

UIC FACULTY AFFAIRS POLICIES, PROCEDURES, AND GUIDELINES

SECTION: FPPG 1200 – Teaching and Instruction

NUMBER: 1201

SUBJECT: Interim Policy on University Interests in Online Course Material Developed for 2020 Fall Semester and 2021 Spring and Fall Semesters

APPROVED BY: Provost EFFECTIVE DATES: August 1, 2020 – December 31, 2021

AUTHORITY: Office of the Provost and Vice Chancellor for Academic Affairs

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OVERVIEW: To articulate University interests in online course material developed for the 2020 Fall Semester and 2021 Spring and Fall Semesters, due to the COVID-19 pandemic. This policy was initially approved for Fall Semester 2020 only and then extended through Spring Semester 2021. Due to the on-going COVID-19 pandemic, it has been revised and extended to cover Fall Semester 2021.

POLICY: The General Rules Concerning University Organization and Procedure ("General Rules"), Article III, Section 2(b), define "Traditional Academic Copyrightable Works." In relevant part, these are works created at the creator's initiative for academic purposes. Class notes, syllabi, and instructional materials are among the examples of such works provided in the definition. Typically, the University of Illinois System ("System") has no ownership interest (or any license interest) in such works (General Rules, Art. III, Sect. 4(a)).

There are exceptions to the rule that the University System has no ownership or license interest: (1) when the work is created as a specific requirement of employment or as an assigned duty (General Rules, Art. III, Sect. 4(a)(2)); or (2) when the work is commissioned by the System (Sect. 4(a)(3)). In this unprecedented situation due to the COVID-19 pandemic, where many, if not most, faculty members cannot present lectures other than in an online format, UIC has determined that, for the online lectures and associated materials developed for online use in Fall Semester 2020 and Spring and Fall Semesters 2021 only, such online lectures are not created as a specific requirement of employment or assigned duty, and are not commissioned by UIC or the System.

The University System may also have some license rights in Traditional Academic Copyrightable Works, if the works were created using System resources over and above "those usually and customarily provided." System resources usually and customarily provided is a defined term (General Rules, Art. III, Sect. 2(d)). In preparing online lectures for 2020 Fall Semester and 2021 Spring and Fall Semesters, all faculty members will be afforded the opportunity to use software and other resources as appropriate (including, for example, graduate assistants and assistant stipends), that might not have been offered as resources usually and customarily provided prior to the onset of the COVID-19 pandemic. UIC has determined that such additional resources will be considered to be those that are usually and customarily provided, for online lectures and associated materials developed for use for the 2020 Fall Semester and 2021 Spring and Fall Semesters.

All prior and subsequent arrangements regarding the preparation of online lectures are not affected by this interim policy, which is limited to the upcoming 2020 Fall Semester and 2021 Spring and Fall Semesters. In particular, online courses developed for the Online MBA and the Online RN to BSN degree programs are not affected by this interim policy. This interim policy will expire on December 31, 2021.

Any use of UIC trademarks and logos in online lectures or associated materials must be in accordance with the usage guidelines and requirements approved by the UIC Office of Public and Government Affairs – Office of Marketing and Brand Management. Any use of UIC trademarks and logos other than in connection with delivering online lectures to UIC students is not permitted.

All faculty members presenting online materials should take care to ensure that they have appropriate permissions for the use of third party materials (such as images or other materials downloaded from the internet), or that such uses qualify as Fair Use under United States Copyright Law. Proper attribution for third party materials, as is appropriate in academic settings, should also be observed.

APPLICABILITY: Applicable to all UIC faculty members

REFERENCES:

- [University of Illinois General Rules](#)
- Approved by the UIC Senate Executive Committee July 8, 2021