



Title	Copyright
Policy No.	D.1.3
Approval Body	Board of Governors
Policy Sponsor	Vice President, Academic & Research
Last Revised/Replaces	January 2010
Effective Date	June 8, 2016

CONTEXT AND PURPOSE

Vancouver Community College (VCC; the College) is in compliance with the provisions of the *Copyright Act of Canada* and is committed to the fair and ethical use of copyrighted materials at the College.

SCOPE AND LIMITS

This policy applies to all employees and students at VCC.

This policy is subject to all applicable federal and international laws and to licensing agreements.

STATEMENT OF POLICY PRINCIPLES

1. All College employees and students are responsible for using copyright protected works in accordance with the *Copyright Act* and within the terms of negotiated license agreements.
2. It is the responsibility of each individual to be familiar with the College *Copyright Policy*, *Copyright Act* and *Fair Dealing Guidelines*.
3. The College maintains a Copyright Coordinator position in the Library and appropriate resources to provide copyright information through the Library website and to support the College in copyright compliance.
4. College employees and students may reproduce and use copyright protected works for educational purposes where the *Copyright Act*, *Fair Dealing Guidelines* and/or license agreements permit such use.
5. When reproduction or use of materials for instructional purposes is not permitted under the above, permission must be sought through the Copyright Coordinator.

DEFINITIONS

Copyright: The sole right of the copyright owner of a work to produce, copy, perform, publish, adapt, translate or telecommunicate that work and to authorize others to do the same.

Copyright Act of Canada: The Federal legislation that governs all matters related to copyright.

Copyright Cooperative: An organization that represents creators and licenses the use of their work.

Copyright Coordinator: A librarian at the College with expertise on copyright matters, who maintains copyright information, obtains copyright permissions where required, and who provides copyright information, guidance, and workshops.

Fair Dealing: The provision in the Copyright Act that allows limited copying and communicating of a work for the purposes of research, private study, education, criticism, review, news reporting, satire, and parody.

License agreement: A contract which outlines how licensed materials may be used.

RELATED LEGISLATION & POLICIES

Legislation

Copyright Act, RSC 1985, c C-42 <http://laws-lois.justice.gc.ca/eng/acts/c-42/>

Policies

D.1.4 Curriculum/Instructional Materials Created within the College

RELATED PROCEDURES

Refer to Copyright Procedures D.1.3.