



The Medical College of Georgia Office of Academic Affairs

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Applicable to: All students
Approved by: COC
Category: Intellectual Property

Student Use of Faculty Intellectual Property Policy

This policy covers the use of faculty intellectual property by students. Examples of faculty intellectual property include PowerPoint presentations, handouts, study guides, animations, podcasts and any other material generated for educational purposes. The policy is designed to protect the intellectual property of faculty and others and to avoid legal recourse against students.

1. Students are not permitted to make any audio or video recordings of ANY teaching activity (including all reviews or demonstrations). Recording/posting of teaching activities may only be done through official university systems such as ECHO 360 and D2L.
 - a. All **faculty** generated educational materials, including but not limited to lecture notes and/or PowerPoint Presentations, histology or other podcasts, animations, and learning modules are copyright-protected intellectual property and may not be distributed or sold to anyone. They are posted to D2L and are to be used only for educational purposes for currently enrolled Medical College of Georgia at Augusta University students.
 - b. Any faculty-generated material taken from D2L, including photographs from PowerPoints or any reproduced portions of any presentation materials taken from D2L, may not be uploaded to or shared on any public website or application including but not limited to YouTube, Osmosis, Anke, Quizlet, Study Blue, Slideshare, etc. Content may only be uploaded to a secure storage site that is not shared with anyone outside Augusta University. Content can only be distributed via Box or the D2L website.
2. All university audio or video recordings of lecture material in ECHO 360 or similar university applications are for educational purposes only. They may be downloaded to a personal device, but these materials may not be copied or distributed outside of MCG by any means without the written permission of the lecturer and Module/Clerkship Director.
3. Faculty may grant permission to use their faculty generated educational materials in special circumstances, such as providing to a student with a required accommodation.
4. Electronic sharing of **student** generated notes should not include any copyright-protected material covered in #1 above, and should be shared only with MCG students enrolled in the specific course. If student-generated notes or other student-generated course material is used in a web service that allows real-time updating and sharing of notes with other students in the class, such as Dropbox, Box, or Google Documents, these shared notes must not be made available to anyone outside of the MCG students enrolled in the course.



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5. Materials owned or licensed by the University Libraries can only be shared per Fair Use guidelines. For addition information, please see: <http://guides.augusta.edu/copyright/fairuse>.
6. Students may not share materials covered by this Policy with anyone who is not currently an MCG enrolled student, faculty, or staff member.
7. Any breach of this Policy will be reported to the student's MCG Promotions Subcommittee. Violations may result in disciplinary action, including but not limited to, expulsion.
8. A student unsure about the use of technology should ask the Module/Component/Clerkship Directors and/or Associate Dean for Curriculum before taking any actions that might violate the Policy.

For additional information, please see: www.usg.edu/copyright