

DATE: December 21, 2004
TO: Chemistry Department Students, Staff, and Faculty
FROM: Sarah A. Green
SUBJECT: Copyrighted Materials on University Computers

All users of Chemistry Department Computers are reminded that downloading, distribution, or possession of copyrighted material without the express permission of the copyright holder is strictly forbidden. This policy includes, but is not limited to, music, video images, and software.

People violating copyright law and specifically the Digital Millennium Copyright Act are subject to legal sanctions. Michigan Tech or its employees may also be liable if they do not report suspected violations. University policy requires that managers and systems administrators who suspect any improper activity:

1. Immediately contact the Public Safety Department.
2. Not discuss the case, facts, suspicions, or allegations with anyone *[including the suspected individual]*, unless directed to do so by Public Safety or the internal auditor.

The general Department intention is to maintain reasonable privacy of users. However, according to the University computer use policy:

- Individuals authorized by MTU may monitor users' data, programs, or any computer activities to
- perform routine maintenance,
 - prevent damage to systems,
 - ensure compliance with University procedures, rules, or regulations or
 - ensure compliance with State and Federal regulations and laws.

MTU specifically reserves the right to review messages, files, data, and other activity for legitimate purposes, during ordinary business operations, emergencies or if misconduct or abuse is suspected.

For questions or clarifications on this issue you may contact Shane Crist (Systems Administrator), other members of the Computer Committee, or me.

Resources:

- Copyright law: <http://www.copyright.gov/>
- Computer crime and intellectual property: <http://www.usdoj.gov/criminal/cybercrime/iplaws.htm>
- MTU procedures manual (these issues fall into the category of "Suspected Wrongdoings," section 21.9): <http://www.admin.mtu.edu/admin/procman/ch21/index.htm> ;
- MTU Computer Use Policy is posted at: http://www.tc.mtu.edu/data/policies_docs/index.htm