



# UniSR

Università Vita-Salute  
San Raffaele

**UNIVERSITY REGULATIONS**

# **EQUAL OPPORTUNITIES SUPERVISORY COMMITTEE REGULATIONS**



**ISSUED BY RECTOR'S DECREE NO. 7902 OF 18/11/2022**

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## **1 Purpose and Scope**

### *ART.1 Purpose and scope*

The Regulations govern the powers and responsibilities of the Equal Opportunities Supervisory Committee and applies to all the activities functional to the implementation of equal opportunities within Vita-Salute San Raffaele University.

## **2 Provisions of the Regulations**

### *ART.2 Purposes of the Committee*

1. These Regulations establish the Equal Opportunities Supervisory Committee of Vita-Salute San Raffaele University, hereinafter also referred to as the "Committee", and govern its powers and responsibilities in accordance with the provisions of European directives, the Council of Ministers directive of 27 March 1997 and the Prime Minister's directive of 23 May 2007.

2. The Committee promotes and implements, in the ways and forms provided for by these Regulations, the activities functional to the attainment of equal opportunities within Vita-Salute San Raffaele University (hereinafter also referred to as the "University").

### *ART.3 Tasks of the Committee*

1. Focusing in particular on categories susceptible to discrimination, the tasks of the Committee include:

- a) drawing up proposals for initiatives and measures to remove any obstacles that prevent the full attainment of equal opportunities in the university environment, in study, research, teaching and work activities;
- b) favouring the optimisation of work productivity, by improving the efficiency of work performance, also by creating a working environment characterised by respect for equal opportunities, organisational well-being and the counteraction of any form of discrimination;
- c) promoting equal opportunities in the context of the introduction of Vita-Salute San Raffaele University graduates into the world of work, by carrying out surveys and statistical analyses in this regard and drawing up proposals and initiatives;
- d) opposing any form of moral or psychological violence and any other form of discrimination, direct or indirect, relating to gender, age, sexual orientation, race, ethnic origin, disability, religion, language and social and cultural status;
- e) promoting the culture of equal opportunities and respect for the dignity of the individual in the workplace, including through initiatives involving the University's staff and students.

2. The Committee carries out cultural actions to promote equal opportunities, also through the enhancement of scientific activities aimed at raising awareness on the issue, as well as through the promotion and enhancement of scientific and teaching activities on the topics of interest to the Committee and the organisation of training courses, seminars and conferences.

### *ART.4 Composition of the Committee*

1. The Committee is composed of:

- a) 2 (two) members representing full and associate professors and university researchers;
- b) 2 (two) members representing the administrative staff;
- c) 2 (two) members representing the students of Vita-Salute San Raffaele University.

For each full member there is an alternate.

2. All the members of the Committee must meet the requirements regarding professionalism, experience and aptitude ascertained through the evaluation of the curricula submitted.
3. For the purposes of setting up the Committee, the representatives of the teaching staff are appointed by the Rector by decree. The administrative staff representatives are appointed by the Managing Director of Vita-Salute San Raffaele University. The student representatives are appointed by the student representatives on the University Faculty Councils.
4. The composition of the Committee must ensure an equal presence of female and male members.

#### *ART.5 Term of office of the Committee*

1. The members of the Committee hold office for four (4) years. The appointment of each member may only be renewed once.
2. The representatives of the teaching and administrative staff automatically cease to hold office in the event of resignation, termination or other loss of eligibility. The lapsed representative shall be replaced for the remainder of the term by the alternate member.
3. Student representatives automatically cease to hold office when they cease to be students at Vita-Salute San Raffaele University. A student representative who obtains a Bachelor's degree does not forfeit his or her mandate if he/she enrolls, at the same venue and within 180 days from the date of the award of the degree, in a Master's degree course. From the time a three-year degree is awarded and until the time of enrolment in a Master's degree course, the term of office shall be deemed suspended.
4. The lapsed representative shall be replaced for the remainder of the term of office, where possible, by the alternate member.

#### *ART.6 Operating procedures*

1. At its first meeting, the Committee elects a President.
2. The President is responsible for coordinating the work and representing the Committee.
3. As proposed by the President, the Committee may appoint a secretary to take care of the Committee's business.
4. The Committee meets following an ordinary call by the President, normally at least every three (3) months, or if at least half of its members so request.
5. The President shall call the meeting with at least five (5) days' written notice; the call may also be made by electronic means and must contain the agenda and any documentation necessary for the discussion of the relevant items.
6. If the topics on the agenda relate exclusively to teaching or non-teaching staff, student representatives do not attend the meeting.
7. The meeting is validly constituted with the presence of the majority of those entitled to attend.
8. Resolutions are passed by a majority of those present. In the event of a tie, the President has the casting vote.

#### *ART.7 Resources*

1. The Committee submits projects of its activities together with funding plans to the Board of Directors for approval.
2. In order to carry out its activities, the Committee may avail itself of the cooperation of the administrative offices of Vita-Salute San Raffaele University, as well as of experts.
3. Once a year, the Committee submits to the Board of Directors:
  - a) a report illustrating the activities carried out and the initiatives undertaken;
  - b) a final statement.

#### *ART.8 Right to Information*

1. The Committee may request from the data controller all the information and administrative documents necessary to carry out its activities, in compliance with and within the limits of the provisions of the laws and regulations in force concerning confidentiality and the protection of personal data.

### **3 Validity and transitional rules**

#### *ART.9 Final provisions*

1. The Regulations of the Equal Opportunities Supervisory Committee of Vita-Salute San Raffaele University shall enter into force on the day following that of the issuance of this Rector's Decree.
2. For all matters not provided for in these Regulations, the laws and regulations in force and the Statute of Vita-Salute San Raffaele University shall apply.

*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.*