UNIVERSITY TECHNOLOGY LIAISON OFFICER

In order to assist the University in locating and hiring appropriate candidates for the position of Technology Liaison Officer at the University, UTC has prepared the following outline of the type of person we feel best suited to filling this role and maximizing the University's disclosure rate. Obviously, these guidelines are not "cast in stone", but experience has shown that a person who meets these general requirements has the best chance of performing the required functions in an outstanding manner to the benefit of both the University and UTC.

Education

The candidate should have a University degree in the Sciences or in Engineering, with advanced degrees helpful.

Preferred Experience

Prior working history should include familiarity with a range of technologies and/or sciences.

A history of practical working experience with product development of a technology based product in a research management role would be of particular help.

Must have enough work history to be credible to the faculty, but should not be at the retirement age, which many times tends to result in a lower energy level than is needed for this position.

Must have a proven organizational ability and the desire to create this new campus office.

Other Attributes

Must have good verbal and writing skills, with an outgoing type of personality.

Must show demonstrated administrative ability, follow through and completion of assignments with particular attention to detail.

Must be flexible and have the ability to respond promptly and favorably to work pressures.

Must be a "shirt sleeves" manager, who will not be adverse to meeting the faculty in their laboratory and will respond promptly to faculty requests.

Must have an appreciation of the important factors in the University environment, and be sensitive to the politics of University interaction between faculty and staff.

Must be willing and able to serve as a staff arm to the faculty to assist them in the administrative details of invention management.

As previously stated, these guidelines are for review and comment by the University, and are presented in the hope that they will provide a useful working tool to assist the University in finding the right Technology Liaison Officer.

ROLE OF THE TECHNOLOGY LIAISON OFFICER

The role of the TLO in the overall operation is a critical one, both from the University's and UTC's standpoint.

Without the TLO, the faculty does not have anyone to consult who is versed in patenting procedures and rules, and consequently many inventions are lost via publication or inadvertent disclosure. Without the TLO, the faculty does not have anyone to translate the technical jargon of the invention to something meaningful in the eyes of the businessman who must review it and make the decision to invest corporate funds in its development. Most importantly, without the TLO, UTC does not have the flow of solid disclosures to take to industry.

Thus, the TLO is one of the most critical elements in the entire technology transfer process. Without the TLO's continuous supply of disclosures, the financial base upon which both UTC and the TLO's position at the University are based cannot be maintained.

The following pages contain the description of the TLO's position and the advertisement describing the position sent to the University, as well as copies of the contract clauses pertinent to the position.

By way of guidance, the TLO is expected to build the disclosure of inventions to a rate equal to at least one disclosure per $1 million in hard science research. This rate should be attained by the end of the first year.

ADVERTISEMENT FOR TECHNOLOGY LIAISON OFFICER POSITION

UNIVERSITY TECHNOLOGY LIAISON OFFICER

University Technology Corporation is a company in the business of identifying university research with commercial potential and managing the transfer of the research to an interested industrial corporation.

UTC is seeking three unique individuals with industrial technical and management experience to take leadership of its program at three universities to enhance and increase activities in the areas of university technology identification and development on the selected university campus.

These universities are the University of Connecticut at Storrs, Connecticut, the Georgia Institute of Technology at Atlanta, Georgia, and the University of Maryland at College Park, Maryland.

Duties include:

- Maintain liaison with university researchers, administration and UTC;
- Review research underway at the university and actively seek out research with commercial potential;
- Coordinate with faculty and UTC the review and processing of each potential invention;
- Provide support to faculty members in the administrative details of invention management.

Attractive candidates will have a substantial background in at least one science or engineering discipline, approximately five years of practical working experience with product development of a technology based product in a research management role, have acquired familiarity with a broad range of technologies and have a proven ability to recognize the commercial possibilities of research work. The individuals must have the technical expertise necessary to elicit the confidence of individual researchers. They must also have excellent written communication skills necessary to document and communicate technological information to diverse audiences. They must have a proven organizational ability and the desire to create this new campus activity. They must be a shirt sleeves manager with entrepreneurial drive. Attractive candidates will have a knowledge of, and be local to each university.

Each individual will be located at and employed through the university to assist faculty to prepare documentation for UTC to seek commercial interest.

The salary will be in the $35-50K range depending on qualifications with unique performance incentives. The universities and UTC are seeking multi-talented, high energy level individuals to spearhead this increasingly important university activity.

Please send resume and name of three references within four weeks to UTC, 5012 Butternut Road, Durham, North Carolina 27707.

This is an equal employment opportunity.

DUTIES OF THE TECHNOLOGY LIAISON OFFICER

Extracts from the UTC/GT Contract

The following paragraphs are extracted verbatim from the contract between UTC and Georgia Tech. They provide the legal basis for the Technology Liaison Officer's duties and responsibilities.

"A technology liaison officer shall be appointed, who shall be a University employee and shall, if deemed necessary by University, be trained by UTC, and shall have duties including the following:

A. Maintain an awareness of the progress of research activities and close contact with the research faculty to insure and encourage high disclosure rate and patent awareness of faculty.

B. Based on advice of GTRC patent counsel, advise GTRC, University and UTC as to the patentability of identified technology which GTRC and University desire to be patented.

C. Assist faculty inventors and provide in-laboratory consultation in preparation of disclosures and marketing documents, etc.

D. Prepare and submit monthly reports to UTC, as called for in the UTC technology tracking program and such other reports as required by University or GTRC.

E. Monitor additional research funded by licensees who have taken licenses through the efforts of UTC, to ensure that such research is in compliance with the terms of the grants by which said additional research is funded, and report and non-compliance to UTC and GTRC.

F. Prepare and provide technical information to UTC for marketing packages for all technologies or inventions under this Agreement in consultation with UTC, such as executive summaries, technical packages, etc.

G. Operate said technology liaison office utilizing the automated technology tracking and management program provided by UTC

H. Conduct faculty awareness workshops/seminars regarding technology transfer opportunities and University policy/employee obligations regarding inventions.

I. Arrange or prepare and submit all necessary documentation to protect the interests of the inventor, the University, and GTRC, including patent opinions, applications and appropriate government reports.

The technology liaison officer designated may delegate any or all of the above functions as the University and GTRC deem appropriate and proper.

V

It is understood between the parties that the performance of the University's technology liaison office is critical to the intent of this Agreement, and that UTC may, from time to time, make recommendations to University for setting the procedures of said office."

EXTRACT FROM UTC/UMCP AGREEMENT

"UMCP agrees to implement under the authority of a senior UMCP officer, a full-time Technology Transfer Office as described in Article IV. A. of this Agreement, and to promptly disclose to UTC all technology subject to this Agreement. The full-time Technology Transfer Officer, who shall be a UMCP employee or employees of its designee, shall be identified and trained by UMCP, assisted by UTC, and shall have duties including he following:

A. Maintain close contact with the research faculty to insure and encourage maximum disclosure rate and patent awareness of faculty.

B. Based on advise of patent counsel, advise UMCP and UTC as to the patentability of identified technology which UMCP desires to be patented and actively pursue patenting of such technology.

C. Assist faculty inventors and provide in-laboratory consultation in preparation of disclosures and marketing documents, etc.

D. Prepare and submit monthly reports to UTC as called for in the UTC technology tracking program, and such other reports as required by UMCP.

E. On behalf of both UTC and UMCP, monitor additional research funded by grants from licensees who have taken licenses through the efforts of UTC.

F. Prepare marketing documentation for all inventions in consultation with UTC, such as Executive Summaries, Technical Packages, etc.

G. Operate said Technology Transfer Office in conjunction with the automated technology tracking program provided by UTC.

H. Conduct faculty awareness workshops/seminars regarding technology transfer opportunities and UMCP policy/employee obligations regarding inventions.

I. Arrange on-campus corporate visits for potential licensees.

J. Acquire, prepare or arrange for and submit all necessary documentation to protect the interests of the inventor, UMCP and UTC, including patent opinions and technical packages and appropriate government reports.

VII

It is understood between the parties that the performance of the UMCP's Technology Transfer Office is critical to the intent of this Agreement, and that UTC may, from time to time, convey written recommendations to UMCP for setting the procedures of the Technology Transfer Office."

EXTRACT FROM UTC/UIRF AGREEMENT

UIRF agrees to hire under the authority of a senior UIRF officer, a full-time Technology Liaison Officer as described in Article IV A. of this Agreement, and to promptly disclose to UTC all technology subject to this Agreement. The full-time Technology Liaison Officer, who shall be a UIRF employee or employee of its designee, shall be trained by UTC, and shall have duties including the following:

A. Maintain close contact with the research faculty to insure and encourage maximum disclosure rate and patent awareness of faculty.

B. Based on advice of patent counsel, advise UIRF and UTC as to the patentability of identified technology which UIRF desires to be patented and actively pursue patenting of such technology as agreed to by UTC.

C. Assist faculty inventors and provide in-laboratory consultation in preparation of disclosures, marketing documents, etc.

D. Prepare and submit monthly reports to UTC as called for in the UTC technology tracking program, and such other reports as required by UIRF.

E. On behalf of both UTC and UIRF, monitor additional research funded by grants from licensees who have taken licenses through the efforts of UTC.

F. Prepare marketing documentation for all inventions in consultation with UTC, such as Executive Summaries, Technical Packages, etc.

G. Operate said Technology Liaison Office in conjunction with the automated technology tracking program provided by UTC.

H. Conduct faculty awareness workshops/seminars regarding technology transfer opportunities and UI/UIRF policy/employee obligations regarding inventions.

I. Arrange on-campus corporate visits for potential licensees.

J. Acquire, prepare or arrange for and submit all necessary documentation to protect the interests of the inventor, UIRF and UTC, including patent opinions and technical packages and appropriate government reports.

ARTICLE VII

It is understood between the parties that the performance of the UIRF's Technology Liaison Officer is critical to the intent of this Agreement, and that UTC may, from time to time, convey written recommendations to UIRF for setting the procedures of the Technology Liaison Office and requiring increased performance of the office.