APPENDIX P

INTELLECTUAL PROPERTY AGREEMENT

Name Department
Description of the Work Being Developed:
Date of Delivery of the Completed Work:
Schedule for development of the work to be delivered, with measurable benchmarks:
Compensation to the Faculty Member:
Total Compensation \$
Hours of release time for (Semester, i.e. 20012) (Attach copy of approved release time form) When receiving release time, faculty member assigns all ownership and control of the work to the
College unless otherwise approved by the College.
Hours of overload for (Semester, i.e. 20012)
Hours per week x Weeks x Overload rate = Compensation
Hours to count toward the faculty member's Faculty Development Plan (Attach copy of current Faculty Development Plan)
Other Compensation (Describe)
Estimated Cost* Expected to be Incurred by the College (Other than shown above):
Video Studio Time
Printing Costs
Equipment Purchase
Materials Purchased
Other Costs
Estimated Total Cost to College

*If actual costs exceed the estimates, the Administration will provide evidence for the increased costs.

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Place a check by each items being developed as a part of the work. Use the codes listed below to indicate the level of ownership and control the faculty member will exercise after the acceptance of the work by the Administration.

Level of Control Agreed to by Faculty Member and College

____ Course Syllabus ____ Course Objectives Course Content Outline ____ Course Schedule ____ Power Point Presentations Digital Media ____ HTML Document (Web Pages)_____ ____ Computer Programs ____ Course Handouts ____ Problem Sets ____ Problem Solutions ____ Sample Exams ____ Sample Exam Solutions ____ Workbooks ____ Course Reviews Study Guide ____ Slides and Overheads ____ Photographs ____ Other (Describe)

C = Complete

Type of Material

Complete ownership and control by the faculty member. The faculty member will determine all forms of use.

N = None

No ownership and control. The faculty member assigns all ownership and control of the work to the College.

J = Joint Use

The College owns the work, but the faculty member has first right of refusal to modifications and retains ownership and control of defined parts of the work upon termination of employment at the College.

NM = No Modification

The College may use, but not modify, the materials without the faculty member being given first right of refusal to modify the work.

F = Facultv

The faculty member will have the right of approval when other faculty members are to use all or parts of the work.

T = Termination

The College will have the right to use the materials after the College no longer employs the faculty member.

MC(#) = Marketing by College (#)

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The College will have the right to market the material for sale. The percentage in parentheses indicates the percentage of gross revenues the faculty member will receive after the College's initial investment is repaid.

MF(#) = Marketing by Faculty Member (#)

The faculty member will have the right to market the work for sale. The percentage in parentheses indicates the percentage of gross revenues the College will receive after the College's initial investment is repaid.

O = Other		
Describe:		
		_
Other Agreements Regarding the Intellectu	ial Property:	
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	the mutual agreement of both the faculty member	er
and the Administration.		
The faculty member has been informed of his	her right to consult with the Faculty Association	
prior to the signing of this contract.		
prior to the signing of this contract.	(I dearty member initials)	
Faculty Member	— Date	
·		
Department Head	Date	
Dean	Date	

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Approved	Not Approved	
-		
Vice President of Academic	Affairs	Date

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