



Operating Protocol & Procedure

Details:

Number: 274
Title: Copyrights and Patents-Ownership of Materials
Category: Employees
Office of Primary Responsibility: Human Resources
Approval Date: 10/10/16
Effective Date: 10/10/16
Revised: N/A

Purpose:

To provide direction for employees who develop or plan to develop materials which may be copyrightable or patentable.

Applicability:

All employees

Definitions:

State Board for Community Colleges and Occupational Education (SBCCOE) also known as “the Board.”

References:

SBCCOE Board Policy BP 3-90 ([Copyrights and Patents](#))

Title 17, U.S. Code, P.L. 94-553.

Attachments:

None

Operating Protocol:

Pueblo Community College will follow Board Policy BP 3-90 with regard to materials that may be copyrightable or patentable. Disclosure to the College President is required by an employee in accordance with BP 3-90.

Procedure:

Disclosure must be made in writing to the College President and include the information as defined in BP 3-90.