

Adopted November 17, 1970
Revised October 1974,
Revised November, 1986
Revised January 2002
Revised June 2006
Revised November 2007

PROCEDURES FOR RELEASE AND RECOMMENDATION OF FIELD CROP VARIETIES IN MINNESOTA

MINNESOTA AGRICULTURAL EXPERIMENT STATION

The Crop Variety Review Committee is established by the Director of the Minnesota Agricultural Experiment Station (MAES) for the purpose of assuring quality of agronomic plant germplasm and related plant materials released by MAES. The operation of the committee is generally governed by procedures in the document **“Policy and Procedures Statement on Distribution and Release of Plant Germplasm and Related Plant Materials of the Minnesota Agricultural Experiment Station”** (hereinafter referred to as **“P/P”**). Additional procedures regarding the composition and operation of the committee are listed below.

A. Committee Membership:

Members of the Crop Variety Review Committee are appointed by the Minnesota Agricultural Experiment Station Director, from the following categories:

Voting Members:

- Head, Department of Agronomy and Plant Genetics (Chair)
- Two plant breeders
- One extension agronomist
- Head, Department of Plant Pathology
- One plant pathologist
- Executive Director, Minnesota Crop Improvement Association
- MCIA Foundation Seed Coordinator

Ex Officio Members:

- Director, Minnesota Agricultural Experiment Station, or a designated representative.
- Representative of the Office for Technology Commercialization
- Investigators making release proposals to the committee.
- Associate Dean for Research – College of Food, Agriculture and Natural Resource Sciences
- Industry representatives depending on the nature of the germplasm to be discussed.

B. Responsibilities of the Crop Variety Review Committee

1. Approving release of new varieties, hybrids, inbreds, clones and special genetic stocks.

2. Approving increases and procedures for increasing and releasing planting stocks of new varieties, hybrids, inbreds and clones developed by the Minnesota Agricultural Experiment Station.
3. Provide input on the names for new varieties, hybrids, inbreds, or clones developed by the Experiment Station.
4. Recommend policies relating to release and recommendation procedures.

C. Responsibilities of the Plant Breeding Project leaders

1. Make proposals for increase, release and naming of new varieties; including increase procedures, projected release date and amount of planting stock to be released.
2. Prepare data summaries and other documentation in support of release and protection. Information to be included:

- Background and nature of discovery and development of germplasm
- Origin, pedigree, and description of characteristics
- Suggested name or appropriate identification
- Rationale for release
- Projected release date
- Proposed timetable and methods and procedures for commercialization
- Relevant data on the evaluation of the material to be released including comparisons to appropriate public and private materials already available commercially
- Other documentation to support the release such as: field and laboratory data, unique characteristics, or existing contracts or agreements.
- Source(s) for funding
- Submit invention disclosure to OTC

D. PROCEDURES TO ACCOMPLISH OBJECTIVES:

I. Representatives from outside the University:

At the discretion of the Director, individuals from outside the University may be invited to a committee meeting, including appropriate representatives of industry groups. These individuals are not voting members of the committee, but may be asked to provide information related to specific releases.

II. Confidentiality:

All persons who receive disclosure information on releases or proposed released and/or participate in the review process agree to maintain the confidentiality of the disclosure. Persons not employed or under contract by the University of Minnesota will be required to sign a nondisclosure agreement prior to receiving disclosure information or attending a meeting of the committee.

III. Meeting Schedule:

The Crop Variety Review Committee must meet at least one per year. Recommendations on releasing and protecting of new varieties, cultivars, hybrids, inbreds and clones are to be made, insofar as possible, at a meeting scheduled in

November. Members shall receive 30 days advance notice of meeting dates. Additional meetings will be scheduled as necessary.

IV. Voting Procedures:

Each officially appointed committee member has one vote. Voting will take place via secret ballot that will be counted by the committee chair. For items on which action is requested between committee meetings, items can be submitted to the committee chair. The committee chair will then submit to the voting committee members. This may be done by e-mail, conference call or by special meeting.

V. Distribution of the actions taken by the Crop Variety Review Committee:

Actions (in the form of minutes) taken by the committee and will be filed in the office of the MAES Director. Distribution of Minutes will be made only to persons abiding by the provisions in Section A and D.

VI. Seed increases and allotments of new selections and released varieties:

A. Public – Non-exclusive release:

Breeder Seed: Actions by the committee on increases of promising selections are needed when the breeding project desires to increase breeder seed. If a variety is approved for release by the CVRC and the Director of MAES, the cost of producing the breeder seed will be shared by the project leader and MAES. The discussion on how costs will be shared will occur in a meeting of the MAES director, the plant breeding project leader in question, and the Department Head of Agronomy and Plant Genetics in November or December following the initial meeting of the Crop Variety Review Committee at which the request for release was brought forth.

Foundation Seed:

Participation by MCIA Foundation Seed stocks is normally required when a variety is being increased with intent to release as a “public release”. Foundation Seedstocks may also participate in increases for further testing if the breeding project does not have resources for the increase (for example, increases of forage varieties with contract growers in Minnesota or elsewhere).

When a request is made for an increase, the amount of the initial increase, purity and source of seed (progeny rows, test plots, etc.) should be specified. A date for release and an amount of planting stock for distribution should be recommended (assuming the variety continues to perform well in additional tests).

When the release is approved by the Director of MAES, project leaders should consult with the MCIA Coordinator of Foundation Seedstocks, to determine the interest of MCIA in coordinating and funding the increase of foundation seed. If more than one year is required for increase, performance

data are to be reviewed annually by the committee. Permission to increase Minnesota developed selections does not imply consent to release.

MCIA will provide the funding for the increasing of Foundation Seed that will be released as a public variety.

B. Public – Non-exclusive release:

If a variety is approved for release by the CVRC and MAES as a private exclusive or non-exclusive release, the Director of MAES and MCIA will work directly with OTC to determine the potential for release and who will pay for the cost of seed increases.