

**BOARD OF TRUSTEES
ACADEMIC AND STUDENT AFFAIRS
COMMITTEE**

**September 25, 2026, 10:00 a.m.
Morris University Center, Room 214**

Agenda

1.0 Call to Order

2.0 Roll Call

3.0 Action Items

**3.1 Resolution ASA12-26
Approval of Policy 2.16, Intellectual Property Rights for Students**

Mr. Adam Miller, Dean of the College of Business and Engineering Technology, along with Mrs. Randalyn Worley, General Counsel, will present Resolution ASA12-26 for approval of Policy 2.16, Intellectual Property Rights for Students.

4.0 Information Items

4.1 Academic and Student Affairs Executive Report

Dr. Kimberly Inman, Provost and Vice President for Academic and Student Affairs, will report on recent activities in Academic and Student Affairs.

4.2 ShawneeWORKS Partnership with Regional Career Technical Centers

Mr. Chris Shaffer, Chief of Executive Affairs, will present on the ShawneeWORKS partnership with regional career and technical centers.

4.3 Honors Plan

Dr. Jennifer Pauley, Associate Provost of Academic Affairs and Student Success, will present the Honors Plan.

4.4 Alignment of General Education Program (GEP) with Ohio House Bill 96 (HB96)

Dr. Inman will review alignment of General Education Program (GEP) courses with HB96.

5.0 Adjournment

RESOLUTION ASA12-26

APPROVAL OF POLICY 2.16REV INTELLECTUAL PROPERTY RIGHTS FOR STUDENTS

WHEREAS, Shawnee State University encourages the development and dissemination of intellectual property that benefit the public, the University and its students; and

WHEREAS, student research and scholarship are encouraged through an appropriate allocation of intellectual property rights between the creator and the University; and

WHEREAS, a student's rights to copyrightable materials shall be governed by the applicable provisions of state and federal law; and

WHEREAS, the University wishes to establish rules regarding the ownership, distribution, and commercialization of intellectual property created by university students;

THEREFORE, BE IT RESOLVED that the Board of Trustees of Shawnee State University hereby amends Policy 2.16Rev. Intellectual Property Rights for Students.

(September 25, 2026)

Shawnee State University

POLICY TITLE:	INTELLECTUAL PROPERTY RIGHTS FOR STUDENTS
POLICY NO. :	2.16 REV
ADMIN CODE:	3362-2-16
PAGE NO.:	1 OF 2
EFFECTIVE DATE:	06/25/2021 09/25/2026
NEXT REVIEW DATE:	06/2024 09/2031
RESPONSIBLE OFFICER(S):	PROVOST
APPROVED BY:	BOARD OF TRUSTEES

~~3.0 — PURPOSE AND APPLICATION~~

~~3.1 — Shawnee State University is committed to providing an educational environment that fosters student creativity and the sharing of ideas. The University is committed to making its resources available to its students to support this effort.~~

~~3.2 — This Policy is applicable to all Shawnee State enrolled and continuing students.~~

~~4.0 — DEFINITIONS~~

~~These definitions apply to all sections of the policy.~~

~~4.1 — A “Copyrighted Intellectual Property” describes original works of authorship that have been fixed in a tangible medium of expression, including, but not limited to, written materials, dissertations, papers, articles, books, poems, audiovisual materials, videos, audio recordings, architectural drawings, on-line instructional materials, musical compositions, dramatic creations, software, databases, photographs, or sculptures that are likely to be subject to protection under United States copyright law.~~

~~4.2 — “Patentable Intellectual Property” describes inventions, discoveries, and manufacturing designs that have been reduced to practice, and are considered novel and likely to be subject to protection under United States patent law.~~

~~4.3 — “Work for Hire” is a work prepared by an employee, who may be a student employee, within the scope of his or her employment, or is a work or project directed by or specially ordered or commissioned by the University.~~

~~5.0 — COPYRIGHT~~

~~5.1 — All rights granted under copyright law for a particular work remain with the authors (creators) of the work.~~

~~5.2 All student works created from independent work, research and/or academic work, whether supported by University resources or facilities, belong exclusively to the student, unless excepted by written agreement, expressly waived, or if prohibited by law.~~

~~5.3 The University will not have an interest in copyright ownership of student work, except in the following instances:~~

~~5.3.1 When the work is a “work for hire.”~~

~~5.3.2 When the work is created as a result from a prior University agreement with an outside sponsor from a grant agreement.~~

~~6.0 PATENTS~~

~~Ownership of patent rights to inventions or discoveries created independently by students, whether supported by University resources or facilities, belongs exclusively to the student, unless excepted by written agreement, expressly waived or if prohibited by law.~~

1.0 Policy statement. Shawnee State University (“University”) encourages the development and dissemination of intellectual property that benefit the public, the University and its students. Research and scholarship are encouraged through an appropriate allocation of intellectual property rights between the creator and the University. A student’s rights to copyrightable materials shall be governed by the applicable provisions of state and federal law. For all other intellectual property not governed by the copyright protection laws, the applicable state and federal laws shall govern the student, University and external entity rights to such property. The Provost is specifically designated to serve as authorized institutional officials with the right to approve licensing and royalty agreements with entities entering into a contractual or grant relationship for research and development activities to be carried out by the university.

2.0 Purpose. To establish rules regarding the ownership, distribution, and commercialization of intellectual property created by university ~~faculty, staff, and~~ students.

3.0 Definitions.

3.1 ~~3.1~~ “Commercialization” includes, but is not limited to, the creation, protection, marketing, or licensing of intellectual property, manufacturing of a product based on a license of intellectual property, or the sale of technology based on a license of intellectual property.

3.2 “Copyright/copyrightable” means that bundle of rights that protect original works of authorship fixed in any tangible medium of expression, now known or later developed, from which they can be perceived, reproduced, or otherwise

communicated, either directly or with the aid of a machine or device that may be protectable under the copyright laws of the United States or foreign country.

~~“Distance Education” means the process that culminates in the acquisition of knowledge and skills through mediated information and instruction, encompassing all technologies and other forms of learning at a distance. The planned learning process normally occurs in a different place from teaching and as a result requires special techniques of course design, special instructional techniques, special methods of communication by electronic and other technology, as well as special organizational and administrative arrangements, including web-based, web-centric, hybrid and video conferencing.~~

3.3 “Intellectual property” includes inventions, discoveries, works of authorship and/or other creative works that may be subject to protection under federal or state patent, copyright, trademark and/or trade secret laws arising from or related to the works or efforts of students.

3.4 “Invention” is any discovery, product, process, machine, composition of matter and/or improvements which may be patentable.

3.5 “Patent/patentable” means that bundle of rights that protect inventions or discoveries, which constitute any new and useful process, machine manufacture, or composition of matter, or any new and useful improvement thereof that may be patentable under the patent laws of the United States or foreign country.

3.6 “Trade secret” is any information that (a) derives economic value from not being readily known or available to others and (b) is protected from disclosure by reasonable efforts.

3.7 “Works of Authorship” such works include, but are not limited to, the following: literary, musical, dramatic, audiovisual, architectural, pictorial, graphic and sculptural works and sound recordings. Computer software are works of authorship to the extent they are protected by the federal copyright laws.

~~3.9 Parameter. Section 3345.14 of the Revised Code provides that all rights to discoveries, inventions, or patents that result from research or investigation conducted in any facility of a state university are the sole property of the University. The Board of Trustees may assign, license, transfer, or sell these rights as the board deems appropriate.~~

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4.0 Procedures.

- 4.1 ~~_____~~The Provost is responsible for administering intellectual property procedures. Any student who creates intellectual property that can be patented under applicable federal laws must disclose that information to the Provost.
- 4.2 As part of the duties of the Provost and as authorized institutional officials for grants and sponsored programs, those individuals may agree to assignment of intellectual property to the funding agency, provided that such assignment is appropriate to the project and maintains university rights to all or an equitable portion of royalties that may be generated by the project as permitted under the applicable guidelines of the particular funding agency. Externally sponsored research is always between the sponsor, as grantor, and the University, as grantee. Therefore, the University exercises intellectual property ownership over all intellectual property resulting from sponsored program support. No employee, other than an authorized institutional official, may sign on behalf of the university for any sponsored program, licensing, or related agreement.
- 4.3 The University General Counsel advises the Provost regarding the ownership of intellectual property and the distribution of income derived from the intellectual property .

5.0 Ownership.

- 5.1 “Student-owned.” Intellectual property privately created, made or originated by a student without the use of university facilities, equipment, or resources shall be the sole and exclusive property of the creator(s), except as he or she may voluntarily choose to transfer such property, in full or in part.
- 5.2 “University-owned.” The University shall own the intellectual property in the following circumstances:
- 5.2.1 Any work prepared by a student that meets the definition of section 3345.14 of the Revised Code, “Works for Hire,” ~~including distance education courses.~~
- 5.2.2 The University expressly directs a student to create a specified work or the work is created as a specific requirement of employment or a credit-bearing course or as an assigned institutional duty that may, for example, be included in a written job description or an employment agreement.
- 5.2.3 A student has voluntarily transferred the intellectual property, in whole or in part, to the institution. Such transfer shall be in the form of a written document signed by the transferring individual.

5.2.4 ~~The external entity or student has contributed to a “Joint Effort,” with a faculty member, university staff, or external entity through the university. Absent specific agreement for the ownership of intellectual property resulting from a sponsored program supported by an external entity, the intellectual property will be the property of the university.~~

5.2.5 ~~Unless agreed in writing, otherwise, all intellectual property developed by students utilizing university facilities, equipment, or resources shall be the property of the University.~~

5.3 ~~Distribution of royalties/income. All net income and royalties received as a result of University ownership of intellectual property will be distributed according to the any contractual agreements with external organizations acting on behalf of the university.~~

History

Effective: 05/06/16

~~Reviewed:~~ Revised: 09/25/26; ~~06/25/2021~~

Shawnee State University

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1.0 POLICY STATEMENT

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2.0 PURPOSE

To establish rules regarding the ownership, distribution, and commercialization of intellectual property created by university students.

3.0 DEFINITIONS

- 3.1 “Commercialization” includes, but is not limited to, the creation, protection, marketing, or licensing of intellectual property, manufacturing of a product based on a license of intellectual property, or the sale of technology based on a license of intellectual property.
- 3.2 “Copyright/copyrightable” means that bundle of rights that protect original works of authorship fixed in any tangible medium of expression, now known or later developed, from which they can be perceived, reproduced, or otherwise communicated, either directly or with the aid of a machine or device that may be protectable under the copyright laws of the United States or foreign country.
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4.0 PROCEDURES

- 4.1 The Provost is responsible for administering intellectual property procedures. Any student who creates intellectual property that can be patented under applicable federal laws must disclose that information to the Provost.
- 4.2 As part of the duties of the Provost and as authorized institutional officials for grants and sponsored programs, those individuals may agree to assignment of intellectual property to the funding agency, provided that such assignment is appropriate to the project and maintains university rights to all or an equitable portion of royalties that may be generated by the project as permitted under the applicable guidelines of the particular funding agency. Externally sponsored research is always between the sponsor, as grantor, and the University, as grantee. Therefore, the University exercises intellectual property ownership over all intellectual property resulting from sponsored program support. No employee, other than an authorized institutional official, may sign on behalf of the university for any sponsored program, licensing, or related agreement.
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- 5.2.3 A student has voluntarily transferred the intellectual property, in whole or in part, to the institution. Such transfer shall be in the form of a written document signed by the transferring individual.
- 5.2.4 The student has contributed to a “Joint Effort,” with a faculty member, university staff, or external entity through the university. Absent specific agreement for the ownership of intellectual property resulting from a sponsored program supported by an external entity, the intellectual property will be the property of the university.
- 5.2.5 Unless agreed in writing, otherwise, all intellectual property developed by students utilizing university facilities, equipment, or resources shall be the property of the University.
- 5.3 Distribution of royalties/income. All net income and royalties received as a result of University ownership of intellectual property will be distributed according to any contractual agreements with external organizations acting on behalf of the university.

History

Effective: 05/06/16
Reviewed: 06/25/21 with no changes
Revised: 09/25/26

**Academic and Student Affairs Report
Board of Trustees Meeting
September 25, 2026**

I am pleased to present the following Academic and Student Affairs Report to the Academic and Student Affairs Committee of the Board of Trustees and to the Board.

Provost Report

Chairman Richey,

The Higher Learning Commission (HLC) site visit for Shawnee State's Chillicothe location took place on June 9. The site visit report was received July 27 and confirmed the approval of SSU's additional location.

Pending approval by the SSU Board of Trustees, Dr. Christine Raber will transition to the Associate Provost of Rural Health Innovation. Dr. Raber will develop the Shawnee State University Rural Health Innovation Center to expand healthcare partnerships and lead research initiatives that will expand access and improve approaches to rural health for underserved communities. I have appreciated Dr. Raber's leadership as Dean of the College of Health and Human Services and look forward to working with her in this new position.

Dr. Tony Ward is now serving as Interim Dean of the College of Health and Human Services. Dr. Ward has served SSU for over twenty-five years as faculty in Athletic Training and Exercise Science. Dr. Ward will continue to expand our capacity in the CHHS programs in Portsmouth and at our Chillicothe location. Dr. Mariah Woodward is now serving as the Interim Chair of the Department of Allied Health Sciences and will continue to lead the Bachelor of Science, Health Sciences program. Together Dr. Ward and Dr. Woodward will lead the Allied Health Sciences programs through a significant renovation and program expansion this year.

I am excited to welcome twenty new faculty members to programs across campus this fall. Three additional new faculty are planned to join us in the Spring semester. Joining SSU's largest incoming class of students in more than a decade, this group of new faculty are spread across all colleges and are also our largest cohort of new full-time faculty in more than a decade. I am excited to start the new year as we begin to see the growth in programs, enrollment, staffing, and opportunities that we have been planning over recent years.

An update on recent activities across the Division of Academic and Student Affairs is provided below:

College of Health and Human Services

The College of Health and Human Services received approval from the Commission on Dental Accreditation (CODA) for a permanent increase in enrollment capacity for the Dental Hygiene program. Beginning in Fall 2027, the program will admit two annual cohorts of 25 students, one in the fall and one in the spring, significantly expanding its ability to prepare dental hygiene professionals for the regional healthcare workforce.

The School of Nursing hosted its inaugural Nurse Camp for high school students, providing hands-on experiences in nursing simulation laboratories, CPR certification, clinical shadowing at Southern Ohio Medical Center, and campus-based learning activities. Post-camp assessments indicated increased student knowledge of nursing careers, greater confidence, and stronger interest in pursuing healthcare professions.

Office of Personal and Professional Development

Communication of the University's new Experiential Learning (EL) graduation requirement was launched during Week of Welcome. Information was distributed to all incoming students through orientation materials, Student Convocation presentations, and instructional videos shared with First Year Experience course sections and transfer students to support awareness of the requirement.

On September 9, the University submitted its HB96 Work-Based Learning Program Implementation Plan to the Ohio Department of Higher Education. The plan outlines institutional coordination, existing career services and work-based learning infrastructure, strategies to expand student participation and employer partnerships, performance metrics for program assessment, and outreach efforts targeting key industry sectors identified by JobsOhio.

Office of Academic Affairs

The Office of Academic Affairs coordinated a campus-wide student retention initiative during the summer, engaging advisors, faculty, and staff across all three academic colleges and multiple campus offices. As a result, retention rates increased among first-time freshman developmental, sophomore-to-junior, and junior-to-senior student populations.

Twenty-two high school students participated in a five-week residential Upward Bound Math Science program on Shawnee State's campus. The program included college visits to the University of Cincinnati, Hocking College, and the University of Central Florida, as well as an educational visit to Kennedy Space Center.

Tina Evans, Director of Student Pathway Initiatives and Online Programming, completed specialized training through the Council for Adult and Experiential Learning on developing Credit for Prior Learning programs. The training supports ongoing efforts to strengthen and expand Credit for Prior Learning opportunities at Shawnee State University.

Grants and Sponsored Programs

The University received an award of \$6,491,485 for the Educational Opportunity Centers (EOC) Program. The redesigned program will provide comprehensive postsecondary access and advising services to approximately 4,800 eligible adults annually across an eleven-county service area in Appalachian southern Ohio over a 5-year award period. The project's objectives are to increase secondary school diploma or equivalent completion, postsecondary enrollment, completion of financial aid applications (FAFSA), and submission of postsecondary admission applications.

Recent awards from the Ohio Department of Education include a \$250,000 award for the Ohio

Third Frontier Research Commercialization Program and a \$50,000 award for the FY 2027 Campus Student Safety Program. The University also received an award of \$100,000 from Lorain County Community College for the Ohio TechNet Defense Industrial Base (DIB) STEM Consortium program.

Clark Memorial Library

The Library expanded its academic resources with the addition of two new databases and two perpetual-access collections. Science Online provides multimedia science content, interactive learning tools, and STEM instructional resources, while Writer's Reference Center offers comprehensive support for writing, grammar, research, citation, and vocabulary development.

The Library added HeinOnline's *Water Rights & Resources* collection, which includes congressional documents, legal treatises, legislative histories, Supreme Court briefs, and other materials related to water law, policy, conservation, infrastructure, and tribal water rights across the United States.

The HeinOnline *Voting Rights & Election Law* collection was also added, providing extensive access to historical and contemporary materials on voting rights, election law, and electoral systems worldwide to support research and instruction in government, law, and public policy.

Respectfully submitted,

Kimberly Inman, Ph.D.

Provost and Vice President for Academic and Student Affairs