

310.00 Employment Categories. Montana State University-Bozeman has the following categories of employees:

320.00 Faculty. Faculty members are employees of the university who engaged in the teaching, research and/or service mission.

321.00 *“Tenurable Faculty”* Tenured and tenure track (also known as “probationary”) faculty hired to engage in the teaching, research, and service mission of the University who have an [academic title](#) and an appointment which is eligible for tenure as defined in [MUS Policy 706.1](#) (cited in [MSU-Bozeman Faculty Handbook Section 500.00](#)).

322.00 *“Nontenurable Faculty”* Adjunct faculty appointed to an academic position which supports the instructional mission of the University.

330.00 Classified Employees - Employees who perform duties assigned to positions within the [Montana University System Staff Compensation Plan](#).

“Union Employees” – classified employees in positions that are part of a collective bargaining unit. [Collective bargaining agreements](#) govern the terms and conditions of employment for these employees.

“Union Exempt Employees” – classified employees in positions that excluded from the collective bargaining unit because of their status as confidential, supervisory and managerial employees.

“Classified Fixed Term” - A classified employee whose employment is limited to a specified period not to exceed a period of one (1) year. A fixed term employee is not a permanent employee and has no continuing right to the position upon expiration of the term. Classified fixed term employees may be union or union-exempt.

340.00 Contract Employees – [Eligible](#) executives, administrative and professional employees employed by contract to perform administrative and professional work. The terms and conditions of employment are determined by the contract terms.

341.00 *Executive Employees.* The following employees are considered executive employees employed by a [Board of Regents Employment Contract](#):

President
Vice President
Provost
Vice Provost
Legal Counsel

Associate Legal Counsel

342.00 Contract Professional Employees. Non-classified, non-faculty professional or administrative employees “WHO PERFORM WORK THAT IS AUTONOMOUS IN NATURE OR INVOLVES POLICY-MAKING AUTHORITY” and who meet the [eligibility criteria](#) for Contract Professional Employees.

350.00 Research Employees. Employees fully funded by research grants under contract to the university to perform work which advances the research grant programs of the university. See, Recruitment and Hiring Manual, [Sections 222.4 and 223.00](#)

“Research Faculty” Employees with qualifications commensurate with tenurable faculty funded fully from research grants. Research Faculty may also have instructional responsibilities such as advising graduate students, teaching seminars and courses, and serving on departmental or college curriculum committees.

“Research Professionals” Non-faculty, non-classified employees who perform work as specified in the research grants with minimal or no academic or instructional responsibilities. This category includes Research Scientists, Research Engineers, Research Associates and Postdoctoral positions.

“Postdoctoral Research Associate/Postdoctoral Scholar” Employees who are engaged in advanced scholarship or research, frequently as part of a research team. Postdoctoral positions require a terminal degree; are subject to minimal supervision and are expected to publish the results of their research as a primary author.

360.00 Coaches. Employees contracted to coach the university’s athletic teams. Coaches are employed under Head Coach Contracts or Assistant Coach Contracts which govern the terms and conditions of their employment.

370.00 Other Employee Categories.

371.00 Temporary Hourly. Short term employees performing duties to fill a temporary need which will not exceed either: a) 89 work days if full time or b) 347work hours if part-time in a continuous 12 month period.

372.00 Student Employees. Students who are employed in non-permanent positions for short term work. Student employee categories may be used only if the student performs work for a short term need and the student employee does not displace permanent employees. Students may be employed as college work study employees only if the student has been awarded a work study grant. If they have no work study award, students are appointed as *Student Labor* for positions of at least a semester or *Student Temporary Hourly* if position is temporary