

17.01.99.R0.01 Intellectual Property

Approved January 14, 2014
Revised June 22, 2022
Next Scheduled Review: June 22, 2027



Procedure Summary

This procedure implements the requirements of System Policy 17.01, *Intellectual Property Management and Commercialization*, and System Regulation 17.02.02, *Technology-Mediated Instruction*. This document is established to set forth the procedures for Texas A&M University-Commerce pertaining to intellectual property that are consistent with the A&M System's policies and regulations and applies to all persons employed by A&M-Commerce (including, but not limited to, full and part-time faculty and staff and visiting faculty members and researchers), and anyone using university facilities or university resources including, but not limited to, students enrolled at the University whether undergraduate or graduate, as well as pre- and post-doctoral fellows.

Procedures and Responsibilities

1 GENERAL

- 1.1 The University is dedicated to teaching, research, and the extension of knowledge to the public. The University recognizes and encourages the publication of scholarly works and the creation/development of copyrightable/patentable inventions and materials. Such activities: a) contribute to the professional development of the faculty, staff, and students involved; b) enhance the reputation of the institution; c) provide additional educational opportunities for participating students; and, d) promote the general welfare of the public at large.

- 1.2 The University recognizes and encourages the publication of scholarly works as an integral part of the processes of teaching, research, and service. Frequently, through individual effort and initiative, faculty, staff, and students develop articles, pamphlets, books, and other scholarly works that have commercial potential. Creative and scholarly works and inventions that have commercial potential may be protected under the laws of various countries that establish rights called Intellectual Property (IP), a term that includes patents, copyrights, trade secrets, trademarks, plant variety protection, and other rights. Such IP often comes about because of activities of university personnel who have been aided wholly or in part through use of the facilities at A&M-Commerce. It becomes significant, therefore, to insure the utilization of such IP for the public good and to expedite its development and marketing. The rights and privileges, as well as the incentives, of the authors, creators, or inventors, must be preserved so that the use of their abilities and the abilities of others at A&M-Commerce may be further encouraged and stimulated.

1.3 The A&M System has established an [*Intellectual Property Management and Commercialization Policy, 17.01*](#), which all employees of the A&M System are required to follow. The policy addresses the management and administration of intellectual property in the A&M System.

2 INVENTIONS, PATENTS, LICENSING, AND COPYRIGHT PROCEDURE

2.1 When and if any A&M-Commerce researcher or employee believes that they may have a developed any IP, they must disclose that invention or discovery to the [*Texas A&M Technology Commercialization*](#) (TTC), and send a copy of such form to their department head, dean and the A&M-Commerce Office of Sponsored Programs (OSP). The TTC licenses inventions, discoveries and other System-owned intellectual property to external entities for public benefit.

2.2 The [*Invention Disclosure Form*](#) should be used to disclose all inventions, copyrightable work and tangible research property to the TTC. A link to the form can be found on the OSP's internal resources pages at <https://inside.tamuc.edu/research>.

Related Statutes, Policies, or Requirements (Required)

System Regulation 17.01, [*Intellectual Property Management and Commercialization Technology Commercialization Invention Disclosure Form*](#)

Contact Office

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