



Cornell University
Office of the Provost

W. Kent Fuchs
Provost
300 Day Hall
Ithaca, NY 14853-2801
t. 607.255.2364
f. 607.255.9924
provost@cornell.edu

February 16, 2009

Dear Colleague:

Respect for the intellectual property of others is a cornerstone of academic integrity. Copyright law balances the rights of copyright owners with the rights of educators by permitting certain uses of copyrighted material without having to first obtain permission from the copyright owner. Cornell has further expanded the range of materials available to you and to the students enrolled in your courses by licensing a large quantity of digital material.

We appreciate that navigating your way through the copyright clearance process can be challenging. We have therefore prepared the enclosed "Faculty Guide to Copyright" to help you properly exercise your rights and responsibilities with respect to the use of copyrighted content in your courses. The Guide is also available online at the Cornell Copyright Information Center's web site at <http://www.copyright.cornell.edu/>.

The Guide identifies the many circumstances in which you can freely use materials in courses without needing to seek permission. It also lists options available to you for those instances when permission of the copyright owner is required. Finally, it encourages you, as authors, to think about managing your own copyrights so that your material can be easily used in courses at Cornell and at other institutions.

Questions about the Guide or copyright in general can be directed to copyright@cornell.edu or to Pat McClary in the Office of University Counsel.

Sincerely,

A handwritten signature in blue ink, appearing to read "W. Kent Fuchs".

W. Kent Fuchs
Provost

Enclosure