

**EMPLOYEE RESPONSIBILITIES - PATENT AND COPYRIGHT**

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UA Cossatot recognizes the fact that from time to time the staff may use films, computer software, videotapes, and written materials to carry out the functions of their job description.

When duplicating or copying such materials, the current Copyright Act will be followed in that proper written permission or the purchase of a license from the copyright owner has been obtained before such material is used in carrying out the official duties of the employee.

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**Policy History:**

September 8, 2014  
August 20, 2014  
January 1, 2011  
July 27, 2009  
July 30, 2001

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**PROCEDURE: NONE**