

Staff Research and Publishing

Administrative Guidelines

1. Rights of ownership, as used herein, include the right to copyright or patent and the right to sell and/or distribute.
2. The Board may enter into an agreement in advance with an employee to produce instructional materials. In such cases, the agreement shall assign whatever rights of use and ownership as may be appropriate.
3. The Board has all rights of ownership of instructional materials and/or computer programs produced by an employee during hours that the employee was paid by the Board.
4. The Board has all rights of ownership of instructional materials and/or computer programs produced by an employee in which the use of Board supplies and/or equipment played a dominant role.
5. Ownership of instructional materials and/or computer programs produced by an employee in a federal program during hours that the employee was paid by federal funds and/or in which the use of federally funded supplies or equipment played a dominant role lies in the public domain.
6. The employee has all rights of ownership of instructional materials and/or computer programs produced by the employee other than during those hours paid by the Board and in which the use of Board supplies and equipment did not play a dominant role.

Adopted: July 16, 2012