

## **Copyright update from the Provost**

As many of you will already know, Queen's University has decided not to sign a license with Access Copyright. I am now writing to inform faculty members about what this decision means for course materials.

As a university we remain committed to respecting copyright interests and adhering to copyright legislation, and university policies and guidelines. We will be doubling our efforts to ensure that our students have the best possible access to the resources they need to easily access learning and research materials and our faculty have the support they need to provide those materials in a way that complies with the law.

All course materials that you provide to your students must comply with the Copyright Act and university copyright policy and guidelines. Do not post scanned copyrighted material to Moodle or on a course website without obtaining clearance from the Copyright Advisory Office.

To assist you, the Copyright Advisory Office is providing a new service to facilitate copyright compliance for course materials, effective immediately. If you want to supplement course readings with a few chapters from a book or another print resource, the Copyright Advisory Office will investigate and if possible purchase clearance for you. Getting these clearances takes time, so please contact the Copyright Advisory Office as soon as possible about materials for the fall term.

Course packs and Library course reserves also continue to be options. The Copyright Advisory Office can advise you on which options are best for your particular circumstances. Processes for assigning textbooks for students to purchase remain unchanged.

In addition, the University will be implementing a new system in 2012/13 to make it easier to upload course materials for use in learning management systems and to ensure that materials comply with accessibility requirements as well as copyright law. More information on the implementation of this system and assistance to faculty will be available within the next few months.

For further information and to contact the Copyright Advisory Office, see <http://library.queensu.ca/copyright>.

A handwritten signature in blue ink, appearing to be 'A. H.', with a horizontal line underneath.