

MANUAL OF POLICY

Title	Intellectual Property	3830
Legal Authority	Approval of the Board of Trustees	Page 1 of 1
Date Approved by Board	Board Minute Order dated November 9, 1995 As Amended by Board Minute Order dated August 19, 2004 As Amended by Board Minute Order dated September 18, 2008	

Intent:

The Policy on Intellectual Property applies to all students and employees and addresses the definition, ownership, compensation, benefits and revenue, and copyright derived from the creation and production of all Intellectual Property.

Definition:

The College recognizes Intellectual Property as an important asset to the educational community and to a broad range of intellectual endeavors. Intellectual Property denotes legal rights to products of the mind, including but not limited to inventions, discoveries, trade secrets, trade and service marks, writings, art works, musical compositions and performances, software, literary works, architecture and any other property type defined as Intellectual Property by law.

Ownership:

The College owns the Intellectual Property created by its students or employees under one or more of the following conditions: If created within the scope of employment, if created on College time, if created with the use of College resources, if created with College financial support, if commissioned by the College, if created under the copyright law of works for hire, or if related to the student or employee's work responsibilities.

The student or employee owns the Intellectual Property under the following conditions: If created outside the scope of employment, if not created on College time, if not created using College resources, if not created with College financial support, if not commissioned by the College, if not created under the copyright law of works for hire, and if unrelated to the student or employee's work responsibilities.

The College and the student or employee may enter into a co-ownership of Intellectual Property when a negotiated contract that sets forth all pertinent factors regarding ownership of materials, compensation, copyright issues, benefits, use of revenue and other conditions are developed prior to the development of Intellectual Property

Process:

A student or employee desiring to develop co-ownership of Intellectual Property should initiate, in writing, an inquiry to the President through the respective Executive Officer or designee so that the means of development, ownership, equity and other pertinent documentation can be negotiated and a contract signed.

The student or employee will have no claim of compensation, benefits or use of revenue from Intellectual Property aside from what is specified in the negotiated contract in writing by the College President.