding of contracts for the positions of lecturer and professor of practice
- f) submits proposals to the Executive Committee, on the advice of the Dean, regarding changes to the school's organizational structure and highlights the human resources and operating assets required for the functioning of the school
- g) decides, acting on a proposal from the Dean, on the awarding of teaching contracts within the limits of the funding allocated for such purposes

In case of a tie, the Dean has the casting vote.

The functions of Secretary to the Management Committee are performed by a member appointed for that purpose by the Dean.

The Rector, the General Manager, the Dean of undergraduate school and the Dean of graduate school, and any representatives appointed by the Dean are invited to meetings of the Management Committee.

The Management Committee meets at least quarterly.

Article 8 Advisory Board

The Advisory Board consists of:

- the President of the post-graduate school
- the Dean
- six acclaimed scholars or professionals working in the post-graduate school's areas of expertise, including a Chairperson, appointed by the Board of Directors acting on a proposal from the Rector, which individuals shall hold office for three years and may be reappointed

The Advisory Board of the post-graduate school:

- a) contributes to establishing the guidelines for the strategic plan through opinions and proposals
- b) assesses implementation of the annual plan for teaching and education activities as well as implementation of the strategic plan
- c) promotes the school in national and international institutions, associations and enterprises and in the media
- d) supports the school in funding activities for its initiatives
- e) contributes to outlining the professional profile promoted by the school's programs and assists the school in developing training and job placement policies for master's graduates
- f) identifies new areas of education and teaching development
- g) makes proposals for the promotion of the school and its programs

The functions of Secretary to the Advisory Board are performed by the Dean of post-graduate school.

The Rector and the General Manager or their representatives are invited to Advisory Board meetings.

The Advisory Board meets at least once a year on the initiative of its Chairperson or one-third of its members.



Article 9 Friends of the School

The Management Committee may establish "Friends of the School" (*Amici della Scuola*) also referred to as "Senior Fellows of the School", whose members include members of other institutions (university or otherwise, international and national) with whom academic cooperation has been established or who work in the school's areas of expertise.

Meetings of the "Friends of the School" are to be held at least once a year, at the initiative of the Dean, including remotely.

Article 10 Final Provisions

For matters not governed by these Regulations, reference is to be made to the University's Statutes and regulations.