



Copyright

1. PURPOSE

This policy establishes the guidelines regarding the use of copyrighted material, at Northern Pennsylvania Regional College (“NPRC” or the “College”).

2. SCOPE AND APPLICABILITY

This policy is applicable to all NPRC users.

3. REFERENCES

- 3.1 INDX-1310-01: Master Policy Index
- 3.2 CLDR-1310: Policy Review Schedule
- 3.3 INDX-1310-02: Document Naming Key
- 3.4 United States Copyright Law, Title 17, U.S. Code, 2022
- 3.5 Section 107, Limitations on Exclusive Rights: Fair Use
- 3.6 TEACH Act of 2002
- 3.7 Digital Millennium Copyright Act
- 3.8 DMCA exemptions of 2006
- 3.9 NPRC-5010: Information Security
- 3.10 NPRC-2120: Corrective Action
- 3.11 NPRC-3235: Behavioral Code of Conduct for Students
- 3.12 Higher Education Opportunity Act (HEOA) of 2008

4. DEFINITIONS

- 4.1 User shall include the following: faculty, staff, employees, students, contractors, subcontractors, employees of contractors, volunteers, business associates, and any other persons who are determined and notified by the College to be subject to this policy. This definition does not create any additional rights or duties.
- 4.2 Copyright is a type of intellectual property that protects original works of authorship as soon as an author fixes the work in a tangible form of expression.
- 4.3 Fair Use is a legal doctrine that promotes freedom of expression by permitting the unlicensed use of copyright-protected works in certain circumstances.

- 4.4 Copyright Infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner.

5. POLICY

- 5.1 NPRC Users are expected to adhere to College policies and the United States Copyright Laws, and any amendments.
- 5.1.1 Use of copyright material may be permitted if it falls within the exemptions of the United States Copyright Law including but not limited to Fair Use, TEACH Act, HEOA, and Digital Millennium Copyright Act (DCMA) and are properly cited and acknowledged.
- 5.2 Any user found to have committed an act of Copyright Infringement is subject to the discipline outlined in NPRC-2120: Corrective Action and NPRC-3235: Behavioral Code of Conduct for Students
- 5.3 NPRC prohibits the circumvention of encryption on all digital media.

6. RESPONSIBILITIES AND TIMELINES

- 6.1 All NPRC Users are responsible for adherence to this policy.
- 6.2 The Vice President of Finance and Operations or their designee is responsible for the administration of this policy.

7. REVIEW STATEMENT

Review of this policy will occur in alignment with CLDR-1310: Policy Review Schedule.

8. SIGNATURES

Signature on file 06-13-2025

Chairperson, Board of Trustees	Date
<i>Signature on file</i>	06-13-2025

President	Date
-----------	------

Revision Notes: Policy in Origination