APPENDIX P

INTELLECTUAL PROPERTY AGREEMENT

Name	Department
Descr	iption of the Work Being Developed:
Date	of Delivery of the Completed Work:
Sched	lule for development of the work to be delivered, with measurable benchmarks:
Comp	bensation 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)
Estim	ated 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.

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.

Type of MaterialLevel 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)	

<u>C = Complete</u>

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.

<u>J = Joint Use</u>

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.

<u>NM = No Modification</u>

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

F = **Faculty**

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 (#)

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 Intellectual Property:

This agreement may be revised at any time by the mutual agreement of both the faculty member and the Administration.

The faculty member shall consult with the Faculty Association prior to the signing of this contract. ______ (Faculty member Initials) ______ (PSCFA representative)

Faculty Member		Date
Department Head		Date
Dean		Date
Approved	Not Approved	
Vice President of Acade	Date	
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