|  |  |
| --- | --- |
|  |  |

Senate

Subject: Copyright Policy

**Origin: Secretary to Council and Librarian**

**Executive Summary:**

A number of recent incidents have highlighted the need to raise the profile of copyright and related IPR issues and compliance with both staff and students. This paper presents a new University policy to provide a high level framework for the enhancement of the University’s management of this area.

**Action Required:**

Senate is asked to recommend the Copyright Policy to Council for formal approval.

Background

Copyright compliance within the University formally falls within the remit of the Secretary to Council along with Data Protection and Freedom of Information. There is a Copyright Officer employed on a 0.2FTE basis to provide expert advice. Other colleagues, particularly in the Library, also provide advice in conjunction with the Copyright Officer.

There are two key dimensions with which the University needs to concern itself:

1. protection of copyright and related IPR owned by the University or its staff and students and,
2. prevention of infringement of third party copyright and related IPR by members of the University.

UUK/Copyright Licensing Authority guidance recommends that universities (*inter alia*):

* Have a clearly and openly accessible copyright and IPR policy
* Provide training for staff and students to enable them to understand their rights and responsibilities

Copyright Policy

A draft Copyright Policy is attached for consideration. This has been developed in consultation with key stakeholders in IT Services, Learning and Teaching areas and the Research Office. It is consistent with the statements in the Conditions of Service of Academic and Related Staff.

In addition, the following actions are underway:

1. The establishment of a small informal group to oversee future arrangements for copyright and related IPR issues including representatives from the Library, IT Services, Research/Enterprise Office, Information Science, HR and the PVC(T). Students will be consulted in relation to issues specifically affecting them.
2. A more proactive programme of training is underdevelopment.

The University’s Risk Register has also been amended to include reference to risk arising from breaches of copyright.

**Action Required:**

Senate is asked to recommend the Copyright Policy to Council for formal approval.