

UCF Graduate Council

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GRADUATE POLICY COMMITTEE MINUTES

Minutes of September 27, 2007 meeting

Members Present Patricia Bishop, Jim Moharam, Paul Rompf, Vicky Zygouris-Coe

Recorder Rhonda Nelson

Guests Present Sami Durrani, Patti MacKown, Tom O'Neal, Max Poole

Handouts: Minutes from 9/13/2007, Patent Policy and supporting documents.

1. **Welcome and call to order.** Dr. Liberman called the meeting to order at 8:35 a.m. He welcomed the new student representative, Sami Durrani, Ph.D. student in IEMS, who introduced himself to the committee. Other guests were Tom O'Neal, Research and Commercialization, and Patti MacKown, Student Rights and Responsibilities.
2. **Approval of minutes from 09/13/2007.** The minutes were approved with no changes.
3. **Patent policy and supporting documents.** Dr. Liberman asked Dr. Bishop to review each of the parts of the policy which included: patent and invention policy, resolution GS-1 on Thesis and Dissertation Submittals, Resolution-3 on Electronic Thesis and Dissertations Dissemination policy, ETD final submission site information, request to extend ETD access limitations form, intellectual property declaration form, and ETD/patent submission flowchart. He then turned it over to Patti MacKown to discuss Turn It In (TII) and the TII contract.
 - Ms. MacKown shared that theses/dissertations are one of the main projects that TII works with in their business. She pointed out that TII is acting as an agent for UCF and is a tool to help faculty identify problem areas in documents. TII advises the faculty of the sections that could be problem areas and should be checked. She did go on to state that there are certain items that TII does not pick up on such as sighting, question marks, graphs, and similar items. She informed the group that at the end of January, they have invited TII to UCF to do a question and answer session. A question was raised on when a person submits a paper to TII and what the next steps would be if there were areas that were identified as problem areas. She indicated that TII would then be required to get permission from UCF to release that portion of the document to the party that is questioning it. Dr. Bishop reported that Youndy Cook did talk to the UCF-retained patent attorney, and they did change some of the language in the TII contract to provide greater protection of intellectual property. Dr. Moharam asked if a document was considered a public document once it was sent to TII and Dr. Bishop indicated that Youndy Cook had told her that if UCF submits a document as part of the university business to TII as an agent of UCF, it is not considered public disclosure.
 - Dr. Daniell stated that in biotechnology, the methodologies in each of their theses/dissertations would all be the same so those sections would be flagged areas automatically, for each and every student who submits to TII. Dr. Liberman shared that he was using TII in his classes right now. He said items like repetitive headings that all of this students used are flagged once the first paper from his class has been submitted.
 - Dr. Bishop indicated that we don't want to jeopardize the intellectual property of our faculty and students. Dr. Liberman suggested that Dr. Daniell speak directly with Youndy Cook and the patent attorney prior to the next meeting to get additional clarification regarding his concerns on intellectual property issues. Dr. Liberman also asked Dr. O'Neal to review the TII contract and to provide his opinion regarding the contract, and asked that he talk with the Patent Office and obtain a written response from them, if possible.
 - Discussion then turned to the patent policy itself and updates that may be necessary. The policy appears to be written for graduate assistants who are "employees" of the university because the state rule appears to limit the authority of the state in these matters to employees. However, graduate students in general may not be employees and may still have intellectual property that may need to be considered in terms of university interest. Dr. O'Neal did share that IRB makes a definition between what is research and what is not. Dr. Bishop asked if Dr. O'Neal could draft some research language for the policy that addresses this possible conflict and to check with Youndy Cook to verify the limitations of state policy. Dr. O'Neal indicated that he could work the area more under the Definitions section on page 2. He would do this by Tuesday, October 9, so that it could be sent out to the committee to review ahead of time. Dr. O'Neal further stated that any time someone was working on research, the ownership rights needed to be spelled out right at the very beginning of the project.
4. **Announcements and adjournment.** Meeting adjourned at 9:40 a.m. Dr. Liberman indicated that at the next meeting, the committee will review the following: 1) patent policy catalog copy, 2) GS-1 Thesis and Dissertation Submittals, and 3) Resolution on Electronic Thesis and Dissertations Dissemination policy. If anyone has any comments or suggestions for changes to these documents prior to the next meeting, send them to Rhonda.
5. **Next meeting.** The next meeting is scheduled for October 11, 8:30 a.m

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