



5-5-2011

May 5, 2011

University of North Dakota

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Minutes of the University Senate Meeting
May 5, 2011

1.

The May meeting of the University Senate was held at 4:05 p.m. on Thursday, May 5, 2011 in Room 7, Gamble Hall. Kathy Smart presided.

2.

The following members of the Senate were present:

Anderson, Ernest	Guy, Mark	Reesor, Lori
Anderson, Julie	Halgren, Cara	Rice, Daniel
Anderson, Suzanne	Hall, Judith	Routon, Claudia
Baker, Mary	Heitkamp, Thomasine	Schauer, Roger
Benoit, Joseph	Iiams, Michele	Seddoh, Amebu
Berger, Albert	Jackson, Jon	Semke, William
Blackburn, Royce	Jeno, Sue	Smart, Kathy
Bonner, Kelly	Johnson, Phyllis	Stofferahn, Curt
Bonner Melissa	Keengwe, Jared	Stolt, Wilbur
Brekke, Alice	Kelley, Robert	Stone, Jan
Campbell, Kate	Kenville, Kimberly	Sturges, Denyse
Casler, James	Kistner, Brian	Suleiman, Nabil
Doze, Van	Kitzes, Adam	Swartz, Kristi
Drewes, Mary	Kubatova, Alena	Tiemann, Kathleen
Dunlevy, Jane	Laguetta, Soizik	Tyree, Elizabeth
Elbert, Dennis	Liepold, Loren	Ullrich, Gary
El-Rewini, Hesham	Mayzer, Roni	Watson, William
Fershee, Kendra	Moen, Joseph	Worley, Deborah
Flower, Ann	Munski, Doug	Young, William
Francis, Clare	Murphy, Eric	
Gerbert, Shane	Rakow, Lana	

3.

The following members of the Senate were absent:

Antonova, Slavka	Larson, Claire	Oversen, Kylie
Badahdah, Abdallah	LeBel, Paul	Rand, Kathryn
Bowman, Frank	Lei, Saobo	Riedy, Joshua
Elnes, Nathan	Marasinghe, Kanishka	Runge, Robin
Gonzalez-Smith Suzanne	McBride, Rosanne	Senn, Ryan
Higgins, James	Minnotte, Krista	Smith, Bruce
Jehlicka, Brenden	Mosher, Sarah	Smith, Wesley
Johnson, Corbin	Noiva, Jennifer	Wynne, Joshua
Kennedy, Lynda	Onchwari, Grace	

4.

The following announcements were made:

- a. President Kelley presented Kathy Smart with a plaque of appreciation for her service as Chair of University Senate.
- b. Mr. Leipold shared with the senators that the Council of State Employees has an employee appreciation each September. If anyone is interested in helping out, let him know. He also indicated that Staff Senate has a weeding project on campus every Wednesday. Help with this project would be greatly appreciated.
- c. Ms. Smart introduced Lori Reesor, the new Vice President for Student Affairs, and congratulated Cara Halgren on her new position as Associate Vice President and Dean of Students.

- d. Ms. Smart expressed her appreciation to Lori Hofland and Suzanne Anderson for their administrative support to Senate.
- e. It was announced that University Council will meet on May 11 at 3:00 p.m. in the North Ballroom, Memorial Union.
- f. Shane Gerbert brought greetings from Student Government indicating that if there are any issues, they should be brought to the leadership.

5.

Ms. Smart called attention to the minutes of the April 7, 2011 meeting. She asked if there were any corrections. Mr. Gerbert called attention to a misspelling of his name. Mr. Munski moved approval of the minutes with the correction and Mr. Berger seconded the motion. The minutes were approved with the noted correction.

6.

The question period was opened at 4:12 p.m.

- a. Ms. Stone asked about the location for UND's benchmark institutions. President Kelley responded that they are listed on the NDUS and Institutional Research websites.

The question period closed at 4:15 p.m.

7.

The Annual report of the Senate Intellectual Property Committee was presented. Mr. Munski moved to accept the report. Mr. Stofferahn seconded the motion and it was approved unanimously.

8.

The candidates for May graduation were presented with one addition. Mr. Jackson moved approval. Mr. Gerbert seconded the motion and it was approved unanimously.

9.

The Curriculum Committee report was presented by Ms. Campbell. She first recognized the work of committee members, Connie Gagelin and Suzanne Anderson and the Registrar's Office during a busy catalog year. Ms. Campbell moved approval of the report. Mr. Gerbert seconded the motion and the report was approved unanimously.

10.

Mr. Murphy presented the Intellectual Property Policy. He requested that Jason Jenkins and Mike Moore be recognized to answer questions. Mr. Berger moved approval, Mr. Munski seconded, and the motion passed. Mr. Murphy then described the process that has occurred over this past year to refine and adjust the interim policy. He called attention to the handout with the matrix for the procedures. He described the policy and what it contained. He explained that the policy was reduced from 20 to 6 pages. He highlighted several items. Discussion ensued. It was recommended that the policy and the benefits of the policy for the inventors should be stressed across the institution. Mr. Stofferahn moved approval. Ms. Kenville seconded the motion. There was clarification that the procedure matrix will be on the Research website. Ms. Smart asked for further questions; hearing none, the motion passed with a vote of 53 for and 2 abstentions.

11.

The meeting was adjourned at 4:45 p.m.

Suzanne Anderson, Secretary to the Senate

UNIVERSITY OF NORTH DAKOTA
Senate Intellectual Property Committee

Report of Activities
2010-2011 Academic Year

Submitted: 5 May 2011

Presented: 5 May 2011

Membership:

Chair: Eric J. Murphy, Department of Pharmacology, Physiology, and Therapeutics

Members: Colin Combs, Department of Pharmacology, Physiology, and Therapeutics
Amanda Boyd, Department of Languages
Matthew Gilmore, Department of Atmospheric Sciences
Tom Petros, Department of Psychology
Jason Jenkins, General Counsel's Office
Wilbur Stolt, Chester Fritz Library
Guest: Mike Moore, Assoc. VP, Intellectual Property, Commercialization and
Economic Development

Meetings: 4 October 2010, 18 October 2010, 1 November 2010, 29 November 2010, 13
December 2010, 10 January 2011, 26 January 2011, 2 February 2011, 16
February 2011, 28 February 2011, 28 March 2011, 4 April 2011, 11 April
2011, 19 April 2011

Major accomplishments:

1. We discussed models for management of university IP and what are the best models suited for use at the University of North Dakota. We discussed the roles of IP in universities and what are the issues that affect all elements of the university community. The first third of our meetings this year were focused on aligning the views of the committee to begin a unified effort on updating and revising the interim Intellectual Property Policy (IP policy).
- 2). We examined the interim IP policy and examined issues raised by the members of the University Senate from the May meeting in 2010. Substantial changes were made in the size of the document, reducing the document to 6 pages of policy. Significant changes were made to the Trademark section to address issues regarding the use of University marks and creation of marks for athletic purposes. Additional changes were focused on the return of net cumulative net royalties to the creators, limitation of an embargo for publication of students' work, separation of procedures from policies, removal of a IP coordinator from all units at UND except the EERC, and dissolution of the Intellectual Disclosure Committee.
- 3). The last third of our meetings were focused on working with Mr. Michael Moore, VP IP Comm. ED with regards to procedures. Procedures were modified only to make them follow the draft policy. Otherwise, the procedures remain intact and unchanged. An example of this alignment is removal of the IP coordinator position at UND except for the EERC.

Respectfully submitted,

Eric J. Murphy
Chair, Senate IP committee

May 2011 Candidates for Degree and Certificates

21-Apr-11 Page 1 of 15

Christopher Jon Aaberg (BSA)
 Dylan Lynn Aaker (BSA)
 Jennifer Lynn Aanensen (BSN)
 Simone Nicole Abel (BSN)
 Amanda Lynn Achter (BSED)
 Geri Leigh Adair (BA)
 Paige Nicole Adams (BA)
 Benjamin Lynn Adamson (CERT)
 Benjamin Lynn Adamson (BSGDT)
 Amal Hussein Adan (CERT)
 Brian Michael Adkins (BSEE)
 Ugochi Maria Goretti Aguh (CERT)
 Faiza Ali Ahmed (BSCLS)
 Jolene Rae Aho (BACC)
 Kristi Louise Alcorn (BGS)
 Danielle Marie Alexander (BA)
 Isaac Jacob Allmaras (BBA)
 Jonathan Thomas Alme (MS)
 Aileen Alvaro (MS)
 Craig David Amundson (BSME)
 Elizabeth Maria Amundson (BA)
 Alissa Nae Anderson (CERT)
 Alissa Nae Anderson (BSGDT)
 Alyssa Jo Anderson (BSED)
 Brett Kenneth Anderson (BBA)
 Cody Jay Anderson (BSCJS)
 Grant Carl Anderson (BSA)
 Jannik Caroline Anderson (JD)
 Jared David Anderson (BSA)
 Justin Scott Anderson (BSA)
 Kamrin Lee Anderson (BFA)
 Kamrin Lee Anderson (BBA)
 Michelle Linn Anderson (MOT)
 Patrick Ronald Anderson (BSPXW)
 Samuel Charles Anderson (BSCE)
 Amanda Marie Andree (BS)
 Evan Pietz Andrist (BSEE)

Evan Pietz Andrist (BS)
 Michael Scott Angell (BGS)
 Holly A. Annis (JD)
 Jeffrey Scott Anttila (BSCLS)
 Aristides George Apostolou (BSME)
 Daniel James Appel (BBA)
 Joshua James Armbrust (BBA)
 James Michael Arneson (BBA)
 Jennifer Marie Arneson (CERT)
 Wyatt T. Arneson (JD)
 Bryan Lee Arroyo (DPT)
 Sarah K. Arvin (BA)
 Andrew Louis Askew (BA)
 Raymond David Aslesen (BSCHE)
 Kysa Christine Athman (BSN)
 Andrea Jo Athmann-Luksik (MS)
 Amy Margaret Aughinbaugh (BA)
 Brianne Elizabeth Aune (BSED)
 Gloria Abaka Ayuck (MS)
 JoLynn Raye Azure (BS)
 Zachariah Ysaye Babington-Johnson (BA)
 Ryan Victor Bachman (BA)
 Jessica Ann Backer (BSN)
 Alexandria Ann Backes (BSED)
 Kimberly Ann Backman (JD)
 Michael Steven Bagan (MD)
 Karim Bahgat (BA)
 Nicholas Ronald Bahl (BS)
 Catherine Louise Bailey (MOT)
 Emily Ruth Bailey (BSN)
 Aaron G. Baker (BSME)
 Adam John Baker (Awarded Posthumously) (MS)
 David Kelly Baker (BSCLS)
 Christine Marie Balcerzak (DPT)
 Carleen Marie Balduc (BSCLS)
 Laura L. Ballard (CERT)
 G. Tyler Balsdon (BBA)

Sally Jeannette Balsdon (BM)
 Michael Patrick Baltus (BSME)
 Justin Michael Balzer (JD)
 Gregory M. Baney (JD)
 Trevor William Baringer (BS)
 Melissa M. Barlow (CERT)
 Patrick Michael Barry (BBA)
 Paula Bartel (MSW)
 Marnia Lynn Bartelson (JD)
 Jason A. Bartl (BSEE)
 Lawson Max Bartlett (BSA)
 Brent Michael Bartsch (MSAE)
 Brent Michael Bartsch (BA)
 Daniel Edward Basom (BSME)
 Amber Marie Bath (MOT)
 Abby K. Bauer (BGS)
 Sarina Marie Bauer (BS)
 Stephanie Kary Bauer (MA)
 Kayla Joy Baumann (BA)
 Brandon James Baumgartner (BBA)
 Kelli Jane Baumgartner (DPT)
 Julia Ann Beard (BS)
 Julie Gronneberg Bech (BA)
 Jonathan Nelson Beck (DPT)
 Karla Ann Beck (MOT)
 Nancy Jane Becker (MSW)
 Aimee Lynn Beckett (BGS)
 Christopher Bryan Beckman (BM)
 Aaron M. Beddoe (BSME)
 Stephanie Jo Behrens (BS)
 Kara Alyssa Beito (BSN)
 Angela Butler Bell (PHD)
 Jeffrey Ryan Bell (BBA)
 Jeffrey Ryan Bell (BSA)
 Luke Kyper Bellville (JD)
 Jessica Darla Marie Belyea (BBA)
 Elliott Mitchell Benedict (BBA)

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Kaitlin May Bennett (BA)	Melinda Catherine Bogner (BSED)	David Michael Brown (MD)
Catherine Joan Benoit (BSN)	Brittany Kay Bohrer (BS)	Jade Michael Brown (BSCE)
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Brandon Michael Berg (BACC)	Meghan Elizabeth Bollinger (BSED)	Meghan Ann Brown (CERT)
Julie M. Berg (MA)	Ashly Ray Bombenger (CERT)	Meghan Ann Brown (BA)
Michael William Berg (BBA)	Megan Jo Bonaime (BSN)	Jason Donald Brule (BS)
Stephanie Michelle Berg (BSCLS)	Sara Michelle Bondy (BSSW)	Kristina Elizabeth Brumm (BSN)
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Shanna Rae Bergh (BBA)	Jordan Mark Bonstrom (BA)	Ekaterina Leonidovna Bryleva (BBA)
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Robert Harrison Bergman (BSCSCI)	Katie Elizabeth Boone (BS)	Jameson Douglas Buehler (BS)
Matthew Alan Berosik (MS)	Lucas Reid Bopp (DPT)	Jeffrey Michael Bugliosi (BACC)
Brenna Louise Bertsch (MBA)	Mary Therese Jennifer Bork (BA)	Christian Andrew Buhr (MD)
Adam Fredrick Besse (BSCE)	Mary Therese Jennifer Bork (BSCJS)	Jody B. Bulger (BSA)
Nicholas Wayne Bethke (BSCHE)	Therese Nyberg Borkenhagen (BA)	Andrew Todd Bulman (BBA)
Heather Bernice Bewski (MS)	Cory Anton Borszich (BACC)	Andrew Joseph Burckhard (BS)
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Jerame Joseph Franck (BS)	Ashley Nicole Getskow (BA)	Michael Steven Green (BSCHE)
Debora Kay Franklund (BA)	Peter Mitchell Gibbs (BBA)	Kevin Michael Greene (BSA)
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Christopher Glen Frolander (BSA)	Keleah Margrete Goldammer (MOT)	Sean Cornelius Grutzmacher (BSA)
Laura Marie Fugleberg (DPT)	Laura LeAnn Goor (BSN)	Rachel Melissa Grzadziewski (BSED)
Alison Julia Fuhrman (DPT)	Claire Michelle Gores (BA)	Kevin Patrick Gubbels (BA)
Jeffrey Marshall Fuqua (MENGR)	Kathryn Marie Gores (MD)	Jennifer Marie Gudding (BA)
William Grant Galvin (BS)	Kaitlin Marie Gorman (BSCLS)	Nathan Andrew Guillemette (BA)
Amber Leigh Garcia (BSA)	Kelly Jo Gould-Anttila (MS)	Bradly Michael Gulbranson (BSEE)
William Lee Gardner (BSA)	Bradley James Gourneau (BSCLS)	Stephanie Marie Gullickson (MPA)
Kimberly Nicole Garnett (BSN)	Nicholas John Gowan (CERT)	Amber Lea Gunderson (DPT)
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Ryan Joseph Geltel (JD)	Patricia Ann Gowan (BSRTS)	Laura Dianne Gunderson (MOT)
Tara M. Geltel (MA)	Chloe R. Grabanski (BA)	Paul Joseph Gunderson (JD)
Peter Jeremiah Gemin (BSEE)	Jessica Kay Graham Steinhauer (MS)	Benjamin Bjorn Gunvalson (BSME)
Nicole Lynne Gemmill (DPT)	Megan Lee Graham (BSED)	Alexander Dusty Gustafson (BSA)
Charles E. Genoway (BBA)	Erin Marie Grahn (MA)	Guy My-kel Gustafson (BBA)
Kelsey Lee Gentzkow (JD)	Connie Jo Grahovac (MSW)	Jean Marie Gustafson (MD)
Andrew Ryan Gerde (BA)	Tomas Grande (BFA)	Kyle Douglas Gustafson (MS)
Matthew Mark Gerde (MD)	Jennifer Hope Grandouiller (BA)	Haley R. Haaland (BSSW)

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Kari Serine Haarsager (MS)	Brede Kvangraven Harvold (BA)	Samantha Christine Heppner (BBA)
Katie Anne Haarsager (BA)	Elliot T. Hasse (BACC)	Jacqueline Annette Hermann (BA)
Carly Michelle Haas (BS)	Kristen Marie Hatt (BFA)	Jacqueline Annette Hermann (BS)
Tim Robert Haas (BA)	Katie Mae Haunz (BA)	Randy J. Hermanson (JD)
Roxann Jean Hackbarth (MS)	Carolyn Fischbach Haus (MD)	Katie Rose Heuer (BSA)
Grant Earl Hadlich (BSEE)	Grant Davis Hauschild (BA)	Erica Ann Hicks (BSCHEM)
Grant Earl Hadlich (BSCSCI)	Cassandra Ann Heald (BSAT)	Erika Brittany Hiddinga (BBA)
Grant Earl Hadlich (BS)	Brian O'Connor Healy (BSA)	Erika Brittany Hiddinga (BSA)
Miranda Jo Hage (BSCLS)	Jennifer Lee Healy (MS)	Kali Lynn Hieb (MS)
Ashley Jane Hagen (MD)	Laura L. Heaton (BSCE)	Daniel I. Hilback (BSME)
Erica Lynn Hagert (BS)	Jill Marie Hebl (JD)	Brennan Douglas Hill (BSA)
Daniel Joseph Hajcek (MS)	Kortni Ann Heckart (MOT)	Emily DuBord Hill (MA)
Richard William Haley (BBA)	Lynelle Gayle Hedde (BSCJS)	Shea Elizabeth Hill (BSN)
Clifford William Hall III (BA)	Charity Carol Heding (MSW)	Nathan Daniel Hillerud (BSEE)
Clifford William Hall III (BS)	Devin Knute Hedsand (BBA)	Thomas P. Hilpisch (BSCHE)
Christa Hall (BA)	Honor Erin Heer (BS)	Jamie Rae Hiltner (DPT)
Shayla Marie Hall (BSN)	Jane Marie Hefta (MS)	Joshua Reuben Himes (BBA)
Courtney Marie Halvorson (BS)	Morgan Marie Heher (MBA)	Corey James Hintz (BSCHE)
Catherine Mary Hamilton (JD)	Brandon James Heider (BBA)	Leigh Ann Hintz (BS)
Christopher Lorne Hammer (BSATSC)	Jessica Ann Heins (BSED)	Brett Jeffrey Hochhalter (BSA)
Benjamin Thomas Hannasch (BSED)	Ryan Anthony Heintz (JD)	Nathan William Hoekstra (BSRTS)
Timothy James Hansell (MPA)	Savannah Mae Heiser (BBA)	Mark Romeo Hoffarth (BS)
Annika Marie Hansen (BBA)	Nevon William Heisler (BBA)	Michelle Lynn Hogan (BACC)
Casey Michael Hansen (BSEE)	Wesley J. Heit (MBA)	Joseph Myles Hogberg (BSME)
Daniel Clairmont Hansen (BBA)	Samuel Phillip Held (MS)	Daniel Jacob Hoime (BBA)
Kelsey M. Hansen (BSAT)	Jessica Lynn Helfenstein (BBA)	Alexandra Mae Hoistad (BA)
Christina Marie Hanson (MS)	Eric Gunvald Heller (BS)	Alexandra Mae Hoistad (CERT)
Douglas Hanson (JD)	Michaela Cecil Heller (BS)	Alexis Noel Hokenstad (MD)
Brian Anthony Harms (BSPXW)	Paige Alexandra Helm (BSN)	Erik David Hokenstad (MD)
Jaime Janelle Harms (BSCN)	Anna Elizabeth Helmstetler (BSCN)	Ashley Ann Holcomb (BSSW)
Joshua Edward Harriman (BSA)	Christopher Peter James Henderson (MD)	Sarah Marie Holcomb (MSW)
Kellie Elaine Harris (BS)	Jed Allan Hendrickson (BA)	Kelsey D. Holien (BSPXW)
Bryce Lyle Harrison (BSCHE)	Patrick Howard Hendrickson (BBA)	Laura Ann Holland (BBA)
Sadie Lynn Hart (BA)	Brenda Kay Henriksen (MS)	Allen Scott Holley (MS)
Shay S. Hartvickson (BS)	Lauren Shalane Henry (BS)	Scott M. Holm (BSPXW)
Daniel S. Harvala (BSCJS)	Karin Louise Hensellek (BSA)	Bradley Harold Holman (BSCLS)
Derek David Harvey (BSA)	Sandra Kay Hensrud (BA)	Drew Albert Holman (BSA)

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Sandra Jo Holmgren (MS)	Andrea Corrine Huotari (DPT)	Autumn Brooke Johnson (JD)
Sheryl A. Holter Vogel (BA)	Laurel L. Hurst (BA)	Derek Ray Johnson (BA)
Chad Dylan Holter (BA)	Callie Corrine Hurtt (BS)	Duane David Johnson (BSME)
Joel Vincent Holwegger (BS)	Abdinur Mohamed Hussein (BSCLS)	Erica Lynn Johnson (BSPXW)
Kayla Ann Holzer (BS)	Paul Erick Hutchinson (BA)	James Alan Johnson (MS)
Joseph Leon Homan (BSA)	Shae L. Hutchinson (MA)	Jane Marie Johnson (MSW)
Kurt Allan Homan (BA)	Nicole Linda Hylden (BS)	Jared Alan Johnson (MS)
Elizabeth Ann Kruger Hommerding (MSW)	Abdurahman Salah Ibrahim (BSCLS)	Kory Brian Johnson (BSCE)
Brett Jeffrey Homstad (DPT)	Dennis Hamilton Ingold (JD)	Laura Jean Johnson (BA)
Curtis Benjamin Hoover (BSA)	Mohamed Saeed Ismail (MBA)	Lisa A. Johnson (MS)
Tia L. Hopkins (CERT)	Caryn Denise Iverson (MS)	Mark Timothy Johnson (JD)
Kimberley Mabel Hoppe (MA)	Rodney L. Iverson (MA)	Michael David Johnson (BA)
Daniel Edward Hopper (JD)	Andrew F. Jackson (MS)	Michael Paul Johnson (BSME)
Aaron Michael Horak (BA)	Blake Allan Jackson (BS)	Robyn Amanda Johnson (BA)
Alexis Joy Horge (MS)	Kristie Elizabeth Jacobsen (MS)	Russell William Johnson (BSA)
Nathan Scott Horgeshimer (MS)	Steven Dale Jacobson (BSA)	Skyler Krysta Johnson (BSCJS)
Jessica Lorraine Horne (DPT)	Tamara Jo Jacobson (MD)	Benjamin Travis Jones (BSCHE)
Crista Lee Horner (BSED)	Kristen Joy Jacobus (MA)	Scott Thomas Jorgenson (BSATSC)
Lisa Marie Horner (BSED)	Bryan Jay Jacques (BSN)	Fredrik Jullum (BA)
Emily Jean Houle (BSN)	Matthew Peter Jacques (DPT)	Travis Lee Jurgens (BSCSCI)
Justine Noel Houtman (BSA)	Benjamin Jagim (BSCJS)	Dhruv Kalra (BSA)
Fallon Rose Hoverson (MD)	Elizabeth Jahrus (BA)	Alison Gale Kaneshiro (MS)
Norah Nicole Hoverson (BS)	Daniel Patrick James (BACC)	Julie Marie Kapsner (CERT)
David Lee Hovet (BBA)	Kimberly Jean Jansma (CERT)	Thomas P. Kapsner (BBA)
Amanda Beth Hovland (BBA)	Sarah Catherine Jasinski (BSA)	Matthew Raymond Karels (BSCHE)
James Robert Hoy (JD)	Sarah Catherine Jasinski (BBA)	Ryan S. Kasowski (BSPXW)
Kristin Kay Hoy (DPT)	Daniel Steven Jaynes (BSCJS)	AJ Kasprick (JD)
Aaron Timothy Hryciw (BSA)	Christian S. Jensen (BS)	Angie Elizabeth Kautzman (BBA)
Jennifer Lynn Mari Hrytsak (MS)	Aaron Jordan Jermier (BSATSC)	Angie Elizabeth Kautzman (BACC)
Jaclyn Ann Huebner (BSCLS)	Christopher Dale Jerry (BSA)	Jason Andrew Kayati (BA)
Adeline Hugelen (BSCLS)	Amber Lynn Jessen (MOT)	David Benham Keith (MS)
Justin G. Hughes (JD)	Lauryn Holmquist Job (BS)	Lindsay Christina Keith (MED)
Eric Michael Huhtala (BS)	Katie Christine Johnke (BSD)	Mark A. Keith (BSCLS)
Eric Michael Huhtala (BSCSCI)	Scott Ronald Johnke (BBA)	Amanda Marie Keller (BSCHE)
Jacob Harold Hultberg (BSME)	Everette James Johnson III (BFA)	Zachary John Keller (BSME)
Cassandra Mae Hunt (BSN)	Alexandra Leigh Johnson (BS)	Crystal Linn Kelly (BSEE)
Christopher Michael Hunt (BGS)	Allison Lynn Johnson (BA)	Crystal Linn Kelly (BSME)

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Nicholas Robert Kelly (BM)
 Evan Russell Kemp (MD)
 Amber Dawn Kennedy (BSED)
 Whitney Anne Kennedy (BS)
 William H. Kennington (MOT)
 Tyler Brian Kent (BSPXW)
 Scott Michael Kerber (BSA)
 Alicia Mae Kerian (MS)
 Jason Aaron Kes (BBA)
 Kraig Michael Ketterling (BSA)
 Hussain Khozema Zaveri (MS)
 William Allen Kientz (BSA)
 Kayla Louise Kimber (MS)
 John Andrew Kindle (DPT)
 Joshua Lee King (BSA)
 Magdalene Theresa Kinney (BSN)
 Randa May Kinzler (CERT)
 Mickayla Idella Kirkpatrick (CERT)
 Brian Thomas Kistner (MS)
 Annah R. Klamm (BSGDT)
 Annah R. Klamm (CERT)
 Ben Michael Klein (BGS)
 Brian Scott Klekner (MBA)
 Anita Rae Klenner (BA)
 Timothy Scott Klesk (BS)
 Alice Gigante Klingenstein (PHD)
 Benjamin James Klipfel (MA)
 Cody Matthew Klug (BA)
 Jennifer Boni Klug (CERT)
 Rachel Elizabeth Knoedler (BA)
 Anna Mae Knutson (BA)
 Anna Mae Knutson (BSPA)
 Joshua Scott Knutson (BSCHE)
 Ryan Jared Zebadiah Knutson (PHD)
 Derinda Louise Kocik (BA)
 Zachary Thomas Kolar (BBA)
 Thomas Kollegger (BSCE)

Aaron Christopher Kolquist (BSSW)
 Dutee Komara (BS)
 Peter G. Koprince (PHD)
 Jordan Christopher Koras (BSCJS)
 Katie Lyn Korbl (BA)
 Gregory A. Korgel (BGS)
 Kelly Ann Koss (BSA)
 Laura A. Kost (BA)
 Patricia E. Kouba (MA)
 Justin P. Kowalski (BSAT)
 Joshua Lyle Kraft (BBA)
 Kevin Michael Kraft (BSCHE)
 Andrew Paul Kragness (BBA)
 Debbie K. Krebs (MS)
 Charles Dean Kreidelcamp (BA)
 Charles Dean Kreidelcamp (BBA)
 Kirsten Marie Krein (BS)
 Nicole Marie Kressin (MA)
 Herbert William Kretzsinger IV (BA)
 Troy Garrett Krieger (CERT)
 Karl Anthony Krogman (CERT)
 Ross William Kronberg (BSA)
 Dylan West Krueger (BA)
 Dylan West Krueger (BS)
 Christopher Gary Kruse (BSATSC)
 Corianna Marie Kubasta (BA)
 Emily Amanda Kubat (DPT)
 Matthew John Kuhn (BBA)
 Kaley Jo Kujawa (BBA)
 Jeremy John Kukowski (BSME)
 Pratibha Kumar (PHD)
 Ronald James Kunda (MPA)
 Michelle Lynn Kuntz (BSCLS)
 Carter Kenneth Kunz (DPT)
 Meghan Nicole Kutter (BGS)
 Gary Robert Kuzel (BSCE)
 Benjamin Allen Kuznia (DPT)

Shanna Leigh Kvam (MS)
 Megan Jo Kvasager (BS)
 Joshua Jerome Kvidt (BA)
 Nissa Marie Kvidt (DPT)
 James Jerome Kwak (BSA)
 Jenna Kyser (MS)
 Joshua Jake LaBlanc (BSEE)
 Bryan Michael LaCore (CERT)
 Danielle Rae Lacquement (MS)
 Tammy M. Laducer (MED)
 Helen Lousie Marie Laferriere (MS)
 Andrea Marie LaFrance (BA)
 Andrea Marie LaFrance (BBA)
 Travis John Lage (BSCJS)
 Carol Patricia Laman (MS)
 Rebecca Leola Lambolely (MS)
 Shanna Rachelle Landgren (MD)
 Stephanie Fay Landrus (BSN)
 Jacob R. Landry (BA)
 Adam William Landstrom (JD)
 Timothy Warren Langemo (MBA)
 Katie Beth Langlie (BBA)
 Kara Lynn Marie Langowski (MA)
 Kara Lynn Marie Langowski (BSRHS)
 Derrick Joseph LaPoint (BS)
 Kate Cleary LaRoche (BSPXW)
 Kate Cleary LaRoche (BSD)
 Kristin Bental Larsen (BA)
 Amber Leigh Larson (MOT)
 Andrew Orville Larson (BSPXW)
 Brittany Marie Larson (MOT)
 Cole J. Larson (BBA)
 Emma Joyce Larson (MS)
 Jessica Jean Larson (MS)
 Joeanna Lee Larson (MS)
 Justin Daniel Larson (BBA)
 Karen Marie Larson (BSATSC)

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Megan Jo Larson (MOT)	Alicia Marie Lepp (BS)	Sarah Jean Lovelace (BS)
Sandra Kay Larson (BA)	Cheryl Anne Lepp (BSCLS)	Tara Jo Luedtke (MOT)
Tessa Nicole Larson (MOT)	Patricia Joanne Lerud-Soldner (MOT)	Zachary R. Lunak (MS)
Tyler Scott Larson (BSCJS)	Ana Leigh Leschishin (BSCN)	Kirby A. Lund (BA)
Zachary Lee Larson (BBA)	Kellen Mitchell Leupp (BBA)	Laramie Vernon Lunday (BS)
Kelsey Rae Laschkewitsch (CERT)	Kelly Christine Lewis (BA)	Adam David Lunde (MBA)
Kelsey Rae Laschkewitsch (BSGDT)	Matthew H. Lewis (BA)	Jeffrey Tennessen Lundeen (BSA)
Joseph William Lassonde (BA)	Phillip Glenn Lewis (MPA)	Ashley Marie Lundin (MD)
Benjamin Joseph Lauer (BSIT)	Sherry Lynn Lind (MA)	Salena Rae Lundquist (MS)
Desirae Ann Lauinger (BSCJS)	Alex Dennis Lindemann (BACC)	Seth Roth Luoma (MOT)
Challsey Faye Lawrence (BSN)	Harmony Lee Lindgren (MA)	Filisha Mae Lustfield (BA)
Jason Richard Lawrence (BA)	Lorraine Marie Lindquist (BA)	Mariaha Jane Lyons (BS)
Cassandra Jo Leach (MOT)	Anthony Chad Lindseth (BS)	Tyler Eldon Maasjo (BSCE)
Kori Louise LeBlanc (MOT)	Breanna May Linert (BBA)	Amanda Danielle Magid (BS)
Jonathan Leddige (JD)	Michael Arthur Linrud (BGS)	Diane Gayle Magnuson (MOT)
Amanda Marie Lee (JD)	Daniel Joseph Lipp (BS)	Matthew E. Maguire (BSCE)
Jared William Lee (BA)	Sharon Marie Lipsh (BSCE)	Molly Elizabeth Mahar (CERT)
Ki-Bong Lee (JD)	Michael Jon Little (MBA)	Molly Elizabeth Mahar (BSGDT)
Matthew Lee (BSA)	Danielle Rebecca Litzinger (BS)	Jared Michael Mahylis (MD)
Rachel A. Lee (BBA)	Kelsey Lynn Litzinger (BSCJS)	Mathew Joe Malek (BS)
Robert Paul Lee (BSCE)	Michael J. Locke (BSME)	Bradley James Malone (BGS)
Roger Yorkfrey Lee (BSA)	Chad Alan Locken (JD)	Joseph Peter Mandala (JD)
Karl Burton Leenders (BBA)	Jenna Leigh Loepcke (BBA)	Chelsie Marie Mandry (BSCJS)
Michael Leeser (JD)	Jenna Leigh Loepcke (BA)	Amber K. Manninen (BSCJS)
Brian Joseph Leier (BSN)	Jenny Rae Lok (MOT)	Peter Leslie Manstrom (BS)
Cory Michael Leier (DPT)	Jonathan Adam Long (BSME)	Natalie Jo Marcussen (BSCJS)
Lance Raymond Leinen (BSME)	Maria Louise Long (DPT)	John Henry Mareck (MACC)
Kelly Lynn Leiphon (MS)	Nicholas Cody Long (BBA)	Adric Steven Marenus (BSA)
Griffin R. Leitch (BBA)	James Brandon Looney (BSA)	Allison Ann Marihart (BSN)
Brian M. Lemke (BSEE)	Michael Brandon Lopez (JD)	Jody Marie Marshall (CERT)
Kaci Jo Lemler (BS)	Marissa Ann Lorenz (BSCLS)	Peggy Sue Marshall (CERT)
Kaci Jo Lemler (BSME)	Rhiannon O. Loretto (BSCJS)	Kyle Jordan Marthaller (MD)
Chelsea B. Lenarz (BSCLS)	Jane A. Loscheider (MOT)	Leah Marie Marti (DPT)
Alaina Kristine Lennartson (BSN)	Brandon Keith Lotan (BSA)	Don Anthony Martin (BA)
Kathryn Mary Lenway (BGS)	Jane Elizabeth Lough (BSPXW)	Dorothy Louise Martin (BA)
Andrew Patrick Leonard (MS)	Michael William Lough (BSA)	Erin Lee Martin (MA)
Anne-Christine Lepillez (BSA)	Shawn Allen Love (BSEE)	Jacob Bryce Marto (BSRTS)

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Stacy Rae Marto (BSSW)
 Ann Louise Mason (MS)
 Joseph Masucci (BBA)
 Rebecca Mathern-Jacobson (MSW)
 Robyn Michelle Mathews (DPT)
 Sarah Marie Mathieu (MOT)
 Caroline Grace Mattson (MOT)
 Jaime Rae Mattson (MS)
 Clinton Edward May (BSA)
 Lisa M. Maynard (MS)
 Brianna Jean McAleer (JD)
 Brett Lane McComas (BBA)
 Keith Ray McCormick (BSCJS)
 Charles Alistair McCrary (BA)
 Katie Lynn McGurk (MS)
 Rhiannon Colleen McLane (BA)
 Laura A. McLaurin (MA)
 John Francis McNamara (BBA)
 Aubrey Jean McNary (BA)
 Roger Dale McNeal (BSA)
 Carly Jo McQuillan (BS)
 Zachary T. Medearis (BBA)
 Christopher James Mees (MD)
 Traci Jo Meidinger (BSCLS)
 Kaitlin Leigh Meiser (BA)
 Max Allen Mellmer (BSCHE)
 Kerri Elizabeth Mencil (BBA)
 Andrew Jacob Merryman (CERT)
 Amber M. Mertz (BA)
 Taylor Grant Mertz (MD)
 Jacquelyn Kay Meyer (BSN)
 Jennifer Amanda Meyer (BSME)
 Logan Micheal Meyer (BSME)
 Semhar Kibrom Michael (MS)
 Ryan L. Mickelsen (CERT)
 Brian John Midboe (MD)
 Jeffrey Gordon Middleton (DPT)

Hannah Kathleen Miesbauer (BA)
 Michelle Kelly Millam (MS)
 Louisa Marie Millar (BSA)
 Andrew Jarod Miller (MD)
 Cara Rose Miller (BA)
 Erin Lee Miller (JD)
 Jessie Ann Miller (CERT)
 Kathryn Ann Miller (MOT)
 Kelsey Jo Miller (MOT)
 Andrew M. Mills (BS)
 Brittany Lann Milne (DPT)
 Joshua James Mystic (DPT)
 Trenton John Mizinski (BBA)
 Tyler Christian Modlin (BA)
 Jordan Thomas Moe (JD)
 Jenna Marie Moffatt (MS)
 Daniel J. Moffitt (BM)
 Hamdi Ibrahim Mohamed (CERT)
 Courtney Pauline Mohler (MOT)
 Jacey LaRay Mohr (MSW)
 Shane Allen Molander (MPA)
 Joshua David Molstre (BS)
 Heidi Olivia Mondry (BSED)
 Elliott Owen Monson (BSA)
 Sara M. Monson (JD)
 Sarah Elizabeth Montain (BA)
 Sarah Elizabeth Montain (BSA)
 Eric James Moore (BSA)
 Elizabeth A. Moormann (CERT)
 Daniel Hudson Morgan (MD)
 Takuto Moriya (BSA)
 Margaret Catherine Morley (JD)
 Alison Grace Morris (BSCJS)
 Nicole Elaine Morris (BBA)
 Amy Lindsey Morrison (BBA)
 Ian Andrew Morrison (BSA)
 Bridget Lea Mosset (MSW)

Maria Catherine Mota (MSW)
 Kari Malia Motis (BSN)
 Sarah Blaire Fawn Mudry (MS)
 Kelsey Valerie Mulhern (BSED)
 Nathaniel Steven Muzzy (BBA)
 Michael Philip Myers (BSN)
 Meredith Joy Narog (MBA)
 Meredith Joy Narog (JD)
 Cora Terese Nasset (BA)
 Matthew Steele Navarro (BSA)
 Jessica Marie Neigum (BACC)
 Hilary Caroline Nelli (BSA)
 Aaron Axel Nelson (BBA)
 Amanda Marie Nelson (MS)
 Angela Marie Nelson (BSCE)
 Dorothea Joan Nelson (MA)
 Jason D. Nelson (BBA)
 Kyle Marcus Nelson (BSPXW)
 Matthew Robert Nelson (BA)
 Matthew William Nelson (BSA)
 Nicole Janae Nelson (MOT)
 Philip Teddy Chester Nelson (BA)
 Amy Lyn Neppi (MED)
 Larisa Marie Netterlund (MA)
 Natalie Rose Newton (CERT)
 Natalie Rose Newton (BSGDT)
 Nobunari Neyoshi (MM)
 Hong Kim Thi Nguyen (BSME)
 Timothy J. Niccum (BBA)
 Andrew Patrick Nicholson (BSA)
 Nichole Lisa Nicholson (MA)
 Cheryl Ann Nickerson (MOT)
 Rebecca Ann Nielsen (BA)
 Matthew Edward Niklas (BSA)
 Alex Raymond Nikle (BSA)
 Anthony Wayne Nilson (BBA)
 Angela Kae Nissen (BSD)

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Abre Lynn Norbury (BSPXW)
 Cherise Ann Norby (MS)
 Douglas Morrow Norby (BFA)
 Josiah Paul Nordmark (BSME)
 Brock A. Norrie (MD)
 Casey Theresa Norton (BSED)
 Thomas Daniel Novak (MS)
 Laura Jill Novotny (MS)
 Tina Lyn Nybladh (MOT)
 Alyssa Kay Oberhelman (BBA)
 Linda Marie Oberle (MSW)
 Chinazo Christopher Odigbo (JD)
 Gideon Eromosele Ogbeide (BBA)
 Eunice Nnaukwu Ogbuji (BA)
 Anna Christine Ohlsen (BA)
 Noah Swencki Ohmann (BSIT)
 Jennalee Cecilia O'Keefe (MOT)
 Kelly Lynn O'Leary (MS)
 Vanessa Rae Olivier (BA)
 Paige Arlene Noelle Olmstead (BBA)
 Christopher Ryan Olsen (BS)
 Skye Alexander Olsen (BACC)
 Christen Elizabeth Olson (BSSW)
 Emily Nicole Olson (BACC)
 Erica Jean Olson (BSED)
 Katherine Elise Olson (BSN)
 Kimberly Dawn Olson (MS)
 Kimberly Lynn Olson (BSN)
 Kristen Alise Olson (BS)
 Liam Charles Olson (BBA)
 Linda May Olson (MA)
 Ryan Scott Olson (BBA)
 Sarah Lynn Olson (BA)
 Taylor Dawn Olson (JD)
 Taylor Donovan Olson (BSCE)
 Jared Richard Onder (BSN)
 Joanna Marie Ongstad (BSN)

Andrew Garrett Onken (MS)
 Chloe Opp (BS)
 Nathan William Orwick (BBA)
 Amanda Susan Osgood Jonientz (MA)
 Vanna Kay Osteros (BS)
 Leandra Lynn Ostrom (CERT)
 Erin Marie Ottinger (MS)
 Jeffrey Clinton Ottmar (MD)
 Daniel Robert Otto (BSED)
 Alisha Faye Overby (BA)
 Kylie Michelle Oversen (BA)
 Amber Lynn Owens (BS)
 Janise Renee Pachnik (BSCLS)
 Emily Alissa Paintner (BSN)
 Luke Walter Pajak (BSA)
 Jeremy Ronald Palmiscno (BS)
 Kyle Joseph Palmiscno (MS)
 Shawn Thomas Palmquist (BSATSC)
 Andrew James Paluch (BSA)
 Amber Maye Papenfuss (BS)
 Justin Richard Paquin (BBA)
 Justin Richard Paquin (BACC)
 Tyler J. Parisien (BSCLS)
 Daniel Winter Paschke (BSA)
 Daniel Winter Paschke (BBA)
 Xavier Mikhail Pastrano (MA)
 Dustin Mark Patterson (BSIT)
 Shane Vincent Pawlowski (BBA)
 Casey R. Payne (DPT)
 Tyler Anthony Payne (BBA)
 Kathleen Claire Pedersen (MED)
 Darci Leigh Pelland (MS)
 Todd William Perala (BSCJS)
 Pamela Jean Peter (DPT)
 Jesse Matthew Peters (BSA)
 Amy Kathryn Peterschick (BGS)
 Kayla M. Petersen (MOT)

Andrew Robert Peterson (BACC)
 Ashley Lyn Peterson (BSN)
 Catherine A. Peterson (JD)
 Colby Lea Peterson (BA)
 Hannah Rae Peterson (BSCLS)
 Jeffrey M. Peterson (BS)
 Joshua John Peterson (BGS)
 Kaleen Elizabeth Peterson (JD)
 Noah Adam Peterson (BS)
 Paul Christopher Peterson (BSCJS)
 Susan M. Peterson (BA)
 Jonathan Mark Petraitis (BGS)
 Lindsey Marie Petrovich (CERT)
 Michael John Pfaff (BSA)
 Kayla Lee Pfau (BSN)
 Sharra Marie Pfeifer (BSN)
 Scott Alan Pfeiffer (BSCSCI)
 Benjamin Charles Phelps (BSA)
 Clinton Michael Phillips (BSCE)
 Melinda Sue Picard (MD)
 Stephen Ray Pieper (BSA)
 Megan Ashley Pierce (BSRTS)
 Kyle John Pierskalla (BSCHE)
 Dallin Hume Pierson (BSA)
 Nan Theresa Pietruszewski (BBA)
 Malvika K. Pimple (MS)
 Jason Keith Pisarek (BSME)
 Brandon Richard Pittenger (JD)
 Emily Jo Pletscher (BA)
 Laura Ashley Pointer (BA)
 Deborah Pomfred (CERT)
 Aubray Anna Pontinen (BA)
 Erin Joy Porter (BSCLS)
 Jodi A. Porter (BA)
 Nicholas M. Post (BBA)
 Keely Bess Pratt (BSN)
 Christopher Gregory Pribula (MD)

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Zachary David Prince (BBA)	Justin Libbrecht Reule (BSME)	Jessica Nelson Rue (BFA)
Gretchen Lynn Prohofsky (MOT)	David Edward Richardson (BSA)	Abigail Morgan Rueter (BBA)
Alex Michael Provo (BS)	Megan Renae Riederer (BS)	Kellen Mark Runge (BSCLS)
John Casmir Pulaski (BBA)	Megan Renae Riederer (BA)	John Alden Rusten (BBA)
Jessica Lorraine Purcell (DPT)	Nicholas Dennis Riesgraf (BSED)	Samantha Jo Rutten (BBA)
Geoff C. Purdy (MSW)	Santosh Rijal (MS)	Gretchen Leigh Ruud (BBA)
Piper Jennifer Putrah (BA)	Paul Thomas Rime (BBA)	Mykal Lee Ryba (BA)
Roberta JoAnn Pytlik (MA)	Matthew David Ringen (BSA)	Matthew Dale William Saari (BSATSC)
Ying Jun Qin (MBA)	Eric Swede Risberg (BSAT)	Enisa Sabovic (BA)
Adam Moreing Quartarolo (BBA)	Leah Erin Riske (BA)	Michael Paige Sadler (JD)
Michael David Raatz (BA)	Breana Beth Ritchie (BSN)	Nicole Marie Sagen (BS)
Michael David Raatz (CERT)	Megan Josephine Rivard (BSN)	Courtney Salzer (BGS)
Michael Dean Radi (BSCHE)	Ashley L. Riveland (BSGDT)	Alisha Anne Samp (BS)
Nicholas Caleb Railsback (BA)	Ashley L. Riveland (CERT)	Jeffrey David Sande (BA)
Jonathan Louie Rairdon (BSME)	Phyllis H. Roberts (BGS)	Jeffrey David Sande (BS)
Amanda Mae Rambousek (BSED)	Rhonda Mae Roed (MOT)	Erik A. Sanders (BSCE)
Conor Montgomery Rankin (BGS)	Devon James Roehrich (BBA)	Monica Ann Sandmeier (BSSW)
Megan A. Ranta (MA)	Devon James Roehrich (BACC)	Brea Marie Sandness (BS)
Allison Marie Rantanen (BSD)	Shannon Marie Roers Jones (JD)	Taylor Leigh Sandquist (BSCJS)
Sean Michael Rasmusson (BS)	Justin Lee Roesler (JD)	Taylor Leigh Sandquist (BA)
Kelsey Marie Rassatt (BSCN)	Natalie R. Rohlk (BA)	Jeffrey Scott Sands (MM)
Adam Andrew Rassier (BBA)	Nathan Joseph Rokke (BA)	Joel T. Sandstrom (MBA)
Leila Rastegar (MFA)	Dana Venette Rome (MOT)	Joel T. Sandstrom (BACC)
Tess Rose Ratchenski (BS)	William H. Romine (BSCE)	Valerie Kay Sannes (MS)
Donna J. Rath (BSCLS)	Kristen Jeanne Rosenbeck (MOT)	Adam Jon Sansale (MS)
Elizabeth M. Rau (MD)	Amy Sue Rosinsky (BS)	Jessica Marie Santini (MA)
Tyler Chapman Rawlings (BBA)	Kyle David Rosseau (BSCJS)	Sarah Morgan Sather (BA)
Jordan Matthew Ray (BA)	Kristy Elizabeth Roth (BSN)	Andrew J. Sattler (BBA)
Christopher Michael Redmann (JD)	Janna Kaye Routhead (DPT)	Brian Robert Sauer (MD)
Thomas David Reep (JD)	Aaron Christopher Rouland (BSCJS)	Karen Dawn Savely (BSN)
Derrick Jeffrey Reger (BSA)	Nicholas B. Routh (BBA)	Kristen Linae Schaffer (CERT)
Jason Gordon Reigstad (BSCE)	Robert Benjamin Rowe (JD)	Michelle Nicole Schake (BA)
Jared Anthony Reimer (BSME)	Stephanie Lise Roy (BSPXW)	Jenna Christine Scharmer (BSN)
Christopher J. Reisenauer (MD)	Natalie Rebecca Royal (MS)	Lindsey Joy Scheel (JD)
Connie Michele Renna (BGS)	Beth Jeannine Ruckheim (DPT)	Steven John Schefcik (BSA)
Angela Marie Renneberg (BSSW)	Tanya Lynn Rudie (BS)	Sharon Diane Schell (MS)

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 Erin McKenzie Scheppele (CERT)
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 Linda Kay Schloer (MPA)
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 Timothy John Schmidt (BSA)
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 Kristin Marie Streifel (MD)
 Whitney Jo Streyle (BS)
 John Christopher Strid (BBA)
 Michael John Strinden (BA)
 Robert Gene Struth III (BSA)
 Logan Wayne Stundal (BA)
 Sarah Rose Stutz (BGS)
 Tegin Nadine Suddaby (MS)
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Andrew Ryan Tanem (BA)
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 Max E. L. Tucker (BA)
 Jamie Louise Tupa (BA)
 Nicholas Ralph Turman (MD)
 Danna Lynne Turner (MS)
 Rachel Lee Turner (BS)
 Mary E. Two Crow-Fox (MS)
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 Amy Leah Unrau (BA)
 Kayla Beth Urness (BA)
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 Raina Monique Urton (BA)
 Florence Ojiugo Uruakpa (BSD)
 John Randolph Valenta (BSA)
 Anna Mae Van Erem (MOT)
 Tyler John Van Guilder (BBA)
 Jason Michael Van Valkenburg (MD)
 Michelle Leigh VanAcker (CERT)
 Jeffrey Daniel Vance (BSN)
 Richard Alexander Vari (BACC)
 Penny L. Veit-Hetletved (MED)
 Ana Velic (BS)
 Daniel Christopher Villas (BSA)
 Christopher Jon Virta (MBA)
 Joseph D. Vistad (MENGR)
 Matthew James Voeller (BGS)
 Matthew Putnam Volkmar (BBA)
 Michael James Vollmer (BGS)

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 Matthew J. Wagner (BA)
 Katie Jo Wahlin (BSED)
 Barry Dov Wakefield (BSA)
 Michael Brian Walery (BS)
 Ryan Michael Walker (BA)
 Taylor Marie Walkky (BA)
 Jeffrey M. Walsh (BACC)
 Ali Eileen Kathleen Walstad (BSED)
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 Dawn Edna Wessel (MSW)
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 Benjamin John Williams (JD)
 Michael Kenneth Williams (BSA)
 Zachary Carl Williams (BSA)
 Zachary Carl Williams (BACC)
 James Bernard Williamson (BSIT)
 Matthew Roy Wilson (MBA)
 Sarah Marie Wilson (JD)
 Abraham Edward Wingrove (JD)
 Holly Nicole Wingrove (BSN)
 Britney Gail Winkelman (BSN)
 Anne R. Winter (MOT)
 Emily Rebecca Wirkus (BM)
 Jennifer Ann Wirth (BA)
 William Burke Wischer (JD)
 Tiffany Marie Wischnak (BA)
 Thomas Andrew Wischnewski (BSCHE)
 Jessica Lane Wittwer (BACC)
 Jessica Dawn Wold (BS)

Paige Christine Wold (BA)
 Michele Catherine Wolf (MS)
 Rebecca Marie Wolf (MS)
 Jake Darold Wolff (BSAT)
 Jesse D. Wolff (BA)
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 Pamela Marie Wood (MS)
 Robert Allan Wood (BSA)
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 Brenda Lee Wray (MS)
 Alicia Marie Wright (BSCLS)
 Christopher Thompson Wright (BGS)
 Lisa Marie Wunderlich (BBA)
 Cheryl Ann Wynn (MS)
 Joshua Michael Wynn (BSCSCI)
 Chao Xu (MBA)
 Junyu Yang (MS)
 Wenjing Ye (MBA)
 Dustin Robert Young-Moseley (BGS)
 Matthew D. M. Yow (MS)
 Kirsten Elise Zachman (BA)
 Brittany Alyse Zavala (CERT)
 Brittany Alyse Zavala (BSGDT)
 Zack Zehrer (BA)
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 Kevin Ray Zimmermann (MD)
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 Jack Everett Zuger (JD)

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Office of the Registrar

UNIVERSITY OF NORTH CAROLINA
INTELLECTUAL PROPERTY POLICY
University Curriculum Committee Report
May 2011

New Courses

UNIV 110a
UNIV 110b
UNIV 110c
UNIV 110d
UNIV 115a
UNIV 115b
UNIV 115c
UNIV 115d

Correction to April 2011 Senate Report

Approved new course was incorrectly recorded as ISYS 200. Correct course number should be ISYS 220.

New Program

Advanced Public Health Nurse Post-Master's Certificate

Program Termination

Graphic Communication Minor

Change of Title for Major

"M.S. with a Major in Industrial Technology" to "M.S. with a Major in Technology"

Change of Title for Minors

"Manufacturing Technology" to "Manufacturing Technologies"

"Electronics and Control" to "Electronic Technologies"

Senate approval is not required for the following report items

Course Change Requests

CJ 525 – Add prerequisite: "or consent of the instructor".

GeoE 301L – Delete prerequisite: Engr 201.

1 UNIVERSITY OF NORTH DAKOTA
2 INTELLECTUAL PROPERTY POLICY

3
4 **1. GENERAL PRINCIPLES**

5
6 1.1 It is the policy of the University of North Dakota (UND) to encourage and promote
7 research and scholarship. Some scholarly works, discoveries, advancements, and innovative
8 approaches (collectively defined as intellectual property or IP) have the potential to be further
9 developed into products or services that need to be protected and disseminated. Through this
10 Policy, UND establishes a synergistic model of education, research, service, and economic
11 development.

12
13 1.2 This Policy is enacted under the authority of, and is intended to comply in all
14 respects with, Section 611.2 of the Policies of the State Board of Higher Education.

15
16 1.3 The primary purposes of this Policy are to:

17
18 1.3.1 Encourage faculty, staff, students, and others associated with UND to
19 pursue formal protection and/or commercialization of all IP.

20
21 1.3.2 Provide clear direction for all involved in the creation, development,
22 management, protection, and dissemination of IP.

23
24 1.3.3 Recognize all interests that may emerge with discoveries that have
25 commercial or other valued outcomes.

26
27 1.3.4 Facilitate the efficient delivery of technology into practical use for the
28 public benefit, in a manner consistent with applicable law and policy.

29
30 1.3.5 Facilitate the creation of appropriate public-private partnerships to
31 achieve commercialization, utilization, and economic development.

32
33 1.3.6 Encourage a broad array of mutually beneficial relationships with
34 organizations outside UND to further develop discoveries made at UND.

35
36 1.3.7 Protect students' academic progression by limiting the ability of UND to
37 embargo research output longer than 6 months.

38
39 1.4 Unless otherwise provided by law, this Policy applies to all IP made by UND's
40 faculty, staff, students, trainees, volunteers, or others, and UND shall assert ownership rights
41 over such IP if it is the result of:

42
43 1.4.1 Research performed by or under the direction of any faculty member,
44 staff, or student, the cost of which was partially or wholly paid for with
45 funds under the control of or administered by UND; and/or

46
47 1.4.2 An investigation utilizing UND's facilities, laboratories, or other resources
48 available to such persons because of their status within UND.

49
50 1.5 This Policy is a condition of employment at UND and each employee is required
51 to execute a written assignment of intellectual property to UND.

1.6 This Policy shall be administered in accordance with UND's Conflict of Interest Policy and the Ethical Conduct in Scholarship, Research, and Creative Activity Policy.

1.7 The Vice President for Research and Economic Development (VPRED) is responsible for the administration of this Policy. The IP commercialization officer (IPO), appointed by the VPRED, is responsible for the creation and implementation of procedures, including dispute resolution procedures, which enable this Policy. The IPO shall provide guidance in all matters related to IP at UND. The Director of the Energy & Environmental Research Center (EERC) may appoint an Intellectual Property Coordinator (IPC) to coordinate IP management with the IPO and who will be responsible for IP consulting and IP disclosure preparation within the EERC.

1.8 UND shall have a perpetual, non-exclusive, and royalty-free right to use, for research, education, and archival purposes, IP that is subject to this Policy and in which UND elects not to retain title.

1.9 While employed at UND, employees shall not use IP that is subject to this Policy in a manner that competes with UND.

1.10 Subject to restrictions arising from obligations pursuant to gifts, grants, contracts, or other agreements with outside organizations, UND shall, for and in consideration of the assignment of IP rights, distribute cumulative net royalties as follows:

Cumulative Net Royalty Distribution	VPRED/Institution	Creator(s)	Unit	Foundation
Retained by UND	50	45	5	0
Assigned to Foundation	10	45	5	40
Assigned to EERC Foundation*	10	30	0	60

*This is for IP generated by UND personnel who are employed by UND and assigned to EERC as their principal unit at UND and for IP assigned by UND to the EERC Foundation. For all UND personnel assigned to any unit at UND other than the EERC as their principal unit, assignments of IP made by UND to the EERC Foundation will fall under "Assigned to a Foundation" distribution of Cumulative Net Royalty.

Cumulative Net Royalties are defined as gross revenue produced by IP less the Costs of IP Protection. Indirect costs, overhead, or other UND or affiliated foundation costs usually associated with the operation of UND or the affiliated foundation not directly attributable to the IP will not be deducted from gross revenue.

Costs of IP Protection are the unreimbursed expenses incurred by UND or an affiliated foundation in procuring, protecting, preserving, maintaining, licensing, and commercializing IP and related rights. This includes, without limitation, the costs of securing patent, copyright, or trademark protection in the United States of America and any foreign jurisdiction, including legal fees associated with IP protection, fees for patentability and marketability searches, fees arising out of litigation, fees for legal advice, or any fees or costs directly attributable to the IP. If significant expenses are anticipated for protection or litigation, gross revenue may be retained for a reasonable amount of time by UND in a reserve fund to cover such expenses, provided that if such reserves are not needed, the funds shall be distributed according to this Policy.

Unit is defined as an administrative, academic or research unit of UND.

1.11 When there are two or more creators, each creator shall share equally in the creator's share of Cumulative Net Royalties, unless all creators have agreed in writing to a

1 different distribution of such share. Likewise, where a Unit comprises two or more sub-units,
2 such as a college and a department, each sub-unit shall share equally in the Unit share unless
3 separately agreed to in writing.

4
5 1.12 When revenue from two or more pieces of IP is generated through concerted
6 commercialization efforts, the creators shall work in cooperation with the IPO to arrive at an
7 agreed upon allocation of the creators' respective shares of the Cumulative Net Royalties.

8
9 1.13 Cumulative Net Royalties received by UND and its units shall be used to support
10 UND's research infrastructure and enterprise, and to further develop, commercialize, and/or
11 protect UND's IP.

12
13 1.14 The ownership of IP created under a sponsorship agreement, federal funding
14 agreement, other agreement, or governed by a material transfer agreement, or other agreement
15 shall be determined by the terms of the agreement. If the agreement is silent on the issue of
16 ownership of IP rights, ownership will be determined under applicable law and this Policy.

17
18 1.15 UND may participate in projects with external entities that lead to the
19 development of IP. Ownership rights pursuant to any collaboration or partnership, wherever
20 practicable, shall be addressed in the collaboration or partnership agreement pursuant to this
21 Policy.

22
23 1.16 The rights, title, and/or interest in UND IP may be assigned or licensed to one or
24 more third parties. In the case of assignments, the assignees must be qualified under
25 applicable law and policies to hold the IP and only the President of UND, or designee, may sign
26 appropriate documentation to transfer IP. Unless approved by the President of UND, no other
27 person or entity shall have joint or shared rights of ownership in UND's IP.

29 **2.0 RIGHTS AND OBLIGATIONS OF CREATOR AND UND**

30
31 2.1 The creator has the right to:

- 32
33 2.1.1 Receive timely assistance and guidance from the IPO and/or IPC;
34 2.1.2 Receive notice within six (6) months of UND's decision on the disposition
35 of any IP disclosed;
36 2.1.3 Receive a share of Net Cumulative Royalties as set forth in this policy;
37 2.1.4 Receive title to any IP subject to this Policy in the event UND elects not to
38 retain its rights; and
39 2.1.5 Publish research findings in a timely manner provided that an IP
40 disclosure has been made to UND.

41
42 2.2 The creator, without incurring undue hardship, is obligated to:

- 43
44 2.2.1 Promptly file a complete, thorough, and accurate IP Disclosure for all IP
45 subject to this Policy;
46 2.2.2 Formalize the assignment of ownership of the IP to the appropriate entity
47 at the direction of UND;
48 2.2.3 Cooperate to delay publication of results as necessary to allow for IP
49 protection;
50 2.2.4 Cooperate in the preparation and prosecution of all applications;
51 2.2.5 Promptly notify UND of potential infringement or infringing activities and
52 participate in enforcement actions and proceedings;
53 2.2.6 Assist with licensing or marketing efforts related to the IP; and

2.2.7 Maintain current contact information with the IPO or IPC.

2.3 UND has the right to:

2.3.1 Assign to the creator rights, up to and including full ownership, in any IP subject to this Policy;

2.3.2 Assign the rights or interests of any IP owned by UND to an affiliated foundation;

2.3.3 Practice for itself any IP owned by UND, whether by making, using, licensing, selling, copying, or distributing the subject matter thereof, and/or exclude others from doing so, subject to any third party agreements; and

2.3.4 Reserve no less than a perpetual, non-exclusive and royalty-free right to use, for research, education, and archival purposes, IP that is subject to this Policy.

2.4 UND shall:

2.4.1 Make faculty, staff, students, trainees, volunteers, and others aware of this Policy;

2.4.2 Provide timely assistance and guidance to creators;

2.4.3 Determine the disposition of IP within six (6) months after disclosure;

2.4.4 Expedite formal IP protection procedures;

2.4.5 Distribute, at least annually, revenue received by UND for any IP according to this Policy; and

2.4.6 Notify the Creator(s) of significant developments regarding IP.

2.5 The mutual obligations set forth above shall not terminate upon separation of the creator's employment from UND.

2.6 Creators shall not use UND's name in connection with subsequent development, use, or marketing of IP. Assignments, license agreements, and other transfers of rights or ownership in IP to third parties shall include this limitation.

3. COPYRIGHT POLICY

3.1 Except as provided below, it is the policy of UND that an employee who creates a work, including a work for hire, shall be deemed to acquire copyright ownership in the work.

3.1.1 UND shall retain copyright ownership in works for hire created by an employee at the specific direction of UND. An employee shall assign to UND copyright ownership of works created at the specific direction of UND that do not otherwise qualify as works for hire.

3.1.2 UND shall retain, or employees shall assign to UND, copyright for original works which are incidental to or necessary for the practice of an invention owned by UND under this policy.

3.1.3 Nothing in this Policy shall prohibit an employee from, in the case of a work that is not a work for hire, assigning copyright ownership of the work to UND or in the case of a work for hire, permitting UND to retain copyright ownership.

1 3.1.4 UND shall retain, or employees shall assign to UND, copyright works
2 used or intended to be used solely or primarily by the Department of
3 Athletics.

4
5 3.2 UND shall be responsible for administering works in which copyright is owned by
6 UND.

7
8 3.3 Unless otherwise agreed, works in which copyright is owned by employees are
9 the sole responsibility of the owners.

10
11 3.4 In the creation of a work in which UND does not own copyright, including a work
12 for hire where ownership is vested in the employee by this Policy, UND shall be reimbursed by
13 employee up to the fair market value of any significant use of UND resources.

14
15 3.5 UND may at any time decide to relinquish, or not to secure, copyright in a work
16 that UND is otherwise entitled to own under this Policy.

17
18 3.6 All transfers of ownership in copyright shall be in writing.

19
20 3.7 Student work.

21
22 3.7.1 Except as set forth below, UND shall not claim copyright in works
23 prepared by a student. However, when there has been a significant use
24 of UND resources, Section 3.4 of this Policy shall apply as if the student
25 were an employee.

26
27 3.7.2 As a condition of study or a degree award, each student shall grant to
28 UND a non-exclusive, royalty-free license to reproduce and publicly
29 distribute, including by electronic means, copies of the student's work in
30 which the student retains copyright.

31
32 3.7.3 Ownership of copyright in works that are prepared by students, in whole
33 or in part with financial support in the form of wages, salaries, stipend, or
34 grants from funds administered by UND, shall be determined in
35 accordance with the terms governing the financial support. In the
36 absence of such terms, copyright in such works shall become the
37 property of UND.

38 39 4. TRADEMARK POLICY

40
41 4.1 UND shall be listed as the owner of any trademark or service mark for which an
42 application for registration is filed. Trademarks and service marks shall be filed, prosecuted,
43 registered, and maintained by UND at the institution's expense.

44
45 4.2 UND prefers to secure federal trademark and service mark registrations, but it
46 reserves the right to secure one or more state registrations.

47
48 4.3 Any transfer of ownership in a trademark or service mark to or from UND must
49 include all rights in the mark, including good will.

50
51 4.4 UND may license to a third-party rights in one or more trademarks or service
52 marks owned by the institution. Any such license must, at a minimum, reserve to UND the
53 express right to monitor and supervise the use by licensee of the mark(s).

1
2 4.5 Except in the case of trademarks and service marks used or intended to be used
3 solely or primarily by the Department of Athletics, trademarks and service marks developed by
4 faculty, students, and staff of UND shall, where practicable, be treated in the same manner as
5 other forms of IP.
6

7 4.6 The IPO shall establish a procedure in which the creator(s) of a trademark or
8 service mark owned by UND are recognized and identified for purposes of complying with this
9 Policy.
10

11 5. PATENT POLICY

12
13 5.1 All rights to and interests in inventions, patent-pending and patented, shall be
14 determined as follows:
15

16 5.1.1 Inventions resulting from work, research, or investigation conducted in the
17 course of the creator's employment at UND shall be owned by UND.
18

19 5.1.2 Inventions resulting from work created by a UND employee outside the
20 scope of employment and without the use of institutional resources
21 belong to the employee.
22

23 5.1.3 UND shall not claim any rights to, or any ownership interest in, inventions
24 developed solely by students where:
25

26 5.1.3.1 The student has not received financial support from UND in the
27 form of wages, salary, stipend, or grant funds for the research
28 leading to the development of the invention;
29

30 5.1.3.2 The invention was not developed in cooperation with other
31 students or UND employee(s) as part of a cumulative classroom
32 project utilizing UND resources; or
33

34 5.1.3.3 The research leading to the invention has not been funded by a
35 sponsorship agreement, federal funding agreement, other
36 agreement, or governed by a material transfer agreement that
37 restricts ownership of the invention.
38

39 5.1.4 To protect students' academic progression, UND may not impose an
40 embargo greater than 6 months on research output, unless otherwise
41 agreed upon in writing.
42

INTELLECTUAL PROPERTY PROTECTION PROCEDURE

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This IP Protection Procedure serves as a guide to the Institution community in meeting the disclosure and reporting requirements of the Institution, the State Board of Higher Education (SBHE), and cooperating agencies. UND IP Policy is the controlling document, not this guide.

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Action	Who is Responsible	What they do	Outcome
Proposal Development – proposals that include IP development between EERC and a UND department.	Principal Investigator	Notify IP Officer (IPO)	Initial discussion or meeting involving investigators, IPO, and IP Coordinator (IPC). Memo to document the decision about the disposition of IP.
			Second discussion or meeting at time of invention disclosure to confirm or modify initial decision.
Invention Disclosure	Faculty Staff Students	Promptly file an IP Disclosure for all IP conceived or actually or constructively reduced to practice in the research or investigation.	A completed IP Disclosure should be forwarded to either the IPO (Associate VP for Intellectual Property Commercialization) or the IPC at the EERC.
See Notes 1, 2 and 3.			At the EERC the IPC reviews disclosure and forwards to IPO.
Disclosure Review See Note 4.	IPO or IPC, if applicable	Review disclosure to confirm that it adequately describes the discovery and is complete. Determine if UND has an ownership interest in the IP.	

		Assign a unique Institution identifier.	
		If not on file, request that Creator sign an agreement that assigns ownership rights to UND.	
		If the IP was made with funds provided by a Federal Funding Agreement, either the IPO or IPC notifies the appropriate federal agency that provided grant support of the IP Disclosure.	If the IPC notifies the appropriate federal agency, then the IPC provides copies of correspondence to IPO.
		If the IP was made with funds provided by a Sponsorship Agreement, the IPO or the IPC will notify the sponsor as appropriate for the Sponsorship Agreement.	
** If no request is made to transfer the IP to a UND affiliated foundation, skip to Disclosure Evaluation on the next page.			
Request for Transfer See Note 5.	UND affiliated foundation	Make written request for transfer to IPO.	
	IPO	Review the transfer request and the corresponding IP disclosure and either: <ul style="list-style-type: none"> Request additional information from the Creator(s) and/or the requesting UND affiliated foundation for clarification, 	

		<ul style="list-style-type: none"> or Forward the request to the President of UND with a recommendation for action. 	
	President of UND	Review requests for transfer made by the IPO	Return signed forms to IPO.
			Request that IPO obtain additional information
			Declines to sign - UND continues to manage the IP.
	IPO	Forward signed forms to foundation.	
		Transfer appropriate files to foundation.	
		If President declines to assign, then reasons for refusal transmitted to the requesting party	
Disclosure Evaluation	IPO	Evaluate IP for commercial value and ability to protect IP asset	Agree to commercialize; Authorize filing of patent application or other appropriate means to protect IP.
See note 4.			Decline to commercialize
If decline to commercialize: Return rights to Creators	IPO	Notify creators All rights in the IP revert to the creator(s).	If necessary, UND will execute appropriate assignments to return rights to the creators.
File a patent application	IPO	Upon approval of the Institution to pursue patent protection on an Invention, the IPO will: <ul style="list-style-type: none"> Notify, if necessary, the appropriate federal agency of the Institution's desire to 	

NOTES		retain title to the invention; • Work with creator(s) to file a U.S. patent application on the Invention	
Commercialization and Licensing	IPO	The IPO will outline a commercialization plan in cooperation with the creator(s). The commercialization plan should give consideration to steps that could be taken to protect the value of the IP, including the appropriate use of confidentiality agreements, MTAs, and other IP agreements.	A copy of this plan and annual progress reports will be provided to the creator(s), the Institution, the Unit, and any applicable third parties. The principal elements of this plan will be incorporated into any licensing agreement between the Institution and any commercialization organization subject to negotiation with the prospective licensee

NOTES

1. **Consultation:** Any individual who is uncertain as to how to identify potential IP should contact the IPO or, if at the EERC, the IPC, and request guidance.
2. **Description of IP:** Research can result in processes, compounds, materials, devices, software, databases, and content that may have value to others and also for commercial development. UND has an interest in fostering the dissemination of research results, and in the commercial development of such projects. Collectively, these research products are referred to as Intellectual Property.
3. **Invention Disclosure Form:** An invention disclosure should be made on a form provided by UND and should include the names of any co-creators.
4. **Evaluation of Disclosure by UND**
 - Evaluation by the IPO should consider:
 - All aspects of the IP;
 - Prior art search and assessment;
 - Market potential;
 - Prospective licensees;
 - Financial return;
 - Obligations to sponsoring parties;
 - Previous public disclosures; and
 - Other factors impacting the investment of time and funds to complete IP protection.
 - This review may entail the commissioning of market, patentability, or similar studies at the sole discretion of the IPO.
 - As appropriate, the IPO may consult with officials within the Unit to confirm sources of funding, ascertain future research plans that may involve the Invention and potential sponsors of the research, and determine possible plans for the commercialization of the IP.
5. **Requests for Transfer:** Factors that the IPO should consider in the review of any request are:
 - Existing agreements between UND and the Affiliated Foundation;
 - The need for expediency of the transfer to facilitate the Affiliated Foundation to protect, develop and commercialize the IP;
 - The business needs of UND, its Unit, and the Affiliated Foundation;
 - The source(s) of funds for the research that resulted in the IP;
 - Contractual obligations to sponsors of the research;

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- Opportunities for commercialization of the IP; and
- Whether the subject of the proposed transfer is related to IP that has already been transferred to the Affiliated Foundation.

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Roles, Responsibilities, and Expectations

1. Creators of IP shall:

- Cooperate in the preparation and prosecution of all patent applications, trademark or copyright registrations, and other related activities;
- Execute any and all declarations, assignments, and other documents as may be necessary in the course of processing IP so as to assure that title therein is held by UND or other parties as may be appropriate under the circumstances;
- Cooperate to the extent necessary as determined by UND in the reasonable delay of publication to allow for IP protection, subject to the terms and conditions of an applicable IP agreement with a third party sponsor or collaborator;
- Publish research findings in a timely manner provided that an IP Disclosure has been made to UND and further provided that such publication does not contain Trade Secrets, and subject to a reasonable delay to allow for the timely submission of a patent application, subject to the terms and conditions of an applicable IP agreement with a third party sponsor or collaborator;
- Provide the IPO or the IPC with any and all IP agreements, which include consulting, confidentiality, MTA, licensing, and research agreements, to ensure that the terms of the agreements with third parties do not conflict with their commitments to UND; and
- Make the nature of the employee's obligations to UND clear to any third party for whom the employee expects to consult, and distinguish the scope of the consulting services from the scope of research commitments to UND.

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2. IP Officer shall:

- Administer the IP Protection Procedure;
- Oversee financial rights, negotiations;
- Manage IP records for UND;
- Review contracts that bind UND or one or more creators with regard to IP, ascertain that IP clauses in such contracts are acceptable to the principal investigator and UND, and are consistent with policies of the SBHE any applicable with state and federal law;
- Negotiate, review with General Counsel, and approve all agreements relating to the institutional IP rights to which UND is a party;
- Make faculty, staff, students, trainees, volunteers, or others aware of this UND's IP policy and Protection Procedure;
- Keep creators apprised of ongoing agreements with external sources to evaluate and/or market their IP;
- Provide timely assistance and guidance to creators with completion of the IP Disclosure form;
- Determine, after the IP Disclosure is filed, whether UND chooses to retain title and/or file a patent application and give notice of its intention and/or patent application to a creator within six (6) months after the IP Disclosure is made;

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- Distribute licensing revenue received by UND, at least annually, for any IP according to the Distribution Schedule contained in the IP Policy;
- Notify creators of significant developments regarding the IP, as determined solely by UND, by letter to the creators' last known address; and
- Notify research sponsor as appropriate as required by law and/or the Sponsorship Agreement.

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3. IP Coordinator shall:

- Provide guidance, information, and training regarding records of invention and maintenance of laboratory notebooks.;
- Aid creators in determining if IP has been developed;
- Assist and guide in completion of the IP Disclosure form;
- Disclose IP to IPO;
- Review/forward disclosures to IPO;
- Request that creators sign agreement clearly assigning ownership rights to UND;
- Notify research sponsor as appropriate as required by law and/or the Sponsorship Agreement.