



## Intellectual Property Policy

This document is the parent policy for any College procedures or regulations. Questions regarding this policy are to be directed to the identified Policy Administrator.

### Policy Statement:

The Board of Governors is committed to protecting 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.

<b>Sponsor:</b>	General
<b>Policy Owner:</b>	Board of Governors
<b>Policy Administrator:</b>	Vice President, Academic
<b>Approved By:</b>	Board of Governors
<b>Approval Date:</b>	October 11, 2023
<b>Effective Date:</b>	October 11, 2023

<b>Objective:</b>	To protect the intellectual property developed using College resources.
<b>Guidelines:</b>	<ol style="list-style-type: none"> <li>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:             <ol style="list-style-type: none"> <li>A. Administrative materials</li> <li>B. Curriculum materials</li> <li>C. Teaching materials and equipment</li> <li>D. Instructional by-products</li> <li>E. Teaching/learning resources and learning objects</li> <li>F. Professional, technical and artistic works</li> <li>G. Research</li> <li>H. Any other technology or works</li> </ol> </li> <li>2. Specific relationships will be clearly identified in any detailed agreements and supplementary documents that are developed within this framework.</li> </ol>
<b>Definitions:</b>	<b>Resources</b> includes College facilities, funds, and paid employee time.

<b>Related Northern Lakes College Documents:</b>	General – Intellectual Property Procedure
<b>Related External Information:</b>	<a href="#">Post-Secondary Learning Act</a>
<b>Stakeholders Consulted:</b>	Deans Council: Jun 6, 2023 Employee Management Advisory Committee: Mar 21, 2012

	Policy Review Committee: May 16, 2017 (defunct) President's Advisory Team: Sep 6, 2023 Senior Leadership Team: Dec 15, 2011
<b>Next Review Date:</b>	October 9, 2028
<b>Revision History:</b>	April 17, 2012: New June 15, 2017 October 11, 2023: Addition of objective and definitions and removal of procedure reference