

Coast Community College District
BOARD POLICY
Chapter 3
General Institution

BP 3750 USE OF COPYRIGHTED MATERIAL

References:

Education Code Sections 32360 and 67302;
U. S. Code Title 17, Copyright Act of 1976

Instructional programs and activities within the District, often requires the use of publications, writings, ideas, materials, and creations ("materials") of third parties. Such materials may have been copyrighted by the originators. Using their materials requires following both existing statutory and case law, and legal advice should be sought when necessary.

Employees of the District will abide by all aspects of United States Copyright Law, Title 17 of the United States Code, to the extent possible, under authoritative interpretation of the law. Employees and students shall not reproduce copyrighted materials without prior permission of the copyright owner, except as allowed by the "fair use" doctrine.

The "fair use" doctrine (U.S. Code Section 107) permits limited use of copyrighted materials in certain situations, including teaching and scholarship. In some instances, copyright may be required for works that fall within "fair use." The "fair use" Doctrine and test can be found on the District's Risk Services Department website for guidance.

When unusual or ambiguous issues relating to copyrighted materials arise, employees shall contact District Risk Services for assistance.

The Chancellor shall establish procedures for the use of copyrighted material in compliance with the applicable state and federal laws.

Adopted December 2, 2013