



Cornell University

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MEMORANDUM

To: Deans, Department Chairs, and HR Directors of Academic Units

From: Robert A. Buhrman, Senior Vice Provost for Research

Subject: Inventions and Related Property Rights Policy

Cc: Alan Paau, Michael Kimberly, Patricia McClary, James Kahn, Charles Walcott, Sunny Power, Mary Opperman, Charles Fay

Today the University Policy Office announced the issuance of University Policy 1.5, Inventions and Related Property Rights. This University policy explains the principles and procedures by which inventions are disclosed to the University, how ownership of inventions is determined, how inventions are protected and commercialized, and how invention revenue is distributed. The complete text of Policy 1.5 Inventions and Related Property Rights can be reviewed at: http://www.policy.cornell.edu/vol1_5.cfm.

The Board of Trustees approved Policy 1.5 in December 2007. Policy 1.5 is not a new policy but is a revised and updated enunciation of the University's established patent policy. This updated version does incorporate a broader and clearer definition of intellectual property than was in the previous patent policy statement, and also more clearly explains the role of the Cornell Center for Technology, Enterprise and Commercialization to receive invention disclosures, evaluate and protect inventions (whether by patent or other means), and license Cornell property for commercial advantage.

A particularly important change in the University's implementation of its Inventions and Related Property Rights policy concerns the replacement of the former Patent Agreement with a new "Inventions and Related Property Rights Acknowledgement" form. *All academic personnel and graduate students are required to sign the Acknowledgement form at the time they receive an appointment.* Policy 1.5 supersedes memos issued by the Provost in 1984 and by the Vice President for Research in 1984 and 1993. Henceforth, there are no exemptions from completion of the new Acknowledgement form, whether by position title or department.

The provisions of Policy 1.5 are effective immediately but implementation of the Acknowledgement form requirements will be delayed to allow time for you to incorporate this important requirement into department hiring and appointment procedures. **Effective February 1, 2008, HR Records Administration will not process new or renewals of academic appointments until the Acknowledgement form is completed and submitted.** For further guidance as to who must sign the Acknowledgement form and implementation of this requirement, including a downloadable copy of the Acknowledgement form, refer to the OVPR policy web site at: <http://www.research.cornell.edu/VPR/policies/default.html>.

While there are no exemptions to the Acknowledgment form requirement, should an individual for whom a Cornell appointment is sought have a principal employer other than Cornell and have a pre-existing intellectual property agreement with that employer that conflicts with the terms of Cornell's invention policy, they may be eligible to sign an alternate Acknowledgement form. Refer to the OVPR policy web page above or contact the Office of University Counsel for more information.

Please share this memo with administrators in your unit responsible for managing human resource appointments.