

Salary Policies

Instructional Salary Policies

Faculty salaries are calculated in accordance with the [Collective Bargaining Agreement](#) among the University Faculty Association, The University of Montana, and the Montana University System. If the terms of the agreement are modified, changes and adjustments will be made. Eight credits is the maximum, full-time teaching load for the 10-week session. Rate of pay varies proportionately for less than full-time teaching.

Before an employee may receive compensation, The University of Montana requires a curriculum vita, transcript, and background check. For any new employee, please forward these completed documents to the Provost's Office.

RPTs and Payroll Checks

Request for Personnel Transactions (RPTs) are prepared by Summer Programs, then signed by the department chair, academic unit dean, Continuing Education dean, and the Provost. Signed contracts are forwarded to Human Resource Services for final contract preparation.

Payroll Check Issue Dates

- First 5-week session: July 1, 2012
- Second 5-week session: August 1, 2012
- Ten-week session: Prorated compensation will be paid on July 1, 2012 and August 1, 2012
- Staff members who are teaching will be paid on the nearest UM bi-weekly cycle

Chair and Administrative Stipends

Deans should evaluate the need for chair support in each department and assign administrative FTE accordingly. Office-hour schedules for chairs are the responsibility of each dean.