

## STANDARD ADMINISTRATIVE PROCEDURE

### **17.01.07.M0.01 Intellectual Property Management and Commercialization**

*Approved November 7, 2000*

*Revised October 8, 2014*

*Revised November 5, 2020*

*Next scheduled review: November 5, 2025*

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#### **SAP Statement**

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Texas A&M University supports the full and rapid dissemination of the creative and scholarly works of its employees to provide timely benefits to the university and the public it serves.

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#### **Reason for Procedure**

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This procedure establishes the authority of the Vice President for Entrepreneurship and Economic Development in matters involving the university's intellectual property interests consistent with System policy.

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#### **Definitions**

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The definitions for the terms below are set forth in System Policy 17.01 *Intellectual Property Management and Commercialization*, and its Regulations:

Copyrightable Work

Intellectual Property

Invention

Tangible Research Property

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## Official Procedure/Responsibilities/Process

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### 1. GENERAL

1.1 The ownership, management and commercialization of System-owned Intellectual Property and Tangible Research Property are set forth in System Policy 17.01 *Intellectual Property Management and Commercialization*.

1.1.1 Consistent with System Policy 17.01, copyright to pedagogical, scholarly or artistic works, regardless of their form of expression, is not claimed by the System unless required by a funding or research contract. Such works include, but are not limited to, faculty-prepared works such as textbooks, course materials and refereed literature, and copyrightable works of students created in the course of their education, such as dissertations, papers and journal articles.

1.2 The ownership and rights to technology mediated materials are governed by University SAP 17.02.02.M0.02, *Technology Mediated Materials and Instruction*.

1.3 The Vice President for Entrepreneurship and Economic Development is the principal university official responsible for oversight and management of the university's intellectual property and technology commercialization interests consistent with System Policy 17.01.

1.4 Except for non-delegable duties, set forth in system policies and regulations, all authority for Texas A&M University's Intellectual Property matters is delegated to the Vice President for Entrepreneurship and Economic Development, or his or her designee(s).

### 2. DISCLOSURE OF INTELLECTUAL PROPERTY

2.1 All university employees have a duty to disclose all Inventions, Copyrightable Work and Tangible Research Property that may be owned in part or in whole, by the System ("System-owned") or by Texas A&M University ("Member-owned"), to Texas A&M Technology Commercialization (TTC) or the Office of the Vice President for Entrepreneurship and Economic Development with a copy to TTC. Consistent with System Policy 17.01, this disclosure obligation does not apply to Creator or Third Party-owned works such as, and without limitation, pedagogical, scholarly or artistic works.

2.2 For Inventions, Copyrightable Work and Tangible Research Property resulting from projects supported entirely by another system member, disclosures will be made as directed by the system member to the TTC.

- 2.3 For Inventions, Copyrightable Work and Tangible Research Property resulting from projects with multiple IP creators supported by more than one system member, disclosures will be made as directed by the existing member sharing agreement between Texas A&M University, Texas A&M Engineering Experiment Station, Texas A&M Transportation Institute, and Texas A&M AgriLife Research.

### 3. INTELLECTUAL PROPERTY COMMITTEES

The Vice President for Entrepreneurship and Economic Development, or his or her designee, shall serve as one of the university's administrative representatives on the Intellectual Property Oversight Committee described in System Regulation 17.01.07.

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#### **Related Statutes, Policies, or Requirements**

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[System Policy 17.01 \*Intellectual Property Management and Commercialization\*](#)

[University SAP 17.02.02.M0.02 \*Technology Mediated Materials and Instruction\*](#)

[University SAP 17.02.02.M1.01 \*Procedures for Technology Mediated Instructional Material\*](#)

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#### **Contact Office**

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