

PROTOCOL FOR THE ICREA SENIOR CALL

(Agreement of the Research Commission of 6 February 2024, amended during the Meeting of the Research Commission on 16 February 2024 and approved by the Research Commission on the 26th of February, 2024)

In order for a candidate to obtain the endorsement of the Department, it is obligatory for the candidate to send the following documentation written in English via email to the head of the Department (Director and Subdirector of Research):

- The candidate's CV.
- A research proposal of the candidate that explains their contribution to the existing research lines of the Department, the possibilities for their collaboration with one of our groups, and a series of research objectives.

It is also necessary for the permanent member of the Faculty who endorses a candidate to send the following documentation written in English via email to the head of the Department (Director and Subdirector of Research):

- A document endorsing the candidate which explains the rationale for the interest in this candidate.

Any permanent Faculty member (full, associate, or ICREA professor) may endorse one ICREA SENIOR candidate.

The documentation presented will be submitted to the Research Commission of the Department, which will evaluate the candidacies and decide whether or not to support each candidate. The permanent Faculty who endorses a candidate will be called upon to present the reasons for their endorsement in the Research Commission. When the time comes to proceed to vote to ratify or not to ratify the candidacies, the supporting Faculty—members and non-members of the Commission—will be required to exit the meeting so that their non-participation in the vote will avoid any conflict of interests.

If a candidacy is rejected, the Research Commission will explain the motives to the candidates and their endorsers.

If the person endorsed by the agreement of the Research Commission obtains the ICREA and manifests their interest in joining the Department, the Department's direction will inform the Department's Research and Faculty Commissions. Prior approval is the competency of the Research Commission. The possible assignment of teaching and the contractual relationship of the ICREA Senior scholar with the Department is the competency of the Faculty Commission.

CANDIDATES WHO ARE ENDORSED

The candidates who obtain the endorsement of the Department should enter the application (www.icrea.cat), fill in the online form, and follow the instructions to generate a form of expression of interest (EoI). The application also generates a URL link.

The candidate must send the URL link via email to the Deputy Director of Research in the Department and to humanitats@upf.edu.

The processing of the Eol form includes the following steps:

1. When the URL link provided by the candidate has been received, the Department will fill in the requested data and a final Eol document will be generated.
2. Once the Eol form has been completed, the Department direction must send it to the Research Service at UPF (spc.recerca@upf.edu), together with the corresponding URL link, indicating in the subject line of the email: ICREA Senior/Name of the department.
3. The Research Service will manage the Vice-Rector's signature and the Eol form will be uploaded onto the application using the URL link that has been provided.

CALENDAR

The ICREA call usually opens in the month of January and closes in the month of March. One must pay attention to the specific deadlines of the individual Call and the internal call of the Research Service of the UPF.

For inquiries about Department procedures, write to: humanitats@upf.edu
For inquiries about the Calls, write to: spc.recerca@upf.edu

