

# POLICY AND PROCEDURE

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TITLE:	Intellectual Property Policy
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## POLICY STATEMENT:

Goodwin University recognizes that the creation of intellectual Property may be a natural outgrowth of activities within the Goodwin University community. The goal of this Policy is to ensure that Intellectual Property created by Covered Individuals is utilized in ways most likely to benefit Goodwin University and the public. This policy defines and protects ownership rights in Intellectual Property created by all Covered Individual

## PUBLISH POLICY STATEMENT (CLICK ON BOX NEXT TO OPTION-SELECT ALL THAT APPLY):

UNIVERSITY CATALOG

STAFF HANDBOOK

FACULTY HANDBOOK

STUDENT HANDBOOK

### DEFINITIONS:

Intellectual Property: all intellectual and creative works that can be copyrighted or patented, including, for example, educational materials and products; databases; computer software and materials; research materials; web-based learning; and improvements and inventions. It does not cover traditional scholarly works such as literary, artistic and theatrical works; scholarly articles; course materials; and lecture notes.

Covered Individuals: all faculty, staff, and other persons employed or contracted by the University, whether full-time or part-time, acting in the scope of their employment or engagement; anyone using resources owned by or under the supervision of the University; and all students who are enrolled in the University on a full-time or part-time basis.

Significant Use: the use of University-funded or supported resources including, but not limited to: facilities, time, equipment, property, personnel, reassigned time, grant funds, salary supplement, leave with pay, or any other material, human, or financial assistance; the use of specialized or experimental equipment; and/or the use of any University facility that leads to an appreciable expenditure of University funds that would not have otherwise occurred. The use of University resources is considered Significant when it entails a level of use not ordinarily available to all, or virtually all, faculty, staff or students. If an employee or student develops Intellectual Property that arise in part or in whole from the Significant Use of University resources, Goodwin University will have complete and exclusive ownership of all resulting copyrights and/or patents. Occasional use of University-owned computer software, office or classroom space or libraries will not ordinarily constitute Significant Use.

University-Supported Works: Intellectual Property created by a Covered Individual which meets any one or more of the following criteria:

1. The work is a regular part or routine product of the Covered Individual's job duties or activities.
2. The work is the product of a specific contract made in the course of the Covered Individual's employment with or engagement by the University.
3. The work constitutes a work for hire, including, but not limited to, reassigned time, grant funds, salary supplement, leave with pay, or other material or financial assistance.
4. The development of the works involves Significant Use of University facilities, time, equipment, property, personnel, and/or other resources.

Independent Works: Intellectual Property created by a Covered Individual which meets all of the following criteria:

1. The work is the result of individual initiative.
2. The work is not the product of a specific contract or assignment made as a result of employment with, or engagement by, or attendance at the University.
3. The work is not a work for hire.
- 4.

course of employment at Goodwin University, or Significant Use of University Resources were used, the ownership of such work must be assigned to the University.

**EXCLUSIONS:**

NA

**OFFICES DIRECTLY AFFECTED BY THE POLICY:**

Provost and Dean of Faculty  
President

**HISTORY:**

Created, December 2019  
Reviewed and Revised January 2020

<b>EFFECTIVE DATE:</b>	January 2010
<b>RESPONSIBLE OFFICE (ONLY ONE):</b>	Office of the Provost and Dean of Faculty
<b>REVIEW DATE:</b>	Annually

**APPENDIX:**

None