

**Intellectual Property Policy and Rights Committee  
Minutes of Meeting  
December 15, 2016**

**Members Present:**

Marc K. Manganaro, Provost and Vice President for Academic Affairs, Chair  
Deborah Poole, Dean of Libraries  
Heidi Davis, Grants and Sponsored Programs

The Intellectual Property Policy and Rights Committee (IPPRC) met on Thursday, December 15, 2016 at 1:00 p.m. in Monroe Hall, room 651. There being no comments or revisions, the minutes of the meeting of October 27, 2016 were approved as submitted.

**Question for IPPRC from Faculty Member**

John Levendis received Marquette funds for activities expected to result in a text book. His award notification letter included language suggesting that he is expected to use revenues from the book to reimburse Loyola for the award funds.

John's Question for the IPPRC: The Marquette award letter says "it is university policy that the recipient shall reimburse the university from income generated by the sale or use of the property made possible by the grant consistent with the "Copyright and Patent Policy" in the Faculty Handbook..." Does this mean that the first dollars equal to the Marquette funds of my sales revenue goes to Loyola?

Committee members agreed to draft a response and gather feedback from the entire committee before sending a final response to Dr. Levendis. There was consensus that his work would be considered a traditional or non-directed work. The intention of the language in the award letter was to be consistent with university policy and not to make new policy. The committee considered if the Marquette award was an exceptional university resource. Since all nine month ordinary faculty have an opportunity to apply for the award, it does not fit the policy's definition of university resources not routinely made available to faculty or employees in a given area. After further discussion, there was consensus that the intent of the Marquette Faculty Fellowship Award was simply a stipend so faculty can afford not to teach during the summer and instead work on their scholarship.

**FAQs**

Dean Poole presented the following FAQs assembled by the Monroe Library Copyright Group:

- What is Fair Use?
- The Four Factors of Fair Use
  - The purpose and character of the use
  - The nature of the copyrighted work
  - The amount and substantiality of the portion of the work used
  - The effect of the use upon the potential market
- Can I use copyrighted Materials in Class?
- When do I Have to Obtain Permission to Use a Copyrighted Work?
- What are the Alternatives to Obtaining Permission?
- How to Obtain Permission - Direct Readers to the U.S. Copyright Office or the Copyright Clearance Center

- Who Should I Contact With Questions? Members of the copyright group from the Library are listed by name and specialty.

The library group is in the process of incorporating Monroe Library Policies and additional resources into the FAQs.

With no further business the meeting adjourned at 1:25 p.m.