

TAPC Minutes

March 23, 2018

Connie Berg, Dorcia, Eric, Karen, Kelly (on phone), Jade

1 & 2. Skipped first two items – no quorum

3. Guidelines and policies regarding ownership and rights for syllabi and course materials, so that sharing of materials among old and new faculty and across different sections of the same course are facilitated - Connie Berg, Assistant General Counsel:

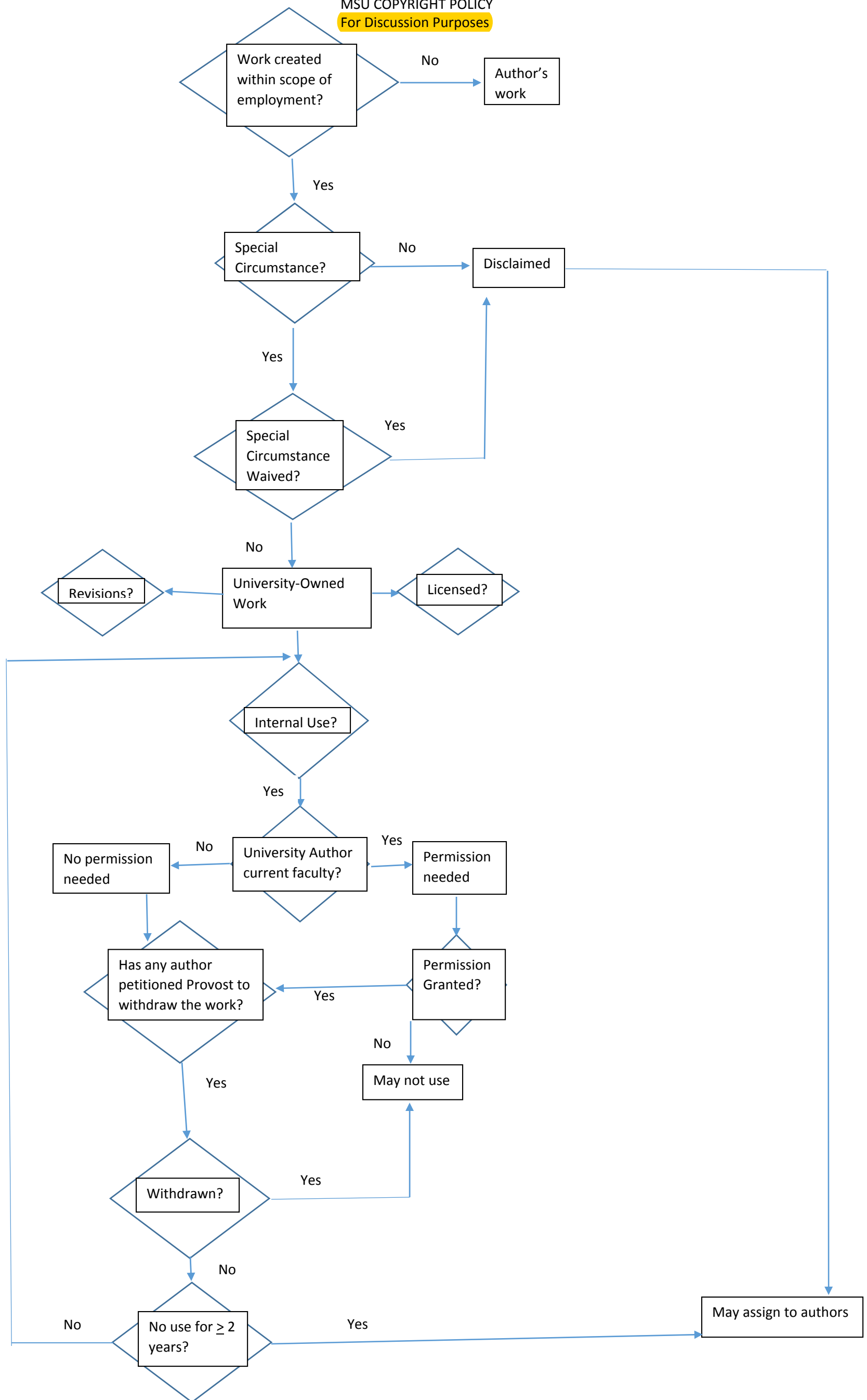
1. Shared two handouts: a. Development of copyrighted material from Faculty Handbook <http://www.technologies.msu.edu/researchers/patent-copyright-policy/msu-copyright-policy>  
b. MSU Copyright process diagram – for discussion purpose only (attached)
2. One should consider both the Copyright law and the MSU copyright policies
3. As long as you put something down on paper / slide, you have the copyright
4. Teaching material developed by a faculty member is generally University owned but requires faculty approval for use by anyone else
5. If faculty member is no longer at MSU, approval may not be required
6. Connie offered to answer any specific questions if a department would like to discuss a particular case

4. Developing recommendations for a website for common syllabus elements - Karen Waite

1. Shared material found along with sample course syllabus template on two MSDU websites <https://ombud.msu.edu/classroom-policies/syllabus-faq.html>  
<https://aan.msu.edu/wp-content/uploads/2017/08/final-accessible-syllabus-checklist.pdf>
2. Members went over various parts of the sample syllabus and indicated among the items shown as to which items should stay in the syllabus and which should go on the common website
3. Karen will bring a sample to the next meeting reflecting today's discussions and asked the committee members to other items that they feel should be in the syllabus of the common website.
4. We will plan to finalize the syllabus in the next meeting

Attachment: Copyright Process diagram - Handout by Connie Berg:

MSU COPYRIGHT POLICY  
For Discussion Purposes



How far is the policy intended to reach? To chef's recipes? Do the covered "traditional academic works" cover Powerpoint presentations and compilations of teaching materials? If scholarly articles are "disclaimed" traditional academic works, when would a peer-reviewed article be a University-owned work (Section VI, paragraph 2)?