

### 6.33 Copyrighted Materials

1. The Chancellor shall develop appropriate administrative procedures to implement the provisions of the Education Code which authorize the securing of copyright protection for works, including but not limited to registering copyrights and policing infringements, on behalf of the District. The procedures developed by the Chancellor shall assure that the District may use, sell, give or exchange published materials and may license materials prepared by the District in connection with its curricular and special services. In the development of these procedures, the Chancellor shall solicit the input of the proper representatives of the college community in accordance with the District's policies regarding shared local decision making.
2. It is the policy of the Board that all District employees shall observe copyright laws, both codified and as interpreted by the courts, and shall maintain the highest ethical standards in the use of copyrighted materials.
3. This policy affirms District adherence to Title 17, United States Code. Failure to comply with copyright regulations may result in District and/or personal liability.
  - a. It is each employee's responsibility to comply with copyright regulations.
  - b. The District will provide necessary legal review and resources to employees having questions about the use of copyrighted materials.

References: Education Code Sections 72207, 81459; 17 United States Code 201

(~~Rev. 9/08~~ Revised xx/10)