

UCF Graduate Council

[Home](#) > [Policy](#) > [Minutes](#)

GRADUATE POLICY COMMITTEE MINUTES

Minutes of March 08, 2007 meeting

Members Present	Patricia Bishop
Recorder	Rhonda Nelson
Guests Present	Tom O'Neal, Natasha Hellerich, Dan Dill
Staff Members	Debra Winter, Matt Waller

Handouts: Resolution GS-1 Thesis and Dissertation Submittals, GS-2 Electronic Thesis and Dissertations Dissemination, Patent and Invention Policy, ETD/Patent Submission Flowchart, ETD Final Submission Site, and Intellectual Property Declaration Form.

1. Aaron Liberman, chair, began the meeting at 8:30 a.m.
2. **Resolutions GS 2 Electronic Thesis and Dissertations Dissemination Policy.** The committee again reviewed this policy and changes and updates were suggested. A statement was added to the top of the policy that indicated this policy page can only be accessed by those students where the university has no declared interest in pursuing a patent as determined by the Office of Research and Commercialization. The discussion followed regarding patents and the implications for the dissemination policy. The wording in the policy was changed to include appropriate patent information. Discussion followed regarding holds put on a student's thesis or dissertation for patent purposes and the timing of when patent notification to appropriate people should take place. Dr. Liberman indicated that the committee would not vote on this resolution at this time since there was not a quorum.
3. **Patent and Invention Policy.** Dr. Bishop shared with the committee that she had met with Natasha Hellerich, General Counsel, and Tom O'Neal, Office of Research and Commercialization, earlier in the week regarding the current patent policy. A handout was distributed of the results of that meeting which included the suggested changes for the patent policy. Natasha shared a copy of UF's current patent policy taken from their website. The group reviewed various parts of their policy and the information on the personnel definition from UF. Natasha indicated that UCF has authority from the Florida statutes to have a policy that deals with standards. Tom O'Neal indicated that research does have a more indepth working document. The committee discussed the possibility of having a more indepth document in the future similar to UF's document. The committee was then asked if there were any additional changes that should be made to the patent policy. Natasha indicated that she would take another look at the sections that have references to employment. Additional changes were suggested for this policy. There might be a need for a thesis flag similar to a candidacy flag to ensure that declaration from inventors is made early enough so that Intellectual Property (IP) issues can be resolved before graduation. Also, ORC suggested that graduate students should be required to attend an IP or patent workshop to become familiar with these issues as part of their professional development. Dr. Bishop was asked to make all changes and update the current draft. This policy will be sent to all committee members for review.
4. **Intellectual Property Declaration, Flowchart, and Final Submissions Site.** Handouts were distributed. All three handouts were reviewed and changes were made. Dr. Bishop was asked to make the changes and updates to these handouts. Matt Waller and Debra Winter will make revisions to the flow chart and the IP declaration. These documents will be sent to the committee members for review.
5. **Meeting adjournment and next meeting.** Meeting was adjourned at 10:20 a.m. Next meeting will be held at noon on March 22, Room 243.

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