Technical Authority – Copyright at Langara

Consult this directive in conjunction with Langara’s Copyright Compliance Policy (B5003)

The Copyright Officer will confer Technical Authority upon positions or departments as appropriate.

Copyright Officer

The role need not be limited to one individual and at Langara will include the Copyright Librarian and Head of Library Services

- Develops and implements copyright policies and may delegate authority for the procedures
- Provides second level assessment of compliance
- Initiates contact with legal counsel as necessary

Copyright Librarian

- Conversant with Canadian copyright law
- Obtains permissions and licenses for sound recordings
- Provides advisory services for:
  - Copyright questions relating to the development and delivery of online learning courses
  - Copyright questions pertaining to textual materials and images, whether print or digital, including but not limited to, educational use and format conversion
  - Copyright questions relating to the use of copyrighted materials in College publications, websites and other public documents
- Provides advisory services and copyright education
- Recommends policy and procedures

Copyright Technician

- Obtains permissions for:
  - Print and digital courseware
  - Textual materials and images used in College publications
  - Copyrighted materials used in websites and other public documents
- Works closely with Bookstore and Printshop
- Develops and recommends procedures
- Provides advisory services to:
  - Faculty and staff relating to courseware copyright
- Refers to Copyright Librarian as necessary
- Refers second level assessment of compliance to Copyright Officer
Media Librarian

- Negotiates relevant license agreements for digital media, and maintains and manages these agreements
- Obtains permissions for the use of copyrighted media in College publications
- Provides advisory services for:
  - Copyright questions pertaining to media, including but not limited to, format conversion and educational use

Electronic Resources Librarian

- Negotiates relevant license agreements for electronic resources, and maintains and manages these agreements
- Provides advisory services for:
  - Questions pertaining to use of electronic resources, including but not limited to e-reserves and the use of licensed resources

Library Copyright Working Group

- Includes above roles and representatives from other areas of the Library including: Collection Development, Electronic Resources, Media, Interlibrary loans, and Technical Services

Langara Copyright Advisory Committee

- Includes representatives from relevant College units, including: Ancillary Services, Continuing Studies, Educational Technology, Enterprise Risk Management, Information Technology, Student Services, and the Library.