

## Copy of Course Materials Accommodation Policy

If a qualified student with a disability believes they are unable to access the course materials as they are currently being delivered, the student should contact Student Accessibility Services (SAS) prior to the beginning of the semester, or as soon as possible after the need arises, to discuss the matter of a possible accommodation. SAS will engage in an interactive process to assess whether a reasonable accommodation related to copy of course materials is available. Through this interactive process, SAS may determine that a student's disability may entitle the student to a modification that allows them access to a copy of the course materials.

### Student Responsibilities

- Understand that course materials are often the intellectual property of the faculty and as such, are governed by federal copyright laws and UTampa's Faculty Handbook.
- Do not share, copy, post, transfer, or allow others to view, or otherwise distribute the course materials by any method whatsoever, including making extra copies, uploading them to file-sharing sites or posting them to the internet.
- When the course materials are no longer needed, destroy all copies of the course materials by no later than the end of the semester in which the class was taken.
- Understand that, in many instance, your instructor does not share course materials with students unless they have been specifically approved for the copy of course materials accommodation by SAS.
- Understand that any violation of this accommodation policy may be deemed academic misconduct under the terms of UTampa's Academic Integrity Policy, as well as a violation of the UTampa Code of Student Conduct.

### Faculty Responsibilities

- Supply a copy of course materials to a student, in a timely fashion, who is approved for the "copy of course materials" accommodation.
- Faculty are not responsible for creating course materials specifically for the approved SAS student. Only course materials that are utilized for the entire course should be provided.

### Intellectual Property

At the University of Tampa, per the Faculty Handbook, "Ownership of Intellectual Property created by faculty, both full and part-time, vests in and remains with the creator(s)..."

As a result, faculty own the copyright of their course materials, and faculty hold the exclusive right to release, distribute, or modify those materials. If faculty do not wish to share their course materials with an approved SAS student, then an alternative means of access would be necessary to obtain and/or receive the same information. As an example, alternative means can include individual creation of notes/lecture outline with information from the PowerPoints or allowing the student to record the PowerPoint lecture. However, if there are no alternative means to achieve the necessary access afforded by the copy of course materials accommodation, then the course materials, regardless of intellectual property concerns, should be shared to be in compliance with the institution's obligations under the ADA.