

**Senate Library Subcommittee
Minutes
December 6, 1999
1:30 p.m.
Library Room 419**

Present: L. Hite, E. Leonard, R. Manalis, K. Murphey, R. Ramsey, J. Violette

Draft Resolution Regarding the Fair Use of Reserve Express

The subcommittee proposed the following policy to forward to the URPC:

Whereas Reserve Express allows faculty members to provide electronic versions of class material (such as handouts prepared by instructors and copyrighted material from books, journals, and magazines) to their students via the internet,

Whereas the Helmke Library must use funds from its book budget to pay a copyright fee for each student in a given class for which the instructor has placed an item on Reserve Express after it has been placed on reserve for one semester.

Therefore, be it resolved that procedures be created and implemented to educate our faculty on:

- a) the FAIR USE of copyrighted material and
- b) the judicious use of the Express Reserve system.

(It was suggested that we ask the faculty to respect the fact the use of this system incurs a cost to the Helmke Library and that, therefore, both faculty and students should use this service with restraint.)

Be it further resolved:

that faculty be encouraged, prior to the start of a given semester, to prepare instructional material that can be incorporated into COURSE-PACKS and sold in the bookstore.

that instructors be LIMITED to ONE HUNDRED of pages of copyrighted material that can be placed on Express Reserve for a given course.

(This last item (lines 26-27) has not yet been discussed.)

It was decided to regard this draft resolution as a working document which will be completed soon after the committee considers details regarding the cost to the library of the Express Reserve system and the implications of the Digital Millennium Copyright Act.