

AIS Intellectual Policy Committee

Intellectual Policy Recommendation

October, 2013

The purpose of the document is to define the AIS policy for the management and protection of AIS intellectual property (term being inclusive of all the various property) and the response to requests for the use of that property.

The committee researched model policy statements for non-profit organizations, policy development methods, and existing policies of other organizations. Our goal was a set of guidelines and procedures that would not unduly delay requests to use AIS intellectual property and yet protect the AIS. We believe that this policy is a good starting point, understanding that it will undoubtedly be modified over time as AIS experience dictates.

This policy does not address AIS use of the intellectual property of others. That topic is, perhaps, the subject for further discussion.

I would like to thank the committee members for doing such a thorough job in a short amount of time on a difficult topic.

Committee members are:

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Respectfully submitted,

Jody Nolin, Chair

Proposed Policy Statement

The American Iris Society (AIS) has the multiple missions of education, research, publication of data and promotion of the genus iris. Therefore there needs to be a balance between the dissemination of intellectual property (registration data, research results and cultural information, for instance) and the protection of the ownership of AIS intellectual property.

Intellectual property (IP) is one of our most valuable assets. The AIS relies on various types of intellectual property protection (trademarks, patents, copyrights, trade secrets, design rights).

Therefore, the AIS adopts the following IP Policies.

I. **POLICIES AND RECORDS**

1. The AIS shall actively protect its own intellectual property. The AIS confirms its ownership of its intellectual property through copyrights, trademarks, registered logos and use agreements.
2. The AIS permits the use of its intellectual property by AIS members, affiliated societies, sections and cooperating societies for purposes of education and promotion of the genus iris.
3. The AIS does not permit the use of its intellectual property for commercial purposes except by written agreement.
4. The AIS shall document and maintain written records of agreements and uses of AIS intellectual property. (This includes, for example, use of photographs, research, data, or articles for publication.)

II. **P Protection and Use Request Review**

The AIS's intellectual property protection and management shall be implemented through a compliance committee, overseen by the Board of Directors. The Intellectual Properties Committee (IPC) shall be chaired by rotation of the members and have the following membership:

- AIS Registrar,
- AIS Scientific Committee Chair (or delegated representative),
- AIS Bulletin Editor,
- AIS Public Relations Committee Chair (or delegated representative),
- AIS Digital Program, Photo Contest, Calendar and Image Chair,

- AIS Counsel, in an advisory capacity,
- Others as deemed appropriate by the AIS Board of Directors

The IPC shall have the following authority and responsibility with respect to Intellectual Property:

- A. To develop and recommend policy and policy changes dealing with intellectual property to the Board of Directors;
- B. To review all requests for use of AIS intellectual property, referring any especially sensitive issues to the AIS Board of Directors board; reporting all recommendations to the AIS Board of Directors;
- C. To draft and enter into use agreements as appropriate;
- D. To review all allegations of IP infringement and recommend appropriate action to the AIS President.

III. Reporting potential infringements

If any AIS member believes that the intellectual property rights of the AIS have been infringed, they are encouraged to provide the following information to any AIS IPC member or any AIS Board member for forwarding to the AIS IPC:

- Identification of the copyright, trademark or other intellectual property that have been allegedly infringed.
- The specific circumstance that are believed to be an infringement.
- The location, publication or incident of the potential infringement.
- Report the individual's name, address, telephone number and email address of the alleged infringer.