Usage of Copyrighted Material
BU-PP 039

Policy Statement

It is the policy of Baylor University (“Baylor” or the “University”) to fully respect all rights that exist in any material protected by the copyright laws of the United States while also encouraging usage of the material that furthers the educational and research mission of Baylor.

Reason for the Policy

This policy sets forth the rights and responsibilities of Baylor University, its faculty, staff, and students in their roles as members of the University community using copyrighted works.

Individuals/Entities Affected by this Policy

Faculty, staff, and students

Exclusions

NONE

Related Documents and Forms

University Policies and Documents

Intellectual Property Policy
Faculty Dismissal Policy
Staff Disciplinary Actions Policy
Technology Usage Policy

1. Usage of Copyrighted Material (BU-PP 039)
Other Documents

For copyright creators
For instructors and staff
For librarians
For students
Requesting Permission
Copyright Guide (General)
Copyright Guide (Fair Use)

Contacts

<table>
<thead>
<tr>
<th>Subject</th>
<th>Contact</th>
<th>Telephone</th>
<th>Office email/web site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Questions or</td>
<td>Office of General Counsel</td>
<td>254-710-3821</td>
<td><a href="mailto:copyright@baylor.edu">copyright@baylor.edu</a></td>
</tr>
<tr>
<td>Concerns</td>
<td></td>
<td></td>
<td><a href="https://www.baylor.edu/ogc/">https://www.baylor.edu/ogc/</a></td>
</tr>
</tbody>
</table>

Responsibilities

| Faculty, staff, and students | If there is no applicable license, exemption, or exclusion to permit use of a material protected by copyright laws, faculty, staff, and students must obtain permission for the anticipated use from the copyright holder. |

Principles

It is the policy of Baylor University ("Baylor" or the "University") to fully respect all rights that exist in any material protected by the copyright laws of the United States while also encouraging usage of the material that furthers the educational and research mission of Baylor. To accomplish this, Baylor intends that its faculty, staff, and students take full advantage of all relevant licenses, exemptions, and exclusions (such as the Fair Use Exception, Classroom Performance Exception, TEACH Act, or Libraries and Archives Exception) that are provided for under the copyright laws. If there is no applicable license, exemption, or exclusion to permit use of the material, faculty, staff, and students must obtain permission for the anticipated use from the copyright holder.

Sanctions

Sanctions may include but are not limited to suspension of technology privileges, termination of employment, referral to Student Judicial Affairs, and/or criminal prosecution. For additional information, please reference the Technology Usage Policy.

2. Usage of Copyrighted Material (BU-PP 039)