

Faculty Senate

1/30/2026

1 p.m.

Mill 201

I. Welcome and Minutes: This link will take you to our January 14 minutes.

Action Items

II. CRC

- a. LCME – DPA Certificate in Mineral Processing and related courses
- b. LCME – DPA Certificate in Environmental Management for Mining Operations and related courses
- c. LCME – Undergraduate Certificate in Nuclear Energy and related courses
- d. Request to Plan – MS in Nuclear Energy

III. 2nd Read – Buyout Policy

Discussion Items

IV. Virtual Senate Meetings

V. Professionalism Policy

- a. Background
- b. Employee Relations Proposal
- c. MTFA Bargaining Proposal

VI. Course Evaluation Sub Committee

- a. Resources
 - i. <https://www.ideaedu.org/research-resources/idea-research-digest/>
 - ii. <https://www.watermarkinsights.com/learn/ebook/the-complete-guide-to-course-evaluations/>
- b. Qualtrics (<https://www.qualtrics.com/marketplace/course-evaluations/>)
- c. CampusLab (<https://www.campuslab.app/>)
- d. Watermark (<https://www.watermarkinsights.com/solutions/course-evaluation-institutional-surveys/>)

VII. For the good of the order

January 22, 2026

ITEM # XXX

Request for authorization to confer the title of Professor Emeritus on Mike Stickney – Montana Bureau of Mines and Geology - Montana Technological University

THAT

Upon the occasion of the retirement of Bureau Professional Practice Professor Mike Stickney from the Montana Bureau of Mines and Geology, Montana Tech, the faculty wishes to express its appreciation for his 45 years of dedication and valued service by requesting that the rank of Professor Emeritus be conferred upon him by the Board of Regents of Higher Education.

EXPLANATION

Mike earned his B.S. in Geology from the University of Montana in 1978 and his M.S. in Geology from the University of Montana in 1980. In recognition of his significant contributions to the field, he was awarded an honorary Ph.D. in Earth Sciences from Montana State University in 2004.

Mike joined the Montana Bureau of Mines and Geology in 1980, where he established the Earthquake Studies Office. He pioneered the Montana Regional Seismograph Network in 1982, beginning with a single station and strategically expanding it to a 50-station network by 2025, including a dozen state-of-the-art digital broadband stations.

Mike forged vital collaborations with regional universities, tribal nations, neighboring states, and the Yellowstone Volcano Observatory to produce a comprehensive regional earthquake catalog. These data remain foundational to our understanding of the Intermountain Seismic Belt. In addition to seismological studies, Mike is a charter member of the Montana Earthquake Working Group. His fieldwork mapping Quaternary faults and his participation in paleoseismological studies have been instrumental in assessing seismic hazards. He has been a tireless source of information to the public and state and federal agencies on seismic hazards in Montana.

Mike served as the President of the Tobacco Root Geological Society for 9 years (2007–2015), and on the Board of Directors for 10 years (2016–Present). Over his career, Mike has been a longtime contributor to numerous professional publications, with over 60 publications, including many papers in Northwest Geology.

Based on his accomplishments in research and service to the state of Montana, the Montana Bureau of Mines and Geology is pleased to nominate Bureau Professional Practice Professor Mike Stickney as Professor Emeritus of the Montana Bureau of Mines and Geology at Montana Technological University together with all the rights, privileges, and honors thereto appertaining.

Montana Technological University Policy

Subject:

Section 400 - Research and Public Service

Policy:

Policy on Academic Year Course Buyout and Incentive Compensation

Policy Number:

420

Revised:

TBD

Effective date:

TBD

Review date:

TBD

Responsible Party:

Research Office

Introduction and Purpose:

Montana Technological University supports research and external grant funding as essential to its academic and financial vitality. To encourage continued pursuit of externally funded projects, this policy establishes course buyout procedures with an incentive compensation structure for faculty engaged in such activities.

This policy defines *Institutional Base Salary (IBS)* in compliance with CFR 200.430 and outlines procedures for research incentive compensation, commonly known as Research Buyout. Other forms of overload compensation (e.g., per Section 10.4 of the CBA) are not addressed in this policy.

Policy:

Institutional Base Salary (IBS)

Definition

IBS is the annual compensation paid by the University for an employee's appointment, covering all duties including research, teaching, service, and administration.

IBS Guidelines

- Established Annually: Defined in the annual contract per the CBA or MUS Staff Compensation Plan.
- No Substitution: IBS may not increase as a result of replacing University salary with sponsored project funds.

Faculty may use funding from sponsored projects to buy out of teaching duties with **prior approval** of the Department Head, and Dean. Approval must be obtained and the buyout documented BEFORE the start of the academic term involved. Such buyouts are budgeted and conducted on the basis of a course load of 15 credits per semester (30 credits per academic year). The number of credits to be bought out should be divided by 15 for a semester to determine the percentage FTE of the buyout for the semester. The buyout percentage will be multiplied by the faculty member's IBS for the period to determine the salary budget required for the buyout. The faculty member will receive the calculated percentage(s) of salary from the grant(s), and the remaining percentage of salary (adding to 100%) from the faculty member's academic position.

The grant budget(s) must include the buyout salary amount along with the appropriate additional percentage of benefits. The Office of Sponsored Programs will prepare a spreadsheet documenting the buyout and the associated allocations.

Incentive Compensation for Externally Funded Research

Montana Tech offers incentive compensation for faculty who secure external funding for Research Buyouts during the Fall and Spring semesters only. Summer compensation is based on IBS and not eligible for incentives.

Eligibility and Purpose

- Incentive compensation applies only to externally funded Research Buyouts (internal funds such as IDC are excluded).
- Buyouts are calculated based on IBS, assuming a 15-credit full-time workload.
- The program incentivizes faculty to pursue and sustain sponsored research.

Compensation Structure

- Research Buyouts replace a portion of faculty salary typically funded by the University with grant funds.
- Salary savings to the University are distributed as follows:
 - 60% retained by Montana Tech for adjunct hiring and administrative costs
 - 40% paid to the faculty member as an incentive

- Incentive payments will be issued prior to the Summer Semester following the academic year.

Sponsored Projects and Effort Reporting

When requesting salary support from a sponsored project—or reporting committed effort—the amount must be calculated using the employee's IBS. The proportion of effort multiplied by IBS determines the salary to be charged or cost-shared.

Procedures:

Faculty must submit a written request for a Research Buyout before the start of the semester. The request must include:

- Number of course hours for Buyout
- Funding source (grant or sponsored project)
- Summary of proposed research activities and timeline

The request must be approved by the Department Head and Dean.

The Assistant VCR of the Office of Sponsored Programs will:

- Verify the availability of funds from the specified grant or sponsored source

Internal control considerations, if applicable:

Faculty compensation for Federal Awards will be at the Institutional Base Salary (IBS), as defined by the relevant statute governing cost principles on federal awards (CFR 200, Part 200.430, paragraph (h)(2)). Specifically, "IBS is defined as the annual compensation paid by an Institution of Higher Education for an individual's appointment, whether that individual's time is spent on research, instruction, administration, or other activities. IBS excludes any income that an individual earns outside of duties performed for the IHE.

This policy is compliant with Extra Service Pay Considerations of the same above federal statute (CFR 200, Part 200.430, paragraph (h)(4)).

Adopted by: (Chancellor)

Date

<ALL NEW LANGUAGE>

ARTICLE XX: Professional Conduct and Adjudication of Unprofessional Conduct

XX.100 – Purpose

The purpose of this Article is to establish clear expectations for professional conduct among faculty members and to provide a fair, transparent, and timely process for addressing allegations of unprofessional conduct consistent with academic freedom, due process, and the collective bargaining rights of faculty members.

XX.200 – Standards of Professional Conduct

Faculty at Montana Technological University are expected to uphold the highest standards of professional behavior in the areas of teaching, research, service, and collegial engagement. Professional conduct includes, but is not limited to:

1. Integrity in Teaching and Research

- Maintaining honesty and accuracy in course delivery, grading, and feedback.
- Conducting research responsibly, avoiding fabrication, falsification, plagiarism, and misrepresentation of data.

2. Respect and Collegiality

- Treating colleagues, students, and staff with respect, civility, and professionalism.
- Contributing to a respectful, collaborative, and supportive academic environment and culture

3. Compliance with University Policy and Law

- Abiding by applicable MUS Board of Regents policies, campus policies, and local, state, and federal laws.
- Avoiding conflicts of interest and promptly disclosing any that arise.

4. Fulfillment of Professional Responsibilities

- Meeting contractual obligations including instructional duties, office hours, committee service, and timely submission of required documentation.

5. Confidentiality and Stewardship

- Respecting the confidentiality of personnel, student records, and institutional information.
- Using university resources ethically and responsibly.

XX.300 – Definition of Unprofessional Conduct

Unprofessional conduct refers to behavior by a faculty member that significantly violates the standards articulated above and that adversely affects the integrity or functioning of individuals, departments, colleges within the University.,

Examples include, but are not limited to:

- Repeated neglect of teaching or advising responsibilities.
- Abuse of authority or intimidation of colleagues or students.
- Academic dishonesty or research misconduct.
- Discriminatory or harassing behavior in violation of university policy.
- Willful noncompliance with university or Board of Regents policy.

XX.400 – Reporting and Initial Review

1. Reporting

Allegations of unprofessional conduct may be submitted in writing to the Department Head or the appropriate Dean by any member of the university community. Anonymous reports will be evaluated at the discretion of the receiving administrator.

2. Preliminary Review

The Department Head or Dean shall assess whether the allegation has sufficient merit to proceed to HR. If deemed without basis, the matter is dismissed with no further action.

3. Notification

If the allegation proceeds, the faculty member will be notified in writing of the specific concerns and given the opportunity to respond within 10 working days.

XX.500 – Review and Resolution

1. Informal Resolution (Optional)

Prior to formal proceedings, the Department Head, Dean, or designee may attempt to resolve the matter informally with mutual agreement from all parties.

2. Conduct Review Committee

If informal resolution fails or is not appropriate, a Conduct Review Committee (CRC) shall be convened:

- The CRC shall consist of the CLSPS and LCME Deans and the Faculty Senate Chair.
- The CRC shall review documentation, interview relevant parties, and produce a written finding and recommendation within 30 working days.

3. Outcome and Administrative Action

The Provost shall consider the CRC's recommendation and issue a final determination and, if warranted, corrective action within 15 working days.

Corrective actions may include a letter of reprimand, professional development requirements, or other non-disciplinary remedies. In egregious cases, the Provost may initiate formal disciplinary proceedings in accordance with Board of Regents Policy 710.2.2.

XX.600 – Rights and Protections

- Faculty members have the right to representation throughout the process.
- Retaliation against individuals who report or participate in a conduct process is strictly prohibited.
- Records of unsubstantiated claims shall not be included in personnel files.