



TEXAS TECH UNIVERSITY

Operating Policy and Procedure

OP 52.02: Infringement of Copyrights in Information Technology (IT)

DATE: February 20, 2024

PURPOSE: The purpose of this Operating Policy/Procedure (OP) is to establish policies regarding the infringement of copyrights with respect to information technology (IT) at Texas Tech University (TTU).

REVIEW: This OP will be reviewed in November of even-numbered years by the Associate Vice President(s) for IT, the Senior Director of IT Policy and Planning, and the Office of General Counsel who will recommend substantive revisions to the TTU Chief Information Officer (CIO).

POLICY/PROCEDURE

1. TTU prohibits the unauthorized copying, adapting, electronic transmission, presentation, and/or use of computer software, applications, and multimedia materials, as well as computerized and non-computerized data without appropriate written consent.
2. Use of TTU information resources* is governed by all applicable TTU policies, Texas state law, and U.S. federal law concerning copyright, including provisions in the Digital Millennium Copyright Act (DMCA.) For details on the educational use of copyrighted works, see [OP 30.22, Guidelines for the Educational Use of Copyrighted Works](#).
3. Violations are grounds for loss of privileges and/or disciplinary action, up to and including termination. Violations may be reported to the appropriate local, state, and/or federal authorities.
4. The TTU CIO has final authority on all TTU-wide information technology issues, including exceptions to existing IT policies.
5. **Right to Change Policy**

Texas Tech University reserves the right to interpret, change, modify, amend, or rescind this policy, in whole or in part, at any time without the consent of employees or students.

* As defined by [Texas Government Code § 2054.003\(7\)](#)