
Appendix II-3

Compliance Certification Narrative: Example Asserting Compliance

3.2.14 The institution's policies are clear concerning ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property. These policies apply to students, faculty, and staff. (Intellectual Property Rights)

Compliance

The first intellectual property policy, "Patents and Copyrights for Work Products," was developed in 1982, primarily for faculty in science and engineering. During the next two decades, the policy underwent several revisions, including a name change to "Policy on Intellectual Property," as it was expanded to encompass a broader range of academic pursuits and to extend to individuals in staff positions. In 2005, the policy was amended to cover property developed by students. At the time of the last revision in 2009, the policy was re-named "[Intellectual Property: Rights and Responsibilities](#)," definitions used throughout were updated, and the policy's organization was sharpened to ensure that it clearly addresses ownership of materials ([Section 1a](#)), compensation ([Section 3a](#)), copyright issues ([Section 1b](#)), and the use of revenue derived from the creation and production of intellectual property ([Section 3b](#)). This policy can be found in the *University Policy Manual*, the *Faculty Handbook*, and the *Student Handbook*.

Intellectual property includes, but is not limited to, any invention, discovery, creation, know-how, trade secret, technology, scientific or technological development, research data, works of authorship, and computer software, regardless of whether subject to protection under patent, trademark, copyright, or other laws. The intellectual property policy applies to all persons employed by the university, to undergraduates, to candidates for master's and doctoral degrees, and to postdoctoral and pre-doctoral fellows. The university has sole ownership of all intellectual property created as part of an institutional project. However, the institution does not assert its interests in the copyright of scholarly or educational materials, artworks, musical composition, or literary works related to the author's academic or professional field, regardless of the medium of expression.

Appendix II-4

Compliance Certification Narrative: Example Asserting Partial Compliance

3.2.15 The institution's policies are clear concerning ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property. These policies apply to students, faculty, and staff. (Intellectual Property Rights)

Partial Compliance

The first intellectual property policy, "Patents and Copyrights for Work Products," was developed in 1982, primarily for faculty in science and engineering. During the next two decades, the policy underwent several revisions, including a name change to "Policy on Intellectual Property," as it was expanded to encompass a broader range of academic pursuits and to extend to individuals in staff positions. At the time of the last revision in 2009, the policy was re-named "[Intellectual Property: Rights and Responsibilities.](#)" definitions used throughout were updated, and the policy's organization was sharpened to ensure that it clearly addresses ownership of materials ([Section 1a](#)), compensation ([Section 3a](#)), copyright issues ([Section 1b](#)), and the use of revenue derived from the creation and production of intellectual property ([Section 3b](#)). This policy applies to faculty and staff and can be found in the *University Policy Manual* and in the *Faculty Handbook*.

Intellectual property includes, but is not limited to, any invention, discovery, creation, know-how, trade secret, technology, scientific or technological development, research data, works of authorship, and computer software, regardless of whether subject to protection under patent, trademark, copyright, or other laws. The intellectual property policy applies to all persons employed by the university. The university has sole ownership of all intellectual property created as part of an institutional project. However, the institution does not assert its interests in the copyright of scholarly or educational materials, artworks, musical composition, or literary works related to the author's academic or professional field, regardless of the medium of expression.

Action Plan: A policy statement regarding intellectual property rights for students, including ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property, is currently under development by a committee composed of faculty, student services personnel, and students. The draft should be presented first to the Student Council and then to the Faculty-Staff Council for review and approval at their meetings in September. The policy will then be presented to the President for final approval prior to being considered by the Board of Trustees at the October Board meeting. After the Board has approved the policy, it will be incorporated into the *Student Handbook*.

Appendix II-5

Compliance Certification Narrative: Example Marked Non-Compliance

3.2.16 The institution's policies are clear concerning ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property. These policies apply to students, faculty, and staff. (Intellectual Property Rights)

Non-Compliance

The university is not currently in compliance with this requirement because it has no written and approved policy regarding ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of any intellectual property by faculty, staff or students.

Action Plan: A policy statement regarding ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property is currently under development by a committee composed of faculty, administrators, staff, and students. The draft should be presented to the Faculty-Staff Council for review and approval at its opening meeting in September. The policy will then be presented to the President for final approval prior to being considered by the Board of Trustees at the October Board meeting. After the Board has approved the policy, it will be incorporated into both the *Faculty-Staff Handbook* and the *Student Handbook*.