



MINISTRY OF EDUCATION
UNIVERSIDADE FEDERAL DO RIO GRANDE DO NORTE

RESOLUTION Nº 091/2014-CONSEPE, of June 3rd, 2014.

It establishes rules about the support to the participation of UFRN's professors in teaching activities and missions abroad and about the procedures of assistance, monitoring and assessment of this activity within teaching, research and community service in all the academic units.

THE PRESIDENT OF THE UNIVERSIDADE FEDERAL DO RIO GRANDE DO NORTE announces that the Teaching, Research and Community Service Council - CONSEPE, in executing the duties assigned to it by article 17th, paragraph XII of UFRN's Statute,

TAKING INTO ACCOUNT the importance, in the current context, of the internationalization of the Brazilian universities for the advancement of the academic-scientific production and the consequent social and economic development of the country;

TAKING INTO ACCOUNT the foundation of the very idea of "university", based on the constant dialogue among researchers from all over the world;

TAKING INTO ACCOUNT the lack of sufficient external calls for the funding of the internationalization projects of interest to UFRN;

TAKING INTO ACCOUNT the visibility that one may achieve before the academic-scientific community through the promotion of the mobility of professors and researchers;

TAKING INTO ACCOUNT what is established in the Constitution of the Federative Republic of Brazil, Article 207th, which establishes the university autonomy;

TAKING INTO ACCOUNT the Law nº 4.320, of March 17th, 1964, that institutes General Rules of Financial Law for the development and control of the budgets and balance sheets of the Union, the States, the Municipalities and the Federal District;

TAKING INTO ACCOUNT the Law nº 12.772, of December 28th, 2012, which establishes rules about the Higher Education Teaching Career;

TAKING INTO ACCOUNT the Decree nº 91800, of October 18th, 1985, which establishes rules about trips abroad;

TAKING INTO ACCOUNT the Decree nº 1387, of February 7th, 1995, which establishes rules about the process of leaving the Country for civil employees of the Federal Public Administration;

TAKING INTO ACCOUNT the Resolution nº 172/2010-CONSEPE, of August 17th, 2010, that establishes rules about the leaves from work for the teaching staff of UFRN;

TAKING INTO ACCOUNT what is contained in process nº 23077.027091/2014-46,

DECIDES:

Article 1st To approve the regulations of the support to the participation of UFRN's professors in teaching activities and missions abroad and to establish the procedures of assistance and assessment of this activity within teaching, research and community service in all the academic units.

Article 2nd This Resolution comes into effect on the date of its publication, and any provisions to the contrary are revoked.

Presidency, in Natal, June 3rd, 2014.

Ângela Maria Paiva Cruz
PRESIDENT

CHAPTER I GENERAL PROVISIONS

Article 1st It is hereby instituted the regulation of the support to the participation of UFRN's professors in teaching activities and missions abroad, which must encompass UFRN's permanent staff, according to the classes defined in the current legislation.

§ 1st UFRN's permanent professors who have works/articles approved in major international events of the scientific community or other teaching activities deemed relevant for UFRN's Institutional Development Plan or, also, who are invited to take part in a mission abroad, by UFRN or by another institution related to Teaching, Research and Community Service, may compete to UFRN's financial support for this purpose, taking into account the characteristics of the project and the inexistence of overlapping of assistances of the same nature awarded by other funding sources.

§ 2nd It is hereby excluded from the activities eligible to receive the assistance defined by this article the participation of UFRN's professors or of professors of other Higher Education Institutions (HEIs) in qualifying examination committees or in master's degree or doctoral degree defense committees, as well as in committees of contests for the filling of teaching vacancies.

Article 2nd Among the professors applying to the financial support, it is hereby assured priority to those who, upon meeting the requirements of the previous article, in this order:

I – take part in a mission promoted by UFRN, or by other institutions, with the participation of UFRN, which has a relevant interest for its Institutional Development Plan and for its internationalization policy;

II – obtain the analysis of merit of his/her request by a national (federal or regional) or international funding agency, without or with the partial awarding of financial resources, upon the analysis of a specific committee established for this purpose;

III – present, in their projects, the anticipation of more than one academic-scientific activity.

§ 1st The professors applying to a financial support to participate in events and missions abroad commit to keeping the relevant information related to the academic-scientific productivity contained in the SIGAA-UFRN up to date.

§ 2nd The participation of the professors in UFRN's international missions, which may also include the participation in strategic meetings held in Brazil, shall be defined in accordance with the specific need of each internationalization action, upon the analysis of the interested areas and units, and it shall be the responsibility of the International and Interinstitutional Relations Office (SRI), which commits to present to the President's Office the planning of each mission.

§ 3rd UFRN, through SRI, shall release specific calls for supporting the participation in events and missions abroad, defining, in a continuous flow, according to the availability of funds, the modality(ies) of support to be implemented in each trimester.

CHAPTER II THE GRANTING OF FINANCIAL SUPPORT TO TEACHING ACTIVITIES ABROAD

SECTION I THE DEFINITION OF FINANCIAL SUPPORT

TO TEACHING ACTIVITIES ABROAD

Article 3rd Because of the many variables that may affect the costs of a teaching activity abroad, the financial support for this purpose shall be determined within each project presented in reply to the continuous flow call mentioned in **Article 2nd, §3rd and Article 6th** of this Resolution, according to the financial resources expected in UFRN's budget or coming from external funding agencies for this purpose, and the following items may be covered:

- I – total or partial funding of the professors' travel;
- II – awarding of per diems that may provide total or partial cover for the period of mobility;
- III – hiring of travel and/or health insurance.

Single Paragraph. The granting of any modality of assistance remains subject to the rules already existing in the relevant legislation.

SECTION II GENERAL REQUIREMENTS

Article 4th The following are general requirements for the awarding of financial support:

- I – being a UFRN's permanent professor, with doctoral degree or master's degree, if his/her participation is relevant for the goals of the project in question;
- II – being officially registered in teaching, research or community service projects that do not have specific funding for the participation in teaching activities abroad;
- III – to exhibit, in the period related to the three years prior to the period of awarding of the financial support, relevant academic performance, duly registered in the SIGAA-UFRN, preferably with international highlight in the field in which he/she acts, when it does not involve an interest related to the Institutional Development Plan;
- IV – to sign a term of commitment in SRI, in which it shall be established, upon his/her return, the obligatoriness of a report and of a presentation about the experience to the UFRN's community, with consideration of the secrecy that the activity may eventually require.

SECTION III PROCEDURES

Article 5th The participation of UFRN's professors in the international missions and in the meetings held in the national territory related to the internationalization process shall be defined annually by the SRI, according to the goals of the Institutional Development Plan.

Single Paragraph. It shall be the responsibility of the President's Office, after analyzing SRI's assessment, to define the participation of UFRN in missions proposed by other institutions, whether governmental or not, outside the annual planning.

Article 6th. The support to the participation of UFRN's professors in events or other teaching activities abroad shall be awarded to those who apply to such purpose, according to the continuous flow call that shall be released by SRI, establishing the application deadlines according to the date of the event or of the teaching activity, in a project that shall contain:

- I – the description of the event and the proof of the acceptance of the work/paper to be presented or the detailing of the teaching activity to be conducted, with the relevant documentation issued by the institution that will receive the professor;

II – the favorable opinion of the Vice-Presidency of Postgraduate Studies' Institutional Committee;

III – the other documents that shall make up the project, according to what is required by the call.

§ 1st The applications shall be presented to the SRI, which shall forward the process to the other units, and, after the conclusion of the analysis made by all the authorities, it shall prepare the list of the professors which were awarded the financial support.

§ 2nd The professors which were not awarded the financial support shall receive the analysis of merit of their project and the justification for the non-awarding of the request, with the possibility of appealing the result, according to the deadlines established in the call.

§ 3º The professors awarded the financial support are hereby obligated to deliver to SRI all the documentation within the established deadlines, as well as to provide all the additional information needed to the implementation of the support that they shall be awarded, in accordance with the rules established in the specific call.

CHAPTER III FINAL PROVISIONS

Article 7th The omitted cases related to the performance of activities of mobility of professors, as well as to the granting of support for this purpose, shall be analyzed by the International and Interinstitutional Relations Offices, taking into consideration the opinions of the different sectors involved in the project.

Presidency, in Natal, June 3rd, 2014.

Ângela Maria Paiva Cruz
PRESIDENT