



Mount Holyoke College Institutional Response to Notices of Alleged Copyright Violation

Mount Holyoke College serves as an internet service provider (ISP) for its students. In its ISP role, the College is notified from time to time of alleged copyright violations. As a matter of law (the Digital Millennium Copyright Act) and of College policy (Policy on Responsible Use of Computing Resources at Mount Holyoke College), the College acts on notices it receives regarding alleged copyright violations.

When the College receives a complaint regarding alleged copyright violations, such as from the Recording Industry Association of America (RIAA) (which may include, for example, a settlement letter or an information notice), the following actions will take place:

The Director of Networking, who is also the College's compliance officer under the Digital Millennium Copyright Act (DMCA), will send the RIAA correspondence to the holder of the ISP number along with a cover letter (Appendix I). The name of the individual associated with the ISP number will not be revealed to the RIAA unless the RIAA presents a subpoena compelling the College to release that information.

The computer with the corresponding ISP number will be denied access to the wide area network (quarantined) until the Director of Networking receives assurance that the machine is not in violation of copyright laws.

If there is a second complaint from RIAA about the same computer, the process is the same, with the exception that the Dean of the College will also be copied on the correspondence.

**THE Campus Privacy
and Security Committee
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