

## **Copyright Policy**

The federal Copyright Law (Title 17, United States Code, Section 101 and following) requires all members of the Gordon community, including faculty, academic appointees, staff, students, and volunteers to respect the proprietary rights of owners of copyrights and to refrain from actions that constitute an infringement of copyright or other proprietary rights.

Gordon's Copyright Guidelines were developed to assist members of the Gordon community in complying with federal copyright law and to enable them to distinguish between permitted and prohibited uses of copyrighted materials. Members of the Gordon community are expected to familiarize themselves with these Copyright Guidelines and to comply conscientiously with their requirements.

Faculty members, staff and other employees who willfully disregard Gordon Copyright Policy place themselves individually at risk of legal action. In such cases, the College may refuse to defend the employee named in the court suit and in these suits personal liability may be incurred by the employee.

Members of the Gordon community may find detailed copyright policy instructions on the College's Intranet site under College Counsel.

## Approved by the Academic Senate, March 18, 1999.

www.gordon.edu