

UNIVERSITY OF WARWICK

**INTELLECTUAL PROPERTY COMMITTEE**

A meeting of the Intellectual Property Committee will be held from  
2pm to 4pm on 3 February 2014 in CMR 1.0, University House

Ken Sloan  
Registrar and Chief Operating Officer

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**AGENDA**

1. Apologies
  
2. Statement of Membership and Terms of Reference of the Intellectual Property Committee

TO RECEIVE:

A statement of the Membership and Terms of Reference of the Intellectual Property Committee for the 2013/14 academic year (IPC.1/13-14, attached).

3. Conflicts of Interest

TO REPORT:

That should any members or attendees of the Intellectual Property Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK.

4. Minutes of the Previous Meeting

TO CONSIDER:

The minutes of the meeting of the Intellectual Property Committee held on 4 July 2013 (attached).

5. Matters Arising on the Minutes

- (a) Regulation 28 (minute 20/12-13 refers)

TO RECEIVE:

An oral report from the University Legal Adviser on developments around Regulation 28 (Covering Intellectual Property Rights).

(b) Research Notebooks (minute 12/12-13 refers)

TO REPORT:

- (i) That the Research Committee had received a paper from the Intellectual Property Committee on the design and use of research notebooks at its meeting on 5 September 2013, noting that the Chair of the Faculty of Science had commented that standardisation of research notebooks should be proportionate and not too prescriptive, focusing on what should be recorded rather than on how it should be recorded.
- (ii) That the Information Policy and Strategy Committee had considered a paper from the Intellectual Property Committee on the design and use of research notebooks at its meeting on 16 October 2013 and had resolved:
  - (A) That it endorsed the underlying principles of research best practice underpinning the exploration and promotion of the use of research notebooks and the potential University expectation that individual researchers should be able to prove and/or share their findings on demand.
  - (B) That it was recognised that the use of electronic notebooks could not be a universal requirement for all disciplines, noting that they were of little relevance to Arts and Social Sciences researchers; and that furthermore there was no real prospect of success for a single institution-wide solution even in Sciences because working practices varied across the range of research activities.
- (iii) That the Research Data Steering Group had liaised with Monash University and ascertained that after investigation of the costs and different disciplinary requirements, Monash had decided not to take forward a proposed institutional Electronic Lab Notebook (ELN) strategy, but had licensed a number of ELN's for use, noting that researchers currently managed their own requirements.
- (iv) That the Research Data Steering Group was in the process of determining the small number of departments that would take part in a pilot on the use of ELNs, noting that these trials were likely to provide understanding of usage, benefits, issues and transferability between disciplines.

(c) Draft IP Operating Agreements (minute 21/12-13 refers)

TO REPORT:

That agreements had been formalised to obtain assignment of IP rights from joint PhD students at the start of joint courses.

TO RECEIVE:

A paper presenting the current status of IP Operating Agreements within the University's strategic partnership agreements (IPC.2/13-14, attached).

- (d) 'M5' Consortium – Equipment Sharing (minute 22/12-13 refers)

TO RECEIVE:

A paper from the Director of Research Support Services on developments with a proposed M5 equipment-sharing agreement (IPC.3/13-14, attached).

- (e) Co-ordination of IP and Research Contracting Activities (minute 23/12-13 refers)

TO RECEIVE:

An oral report from the Chair on improving the co-ordination of IP and research contracting activities.

- (f) Launch of Warwick Scientific Services (minute 16/12-13 refers)

TO RECEIVE:

A copy of the information sent to the Heads of Physics, Chemistry, Engineering and Life Sciences in September 2013 on the launch of Warwick Scientific Services (IPC.4/13-14, attached).

6. Chair's Business

7. Research Impact

TO RECEIVE:

An oral report from the Chair on developments towards a Research Impact strand of the University's Research Strategy.

TO CONSIDER:

The Intellectual Property-related elements of the developing Research Impact strategy.

8. Open Access Research Data Management

TO RECEIVE:

A paper from the Librarian on Research Data Management, as considered at the 13 January 2014 meeting of the Information Policy and Strategy Committee (IPSC.11/13-14, attached).

TO CONSIDER:

The Intellectual Property-related implications of Open Access Research Data Management.

9. Annual Update on Performance of Warwick Ventures Ltd – 2012/13

TO CONSIDER:

A presentation from the CEO of Warwick Ventures Ltd providing an annual update on the performance of Warwick Ventures.

10. Any Other Business

11. Next Meeting

The next meeting of the Intellectual Property Committee will be held on Tuesday 1 April 2014, 2-4pm in CMR 1.2.