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## Policy - Scholars' Mine Deposit License

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## Policy – Scholars’ Mine Deposit License

### Purpose

In order for Curtis Laws Wilson Library (Library) to reproduce, translate, and distribute content submitted to the institutional repository (Scholars’ Mine) the copyright holder of the submitted material must agree to a non-exclusive distribution license. Additionally, copyright holders submitting content may elect to provide alternative Creative Commons license which can release some of the rights automatically assigned by copyright law.

This policy is subject to change as capabilities, standards, laws, best practices and technology impact the Library's ability to preserve and make accessible digital resources. The intended audience for this policy includes:

- faculty, administrators, and students of Missouri S&T,
- researchers external to Missouri S&T who are collaborating with Missouri S&T personnel and who want to make use of Scholars' Mine services,
- funders, and
- users.

The objective of this policy is to enable the Library to legally post materials on the open web and to take the necessary steps preserve the materials (preserving the material might mean that the files will need to be converted to a different or newer version of a file format if the existing file format or the hardware/software needed to read it becomes obsolete).

### Mandate

As an institution of higher learning, Missouri S&T supports scholarship, teaching, and learning. The Library is responsible for identifying, acquiring, and preserving digital resources for as long as needed to support the activities of the University. The digital repository's (Scholars' Mine) mandate for the preservation of these resources is drawn from responsibilities outlined above and specifically defined in:

- Lever 2.4.13 of Missouri S&T's strategic plan which states: "Continue development of Scholars' Mine designed for increasing internal and external communication and globally promoting the intellectual work of the campus."
- Lever 5 of the Library strategic plan which states: "Explore opportunities to feature and develop Scholars Mine."

The Library is committed to preserving and providing digital access to resources while respecting and upholding the intellectual property rights of authors and obtaining prior consent when the creator's identity is known. Rights management actions are documented and rights information is preserved with digital content.

### Scope

The requirement for a license applies only to materials submitted directly by the copyright holders. It does not apply to metadata or complete bibliographic entries created by the library to aid in content discovery or management.

### Non-Exclusive Distribution License

Copyright holders who submit their work retain the copyright to their work, unless they explicitly give it away or sell it to a third party. The Library does not seek or claim copyright on any submitted materials.

A non-exclusive distribution license means that copyright holders may make other copies of their work available on other web sites or through other means without obtaining permission from the Library. They may also publish their work, in the same form or in a revised form, without obtaining permission from the Library. The Library charges no fee for the service and collects no revenue from Scholars' Mine.

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### **Creative Commons License**

Creative Commons licenses are web-based agreements whereby copyright holders can release some of the rights they are automatically assigned by copyright law. The copyright holder can specify conditions under which others can copy, distribute, or modify his or her work, provided due credit is given.

When submitting works, copyright holders have the option to apply a Creative Commons license that will:

- allow or bar commercial uses of a work
- allow or bar modifications of a work

Some communities within Scholars' Mine, for example subscription journals, may have additional policies regarding licensing. If these additional policies preclude the use of Creative Commons licensing, the copyright holder may not apply such licensing without the approval of the community.

It is important to note that a Creative Commons license can only be applied by a copyright holder. The Library, and Creative Commons do not provide legal advice or services and assume no legal responsibility on behalf of copyright holders.

### **Policy Review**

This policy and the actions and activities associated with it will be evaluated regularly to ensure that implemented strategies continue to support the Library's mission and policies, use resources in a cost-effective manner, and adapt appropriately to address evolving law and technologies. This evaluation will be completed at least once every three years.