



Policy

Title: Intellectual Property

Policy Statement:

The policy of the Board of Governors of Northern Lakes College is to protect the intellectual property resulting from works or inventions developed using Northern Lakes College facilities, funds or resources, and to encourage creative and innovative endeavours of College employees and contractors.

Approved: Original copy signed by the Chair of the Board
(Daniel Vandermeulen, Chair of the Board)

June 15, 2017
(Date)

Sponsorship: General

To Be Reviewed: June 15, 2022

Review and Revision Date(s): April 17, 2012; May 16, 2017, June 15, 2017.

First Approval Date: April 17, 2012

Stakeholders Consulted: Senior Leadership Team - December 15, 2011; Employee-Management Advisory Committee - March 21, 2012; Policy Review Committee - May 16, 2017; Board of Governors – June 15, 2017.

Reference to other Documents: Post-secondary Learning Act; General - Intellectual Property Procedure.

Guidelines:

1. Northern Lakes College has ownership of and related intellectual property rights in the following works created by its employees or by contractors (pursuant to contractual assignments and agreements), where those works are created in the course of their assigned duties, their contractual obligations with Northern Lakes College, and/or using Northern Lakes College facilities, funds or resources on-campus and/or off-campus:

A. Administrative materials

- B. Curriculum materials
- C. Teaching materials and equipment
- D. Instructional by-products
- E. Teaching/learning resources and learning objects
- F. Professional, technical and artistic works
- G. Research
- H. Any other technology or works

2. Specific relationships will be clearly identified in any detailed agreements and supplementary documents that are developed within this framework.
3. There will be procedures written that discuss the creation of works during the normal course of employment, outside employment and during paid leave.