



Cairnmillar
INSTITUTE

Treatment | Education | Research

Intellectual Property Policy

Policy name	Intellectual Property Policy
Policy number	RP004
Date approved	April 1, 2020
Approving body	The Academic Board
Responsible officer	Head of School
Implementation officer	Associate Head of School Research
Next review date	April 2023
Linked policies	Research and Research Training Committee (ToR) Research Partnerships Policy Human Research Ethics Policy Research Integrity and Conduct Policy Higher Degrees by Research Policy Research Data Policy Publications and Authorship Policy

1. Purpose of this policy

The purpose of this policy is to govern the development and ownership of intellectual property at the Cairnmillar Institute (the Institute).

2. Scope

This policy applies to all staff, honorary staff, and students of the Institute.

3. Policy

3.1 Student ownership of intellectual property

- a) The Institute acknowledges that students enrolled in Institute courses own the intellectual property created in their work, unless it is subject to any prior contractual or collaborative arrangements that specify otherwise.

- b) Students may not individually own the intellectual property where they have worked with other students to prepare or produce a particular assessment task. In these cases, the intellectual property of collaboratively produced work will be owned jointly by all authoring students.
- c) Students on industry-based placements may not individually own the intellectual property of materials created during the placement where the industry host or sponsor requires assignment of such intellectual property
- d) Where students receive external funding to wholly or partially complete their studies, there may be conditions that relate to students assigning their intellectual property to funding bodies for the funding period.
- e) If students are part of a collaborative team with staff, then the Institute is part-owner of the intellectual property created by the team.

3.2 Staff ownership of intellectual property

- a) Institute staff must disclose to their line manager all intellectual property created in the course of their employment.
- b) If a staff member ceases employment with the Institute, the staff member is not entitled to use or transfer any intellectual property created during their employment, unless the Institute gives the staff member express permission to do so.