

Media Copyright Policy

The Media Services Department of Lansing Community College follows the Code of Conduct for the members of the Consortium of College and University Media Centers with regard to copyright matters.

“Whereas, we believe that a balance must exist between the rights of the producers and distributors of the works which we collect and disseminate and the privileges of ourselves and our patrons who benefit from their display; and whereas, we understand that if the owners of audiovisual works are denied their legal right to actual and potential revenues that may be derived from their works, the net effect will be a decline in production of audiovisual materials, and whereas, we consider infractions of copyright law to be equivalent to acts of theft.”

1. Any off-air recording that departments own and have been retained longer than the 45 days free-use period are considered illegal. See below for details concerning the 45-day period.
2. The Media Services Department shall not put illegal off-air recordings on reserve in the video library.
3. The Media Services Department shall not make duplicate copies of illegal off-air recordings.
4. The Media Services Department shall not alter off-air programs. Excerpts of programs can be used in class provided the recorded program is not altered from its original content.
5. Off-air recordings shall not be added to the library's collection without permission from the copyright owner.
6. The Media Services Department shall not duplicate copyrighted tapes.
7. Some media-owned videocassettes have public performance rights; many, however, do not. Those that are labeled for “home use only” may be used in a face-to-face teaching situation.
8. Groups or clubs may not use “home use only” videos in a public performance setting. They must rent videos from sources that grant public performance rights.

Off-air recordings may be used once by individual instructors in the course of relevant teaching activities, and repeated only once when instructional reinforcement is necessary, in classrooms and similar places devoted to instruction within a single building, cluster or campus, as well as in the homes of students receiving formalized home instruction, during the first 10 consecutive school days in the 45 calendar day retention period. After the first 10 consecutive school days, off-air recordings may be used up to the end of the 45-day retention period only for instructor evaluation purposes, i.e., to determine whether or not to include a program in the teaching curriculum. It may not be used in the institution for student exhibition or any other non-evaluative purpose without authorization.