

**POLICIES AND PROCEDURES  
OUACHITA TECHNICAL COLLEGE**

**SUBJECT AREA: Information Technology**

**POLICY/PROCEDURE: File Sharing and Copyright Infringement**

**DATE: 28 November 2006**

**NUMBER: 6.03**

**REVISION(S):**

**FILE SHARING AND COPYRIGHT INFRINGEMENT**

Federal copyright law applies to all forms of information, including electronic communications. Members of the College community should be aware that copyright infringement includes the unauthorized copying, displaying, and/or distributing of copyrighted material. All such works, including those available electronically, should be considered protected by copyright law unless specifically stated otherwise.

Ouachita Technical College complies with all provisions of the Digital Millennium Copyright Act (DMCA). Any use of the OTC network, e-mail system, or Web site to transfer copyrighted material that you are not the copyright holder of, including, but not limited to, software, text, images, audio, and video is strictly prohibited. Therefore, the use of popular file sharing programs such as KaZaA, Morpheus, iMesh, etc. is, in most cases, a violation of College policy and federal law.

Anyone using College IT resources to commit acts of copyright infringement will be subject to the College's due process. Acts of copyright infringement are violations of state and federal laws, and as such, may result in criminal charges.

AUTHENTICATION (Signature):

COPP

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President

28 November, 2006  
(Date)

**6.03**