

<b>Policy Number/Title:</b>	1.3.2.01 Copyright Policy
<b>Effective Since:</b>	08/01/2006
<b>Last Revision Approved:</b>	08/01/2006
<b>Responsible Office:</b>	General Counsel, Assoc. VP of Communications and Marketing, Dean of Dacus Library and Pettus Archives

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### **1. Scope:**

University faculty, staff, and students must adhere to the University Copyright Policy and, as needed, are expected to consult the Dean of Dacus Library and Pettus Archives when considering the use of others' copyrighted works.

### **2. Definitions:**

Copyright. A copyright gives the creator of a literary, artistic, musical, or other creative work ownership rights to copy and sell that work for a specific term. A creator may grant or sell those rights to others.

Infringement. The violation of intellectual property protections.

Intellectual Property. Intangible rights protecting the products of human intelligence and creation, such as copyrightable works, patented inventions, trademarks, and trade secrets.

Fair use. The use of copyrighted material without the owner's permission within legally defined limits.

### **3. Policy:**

In recognition of its mission to further teaching, learning and research and engage in public service, Winthrop University is committed to fostering an environment that provides for the fair use of copyrighted works to achieve these goals while remaining in compliance with applicable laws. University users of copyrighted works are accorded the rights and privileges pursuant to 17 U.S.C. §§107 (Fair Use), 108 (Reproduction by Libraries and Archives), 109 (First Sale Doctrine and Transfers), 110 (Teaching Exception) and other statutory exemptions and limitations to the exclusive rights granted to the owner of a copyright protected work. While the University does not intend to unduly restrict the use of works otherwise permitted under law, it is the policy of Winthrop University to comply with federal copyright law and all related law codified at 17 U.S.C. §101 et seq.

All faculty, staff, and students must adhere to University copyright policy and are expected



to seek consultation and advice from the Dean of Library Services when using the copyrighted works of others. It is the policy of the University to inform and educate faculty, students, and staff regarding federal copyright law, the rights of copyright owners, the legal obligation of the University to comply with applicable law, and the rights of the University community to use copyrighted works. For additional information about copyright, please review the URL:[https://libguides\[dot\]library\[dot\]winthrop\[dot\]edu/copyright/\[dot\]](https://libguides.library.winthrop.edu/copyright/)

#### **4. Procedures:**

Education and Training.

Dacus Library offers information and education about copyright through various channels, including research and information services, online tutorials, and a comprehensive online guide on copyright and fair use.

To set up an appointment or class with a librarian, visit Dacus Library's website.

Limit License to Use copyright works

Winthrop University does not allow the use the reproduction of any of its copyrighted works, except as authorized by law, without express written permission.

If a person, or entity, desires permission or licenses to use any Winthrop intellectual property, then a request should be made, in writing to the Associate Vice President for University Communications and Marketing.

Any authorization of use related to any Winthrop University intellectual property will be limited in time and scope to a specific business need.

#### **5. Resources:**

More about copyright:

<https://libguides.library.winthrop.edu/copyright>

[17 U.S.C. §§101 et seq. \(US Copyright Law\)](#)

[17 U.S.C. §§107 \(Fair Use\)](#)

[108 \(Reproduction by Libraries and Archives\)](#)

[109 \(Limitations on Exclusive Rights: Copies & Records\)](#)

[US Copyright Office](#)

#### **6. History of Revisions:**

06/30/2024      Minor Revisions

08/01/2006      Minor Revisions

04/01/2006

Policy first established