

Piedmont Virginia Community College

Section I – Academic Affairs & Workforce Development Policies

I – 35.0 Copyrights

Effective Date: September 2008

Last Revised: March 2026

Responsible Dept.: Vice President of Academic Affairs and Workforce Development

1. Purpose

To provide Piedmont Virginia Community College (PVCC) faculty, staff, and students with copyright information.

2. Policy Statement

Piedmont Virginia Community College (PVCC) faculty, staff, and students are required to comply with all U.S. copyright laws, including Title 17 of the United States Code and the Digital Millennium Copyright Act of 1998.

3. Definitions

N/A

4. Applicability

This policy applies to all PVCC students, faculty, and staff members.

5. Responsibilities

The Office of the Vice President of Academic Affairs and Workforce Development is responsible for the implementation of this policy.

PVCC does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. View the full nondiscrimination statement and find contacts at pvcc.edu/nondiscrimination.

6. Procedures for Implementation

The PVCC Copyright Playbook serves as a resource for the PVCC community. The information available in Copyright Playbook provides a simple explanation of copyright law as well as answers to frequently asked questions. Copyright law can be complex, however; this guide is not intended to provide legal advice. It provides a summary of United States copyright laws relating to the use of copyrighted works and provides suggestions on how to determine fair use.

PVCC students, faculty, and staff members are responsible for making a good faith determination of whether an intended use falls within specific or fair use exemptions in copyright law. When permission to use copyright material is required, that permission must be obtained prior to use of the copyrighted materials. For assistance in determining fair use, consult the Copyright Playbook. Questions may be directed to the Senior Director of Library and Academic Support.

Neither PVCC nor the Virginia Community College System will assume legal responsibility for or indemnify faculty or staff members who fail to make a good faith determination or otherwise do not comply with PVCC's copyright policy or copyright law. Members of the college community who violate this policy may be subject to discipline as defined by Section 3.12.0 of the VCCS Policy Manual or Section 1.60 of the Department of Human Resource Management's Human Resource Policy on Standards of Conduct. Individuals engaged in the unauthorized copying, transfer, or use of software may also face civil suit, criminal charges, and/or penalties and fines.

7. Sanctions for Violation of Policy

N/A

8. Other General Information

Section 12 of the VCCS Policy Manual and PVCC policy II – 14.0 establish guidelines related to intellectual property. Additional information on copyright and the use of computers can be found in PVCC's Computer Use Policy. The Zero- and Low-Cost Course Designations: Guidelines document and the Open Educational Resources Playbook provide faculty, staff, and students with information on locating and adapting/adopting open educational resources.