Purchased Instructor-generated Materials

**Original Implementation:** September, 1990  
**Last Revision:** July 29, 2014

Instructor-generated materials are course packs or other intellectual property compilations that must be purchased by students. They are not handouts, textbooks, or trade books. Faculty members may not sell instructor-generated or other academic materials directly to students. Instructor-generated materials may only be sold through the university bookstore or off-campus vendors.

Faculty members and the university will negotiate a royalty agreement in advance of the sale of instructor-generated materials in the university bookstore. This does not apply to materials that are works-for hire. The university is not responsible for royalties or other financial benefits on instructor-generated materials sold by off-campus vendors.

Faculty members are responsible for assembling and editing instructor-generated materials. These materials must comply with the General Fair Use Guidelines as described in policy 9.2, Copyrighted Works Reproduction. The department or college may review the materials to ensure they are suitable for instruction and/or sale. No department or college review will infringe upon the academic freedom of the faculty member(s) who created the instructor-generated materials.

**Cross Reference:** Faculty Handbook; Intellectual Property (9.4); Copyrighted Works Reproduction (9.2); and Academic Freedom and Responsibility (7.3)

**Responsible for Implementation:** Provost and Vice President for Academic Affairs

**Contact for Revision:** Provost and Vice President for Academic Affairs

**Forms:** None

**Board Committee Assignment:** Academic and Student Affairs