

# University Libraries Digitization Copyright Policy

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## Purpose

The WIU Library Digitization Unit will be in compliance with the Copyright Law and Digital Millennium Copyright Act (DMCA). This policy is intended to serve as a guide to the copyright law/act and its various amendments. It should serve as a reference and in no way substitute for the current laws and acts concerning copyright. Also see Copyright resources at WIU located on the Internet: <http://wiu.libguides.com/copyright>.

## Definition

The Digitization Unit will comply with all University, State, and Federal laws. The laws currently enforced are the Digital Millennium Copyright Act (DMCA) of 1998 and the Copyright Law of the United States revised in 2007. The Digitization Unit will only digitize items in compliance with all acts and laws pertaining to copyrights. The Copyright Law offers rights-holders legal protection of their works for reproduction and distribution of copyrighted material. This act and law has established certain limitations for the rights-holder and allows libraries and archives to legally make reproductions of copyrighted material.

## Scope

University Library Digitization projects at WIU will be in compliance with current copyright laws and acts. This policy extends to the WIU community including faculty, students, and staff that utilize the Malpass Library Resources.

## Policy

1. The Digitization Unit will only digitize requests in compliance with DMCA, US Copyright Law (Act), and any other regulations regarding copyrighted materials.
2. Rights for digital reproduction and access must be obtained in writing from the current copyright owner.
3. Copies of correspondence granting digitization and access permissions should be available and digitized for display when the item is accessed.
4. The Digitization Unit will digitize items in the public domain that meet collection and selection development standards of the WIU Library.

## Review

This document will be reviewed by staff on an annual basis.



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Approved/Signature

Tuesday, March 9<sup>th</sup> 2010

Date