

SUBJECT: Copyright Policy

REVIEWED/REVISED: 9/2015; 2/2022

PURPOSE: Provide guidance on adherence to copyright law

POLICY OWNER: Vice President of Institutional Effectiveness

POLICY:

The federal Copyright Law requires all members of the NMC community, including faculty, staff, students, volunteers, and patrons to respect the proprietary rights of owners of copyrights and refrain from actions that constitute an infringement of copyright or other proprietary rights.

Because of advances in technology and ease to copy, transmit, distribute, adapt, display, or perform copyrighted works, individuals must increasingly be aware of various copyright implications when using a wide range of materials and devices. Copyright violations related to printed materials, materials in digital format, audio and video recordings, music, Internet transmissions, computer programs and databases, or any other types of materials create potential legal liability for NMC and the individuals involved.

To support NMC's mission to create, discover, and disseminate knowledge and to further NMC's Mission and Core Values, members of the NMC community are strongly encouraged to access the "Copyright and Educational Fair Use" webpage: <http://libguides.methodistcollege.edu/copyright> wherein they can find guidance on copyright and fair use compliance at NMC. NMC adheres to and requires its faculty, staff and students to comply with all of the guidance, including fair use, found in the "Copyright and Educational Fair Use" page, unless the information contained therein does not reflect current federal Copyright Law. Faculty, staff, students, and any third-parties accessing www.methodistcollege.edu must also be familiar with and comply with the Terms of Use and Privacy Policy as it relates to any and all material, including designs, methods, and structures found therein.

Faculty members, staff and other employees who willfully disregard the Copyright Policy place themselves individually at risk of legal action. In such cases, NMC may refuse to defend the employee in the court suit and in these suits personal liability may be incurred by the employee or student. Students who violate the Copyright Policy are also at risk of violating the NMC Code of Conduct, which may result in dismissal from NMC and employees may be at risk of termination.
