



UniSR

Università Vita-Salute
San Raffaele

UNIVERSITY REGULATIONS

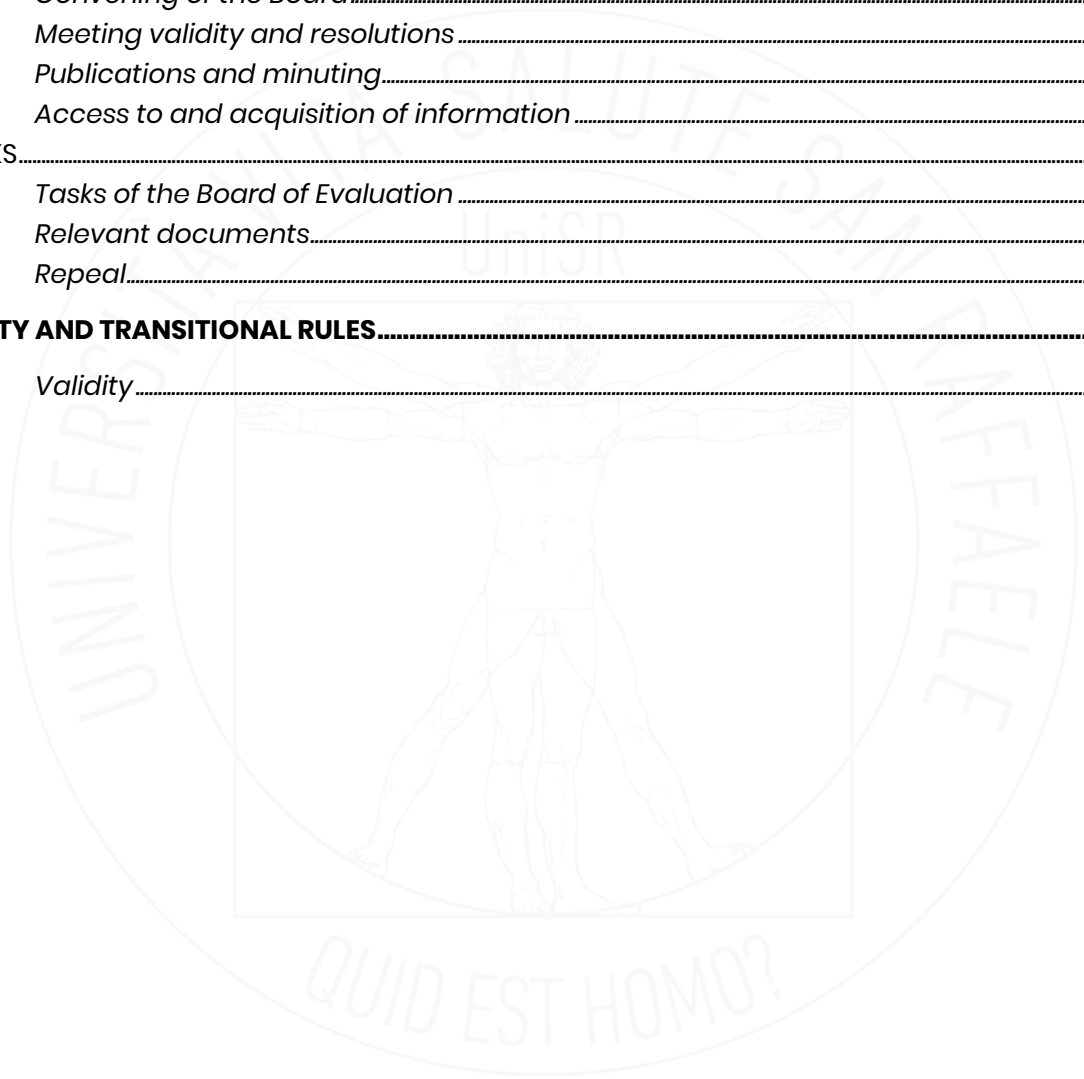
REGULATIONS OF THE UNIVERSITY BOARD OF EVALUATION



ISSUED BY RECTOR'S DECREE NO. 8227 OF 05/06/2023

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1 Purpose and Scope

ART.1 Field of application

1. These Regulations govern the operating procedures of the "University Board of Evaluation" of Vita-Salute San Raffaele University, hereinafter referred to as the "Board".
With regard to the composition, appointment and term of office of the Board, Article 19 of the General University Regulations shall apply.

2 Provisions of the Regulations

2.1 RULES GOVERNING OPERATION

ART.2 Convening of the Board

1. The Board shall meet when convened by its President, who sets the agenda. Meetings may be held on the premises of Vita-Salute San Raffaele University or in another place indicated in the convocation within Italy. Board meetings can also be held virtually provided that all participants can be identified and are enabled to follow the debate and contribute in real time in the discussion of the topics addressed. If these requirements are fulfilled, the Board meeting is deemed to be held at the location where the President is located.
2. The convocation shall be prepared and sent by e-mail to the individual members at least three days before the date set for the meeting.
3. The Board shall also be convened by its President within 15 days of a request made by at least half of its members. The request to convene a meeting must specify the agenda of the items to be addressed.

ART.3 Meeting validity and resolutions

1. The Board shall be validly constituted and its resolutions validly adopted when:
 - a) all members were duly summoned;
 - b) a majority of its members are present;
 - c) resolutions are adopted by an absolute majority of those present. In the event of a tie, the President has the casting vote;
 - d) meetings shall be chaired by the President and in his/her absence by a member of the Board, elected from among those present before the meeting begins;
 - e) the unexcused absence of one of the members from two consecutive meetings shall entail his/her automatic and immediate removal from office.

ART.4 Publications and minuting

1. Board meetings are not public.
2. The minutes of the Board meeting are approved at the meeting or at the following meeting and are signed by the President.

ART.5 Access to and acquisition of information

1. In order to carry out its activities, the Board can request information from all the relevant offices, which shall ensure the necessary cooperation. The Board will also periodically acquire, as required by the regulations in force, the opinions of attending students on teaching activities. The Board shall in any case ensure compliance with all applicable data confidentiality regulations.

2.2 TASKS

ART.6 Tasks of the Board of Evaluation

1. The Board operates in a position of autonomy and is directly accountable to the Board of Directors. The members of the Board may be awarded a fee in the amount determined by the Board of Directors. The tasks of the Board are defined in the following subsections of this article.

2. It carries out the activities provided for by statutory or regulatory provisions insofar as they are compatible with the statutory provisions and the non-state nature of the University.

3. For Bachelor's Degree Courses, Master's Degree Courses, Single-Cycle Master's Degree Courses and PhD Programmes, it assesses the quality and effectiveness of the teaching offering.

4. It assesses the quality and effectiveness of Research and Third Mission/Social Impact activities.

5. It periodically assesses the performance of the Courses and Faculties by analysing the results, using interviews where appropriate and necessary.

6. It verifies the implementation in the Courses and Faculties of the recommendations and conditions formulated by the Committee of Evaluation Experts during external visits.

7. In the presence of critical issues, it may require frequent Periodic Review Reports.

8. With regard to the procedures for venue and course accreditation, pursuant to Italian Legislative Decree No. 19/2012, it performs the following functions:

- a. expresses an opinion that is binding for the University on the fulfilment of the requirements for initial accreditation for the establishment of new courses, as well as on the coherence and sustainability of achievement plans;
- b. verifies the proper functioning of the Quality Assurance system and provides support to the ANVUR and the Ministry in monitoring compliance with initial and periodic accreditation requirements for courses and venues;
- c. provides support to the university governance bodies and the ANVUR in monitoring the results achieved against the periodic evaluation indicators, as well as to the university in the development of additional indicators for the achievement of its strategic planning objectives;
- d. in the annual report referred to in Article 1(2) of Italian Law No. 370 of 19 October 1999, it reports on the results of the activities referred to in points b and c above.

9. The Board, in accordance with the procedures and timeframes provided for by the ANVUR:

- draws up an annual report on the student opinions survey;
- fills in the *critical issue resolution verification sheets*, with respect to the recommendations and conditions formulated by the Committee of Evaluation Experts during external visits;
- confers data on the AVA indicators, in compliance with the provisions of section 8(c) above;
- draws up an annual report containing the results of its verification and evaluation activities.

As regards the AVA system, the report should mainly focus on events that took place the previous calendar year and extend the observation period to the first few months of the current calendar year in order to report on activities that have been closed or have already produced results.

ART.7 Relevant documents

1. For all matters not addressed by these regulations, the current legislation, the ANVUR guidelines, the Statute of Vita-Salute San Raffaele University, and the regulatory and procedural provisions of the University shall apply.

ART.8 Repeal

1. The Regulations of the Board of Evaluation of Vita-Salute San Raffaele University issued by Rector's Decree no. 6076 of 18 June 2019 are repealed.

3 Validity and transitional rules

ART.9 Validity

1. These Regulations shall enter into force on the day following the day of issue of the Rector's Decree, subject to approval by the Board of Directors. Any amendments to these regulations must be approved by the Board of Directors.

Issued by Rector's Decree no. 8227 of 5 June 2023 (effective from 6 June 2023)

The Italian version of this Regulations is the only legal means of communication of the relative contents and in case of dispute, the Italian version shall prevail.

