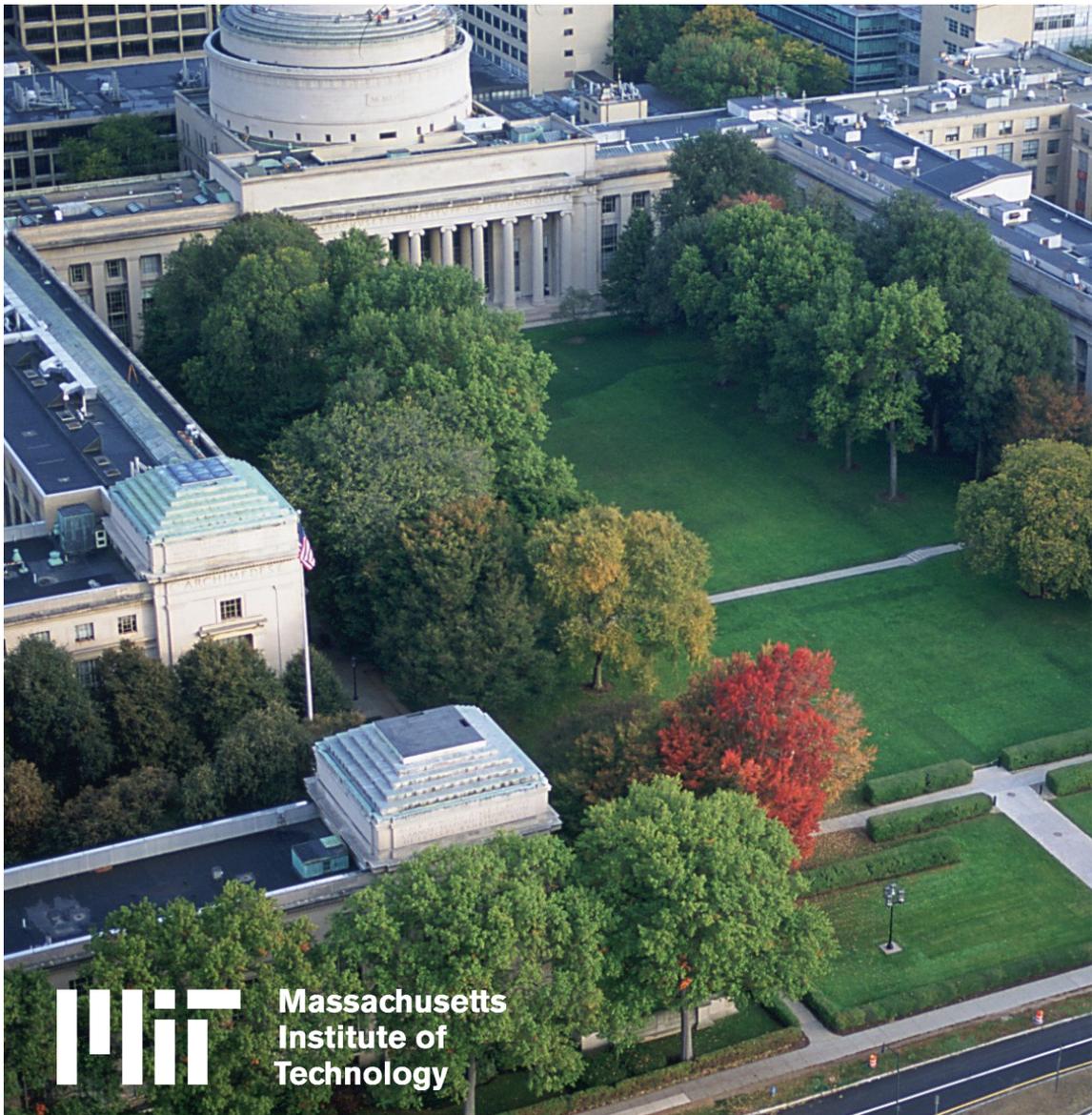


MIT
INDUSTRIAL
LIAISON
PROGRAM **ILP**



**Massachusetts
Institute of
Technology**

FACULTY AND STAFF GUIDE

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INTRODUCTION

Since its founding, MIT has sought to create and maintain close and mutually beneficial ties with industry. From the faculty perspective, close contact with the corporate community can help them to maintain the vitality and relevance of MIT's education and research, learn of exceptional employment opportunities for graduating students, and secure consulting arrangements. The Office of Corporate Relations (OCR) staff helps faculty members (*) develop productive contacts at companies interested in advancing their relationships with MIT through research, grants, gifts, and programmatic support.

I. OFFICE OF CORPORATE RELATIONS

Overview

The mission of the Office of Corporate Relations is to create and strengthen mutually beneficial relationships between MIT and corporations worldwide through the Industrial Liaison Program (ILP) and other development activities.

The ILP is a branded, fee-paying corporate membership program that was established in 1948 to encourage productive relationships between MIT and corporations. Through the efforts of OCR Industrial Program Directors, approximately two hundred firms from around the world maintain memberships annually.

A major objective of the Office of Corporate Relations is to maximize corporate support to the Institute. The OCR's strategy is characterized by an integrated, holistic approach to corporate relations. The Industrial Liaison Program provides a foundation for building mutually rewarding contacts between companies and MIT. Through cultivation and introductions to faculty, individual corporate contacts regularly grow into strong, enduring relationships. The OCR staff attempts to leverage that foundation while simultaneously pursuing other opportunities to enhance corporate support for the Institute. The OCR also provides support to the senior administration for MIT's major corporate and international institutional relationships.

(*) Note that throughout this document, "faculty" or "faculty member" is intended to include both faculty and research staff.

II. WHY WORK WITH OCR?

The Office of Corporate Relations provides valuable links to the research, management, and operational activities of a large and diverse group of major corporations around the globe. By working with the OCR, faculty can expand their network of professional contacts among U.S. and international companies from nearly every business sector.

OCR Faculty Liaison: How it Works

Each Industrial Program Director (PD) maintains a portfolio of company relationships for which he/she is responsible. Generally these company portfolios are geographically diverse and focused along industry/ technology lines. PDs are responsible for understanding their companies' interests and developing activities that link those companies with the faculty most relevant.

Each PD also serves as a liaison between the OCR and one or more Schools or Departments of the Institute. Working with the Deans, PDs provide support for development projects that are School priorities (*see Appendix A on Departmental Assignments*).

Within the Departments, PDs establish contact with the faculty—particularly junior faculty members—and others who are interested in increasing their outreach to companies. In the course of working with ILP member firms, PDs also interact on a daily basis with the MIT administration and with faculty members throughout the Institute.

This section outlines ways in which working with OCR and its Industrial Liaison Program can benefit MIT faculty.

Enhance Research Exposure and Help Obtain Research Support

Corporations are the source of a significant portion of MIT's annual research income. By working with the Office of Corporate Relations, faculty can enhance exposure of corporations to their expertise, research, and students through a variety of OCR-sponsored activities and publications. Discussions with company representatives of needs and trends in industry may also result in new directions or additional funding for research.

Formats for OCR-initiated faculty/company involvement include visits on and off campus, executive research briefings and conferences, and videoconference and telephone discussions.

Support for on-going research can also result from one-on-one sessions with representatives from the OCR client companies. If a faculty member is seeking funding for a new project or consortium, PDs can draw on their knowledge of the corporate community to help make more focused contacts at particular member companies. Nearly half of all ILP member companies provide additional financial support to MIT programs through research or gifts.

Increase Support and Research Opportunities for Students

One primary motive for companies to develop contacts with MIT is to increase their success at recruiting MIT graduates. This can also produce excellent student employment opportunities.

Recruiting is much more effective if individuals within the firms have been able to develop personal relationships with MIT faculty members and students. One of the best ways for companies to do this is to support student work, through the Undergraduate Research Opportunities Program (UROP) or Undergraduate Practice Opportunities Program (UPOP), as part of a research grant, or through graduate student fellowships.

Identify Consulting Opportunities

If company visitors have specific business problems, or if they want to pursue a topic at greater length or in confidence, they may be interested in exploring a faculty member's availability as a consultant. In addition, companies occasionally ask their OCR PDs for assistance in identifying faculty who might serve on corporate boards or in a specific advisory capacity. As usual, faculty would make any consulting arrangements directly with the company.

Publicize Faculty Research

The OCR publicizes MIT research through a variety of communications:

ILP Edition of MIT Technology Insider

The *ILP Edition of MIT Technology Insider* is a digital monthly newsletter published by the ILP and the editors of *Technology Review* (TR). The hybrid ILP Edition packages ILP-specific articles, viewpoints, and new and notable items, along with 100% of the TR's regular *MIT Technology Insider* content. Each month, the ILP sends a link to the current month's issue to all MIT faculty and research staff who are listed in the ILP KnowledgeBase.

For editorial suggestions/comments, email: ilpinsider-editor@ilp.mit.edu

KnowledgeBase—MIT Research On-line

The KnowledgeBase—the OCR on-line database of MIT faculty research and expertise—is an important means through which faculty can share their research and expertise with ILP member companies. Member companies have access to this database and use it to identify faculty expertise and projects of interest. This often leads to a request to their PD to set up meetings with faculty and research staff to pursue these research interests in more depth.

The KnowledgeBase contains information on over 8,000 research projects, which generally include an abstract, principal investigator, keywords, URL link, department/laboratory/center affiliation and research area. The KnowledgeBase can be searched interactively for projects, faculty interests and expertise, papers and MIT startups.

To update information in the KnowledgeBase on-line: <http://ilp.mit.edu/kb.jsp>
(NOTE: You should “sign in” first using your MIT certificate at <https://ilp.mit.edu/login.jsp?TargetURL=index.jsp> to make updates.)

Supplement Travel Funds

The OCR arranges faculty visits to corporate facilities in North America, South America, Europe, and Asia. When faculty inform us of their travel plans and interests, we are often able to facilitate meetings at company sites convenient to their route. Through such visits faculty can develop useful contacts and publicize their work, as well as gain first-hand knowledge of business concerns.

All anticipated travel costs related to the OCR portion of a trip must be approved in advance by the OCR through the Industrial Program Director responsible for that company. For a trip to be subsidized by the OCR, the PD must be involved in arranging the visit with the company.

To notify us of upcoming travel, contact: factravel@ocr.mit.edu

Publicizing Faculty Events

The OCR regularly uses email to inform companies and the MIT community of seminars, symposia and conferences, and short courses that may be of interest and are open to the public. Many faculty members have their administrative assistants send us notices of the seminars they organize.

Enhance Knowledge and Perspective

Faculty may also benefit from personal interactions with corporate representatives by:

- learning first-hand about current issues, challenges, and trends in the corporate research community
- obtaining feedback on their research
- gaining examples for teaching
- making contacts for potential speakers for classes

Earn Discretionary Funds through Revenue Sharing

The Office of Corporate Relations allots a fixed percentage of the gross revenue received in Industrial Liaison Program membership fees directly on a pro-rata basis to the MIT faculty and staff who participate in OCR corporate contacts or activities. This is done via a revenue sharing program using a system of points.

The purpose of sharing ILP fees is to compensate MIT faculty and staff for time they spend with OCR/ILP companies, with the overall goal of encouraging mutually beneficial participation of ILP member companies with MIT faculty and their research and educational programs.

Recording/Distributing Revenue Sharing Points

OCR maintains a record of all qualifying faculty interactions arranged by OCR staff and reports of substantive faculty contacts with ILP company representatives. At the end of each fiscal year we:

- total the points for each faculty and research staff member
- determine a dollar value per point based on ILP fee income for the year
- send a personal notice of the funds earned to each faculty and research staff member
- send a listing of points earned by each faculty and staff member to the appropriate Administrative Officer
- distribute the funds to special accounts in each department, center or laboratory.

Faculty Use of Revenue Sharing Funds

These discretionary MIT funds are intended for professional development. The Department Head, Laboratory/Center Director, or the Administrative Officer, if the responsibility is so delegated, approves the use of revenue sharing funds. Typical uses have included purchasing computers, new books, or equipment; attending professional meetings; and supporting graduate students or researchers.

Eligible Staff

All ranks of the following faculty and research staff appointments (including visiting) are eligible to earn revenue sharing points:

- Professors
- Lecturers
- Instructors / Technical Instructors
- Research Scientists
- Research Engineers
- Research Associates

For graduate students, points awarded are credited to the account of their qualifying supervisor. Consideration of their contributions is encouraged in the use of these revenue sharing funds. Administrative staff are not eligible for revenue sharing points. Any exception must be pre-approved.

Activities Awarded Revenue Sharing Points

With the exceptions noted below, we award revenue sharing points only for interactions with ILP member companies or potential member companies. Activities must have the prior knowledge, approval, and involvement of an OCR/ILP PD.

Points are also awarded for information provided to OCR, including preprints or working papers, CVs, and updates of research projects and expertise.

In addition, points are awarded for substantive reports of independent interactions with ILP clients that add to the Program Directors' understanding of the companies' interests and objectives.

Revenue sharing points do not apply for activities with ILP clients or other companies conducted by faculty in the course of managing their research, administrative, consulting, or other programs or relationships with the firms.

The number of points per activity attempts to reflect preparation and time spent with company representatives (*see Appendix B: ILP Revenue Sharing Points Awards*).

Earn Discretionary Funds through Finders' Fees

We value the assistance of faculty and research staff in bringing new companies to ILP membership. A faculty member may be able to expedite the process of bringing in new members, for example, by introducing an OCR PD to key corporate decision-makers, or by personally recommending membership to companies with which they have research or consulting relationships.

We will credit up to a maximum of 10% of the company's initial annual fee to the faculty revenue sharing account if the company joins as a result of a faculty member's involvement. The Director of Corporate Relations determines the exact amount of the finders' fee, based on the level of active participation.

Call the appropriate Departmental Program Director listed in Appendix A for more information about finders' fees.

III. ABOUT THE INDUSTRIAL LIAISON PROGRAM

The broad goal of MIT's Industrial Liaison Program (ILP), operated by the Office of Corporate Relations, is to encourage companies to participate in and support the diverse activities at the Institute. The ILP is a fee-paying corporate membership program that is designed to be a flexible and creative link between MIT and companies. The ILP initiates, facilitates, and advances relationships with MIT by providing customized services and information to corporate clients.

Member Companies

Many organizations come to MIT seeking help in addressing current business challenges, anticipating emerging technologies and future business opportunities, solving technical problems, and identifying and adopting best management and research practices. For an annual fee, the Industrial Liaison Program assigns a professional OCR PD who tailors interactions with MIT's people and programs for each member organization. Participation in these interactions with representatives of ILP member companies is the foundation for building enduring collaborations between ILP organizations and MIT.

Firms participating in the ILP include U.S. and international companies representing nearly every business sector. Many member firms are research or market leaders, devoting substantial resources not only to conducting research in their own laboratories, but also to supporting work in academia in a wide variety of fields. The latest advances in science, engineering and management can provide these firms a crucial competitive edge.

See current ILP membership list: <http://ilp.mit.edu/about-members-alpha.jsp>

Industrial Liaison Program Staff

The OCR Industrial Program Directors manage portfolios of member companies and help develop their relationships with MIT. PDs generally hold advanced degrees in engineering, science, or management—often from MIT—and typically have had many years of experience in industry. Through the Faculty Liaison Plan, each PD is responsible for establishing contacts with faculty members in specific MIT departments and for staying in touch with the latest research and educational activities of the departments.

In this way, PDs provide the link between ILP member companies and MIT faculty. (*The PD assigned to each Department is listed on the Departmental Assignments list in Appendix A.*)

ILP Services for Industry

Each PD works with a portfolio of ILP companies. Through principal contacts at each company, he/she maintains an understanding of the companies' objectives for their relationships with MIT, their strategic interests, and the key issues to be explored on an annual basis. The PD coordinates links to all parts of the Institute, identifying research and educational areas of potential interest to a company, arranging and hosting technology and management discussions with faculty and staff, and responding to specific requests for information as they arise.

Faculty Interactions

PDs help companies explore opportunities for sponsoring research in the various MIT Departments, Centers and Laboratories by bringing together company representatives with faculty working in areas relevant to the company's business needs. This may occur in a variety of ways:

Company Visits (*)

Each year, PDs arrange hundreds of personal discussions between corporate personnel and MIT faculty and research staff, usually at the request of company visitors. These meetings can be opportunities for faculty to expose the firm to their work and to learn about current issues facing the firm.

Conference Calls/Videoconferences (*)

When it is more convenient or appropriate, PDs can also arrange company visits via conference calls or videoconferences.

Conferences (*)

The ILP sponsors the annual Technology and the Corporation Conference Series, consisting of 4-6 conferences on campus. The purpose of these events is to provide a forum to share ideas, concepts and experimental results.

These programs highlight active research underway by MIT faculty and researchers and typically include an industry presentation. To promote dialogue, faculty speakers are encouraged to emphasize results and potential commercial applications of their work during presentations.

The conferences are widely publicized to ILP member companies, non-members, and the MIT community. Programs typically attract 200-400 corporate executives representing companies worldwide.

In addition to the conferences on campus, the ILP sponsors annual symposia in Japan, Europe, Asia and South America.

Faculty who are interested in participating in an ILP conference or have suggestions for topics for an event, should contact their departmental Program Director or the Manager of Conferences and Special Events at OCR.

For up-to-date conference listings: <http://ilp.mit.edu/conference.jsp>

Seminars (*)

When a company or companies request more detailed coverage of a narrow topic, the ILP may sponsor a half-day seminar in which faculty members report on their work in greater depth. Such seminars may also be arranged at the suggestion of a faculty member to enlist sponsors for a new research effort. The smaller audience at these sessions is conducive to a less formal workshop format.

Seminars may also be held at off-campus locations convenient to ILP company sites, either in the U.S. or abroad.

Faculty may contact their departmental Program Director with suggestions for a seminar topic.

Executive Briefings (*)

For many ILP member companies, PDs coordinate private day-long presentations on campus. These briefings provide opportunities to build ties with a firm's executives and allow key corporate representatives to learn about faculty work and explore mutually beneficial relationships.

See Appendix C for information on OCR/ILP Benefits Summary and Contact Information.

(*) Faculty and research staff participating in these activities are eligible for Revenue Sharing Points.

IV. OTHER MIT RESOURCES FOR WORKING WITH INDUSTRY

In addition to the Office of Corporate Relations and its Industrial Liaison Program, other offices at MIT also provide important services to support faculty and research staff in developing relationships with industry. The ILP helps companies tap those resources to meet corporate objectives. The following is an overview of some of those resources.

Office of Sponsored Programs (OSP)

<http://osp.mit.edu/>

The matching of an MIT investigator's interest and capability to a potential sponsor's technical need is the first step toward an industry-sponsored research program.

Once a match is made between an MIT investigator's interest and capability and a potential sponsor's technical needs, the next step is for the sponsor and the MIT investigator to agree upon a statement of work and budget for the research collaboration. The investigator will then submit this information in the form of a formal proposal that must be approved for compliance with MIT policies by the investigator's research unit (department, laboratory or center) and by MIT at the institutional level. Institutional approval of every sponsored program proposal is coordinated by MIT's [Office of Sponsored Programs \(OSP\)](#), through OSP's [Contract Administrators](#).

OSP is MIT's office responsible for officially offering research proposals to sponsors, negotiating the terms and conditions of research grants and agreements and executing the final agreements on behalf of MIT, as well as acknowledging research awards and helping MIT's investigators and research units manage, complete and close out each award.

MIT's U.S. federal government sponsors support research collaborations through grants, collaborative agreements, and a variety of different contracts. Non-federal sponsors (industrial, charitable, non-profit, state and local governments, and foreign governments) generally support MIT research collaborations through grants and a [variety of contracts](#). Due to the diversity of contractual terms required for sponsors to support research at MIT in our wide variety of academic disciplines, OSP's Contract Administrators are supported by Contract Specialists on OSP's Non-Federal Agreements Team in the drafting and negotiation of contracts that require special terms.

OSP provides online [information for industrial sponsors](#) to explain MIT's policies and practices governing industrial-sponsored programs, including those for [agreements governing the exchange of confidential information](#). Beyond this preparatory information, OSP's Contract Administrators and Contract Specialists may be contacted by MIT investigators and their prospective sponsor(s) to explore available contract options for sponsored programs, once a proposed collaboration can be described to OSP to provide context for the discussion.

To discuss contract types and terms with a prospective sponsor, OSP needs first to be informed, usually by the MIT investigator, about:

- the activities that will comprise the sponsored program/research collaboration
- the organizations that will participate and be parties to the agreement(s), and their roles and responsibilities for the activities
- where the activities will take place
- the funding arrangements, if any, and how MIT's team will use the funds
- the approximate timeline for the program/collaboration

Office of Intellectual Property Counsel

<http://web.mit.edu/ogc/>

The Office of the General Counsel provides legal advice, counseling, and service to MIT and represents the Institute in its legal matters in order to help MIT's faculty, administration, staff, and students fulfill their goals in teaching, research, and service. Contact this office directly with questions or for descriptions about these services:

- Research and Intellectual Property
- Business Affairs
- Faculty and Staff Employment Issues
- Giving and Investment
- Institute Affairs
- Litigation and Dispute Management
- Risk Management and Companies
- Student Life

Technology Licensing Office (TLO)

<http://tlo.mit.edu/>

MIT uses licenses to its intellectual property to foster development of inventions into products for the public good. The MIT Technology Licensing Office (TLO) manages the protection and licensing of patents, copyrights, software, biological materials and trademarks developed at MIT and Lincoln Laboratory and serves as an educational resource on intellectual property and licensing matters for the MIT community.

The core of the TLO is a group of technically trained and business-oriented professionals called Technology Licensing Officers.

Licensing Officers work with MIT researchers to protect their innovations as intellectual property. They also work with industry, venture capital sources, and entrepreneurs to find the best way to commercialize the intellectual property. Licensing Officers may negotiate license agreements or simply licenses to companies to make commercial use of the intellectual property. Licenses to patents and copyrights, for example, protect those companies taking the risks inherent in development of the technology into products and services.

MIT's technology licensing endeavor follows the mandate of the U.S. Congress in the 1980s through the Bayh-Dole Act and the Federal Technology Transfer Act which gave universities title to inventions developed with federal funds. Royalties derived from the licenses negotiated and administered by staff at TLO support further research and are shared with inventors to provide incentives for further innovation.

The TLO is one of the most active university technology licensing offices in the country. Each year over 500 inventions result from research at MIT and are marketed through the TLO. MIT has over 1,000 issued U.S. patents in its portfolio, many with foreign counterparts. In each of the past five years, over 100 U.S. patents have been issued to MIT and 100 option and license agreements have been signed.

The TLO helps MIT:

- show tangible benefits of taxpayers' support for fundamental research
- [attract faculty and students](#)
- generate industrial support of research
- generate discretionary income
- generate new job opportunities for graduates

Student Internships and Recruiting

Developing stronger contacts with students and enhanced recruiting through:

- Fellowships/Internships -- <http://web.mit.edu/mitpsc/whatwedo/internshipsandfellowships/>
- Undergraduate Research Opportunities Program -- <http://web.mit.edu/urop/>
- Undergraduate Practice Opportunities Program -- <http://upop.mit.edu/>
- Global Education and Career Development -- <http://gecd.mit.edu/home>
- MIT Career Development Center -- <http://web.mit.edu/~career/www/>

Sloan Executive Education

(NOTE: The discount code to be used during registration for Sloan Exec Ed and Professional Education courses is ILP15.)

Providing managers with the tools they need to drive innovation through:

- MIT Sloan School of Management
- School of Engineering

Information Resources

Providing information resources for company personnel through:

- MIT Libraries -- <http://libraries.mit.edu/>
- MIT Press -- <http://mitpress.mit.edu/main/home/default.asp>
- Technology Review -- <http://www.techreview.com/>
- Sloan Management Review -- <http://sloanreview.mit.edu/>

See Appendix D for information on how to contact these Other MIT Resources.

APPENDIX A: OCR/ILP Program Director Departmental Assignments

Program Directors

School of Architecture and Planning

Department of Architecture
Program in Media Arts & Sciences
Department of Urban Studies and Planning

Graham Rong
Steven J. Palmer / Daphne De Baritault
Graham Rong

School of Engineering

Department of Aeronautics and Astronautics
Biological Engineering
Department of Chemical Engineering
Department of Civil and Environmental Engineering
Department of Electrical Engineering and Computer Science

Department of Materials Science and Engineering
Department of Mechanical Engineering
Department of Nuclear Science and Engineering

Todd Glickman
John Roberts
James Gado
Chuan Tang
Sheri Brodeur / Hong Fan /
Rachel Oberai-Soltz / Irina Sigalovsky
Shawn Zhao / Jewan Bae
Ron Spangler / Randall Wright / CJ Guo
Klaus Schleicher

School of Humanities, Arts, and Social Sciences

Department of Economics
Humanities (all Sections)
Department of Linguistics and Philosophy
Department of Political Science

David Zhu
David Zhu
Ken Goldman
Ken Goldman

Sloan School of Management

Tony Knopp
Gregory Ornatowski
Eduardo Garrido

School of Science

Department of Biology
Department of Brain and Cognitive Sciences
Department of Chemistry
Department of Earth, Atmospheric & Planetary Sciences
Department of Mathematics
Department of Physics

Daniel E. Fischer
Erik M. Vogan
John Roberts
JJ Laukaitis
Corey Cheng
Corey Cheng

Institute Initiatives

Initiative on the Digital Economy (IDE)
Institute for Data, Systems and Society (IDSS)
Institute for Medical Engineering & Science (IMES)
MIT Energy Initiative (MITEI)
MIT Environmental Solutions Initiative (ESI)
MIT Innovation Initiative (MITii)

Steven J. Palmer
Daphne De Baritault
Sheryl Greenberg
James Gado
Todd Glickman
Sheri Brodeur

Affiliated Institutions

Broad Institute
Lincoln Laboratory
Whitehead Institute for Biomedical Research
Woods Hole Joint Program (WHOI)

Erik M. Vogan
Todd Glickman
Sheryl Greenberg
Todd Glickman

APPENDIX B: ILP Revenue Sharing Point Awards

<i>Activities</i>	<i>Revenue Sharing Points</i>
Meetings, Telephone, Video	
Meeting at MIT (with faculty or research staff member, per hour)	2
Meeting at MIT (with graduate student/post-doc, per hour — points assigned to advisor)	2
Telephone conversation	1
Meeting at company (half day — non-local)	12
Meeting at company (full day — more than 4 hours)	24
Executive research briefing/formal presentation (at MIT)	8
Report of on or off campus meeting with ILP member, not arranged by OCR/ILP	2
Videoconference / presentation via video, WebEx, etc.	4
OCR-Sponsored Conference Activities	
Conference/seminar presentation (more than 45 minutes)	12
Conference/seminar presentation (less than 45 minutes)	8
Conference Poster Presenter*	6
International Conferences	48
Documents	
Papers: recent working paper, technical memo, or technical report (not published)	1
Expertise and research project description updates (KnowledgeBase updates)	1
CV with publication list	1

*Additional points are awarded for other participants in poster session, up to but not exceeding 12 total points

NOTES:

- Except for substantive reports of meetings with an ILP member company, points are awarded only if interactions are arranged and/or pre-approved by OCR/ILP staff.
- No points are awarded for interactions for which a faculty or staff member is compensated by the company or through MIT research or another program.
- Visits to a non-member company solicited by OCR/ILP staff for ILP membership qualify for MIT discretionary funds when such visits are requested by the OCR/ILP staff. A finder's fee (see page 2) is awarded to a faculty or staff member who independently secures, or makes a significant contribution to securing, a new ILP member.
- Points may be awarded in some cases for extra time or effort spent on a particular meeting, but this issuance and number of points is at the discretion of the Industrial Liaison Program (ILP)..
- Points are awarded for working papers or “preprints” that have been submitted, but not yet published and not subject to a publisher's copyright. Abstracts or reviews of books, conferences or papers are not admissible.

APPENDIX C: OCR/ILP Benefits Summary and Contact Information

Benefits to Faculty

- *Enhance Research Exposure*

Meet with Corporate Clients

See ILP Member Company List (updated monthly)

<http://ilp.mit.edu/about-members-alpha.jsp>

**OCR/ILP School and
Departmental Liaisons**

See Department Liaison Assignments (Appendix A)

<http://ilp.mit.edu/mit-faculty.jsp?tabname=liaison>

**Participate in Conferences
Suggest a Seminar**

Kwan Lee

617-258-0406 or kwanhlee@mit.edu

**Submit working papers and preprints
Update listing in the KnowledgeBase**

K.C. Klingensmith

617-253-0422 or klingensmith@ilp.mit.edu

OCR web site problems or questions

Tom Swensen

617-253-2461 or swensnt@mit.edu

- *Supplement Travel Funds*

**Coordinate travel with
OCR company visits**

Mary Ellen Gearin

617-253-0975 or gearin@mit.edu

- *Enhance Knowledge and Perspective*

<http://ilp.mit.edu/kb.jsp>

**Search MIT research and expertise
in the KnowledgeBase**

K.C. Klingensmith

617-253-0422 or kfk@mit.edu

- *Earn Discretionary Funds*

Through Revenue Sharing Points

Mary Ellen Gearin

617-253-0975 or gearin@mit.edu

and Finders' Fees

Janet L. Cronin

617-253-3079 or cronin@mit.edu

Overall contacts:

Director of Corporate Relations:

Karl F. Koster

617-253-0439

Administrative Officer:

Mary Ellen Gearin

617-253-0975

Financial Administrator:

Janet L. Cronin

617-253-3079

KnowledgeBase/Publications:

K.C. Klingensmith

617-253-0422

Director of Corporate Communications:

Michael K. Lawson

617-452-3053

APPENDIX D: Other MIT Resources

Technology Licensing Office (TLO)

[http:// web. mit. edu/tlo/ www/](http://web.mit.edu/tlo/www/)

Lesley Millar-Nicholson

Director

MIT Technology Licensing Office
One Cambridge Center, NE18-501
Cambridge, MA 02142-1601
Telephone: 617-253-6966
Email: lesleymn@mit.edu

To find a particular staff member, go to:

[http:// web. mit. edu/ tlo/ www/ about/ our_ staff. html](http://web.mit.edu/tlo/www/about/our_staff.html)

Office of the General Counsel

[http:// web. mit. edu/ ogc/](http://web.mit.edu/ogc/)

Mark C. DiVincenzo

Vice President & General Counsel
Office of the General Counsel
77 Massachusetts Avenue, 7-206
Cambridge, MA 02139-4307
Telephone: 617-452-3985
Email: mdiv@mit.edu

To find a particular staff member, go to:

[http:// web. mit. edu/ ogc/ staff/](http://web.mit.edu/ogc/staff/)

Office of Sponsored Programs (OSP)

[http:// osp. mit. edu/](http://osp.mit.edu/)

Michelle Christy

Director

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77 Massachusetts Avenue, E19-750
Cambridge, MA 02139-4307
Telephone: 617-324-9022
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John Donahue

Associate Director

MIT Office of Sponsored Programs
Telephone: 617-258-7950
Email: jpd@mit.edu

Lucie Piazza

Senior Contract Specialist

MIT Office of Sponsored Programs
Telephone: 617-253-3258
Email: lpiazza@mit.edu

To find a particular staff member, go to:

[http:// osp. mit. edu/ about- osp/ staff/](http://osp.mit.edu/about-osp/staff/)