



***Resolution of the Rector of 15 May 2023, approving the revised text of the regulations governing collaboration in regulated teaching by those who lack the statutory or contractual status of teaching staff.***

The first additional provision of the agreement of 16 November 2022, of the Governing Council of the University of Zaragoza, which modifies the Consolidated Text of the Guidelines for the establishment and modification of the list of teaching and research staff positions at the University of Zaragoza and also modifies other provisions regarding teaching staff, reads as follows:

<<It is recommended that the Rector, by means of a resolution of said body, recast the Guidelines for the establishment and modification of the list of teaching and research staff posts of the University of Zaragoza in a single text, with the modifications contained in the present agreement and that he also renumber them if necessary and do the same with the rest of the modified provisions if he considers that this contributes to greater legal certainty>>>.

Among these amended provisions was also the regulation governing the collaboration in regulated teaching of those who do not have the statutory or contractual status of professors.

These amended provisions also included the regulations governing collaboration in regulated teaching for those who do not have the statutory or contractual status of professors.

In compliance with these mandates, the present text is approved.

By virtue thereof, I hereby decree:

**Sole article.** Approval of the Consolidated Text of the regulations governing collaboration in regulated teaching by those who lack the statutory or contractual status of lecturers.

The Consolidated Text of the regulations governing the collaboration in regulated teaching of those who lack the statutory or contractual status of teachers is hereby approved.

**Repealing provision**

The regulations governing the collaboration in the regulated teaching of those who lack the statutory or contractual status of lecturers, approved by agreement of the Governing Council of the University of Saragossa on 20 January 2022, are hereby repealed.

**Final Provision**

This resolution shall enter into force on the day following its publication in the Official Gazette of the University of Zaragoza.

***Consolidated text of the regulations governing the collaboration in regulated teaching of those who do not have the statutory or contractual status of lecturers.***

In accordance with art. 33.2 of the Organic Law on Universities, teaching is a right and a duty of university teaching staff. This being so, this activity is not monopolized by the teaching staff, but other groups collaborate in it.

It is undoubtedly the research staff, whose main function is not teaching, who are most interested in it.

In fact, article 22 of the Science Act, when referring to employment contracts for access to the Spanish Science, Technology and Innovation System, states that research staff hired under the provisions of this article may provide complementary collaborations in teaching tasks related to the proposed research activity, up to a maximum of 80 hours per year, subject to prior agreement with the department involved, with the approval of the entity for which they provide services, and subject to the current regulations on incompatibilities of staff in the service of the Public Administrations.

The assignment made by the Statutes was developed by the Agreement of 17 February 2005, of the Governing Council of the University of Zaragoza, approving the regulations governing collaboration in teaching by contracted research staff and research scholarship holders or beneficiaries of public aid for research. These regulations are very outdated, both in terms of the references to the research staff themselves and the activities to be carried out.

The text that is now being presented has the fundamental aim of updating those regulations, but instead of doing so from the point of view of a secondary function for research staff contracted by the University of Zaragoza, it will do so from the perspective of complementary collaboration itself. And given that there are other groups that also provide this collaboration, an attempt will be made to unify the regulation of all possible collaborations in teaching. This is not alien either to reality or to our Statutes. Thus, article 101.4 stipulates that the University of Zaragoza will recognize the activity of external professionals and specialists who, without having the status of teaching and research staff of the University, or an employment relationship with it, collaborate in the teaching and training of the official master's degrees, as required by the design of the degree, establishing a specific regime for this purpose. Article 149.3 refers to the collaboration in teaching tasks of emeritus lecturers and 151 to the contribution of the so-called extraordinary collaborators.

These situations and some others are dealt with in these Regulations.

**PRELIMINARY CHAPTER. Purpose of this Regulation**

**Article 1. Purpose of the Regulation**

These Regulations regulate the collaboration in the teaching activity of the research staff of the University of Zaragoza, regardless of their contractual relationship, and also other

complementary collaboration formulas in the teaching carried out by groups other than the teaching staff of the University of Zaragoza.

## **CHAPTER I. Collaboration in the teaching of research staff hired by the University of Zaragoza.**

### **Section One. Provisions of general application**

#### **Article 2. Personnel affected by this chapter**

This chapter affects the following categories of research staff hired by the University of Zaragoza:

- Research staff hired in accordance with the University of Zaragoza Regulations on the recruitment of research staff, which would include research staff for an indefinite period and research staff for a fixed period, including research staff hired to carry out specific scientific and technical research projects, without prejudice to the specific limitations established in relation to the latter in this document. regulations.
- Research staff hired through other types of employment contract.
- Research staff hired under Ramón y Cajal Grants, Juan de la Cierva Grants in any of its modalities, Beatriz Galindo, Río Hortega, Juan Rodés, Marie Curie or other similar modalities.
- Predoctoral research staff in training.

#### **Article 3. General principles of collaboration in the teaching activities of research staff hired by the University of Zaragoza.**

1. The research staff hired by the University of Zaragoza may collaborate in the teaching activities of the same, such collaboration being adapted to the provisions of these Regulations and to the provisions of the regulations or bases of calls within the framework of which the contract is established.
2. Their collaboration in teaching activities will be voluntary, being carried out at the express request of the interested persons and, where appropriate, with the provision of the authorization that may be necessary.
3. In order for voluntary collaboration to be carried out, the approval of the department, which is the competent body for the assignment of teaching, is necessary.  
The provisions of the previous paragraph will not be applicable in cases where the obligation to collaborate is expressly imposed in the corresponding call or applicable regulations, provided that the University of Zaragoza has shown its agreement with the commitments inherent to the incorporation of these personnel. In this case, the department responsible for teaching will guarantee that the collaboration can be carried out.



4. Collaboration is carried out in accordance with the provisions of these regulations, without the processing of their appointment as extraordinary collaborators, given its unnecessary nature and, in no case, may this channel be used to escape the limitations of these regulations.

**Article 4. Limitation of collaboration hours per academic year**

1. Collaboration in teaching activities will have a maximum of eighty hours per academic year, under the terms of the guidelines for the establishment and modification of the list of jobs, without prejudice to the specific provisions of the regulations or bases of calls within the framework of which the research contract is established.

The provisions of the previous paragraph may be derogated from in relation to grants, such as Beatriz Galindo, in which one of the fundamental objectives is the training of teaching staff and, consequently, the University of Zaragoza must commit to a more extensive teaching plan.

2. La collaboration in teaching activities that, such as the direction of final degree projects, have specific limitations, will be adjusted according to the aforementioned limitations.

**Second Section. General procedural issues**

**Article 5. Actions and procedures related to the collaboration in teaching of research staff hired by the University of Zaragoza**

1. Under the terms of Article 3. of these Regulations, the collaboration in the teaching activities of research staff and research staff in training will require the approval of the department responsible for teaching, which is the one that has the competence to assign it.

2. In relation to research staff who are hired at the time when the department plans teaching (first phase of the POD of the following year), and said staff has a contract during the aforementioned academic year, the request for collaboration in teaching must be submitted by the departments at that time and only at that time.

In the event that the collaboration of the research staff is voluntary, the prior request made by the researcher must be attached. The application must be addressed to the person in charge of the Vice-Rectorate with competences in teaching staff.

3. Applications will only be accepted after this period if the research staff has been hired subsequently.



4. La application, which will necessarily specify the generic characteristics of the type of teaching and the hours to be taught, must be accompanied by the following documentation:

- a) A report justifying the adequacy of the collaboration to the requirements of the corresponding rules and bases of calls within the framework of which the contract or research grant is established.
- b) In the event that the applicant has been assigned a principal investigator or person responsible for his or her activities, the agreement of the latter
- c) Any authorization, agreement or approval required in the regulations or terms and conditions of calls within the framework of which the research contract or grant is established.
- d) In the event that the corresponding rules and terms and conditions of calls have outlined the preferential characteristics of the teaching activity, if the applicant proposes a different collaboration, it must also be accompanied by a report justifying the change.

5. The department responsible for teaching will assign teaching for the following academic year, in general, within the deadlines corresponding to the second phase of the POD, specifying the subjects, the type of teaching and, where appropriate, the supervising professor or professors.

The assignment will be made taking into account the departmental criteria and the guidelines approved by the governing council, respecting the preference in the choice of teaching staff.

### **Section Three. Specific rules for the different groups that make up the research staff**

#### **Article 6. Application rules for research staff in training**

1. For the purposes of this regulation, research staff in training are considered to be both predoctoral research staff in training and those hired under Juan de la Cierva-Training Grants or others that may be assimilated to this modality.
2. Collaboration will be carried out in teaching activities that allow optimal use of the capacities of the research staff and, in addition, also result in a benefit of the teaching activity and in its own benefit. With respect to activities other than types 9 and 10, in the terms of the guidelines for the establishment and modification of the list of jobs, the researcher will not be considered a professor responsible for the subject or subject.
3. The researcher will need to be supervised by a professor with teaching capacity. The supervision of the collaboration does not necessarily imply the presence of the supervisor in the activities carried out by the researcher in training. Their presence will be mandatory in those cases in which, depending on the activity to be carried out, there are risks to the safety of people or things.

4. For the sole purposes of the individual file of the supervising teacher's POD, and without this having led to a reduction in the hiring needs of the area in the locality in the first phase of the POD, the supervision will be computed, but the maximum number of hours that may be reflected will be 60 hours per academic year, by all the supervised activities.

**Article 7. Rules of application for research staff hired for work and service to carry out specific scientific and technical research projects.**

1. Research staff hired by ocre and service to carry out specific scientific and technical research projects will not collaborate in teaching activities.

However, they could collaborate in the management of master's degree final projects as long as the object of said work is directly and immediately related to the work or service for which they have been hired, through co-management formulas. To this end, it will be necessary for the principal investigator of the project to issue a reasoned report in this regard, assuming the responsibilities that may arise in the event that the inaccuracies in the report involve an irregularity in the temporary employment contract that may lead to the conversion of the temporary contract into a non-permanent permanent contract. This principal investigator must include the master's degree students in the research project or contract, at least by mention in the final report of the project or contract. The call for applications and the contract signed by the researcher must also have provided for this possibility.

The provisions of the previous paragraphs may be extended to the final degree projects in those degrees in which, due to their trajectory, the collaboration of research staff is especially convenient. To this end, the express agreement of the head of the centre's management body will be necessary, with a favourable report from the degree guarantee committee, and it must have been issued during the first phase of the planning of the corresponding academic year.

2. The collaboration of these staff in this teaching will always require the authorisation of the principal investigator in the terms provided for in the previous articles. The principal investigator or another designated by him or her will be the co-director of the final degree project.

**Article 8. Application rules for other research staff**

1. Collaboration will be carried out in any teaching activities that allow optimal use of the researcher's capacities. With respect to activities other than types 9 and 10, in the terms of the guidelines for the establishment and modification of the list of jobs, the researcher will not be considered a professor responsible for the subject or subject.

2. Without prejudice to the fact that the responsibility for the subjects corresponds to one or more professors with full teaching capacity, the researcher does not need to be supervised.



#### **Section Four. Effectiveness of the request made by the research staff**

##### **Article 9. Effectiveness of the request made by the research staff**

Although teaching is voluntary, the commitment of the researcher for the academic year is irrevocable and only for justified reasons can he/she evade the obligation he/she has acquired when requesting it, for which he/she is responsible.

#### **CHAPTER II. Collaboration in the teaching of other researchers.**

##### **Article 10. Possibility of collaboration with other researchers**

1. The research staff of the CSIC, ARAID, CITA and other publicly-owned bodies or centres in which research activity is carried out may also collaborate in the teaching activities of the University of Zaragoza. To this end, an agreement will be signed between the University of Zaragoza and the body in which they provide their services.
2. Collaboration will be covered by the aforementioned agreement, and the appointments of the aforementioned persons as extraordinary collaborators will not be processed, as they are, therefore, unnecessary and prevent the achievement of the same objectives by inappropriate means.

##### **Article 11. Legal regime of collaboration**

1. The rules of Chapter I shall be applicable with the necessary adaptations. In any case, the limitations that the University of Zaragoza establishes for the collaboration in teaching of its own research staff, depending on the various modalities, will be applied in an equivalent way to that used by other bodies.
2. Collaboration will be considered voluntary, unless the University of Zaragoza has signed a clause to the contrary in the corresponding agreement.
3. Given that these people are not in a relationship of subjection with the University of Zaragoza, the revocation of the collaboration is a scenario that must be taken into consideration. In the event that this happens:
  - a) If the collaboration has been aimed at improving the quality of teaching, the lower availability of teachers will be resolved, where appropriate, by reducing the proposed teaching assignment.
  - b) If the revocation does not respond to justified causes to be assessed by the person holding the Office of the Vice-Rector with teaching staff competences, the interested party may not request collaboration in the following three academic years.

#### **CHAPTER III. Other collaborations in teaching**

##### **Article 12. Collaboration in the teaching of emeritus professors and extraordinary collaborators**



The collaboration in the teaching of emeritus professors and extraordinary collaborators will be carried out according to their respective regulations,

**Article 13. Collaboration in the teaching of the teaching staff of the University of Zaragoza who are in a situation of special services or other similar services.**

1. The collaboration in teaching of the teaching staff of the University of Zaragoza who are in a situation of special services or other similar services will be facilitated, being unnecessary for these purposes the appointment of the aforementioned people as extraordinary collaborators and, therefore, not being processed.
2. The rules of Chapter I above shall be applicable with the necessary adaptations. The provisions of section 3 of Article 11 shall also apply.

**Article 14. Collaboration in the teaching of the administration and services staff of the University of Zaragoza.**

1. The collaboration in teaching of the administration and services staff of the University of Zaragoza will be facilitated, in areas corresponding to the functions of each position, being unnecessary for these purposes the appointment of the aforementioned professors as extraordinary collaborators and, therefore, not being processed.
2. The rules of Chapter I above shall be applicable with the necessary adaptations. The provisions of section 3 of Article 11 shall also apply.

**Article 15. Tutors of external academic internships of university students designated by the collaborating entities**

1. In accordance with the provisions of Royal Decree 592/2014, of 11 July, which regulates external academic internships for university students, in accordance with the provisions of the corresponding agreements, the collaborating entity will appoint a tutor. The guardian must be a person linked to it, with professional experience and with the necessary knowledge to carry out effective guardianship. It may not coincide with the person who performs the functions of academic tutor of the university.
2. The provisions of the previous section are without prejudice to the teaching functions carried out by health personnel in their single working day, simultaneously with the care function.
3. These people will be recognized as extraordinary collaborators, without it being necessary to process the application.

**Article 16. Special situation of the veterinary clinical hospital.**

1. Those who are in possession of the degree in Veterinary Medicine, with the corresponding association by their professional association, who carry out clinical activity as third-year Resident Fellows (R3) at the Hospital of the Faculty of Veterinary Medicine of the University of Zaragoza (HCV), will collaborate in the teaching activities of the same under the terms of this article.



The collaboration will take the form of teaching support activities for Veterinary Degree students, especially in the subject of the Practicum small animals, exotics and equids, particularly in the teaching activities that take place in the Emergency Department, Hospitalization, ICU in dogs and cats. Given the characteristics of these activities, it is understood that collaboration in teaching does not require supervision.

2. The rules of Chapter I above shall be applicable with the necessary adaptations.

#### **Article 17. Other participations**

Occasional participation in teaching by people from the business and professional field will be encouraged, through the giving of lectures or the presentation of real cases, the activity being subject to the provisions of the programme that covers it.

#### **CHAPTER IV. Common standards**

#### **Article 18. Recognition of the teaching activity of the non-teaching staff who collaborate in it**

1. The collaboration in the teaching activity of the staff referred to in these regulations will be recognized by means of the corresponding certification issued by the University of Zaragoza.

2. These collaborations will be valued as teaching experience in the competitions for the selection of teaching staff hired at the University of Zaragoza, in accordance with the objective assessment criteria approved by each department.

3. The recognition of the collaborative activity, by the university, of the tutors of external academic internships of the university students designated by the collaborating entities will be carried out under the terms provided for in the corresponding educational cooperation agreement.

#### **Additional provision**

To the extent that a future reform of the state regulations governing science could protect less close collaboration formulas for the personnel provided for in Article 7. From this Agreement, the University will study the possible extension of the teaching activities in which to collaborate or the relaxation of the requirements contained in said precept.

#### **Transitional provision**

As long as PhD professors are maintained on the staff for primarily research tasks, these regulations will apply, especially Chapter I.