

Augusta University

Policy Library

Use of Copyrighted Materials

Policy Owner: Legal Affairs

POLICY STATEMENT

Faculty, Staff, Students and all Employees are responsible for obtaining appropriate permission for use of all copyrighted materials submitted in their endeavors at the University. Creative works, or parts thereof, are the property of the original owner or creator if they have been copyrighted. Copyrighted materials may be copied only with express permission of the owner of the copyright. People who copy, without permission, a work that is protected by copyright can be punished by law. To remain in compliance with copyright laws, Faculty, Staff, Students and all Employees are required to obtain appropriate permissions to use copyrighted materials in any projects related to use at the University.

AFFECTED STAKEHOLDERS

Indicate all entities and persons within the Enterprise that are affected by this policy:

- Alumni Faculty Graduate Students Health Professional Students
 Staff Undergraduate Students Vendors/Contractors Visitors
 Other:

DEFINITIONS

- **Copyright-** A copyright is the exclusive legal right that gives the owner of a written document, musical composition, book, picture, or other creative work the right to decide what other people can do with it. Copyright laws make it easier for authors to make money by selling their works. Because of copyright, a work can only be copied if the owner of the copyright gives permission. People who copy a work that is protected under copyright without permission can be punished by the law, usually with a fine. In other, more serious cases, a person who copies a work that is protected under copyright could be arrested or go to prison.

PROCESS & PROCEDURES

As a system devoted to providing the highest quality undergraduate and graduate education to students; pursuing leading-edge basic and applied research, scholarly inquiry, and creative endeavors; and bringing intellectual resources to the citizenry, the University System of Georgia is committed to respecting the rights of copyright holders and complying with copyright law. The University System of Georgia recognizes that the exclusive rights of copyright holders are balanced by limitations on those rights under federal copyright law, including the right to make a fair use of copyrighted materials and the right to perform or display works in the course of face-to-face teaching activities.

Office of Compliance and Enterprise Risk Management Use Only

Policy No.: 586

Policy Sponsor: Type the title of the Executive Leader of the department.

Originally Issued: Not Set

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The University System of Georgia facilitates compliance with copyright law and, where appropriate, the exercise in good faith of full fair use rights by faculty and staff in teaching, research, and service activities. Specifically, the University System of Georgia.

- informs and educates students, faculty, and staff about copyright law, including the limited exclusive rights of copyright holders as set forth in 17 U.S.C. § 106, the application of the four fair use factors in 17 U.S.C. § 107, and other copyright exceptions;
- develops and makes available tools and resources for faculty and staff to assist in determining copyright status and ownership and determining whether use of a work in a specific situation would be a fair use and, therefore, not an infringement under copyright law;
- facilitates use of materials currently licensed by the University System of Georgia and provides information on licensing of third-party materials by the University System; and
- identifies individuals at the University System and member institutions who can counsel faculty and staff regarding application of copyright law.

REFERENCES & SUPPORTING DOCUMENTS

Related Documents

United States Copyright Office:
<http://www.copyright.gov/>

Regents Guide to Understanding Copyright & Educational Fair Use:
<http://www.usg.edu/copyright/>

Registration for Interlibrary Loan and Document Delivery:
<http://georgiahealth.illiad.oclc.org/illiad/firsttime.html>

Augusta University Copyright Information:
<http://www.augusta.edu/services/legal/>

RELATED POLICIES

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APPROVED BY:

President, Augusta University and CEO, AU Health System Date: 06/09/2017