

1 ARTICLE 18

2 **INVENTIONS AND WORKS** (*ratification date: April 23, 2020*)

3
4 **18.1 University Authority and Responsibilities.** The University is authorized to
5 establish regulations and procedures regarding patents, copyrights, and trademarks
6 consistent with federal and state law. Such regulations and procedures shall be consistent
7 with the terms of this Article.
8

9 **18.2 Definitions.** The following definitions shall apply in this Article:

10 (a) A "Work" means, in accordance with Title 17 of the U.S. Code, any original work of
11 authorship that is or may be subject to copyright. Work includes but is not limited to printed
12 material (such as books, articles, memoranda, and texts), computer software or databases,
13 audio and visual material, circuit diagrams, architectural and engineering drawings, lectures,
14 compositions (e.g., written, musical, and/or dramatic), motion pictures, multimedia works,
15 web pages, sound recordings, choreographic works, and pictorial or graphic illustrations or
16 displays, and any creative expression of a Trademark used in connection with these items.

17 (b) An "Invention" means any discovery; process; composition of matter; article of
18 manufacture; know-how; design; model; computer software or database; technological
19 development; biological material, strain, variety, or culture of any organism; or portion,
20 modification, translation, or extension of these items which is or may be patentable or
21 otherwise protected under Title 35 of the United States Code; or any Trademark, and/or any
22 directly related know-how used in connection with these items.

23 (c) "Online Course" means a course that requires student access to an University online
24 learning environment, and includes but is not limited to, courses taught under World Wide
25 Web ("W"), Mixed Mode/Reduced Seat Time ("M"), Video Streaming ("V") Video
26 Streaming/Reduced Seat Time ("RV") and Active Learning/Reduced Seat Time ("RA")
27 course modalities.

28 (d) "University Support" means (1) the appreciable use of University resources, such as
29 funds, personnel, facilities, equipment, materials, technological information, or students, (2)
30 course release, and/or (3) support provided by other public or private organizations when it
31 is arranged, administered, or controlled by the University or a University direct support
32 organization. For a use of University resources to be appreciable, it must go beyond the
33 resources commonly or routinely provided or made available to similarly situated employees
34 for the performance of their assignment. For example, the routine use of resources such as
35 the libraries; one's office, office computer and other University computer facilities; and office
36 supplies, is not considered appreciable University Support.
37

38 **18.3 Works.**

39 (a) Independent Creative Efforts. A Work made in the course of Independent Creative
40 Efforts is the property of the creating employee(s), who each have the right to determine the
41 disposition of such Work and the revenue derived from it, in accordance with U.S. copyright
42 law. If requested, the employee shall provide documentation to substantiate his or her
43 Independent Creative Efforts. As used in this Section, the term "Independent Creative
44 Efforts" means that:

- 45 (1) the ideas came from the employee;
- 46 (2) the Work was made without the use of University Support; and
- 47 (3) the University is not responsible for any opinions expressed in the Work.

48 (b) University-Supported Efforts. A Work not made in the course of Independent
49 Creative Efforts is the property of the University and is hereby assigned to the University by
50 the employee(s), and the creating employee(s) shall share in any proceeds therefrom.

51 (1) Notwithstanding the above,

52 (a) the University shall not assert ownership rights to Works for which the
53 intended purpose is to disseminate the results of academic research, scholarly study,
54 and/or creative efforts.

55 (b) the University shall not assert ownership rights to Works developed without
56 appreciable University support and used solely for the purpose of assisting or enhancing the
57 employee's instructional assignment. Examples include case studies, textbooks, laboratory
58 manuals and class notes produced in connection with regular scheduled courses of
59 instruction, regardless of the modality.

60 (c) Instructional material developed or substantially revised for an Online Course
61 without University Support and without the use of UCF online instructional design services
62 shall be the property of the creating employee(s) and is hereby assigned to the creating
63 employee(s) by the University, subject to the retained rights set forth in Section
64 18.3(b)(1)(d)(i) through (d)(iii).

65 (d) Instructional material developed or substantially revised for an Online Course
66 with the use of UCF online instructional design services shall be the property of the creating
67 employee(s) and is hereby assigned to the creating employee(s) by the University, subject
68 to a retained right by the University to continued internal use of the Online Course, including
69 the instructional material, for instructional purposes, and subject to the retained rights set
70 forth in Section 18.3(b)(1)(d)(i) through (d)(iii). Unless employee agrees otherwise in writing
71 as long as they are employed by the University, such employee shall have the exclusive
72 right to revise the Online Course, provided that the University shall not be obligated to
73 provide further resources for such revisions unless they are requested by the University or
74 agreed upon jointly by the University and the employee.

75 (i) If an employee who develops or substantially revises an Online Course
76 ceases to be employed by the University, the University shall possess and expressly retains
77 the right to continued internal use of such Online Course, including the right to revise,
78 reproduce, or make derivative works, of the instructional materials for instructional purposes
79 for no more than the five (5) full academic years following the employee's separation from
80 the University. The owner (creator) may continue to make personal and professional use of
81 the instructional material, at no cost to and with no obligation by the University after
82 termination of their employment, subject to any third-party obligations.

83 (ii) If an employee who develops or substantially revises an Online Course is
84 unexpectedly unable to complete the employee's instructional assignment as to such Online
85 Course, the University shall possess and expressly retains the right to internal use of such
86 Online Course, including the right to revise, reproduce, or make derivative works, of the
87 instructional materials for instructional purposes and to the extent necessary to ensure
88 successful completion of the instructional assignment.

89 (iii) In any Online Course where the University exercises its rights to internal
90 use of instructional materials for instructional purposes, acknowledgement and attribution of
91 the creator(s) will be included.

92 (c) Disclosure/University Review.

93 (1) Upon the creation of a Work and prior to any publication, the employee shall
94 disclose to the University's representative any Work that was not made in the course of
95 Independent Creative Effort, together with an outline of the project and the conditions under
96 which it was done.

97 (2) The University's representative shall assess the relative equities of the employee
98 and the University in the Work.

99 (3) Within ninety days after such disclosure, the University's representative will
100 inform the employee whether the University seeks an interest in the Work, and a written
101 agreement shall thereafter be negotiated to reflect the interests of both parties, including
102 provisions relating to the equities of the employee and/or the allocation of proceeds
103 resulting from such Work shall be made in accordance with the University's policy on
104 copyrights and patents. The agreement will also include provisions relating to the creation,
105 use, and revision of such Works by the University or the employee, as well as provisions
106 relating to the use or revision of such Works by persons other than the University or
107 employee. All such agreements shall comport with and satisfy any preexisting terms or
108 commitments to outside sponsoring contractors or agencies.

109 (4) The employee shall assist the University in obtaining releases from persons
110 appearing in, or giving financial or creative support to, the development or use of these
111 Works in which the University asserts an interest. The employee shall certify that such
112 development or use does not infringe upon any existing copyright or other legal right.

113 (5) The employee and the University shall not commit any act that would tend to
114 defeat the University's or employee's interest in the Work, such as making a public
115 disclosure prior to the University obtaining intellectual property protection, and shall take
116 any necessary steps to protect such interests. Employees will execute any and all
117 necessary documents to affirm, publicly formalize, and record the transfer of all rights to the
118 University or to University of Central Florida Research Foundation ("UCFRF") .

119 (d) Outside Activity. An employee may, in accordance with the Conflict of Interest or
120 Commitment and Outside Activity Article, engage in outside activity, including employment
121 pursuant to a consulting agreement. An employee who proposes to engage in such outside
122 activity shall furnish a copy of the instant Article and the University's Copyrights and Works
123 Regulation to the outside employer/party prior to the time a consulting or other agreement is
124 signed or, if there is no written agreement, before the employment/activity at the outside
125 employer/party begins.

126 (e) Transfer of copyright to the employee. When copyright is owned by the University in
127 accordance with the provisions of this Article, the originating employee of the Work may
128 request of the Vice President of Research that ownership be transferred to the employee.
129 Such request shall be granted if it does not:

- 130 (1) violate any legal obligations of or to the University;
- 131 (2) limit appropriate uses of the Work by the University;
- 132 (3) create a conflict of interest for the employee; and
- 133 (4) otherwise conflict with specific goals of the University.

134 135 **18.4 Inventions.**

136 (a) Independent Inventive Efforts. All Inventions made outside the field or discipline in
137 which the employee is employed by the University, and for which no appreciable University
138 Support has been used, are the property of the employee, subject to 35 U.S.C. 115, who
139 has the right to determine the disposition of such property and revenue derived from such
140 property. The employee and the University's representative may agree that the patent for
141 such Invention be pursued by the University and the proceeds shared.

142 (b) University-Supported Efforts. Inventions made in the field or discipline in which the
143 employee is employed by the University, or by using University Support, are the property of
144 the University and the employee shall share in the proceeds therefrom. Such Inventions and

145 related rights shall be the property of the University and are hereby assigned to the
146 University by the employee. If the University decides to patent, develop and market the
147 Invention, all costs of the patent application and related activities, including those which
148 lead to active licensed production, shall be paid from University funds. These costs shall be
149 recovered before any division of patent or license revenue is made between the University
150 and the employee.

151 (c) Private or Industrially Sponsored Efforts. Except in unusual cases, Inventions
152 developed in the course of privately or industrially sponsored research (also University-
153 Supported Efforts) are the property of the University. The sponsor may be accorded the first
154 option to negotiate an exclusive license, in which case the term of exclusivity and the
155 compensation shall be negotiated at the time the Invention is made or under the provisions
156 of the University's policy on copyrights and patents. If the sponsor exercises this option, the
157 University generally retains royalty-free license rights to use the Invention or discovery for
158 its own purposes.

159 (d) Outside Activity. An employee may, in accordance with the Conflict of Interest or
160 Commitment and Outside Activity Article, engage in outside activity, including employment
161 pursuant to a consulting agreement. All Inventions arising from authorized Outside Activity
162 and outside of the field or discipline of the employee are the property of the employee.
163 However, any requirement that the employee waive the University's rights to any Inventions
164 which arise during the course of such activity must be approved in writing by the
165 University's representative. Employees who propose to engage in such Outside Activity
166 shall furnish a copy of Article 18 and the University's Patent, Trademarks, and Trade
167 Secrets Regulation to the outside employer/party prior to the time an agreement is signed
168 or, if there is no written agreement, before the Outside Activity/employment begins.
169 Employees are not authorized and do not possess necessary ownership to waive University
170 rights, and any such waiver is deemed void unless specifically authorized by the Vice
171 President of Research or designee.

172 (1) Undisclosed Outside Activity is considered unauthorized.

173 a. Any Invention arising from undisclosed Outside Activity must be disclosed to
174 the Vice President of Research (see 18.4(e)). If the employee claims the Invention resulted
175 from Independent Inventive Effort(s), then as part of the disclosure, the employee shall
176 provide sufficient documentation to substantiate the claim.

177 b. Upon receipt of written notice from the Vice President of Research confirming
178 the University's decision not to assert a University interest in an Invention resulting from
179 unauthorized Outside Activity, the employee shall have the right to determine the disposition
180 of such Invention, subject to third party rights, if any. However, the employee and the Vice
181 President of Research may agree that a patent for such Invention will be pursued by the
182 University; in that event, the employee and University shall share in the proceeds of any
183 Invention as provided by this Article and any applicable University policies or procedures,
184 including applicable UCFRF Guidelines and Procedures for Distribution of Funds or in such
185 other manner as the employee and the Vice President of Research may agree.

186 (e) Disclosure/University Review. Employees are required to disclose all Inventions
187 resulting from University-Supported Efforts and all Inventions resulting from any Outside
188 Activity within the field or discipline (field) of the inventing employee. It is the policy of the
189 University that, in general, research results should be publishable; publication of such
190 results in appropriate venues is encouraged. However, if the publication of research results
191 may reveal an Invention in which the University has an interest, employees should seek
192 advice on how and when to publish the results in order that potential patent rights for the
193 Invention are not compromised. That is, upon the making of an Invention and prior to any

194 publication or public disclosure, employees shall promptly and fully disclose to the Vice
195 President of Research any Invention described in 18.4(b). Any delay in publication resulting
196 from seeking such advice shall be minimized, but in any event shall not exceed ninety days
197 from the date of presentation of the proposed publication.

198 (1) The disclosure shall be made on the forms and according to procedures
199 prescribed by the Vice President of Research. At a minimum the disclosure shall: (1)
200 identify each employee, (2) provide a brief description of the Invention, and (3) identify and
201 summarize the research project including the participants and applicable funding sources

202 (2) The Vice President for Research shall conduct an investigation to assess the
203 patentability and marketability, as well as the respective equities of the employee and the
204 University in the Invention, and to determine the extent to which the University should be
205 involved in its protection, development, and promotion.

206 (3) The Vice President for Research shall inform the employee of the University's
207 decision regarding the University's interest in the Invention within a reasonable time, not to
208 exceed ninety days from the date of the disclosure.

209 (4) In the event the University elects to obtain a Patent, register a Trademark or a
210 Copyright, or to formally define a Trade Secret to protect the University's rights in the
211 Invention, employees will execute any and all necessary documents to affirm, publicly
212 formalize, and record the transfer of all rights to the University or to UCFRF. UCFRF is
213 required to comply with the same policies and procedures regarding allocation of
214 proceeds/royalties as the University.

215 (5) In the event the University asserts its rights in the Invention, all costs and
216 expense of patenting, developing, and marketing the Invention and related activities,
217 including those which may lead to active licensing of the Invention, shall be paid by the
218 University.

219 (6) The division, between the University and the employee, of proceeds generated
220 by the licensing or assignment of an Invention shall be negotiated and reflected in a written
221 contract between the University and the employee and/or as set forth in the University's
222 policy on copyrights and patents, including the applicable UCFRF Guidelines. All such
223 agreements shall comport with and satisfy any preexisting terms or commitments to outside
224 sponsoring contractors.

225 (7) The employee shall not commit any act that would tend to defeat the University's
226 interest in the matter, and the University shall take any necessary steps to protect such
227 interest.

228 (f) Release of Rights.

229 (1) In the event a sponsored research contractor has been offered the option to
230 apply for the patent to an Invention or other rights in an Invention, the University will obtain
231 the contractor's decision regarding the exercise of such rights within ninety days, or within
232 the time provided in the sponsored research agreement.

233 (2) Prior to making a patent application, at any stage of the patent process, or in the
234 commercial application of an Invention, if the University has not otherwise assigned to a
235 third party the right to pursue its interests, the University's representative may elect to waive
236 the University's rights to the patent, or withdraw from further involvement in the protection or
237 commercial application of the Invention. At the request of the employee in such case, the
238 University shall transfer the Invention rights to the employee, subject to third party rights, if
239 applicable. After ownership transfer to an employee, the Invention shall be the employee's
240 property and any costs already incurred by the University or on its behalf shall not be
241 assessed against the employee.

242 (3) All assignments or releases of Inventions, including patent rights, by the
243 University's representative to the employee shall contain the provision that such Invention, if
244 patented by the employee, shall be available royalty-free for governmental purposes of the
245 State of Florida and research or instructional purposes of the University, unless otherwise
246 agreed in writing by the University.

247 (g) University Policy.

248 (1) The University shall have a policy addressing the division of proceeds between
249 the employee and the University. See Business Manual, Ch. III(A), at
250 www.research.ucf.edu/ResearchFoundation/FoundationTools.html

251 (2) Such policy may be the subject of consultation meetings pursuant to the
252 Consultation Article.

For BOT Sherry Andrews

For UFF Talat Rahman

Date: