



**UNIVERSITÀ
DI TRENTO**

REGULATIONS OF THE JOINT DOCTORAL PROGRAMME IN MANAGEMENT

UNIVERSITY OF TRENTO - FREE UNIVERSITY OF BOZEN-BOLZANO



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Art. 1 Subject matter of the regulations

1.1 The following provisions and regulations govern the joint PhD programme in Management between the University of Trento and the Free University of Bozen-Bolzano, which started with the 39th cycle in the academic year 2023/2024. They form a kind of operating procedure that provides the basis for the effective and the efficient governance and coordination of the joint programme, representing an important instrument for quality assurance.

Art. 2 – Establishment of the Doctoral programme

2.1 The PhD Programme in Management (hereinafter, the “Programme”) is established on the basis of (a) the Agreement for the activation and operation of the joint PhD Programme in Management (hereafter “Agreement”) concluded between the University of Trento and the Free University of Bozen-Bolzano, the for the joint implementation of the doctoral programme in Management, (b) the ministerial and university laws and (c) regulations specified therein, specifically the general rules for the implementation of doctoral programmes of the “lead University”, i.e., the partner University that holds the administrative responsibility of the programme for the cycles assigned by the Agreement.

2.2 The provisions set forth therein are overriding; they are not repeated in these regulations of the doctoral programme, and remain in force even if the following provisions deviate from them.

2.3 The goals and criteria underlying decision-making described in the annual ‘schede’ are also not repeated, as they are subject to annual adjustments in the national accreditation process.

Art. 3 – Objectives of the Doctoral programme

3.1 The education and the research activities of the Joint PhD Programme in Management at the University of Trento and the Free University of Bozen-Bolzano are based on the principles of responsible management. The programme aims to develop theoretical and applied research in management sciences through the acquisition of specialized skills. The main research topics focus on behaviour and decision making of various types of organisations (e.g., start-ups, SMEs, family businesses), with particular regard to Entrepreneurship and



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Innovation management; Organisational design and human resource management; Strategy and knowledge management; Accounting and accountability. The programme proposes advanced theoretical and methodological approaches and promotes their adoption and application.

Art. 4 – Disciplinary areas

4.1 The PhD Programme in Management falls within Macro-area "13 - Economics and statistics"

Art. 5. General characteristics

5.1 The duration of the Ph.D. programme is 3 academic years.

5.2 The official language of the programme is English. Minutes are written in English and are acknowledged by the Collegio in this language. The administration of the lead University requires that official decisions of the Doctoral Programme Committee (Collegio) be documented in the respective requisite languages: Italian and English at the University of Trento; Italian and German at the Free University of Bozen-Bolzano. Implementing it accordingly is the responsibility of the administration of the lead University for the assigned cycles.

5.3 The lead University for the doctoral cycles 42nd, 43rd and 44th is the University of Trento, on the basis of the Agreement concluded between the two partner Universities.

Art. 6. Governing Bodies of the Doctoral programme

6.1 The governing bodies of the doctoral Programme are

- a) the Doctoral Programme Committee (Collegio);
- b) the Doctoral Programme Director (Academic director);
- c) the Executive Committee, if necessary (established by resolution of the Doctoral Programme Committee - Collegio).

Art. 7. The Doctoral Programme Committee - Collegio

7.1 Objectives of the Collegio



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In accordance with applicable laws and regulations, the Doctoral Programme Committee (hereafter referred to as the Collegio) has the goal of monitoring compliance with rules in the supervision and evaluation of doctoral students, taking into account professional concerns and safeguarding the interests of legitimate stakeholders, and taking measures to ensure the quality of the programme and the greatest possible fairness to all involved (e.g., in the event of conflicts of interest).

7.2 Composition

The composition of the Collegio is based on the applicable ministerial regulations, including the eligibility requirements.

Internal members are members of the two Universities, i.e., full professors, associated professors, and senior researchers, as well as an elected representative of the students with an advisory vote (only for issues regarding the general progress of the programme, the training courses/educational activities, and potential administrative problems). Internal members must meet the eligibility requirements according to MUR.

External members should primarily be professors from international Universities who, in addition to an interest in the PhD programme and professional proximity to the advanced education of PhD students, can also be helpful in other ways. External members must meet the eligibility requirements as applicable according to MUR. They are exempt from attending regular Collegio meetings that deal with mainly administrative matters, but can attend these meetings voluntarily at any time.

To the extent possible, the Collegio should be composed equally in order to safeguard the interests of both faculties. Yet, the functionality of the Collegio should be a key issue.

7.3 Collegio decision-making

Unless otherwise provided for by superordinate regulations, the Collegio decides by a simple majority of the members present at a duly convened meeting.

In order for the Collegio to pass valid resolutions, it requires the personal or online presence of the majority of its members calculated by excluding members who are absent based on justification (quorum).

For resolutions requiring a qualified majority, the presence and approval of more than 50% of all Collegio members is needed.



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For the important meetings of the Collegio, that is the annual progress review (usually at the beginning of September each year) and the final exam, attendance in person is required. The Collegio decides on exceptions.

All other meetings are held according to the procedures established and allowed by the lead University, including the possibilities of meetings with attendance in person, hybrid, on-line and/or telematic modes.

7.4 Admission, removal, and resignation of members

The application for new memberships of the Collegio shall be submitted to the Coordinator and shall be accompanied by a curriculum vitae, a list of publications, and the clearances required by the law and/or by the general regulations of the lead University.

The application for admission to the Collegio should include a conditional examination of the national admission requirements and then be brought to the attention of the Collegio. After discussion, a decision on approval is made by simple majority before the application can be submitted to the respective Department/Faculty councils for a decision.

Frequent absence (whether justified or not) from Collegio meetings, persistent inactivity or loss of admission requirements may result in the removal from the Collegio. Such removal should be the last option and requires prior communication and discussion within the Collegio. The Collegio decides by simple majority.

Internal and external members who - for whatever reason - want to or need to leave the Collegio (e.g., due to age, transfer to another University) should inform the Collegio in due time. They will automatically lose their membership in earlier cycles that are still running.

7.5 The functions and tasks of the Collegio

The important tasks of the Collegio include:

- (a) The Collegio appoints the Academic director and his/her deputy by secret ballot from among the full professors of the Collegio, and they shall hold the position for three academic years. The Academic director and his/her deputy must represent both Universities.
- (b) the Collegio designates the selection committee for the applicants of the following cycle.
- (c) The Collegio adopts the call for applications, in which the relevant elements of the PhD programme for the following year are specified (e.g., teaching programme, selection criteria, available number of positions and scholarships)



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- (d) The Collegio adopts the study plan and the Programme guidelines, which describe in detail the rights and obligations as well as the course of studies.
- (e) The Collegio decides on proposals regarding the assignment of the first and second supervisor to the respective PhD student.
- (f) The Collegio needs to approve applications to suspend PhD studies in accordance with the Regulations of the lead University, or to take up employment parallel to PhD studies.
- (g) The Collegio decides on the admissions of PhD students to the following year, to the evaluation procedure of the final dissertation, including the approval of the referees and the designation of the final examiners.

7.6 Decisions on further tasks (e.g., admission of visiting PhDs from other Universities) can be delegated by the Collegio to the Academic director and his/her deputy, and/or to the Executive committee (if present and established by resolution of the Doctoral Programme Committee - Collegio).

7.7 For matters not expressly provided for herein, the provisions set out in the general Ph.D. regulations of the lead University shall apply.

Art. 8. The Academic Director

8.1 The Academic Director is elected by qualified majority, holds office for three academic years and may be re-elected once at the expiration of the term.

8.2 If the Academic Director and/or his/her deputy does not stand for re-election or needs to relinquish office for other reasons, the newly elected successor also takes over the previous cycles still in progress in order to reduce the complexity of decision-making and to ensure consistency in decision-making

8.3 As a rule, the Academic Director belongs to the Department/Faculty of the lead University. In any case, his/her deputy must be elected from the ranks of the other partner University.

8.4 The Academic Director and his/her deputy represent the Collegio internally (e.g., in the Department/Faculty Councils of the partner Universities, i.e., the University of Trento and the Free University of Bozen-Bolzano) and externally (e.g., contact person for stakeholders).



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8.5 The Academic Director and his/her deputy fulfil the duties specified in higher-level national or university regulations.

8.6 The Academic Director plans, convenes and chairs the regular meetings in consultation with the Collegio. She/he ensures that the necessary information and documents are made available to the Collegio members in good time by the administrative coordinator and applicant and sets the decisions in the interests of the Collegio and the two partner Universities.

Art. 9. The Administrative coordinator

9.1 The PhD programme has an Administrative coordinator. The coordinator is usually under the discipline supervision of the head of the administration of the lead University.

9.2 The Administrative coordinator is the contact person for the Academic director, his/her deputy, the internal and external collegio members, the supervisors, and the PhD students. She/he performs the administrative tasks identified in her/his job description.

9.3 She/he is the contact person of the central PhD office of the lead University indicated in the Agreement for the assigned cycles.

Art. 10. The Supervisors

10.1 The supervisors play a critical role in the success of a PhD programme and in the academic and personal supervision of PhD students.

10.2 At the beginning of the first year of the PhD programme, each new PhD candidate is assigned a first and second tutor by the Collegio. The tutors must agree to supervise and guide the student. PhD students have the right to make a proposal.

10.3 In the third quarter of the first year of study, the Collegio assigns the PhD student a first and second supervisor - who must agree to supervise and guide the students - who should generally be identical to the tutors. This ensures that the research proposal, which is submitted at the end of the first year, can be



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developed in close cooperation with the supervisors and that a continuous collaboration is possible, especially in a three-year PhD programme.

10.4 Either the supervisor or the co-supervisor must be a member of the Collegio of the Joint PhD Programme in Management. The supervisor and co-supervisor should not belong to the same University. University- and Collegio-external supervisors and co-supervisors should be the exception. In exceptional cases, if they are recommended academically and personally, they can be appointed by the Collegio as third supervisors without voting rights in the Collegio or in exams.

10.5 The tasks, duties, and rights of supervisors correspond to the usual notions of good academic tradition; hence, they do not need to be specified as a whole here. In particular, among other tasks, the supervisor and the co-supervisor provide academic guidance and advice to the doctoral candidate in the development of their research activities and monitor the progress of the candidate's work. They report to the Collegio on the progress of the candidate's study and research activities. Issues relating to the working relationship between the candidate and the supervisor/co-supervisor may be brought by the Academic director to the attention of the Collegio, which will consider them as appropriate. The supervisors are encouraged not to use their leadership position over PhD students to their personal advantage and to ensure that the PhD student complies with the applicable rules of research ethics.

10.6 Supervisors are the primary contact persons for the Collegio regarding the research progress of the PhD student. They ensure, in particular, that the necessary documents are submitted on time, in order to be able to make informed decisions. They also ensure that experts can be appointed in the last year of study to objectively review the submitted doctoral thesis.

10.7 It is recommended that supervisors develop and sign a written memorandum of understanding with the respective PhD student and that PhD students support efficient academic supervision by keeping a research diary (see also PhD guidelines).

10.8 The first point of contact for PhD students, particularly in the event of problems and uncertainties, is their supervisors (tutors). In the event of problems with supervisors (tutors), the contact person is the Academic



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Director. In the case of problems with the Academic Director, this is his/her deputy or the Collegio via the student representative on this body.

10.9 Roles, duties, and responsibilities of students and tutors/supervisors may be further specified in a dedicated regulations/documentation, approved by the Collegio.

***Art. 11. Admission to the Doctoral Programme. Education and study period abroad.
Admission to the Subsequent Year(s) and to the procedure for the evaluation of the final
dissertation***

11.1 Admission to the Doctoral Programme

Admission to the doctoral programme shall take place in accordance with the procedures set out in the University Regulations governing doctoral studies at the lead University for the cycles assigned by the Agreement.

11.2 Education and study period abroad

The doctoral programme organises a number of training activities described in the study plan, in addition to supplementary initiatives — e.g., courses, seminars, meetings, research-related events — which are published on the official webpages of the doctoral programme and of the Department.

Details concerning the training activities and the number of credits to be obtained are specified in the document entitled “Programme Guidelines”, approved by the Collegio.

The training of the PhD candidate is complemented by a mandatory period of study and research – having a duration of minimum four (4) months and maximum six (6) months –, at Universities other than the two partner Universities, preferably at foreign Universities or Research Centres. These periods of study and research must be previously approved by the supervisors and subsequently authorized by the Academic Director or the Collegio.

11.3 Admission to Subsequent Year(s) and to the procedure for the evaluation of the doctoral dissertation

Decisions regarding admission to each subsequent year of the Programme and the evaluation of the doctoral dissertation lie with the Collegio upon evaluations and suggestions from the supervisors. The decision encompasses the candidate’s performance in the required activities and report outputs.



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The criteria and the procedures for the admissions are described in detail in the document “Programme Guidelines”, approved by the Collegio, and summarised on the doctoral programme webpage.

With specific regard to the evaluation of the final doctoral dissertation: PhD students can, with the approval of their supervisors, submit their dissertation thesis, including a proposal for the two independent reviewers, for approval by the Collegio. Prerequisites for such an application are the confirmed fulfilment of the envisaged study achievements (ECTS credits) and a dissertation thesis comprising at least three independent, thematically coherent research papers. Further requirements are detailed in the specific study plans and PhD guidelines approved by the Collegio.

If PhD candidates are in need of postponing this deadline, they have to submit a formal request following the lead University’s procedures.

Further details on criteria and procedures for admissions, including the possibility and procedures for requesting and granting an extension, are specified in detail in the document “Programme Guidelines”, in accordance with the University Regulations governing doctoral studies of the lead University.

Art 12. Final exam

12.1. Each year, usually starting from January, the final examination, including the public defence of the dissertation, takes place for the PhD candidates admitted to the examination in accordance with the implementing regulations for doctoral programmes at the lead University, at the location of the lead University itself.

12.2 In order to be admitted to the final examination, the PhD candidate must meet the following general requirements:

- (a) successful completion of all activities and attainment of the 180 ECTS credits required by the Programme;
- (b) completion of the doctoral dissertation;
- (c) positive evaluation of the doctoral dissertation by the external referees.

12.3 After successful completion of the final examination, the PhD candidate is awarded a Joint PhD title issued by both partner Universities in accordance with the Agreement signed by both partner Universities and with the ministerial regulations.



Art 13. Rights and obligations of doctoral students

13.1 In addition to the rights and duties of PhD candidates set out in the Regulations on Doctoral Studies of the lead University, each PhD candidate, throughout the whole duration of the Programme, shall comply with the Universities' rules and guidelines as reported in the Code of Ethics, Student Honor Code, Code of conduct, and Charter of the Rights and Duties of Students, as well as in other documents and regulations/codes of the doctoral programme.

13.2 PhD candidates shall also comply with the procedures relating to training activities, as specified in the doctoral programme rules and on the doctoral programme webpage, as well as with the instructions communicated in writing from time to time by the Academic Director.

Art. 14. Amendment of the Internal Regulations of the Doctoral Programme

14.1 Any amendment to these Regulations must be approved in advance by the Collegio and subsequently by the Council of the lead University (i.e., Department of Economics and Management for Uni-TN; Faculty Council of Economics for the Free University of Bozen-Bolzano). The amendments shall enter into force on the date of their publication on the Department / Faculty's website of the lead University.

Art. 15. Closing provisions

15.1 Should single provisions of these Regulations be invalid, they shall be replaced by valid provisions. Such invalidity of individual provisions shall not result in the invalidity of the other provisions

15.2 These regulations are to be approved by the Department/Faculty Council of the lead University. Formal approval by the other partner University has to follow their administrative regulations and is in the discretion of the respective Collegio members of the partner University.

15.3 These Regulations supplement, insofar as expressly provided herein, the provisions laid down by the applicable national legislation and by the University Regulations on Doctoral Studies of the lead University, which shall in any event remain fully and directly applicable.



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15.4 For matters not expressly provided for herein, the provisions set out in the general PhD regulations of the lead University shall apply.