Re: Cheating, Course Material and Intellectual Property

Dear Colleagues,

Some faculty has discovered websites where their course material or content has been posted and distributed without permission. A simple online search of your name and the course can reveal whether your course content or exams have been posted.

The university is unable to act on your behalf to deal with this issue because course materials created by faculty are considered intellectual property, and the Regents generally do not own the course materials per the Ownership of Course Materials policy. If you find material posted, you have the right to contact the website to request the removal of the material. Visit ITS: Course Material and Lecture Notes for a simple template letter to start the process.

In addition, COT suggests using the following disclaimer language on course syllabi to inform students of the campus policy on the use of notes for purposes other than their education:

**Distribution of Lecture Notes and Materials:** Please note that students may be disciplined for selling, preparing, or distributing course lecture notes, including notes created independently by students. The unauthorized sale of lecture notes, handouts, readers or other course materials is a violation of campus policies as well as state law. Violation by distribution to the public may also constitute copyright infringement subject to legal action.

Below are more campus resources pertaining to this issue:
- Information Technology Services – Copyright Education
- University Library – Fair Use and Copyright

Thank you for taking the time to deal with this important issue. COT believes it’s crucial to maintain the academic and intellectual integrity of teaching on our campus. Please contact COT if you have any further questions about this policy.

Sincerely,

Judith A. Scott, Chair
Committee on Teaching