

## POLICY ON COPYRIGHT COMPLIANCE

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**Effective Date:** April 20, 2010

**Originating Office:** Office of the  
Secretary-General

**Supersedes /Amends:** February 28, 2001

**Policy Number:** SG-2

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### PREAMBLE

As in all Canadian universities, members of the Concordia community are users of copyrighted materials and, as such, are subject to copyright legislation. The necessity of complying with the [Copyright Act](#) is not open to question. In addition to any legal responsibility, however, it can be argued that the ethical obligation to respect intellectual property rights is greater in an academic community than elsewhere. The University is thus unconditionally committed to full compliance with the [Copyright Act](#).

### PURPOSE

This Policy deals with the responsible use of copyrighted materials by members of the University. Its objective is to ensure copyright compliance in accordance with federal legislation, thus protecting the rights of creators and the interests of the University's faculty members, staff and students.

### SCOPE

This Policy applies to all members of the University (faculty, staff and students).

### POLICY

1. This Policy addresses the use of copyrighted materials. Copyright ownership by members of the University is addressed in various collective agreements and/or the *Policy on Intellectual Property* ([VPRGS-9](#)).
2. Compliance with the [Copyright Act](#) and this Policy is the responsibility of each member of the University.
3. Failure to comply with the [Copyright Act](#) is a violation of federal legislation. In addition to any action that may be taken by any copyright owner, its licensing agent or the police authorities, the University reserves the right to take disciplinary or other action against a member with respect to any breaches of this Policy.
4. In cases where the [Copyright Act](#) is ambiguous, the determination as to whether the copying of a portion of a work (or doing anything which falls within the exclusive rights

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of a copyright holder) is permissible or not should be discussed with the University's Office of the General Counsel. Each case will be assessed on its own merits. The Office of the General Counsel may issue [Guidelines](#).

5. Copyright categories include audio/visual media, published works, and computer software.
6. The Secretary-General is responsible for the application of this Policy.