

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 1	Administration and Organization	Effective:	June 2000
Section 1.7	Standing Committees	Revised:	December 2008
Policy 1.7.8	Institutional Intellectual Property Advisory Committee	Responsibility:	Vice President for Research

INSTITUTIONAL INTELLECTUAL PROPERTY ADVISORY COMMITTEE

Members

1. Four faculty representatives from the Basic Sciences departments
 2. Two faculty representatives from the Dental departments
 3. Five faculty representatives from the Medical departments
 4. One faculty representative from the Nursing departments
 5. One representative from Administration
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Ex-Officio (without vote)

1. Assistant Vice President for South Texas Technology Management
 2. Chief Legal Officer
 3. Director, Institutional Review Board
 4. Dean, College of Sciences from UTSA
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Chair

Designated annually by the President from the membership

Charge

To serve in an advisory and consultative capacity to both the President and Vice President for Research, and to advise the Office of South Texas Technology Management (STTM) regarding decisions relative to intellectual property scientific merit. Selected members of Health Science Center faculty shall conduct evaluations of the scientific/technical merit of each invention and provide that evaluation as part of the overall multi-facet analysis. Further, members of Committee shall serve in an advocacy role, providing assistance to STTM, acting as a liaison between STTM and the faculty. Particular attention to faculty educational needs and those policies necessary to stimulate invention disclosures will be a priority.

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Additional Information: Committee meets bi-monthly. Attendance is important because faculty members present their inventions at the meetings. Ad hoc meetings between one-to-two committee members and the inventor may be scheduled to pre-review applications and prepare for the full committee meeting. Committee may review two-to-four applications each month. Experience with or interest in learning about intellectual property matters is essential.

**Term of
Membership**

Three years
