

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**

SUBJECT: RESEARCH AND PUBLIC SERVICE  
Policy 401 – Research and Technology Transfer  
*Approved: May 31, 2007; Revised: November 20, 2015*

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**Board Policy:**

A. Purpose. The board of regents recognizes the vital role of the campus research programs in providing an environment that promotes exploration, discovery and the dissemination of new knowledge for students. The board supports the integration of learning and discovery on the campuses and recognizes that the University of Montana-Missoula, Montana State University-Bozeman and Montana Tech of The University of Montana maintain significant research and sponsored programs as an integral part of their academic environment.

The dissemination of knowledge gained through research is an important part of the mission of higher education. The transfer of new discoveries and innovations and new applications of science may lead to the development of useful products, processes and services for the public. Products of this research may translate into new medical devices, diagnostics for human and veterinary use, pharmaceuticals, new grain varieties, innovations in current products, and numerous other products and processes.

Technology transfer also creates a dynamic interface between the universities and the commercial sector which encourages research collaborations, exchanges of materials, information and personnel with industry which enhances the university research programs by offering unique research opportunities for faculty and students.

The board of regents has responsibility for general oversight of all MUS campuses, including research, sponsored programs, and technology transfer activities. Therefore, the board adopts this policy to inform and guide its oversight and provide direction to MUS campuses engaged in these activities.

B. Strategic Planning. The board of regents shall adopt goals for research and technology transfer as part of its strategic plan. Additionally, UM-Missoula, MSU-Bozeman, and Montana Tech shall, and other campuses may, specifically include these items as components of their campus strategic plans.

C. Training for faculty and researchers. UM-Missoula, MSU-Bozeman, and Montana Tech shall each establish mandatory training programs for faculty and researchers who regularly engage in sponsored research activities. At a minimum, the following subjects will be included in the overall training program: compliance with state and federal laws and regulations applicable to university research; institutional policies and procedures governing research and laws and regulations.

Each campus will also develop optional training programs for faculty and researchers concerning board, unit, and campus policies and procedures governing patents, copyrights, and other relevant intellectual property matters and the technology transfer programs at the units.

D. Federal Initiatives Report. Targeted federal initiative funds (commonly referred to as “earmarks”) are funds included in federal appropriations requested by members of congress to fund specific projects or programs. UM-Missoula and MSU-Bozeman, as representatives of the affiliated campuses, shall coordinate requests for federal initiatives for their affiliated campuses and shall each submit to the commissioner of higher education a report of the requests for any non-competitive federal funds which the units anticipate submitting to Montana’s congressional delegation for inclusion in the federal budget. The report will be submitted to the commissioner’s office prior to campus representatives sharing it with Montana’s federal delegation.

Any proposal included in the federal initiatives request that proposes issuance of a sub-award with a non-governmental organization must be approved by the Board of Regents in advance of submission to the

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congressional delegation. The requesting campus will submit a statement of work and a detailed proposed budget including the proposed budget for all sub recipients. The Commissioner has authority to approve all requests for projects with federal, state, and local governmental entities, including federal laboratories.

E. Reports. UM-Missoula and MSU-Bozeman, as representatives of the affiliated campuses, shall submit to the commissioner of higher education a report summarizing the research and technology transfer activities for the previous fiscal year. The report shall contain, at a minimum, the following data for the previous fiscal year:

1. All expenditures from sponsored activities (research, instruction, and other sponsored activities) managed by the respective research/business administrative offices as restricted funds via grants, contracts, or cooperative agreements;
2. Number of new invention disclosures filed;
3. Number of new start-up companies which have licensed or commercialized university-developed intellectual property;
4. Number of new intellectual property licenses issued;
5. Total intellectual property licenses in effect at the close of the fiscal year;
6. Total gross revenues from intellectual property licenses; and
7. Assessment of progress toward meeting the goals pertaining to technology transfer outlined in the campus strategic plans.

History:

Research and Technology Transfer (Item 135-105-R0507), approved by the Board of Regents May 31, 2007. Item 142-108-R0309 (Attachment) to change reporting dates approved March 20, 2009. Item 144-103-R0909, approved by the Board of Regents September 25, 2009. Item 169-109-R1115 revised November 20, 2015.