

# INTELLECTUAL PROPERTY

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Generally speaking, and in accordance with widespread academic practice, faculty members retain ownership of books, publications, lecture notes, syllabi, and similar course materials regardless of the medium. The College is deemed to have a non-exclusive license to use such materials for internal educational, instructional, and administrative purposes while the faculty member is employed.

In situations where the College has directed an employee to produce a specific work, or where the College has provided substantial support or specialized services and facilities beyond those normally provided to faculty, the College may elect to retain ownership or to enter into a joint ownership. In the latter two cases, a written agreement of understanding is to be signed in advance by the parties involved.

[Return to Faculty Handbook main page](#)