

## UNIVERSITY EVALUATION UNIT REGULATIONS

### **Art. 1 – Area of Application**

1.  
These regulations, in accordance with the Statute and General University Rules (Regolamento Generale di Ateneo, RGA) of Bocconi University, and within the applicable legislative framework governing private universities, define the structure, operations and allocation of resources of the University Evaluation Unit.

### **Art. 2 – Appointment, term of assignment and renewal of members**

1.  
The procedure for establishing the Evaluation Unit, as well as the appointment of its President, its composition, the term of the assignments and incompatibilities in holding them are regulated by the Statute and the General University Rules.

### **Art. 3 – Organizing and Functioning**

1.  
The President supervises the activities of the Evaluation Unit, convenes meetings, and sets the agenda for each session.  
If the President is not present or cannot attend, it is up to a delegated member or, if none has been delegated, the eldest member, to call meetings and preside over the Evaluation Unit.

2.  
All members may request the inclusion of topics on the agenda in due time to notify the other members.

3.  
The Evaluation Unit may be convened for an extraordinary meeting if at least 1/5 of the members submit a reasoned request to the President, specifying the topics to be added to the agenda.

4.  
If the requests (as outlined in points 2 and 3) are not accepted, the President will notify the rejection in the next session and provide a justification for it.

5.  
The Evaluation Unit meets at least 3 times a year. Further meetings can be called based on the need related to carrying out specific requirements or individual evaluation initiatives.

6.

The Evaluation Unit shall be duly formed if the session meets the requirements stated in article 8 of the General University Rules.

7.

Resolutions and opinions are valid with an absolute majority of those present. In the event of a tie, the deciding vote will be cast by the President.

8.

The minutes drafted at the end of each session, signed by the President and the Secretary, deals with the contents and essential terms of the session. A copy of the minutes is submitted to every member of the Unit, the Rector, the Managing Director, and the President of the Quality Assurance Committee. The secretary's functions are covered by the supervisor of the supporting office as referred to in Article 6 paragraph 2.

9.

At the beginning of each academic year the Unit establishes the schedule of meetings and defines the activities plan.

#### **Art. 4 – Functions and Annual Report**

1.

The functions of the Evaluation Unit are subject to the General University Rules.

2.

The Evaluation Unit provides an annual report to the Academic Council, the Managing Director and the Rector.

The Evaluation Unit uses, as informative elements, the reports drafted by the Student-Faculty Joint Teaching Committees as well as further informative documents made available by the Quality Assurance Committee and the University itself.

3.

Introduction of the actions and initiatives proposed by the Unit is the responsibility of the University's governance bodies.

#### **Art. 5– Access to information and dissemination of documents**

1.

In accordance with Law no. 370/99, art.1 paragraph 3, the University ensures the Evaluation Unit the right to access data and information held by other offices and organizational units, as necessary to carry out its activities, as well as to promote and disseminate its documents in compliance with current privacy protection legislation.

#### **Art. 6 – Resources**

1.

During the drafting of the preliminary budget, the University Board assigns to the Evaluation Unit the resources required for carrying out the activities planned in the year.

2.

In carrying out its tasks, the Evaluation Unit is supported by an office created within the University's administrative structure. This office is in charge of handling all operational activities related to the Evaluation Unit, as well as storing the Unit's reports and official documents.

3.

In carrying out its activities, the Evaluation Unit may collaborate with external consultants and specialized firms to whom specific evaluation initiatives, studies and research can be assigned, with the aim of expanding knowledge of specific processes, within the allocated budget.

4.

The members of the Evaluation Unit receive an annual fee, within the limits set by the University Board. Additionally, travel expenses will be covered.