

Policy number	P24	Version	7
Approved by ABG on	1 February 2024	Scheduled review date	February 2029

1. Purpose

This sets out the policy and procedures relating to ownership of copyright as it applies to written works (whether in printed or electronic form); aesthetic works and printed course materials; as well as computer software and visual recordings created by staff and students/candidates of the National Institute of Organisation Dynamics Australia (NIODA), the ethical implications of the policy, and the review and appeals processes.

2. Scope

This policy applies to copyright materials created for and provided during all NIODA accredited and non-accredited learning activities by staff and students/candidates.

3. Policy Statement

This intellectual property policy is based on the assumption that the legal rights known as intellectual property (IP) should be managed in a way that best preserves the creative and intellectual endeavours of staff and students/candidates in the production of scholarly articles, papers, presentations and theses, and allows NIODA to operate effectively within the Higher Education sector. This policy is not intended to prevent flexibility in individual circumstances, where appropriate and compliant with all applicable copyright laws.

3.1 Ownership of Copyright

Copyright protects how an idea or thought is expressed, not the originality of the idea or thought. The originality requirement for protection is that the author of the work must have used some skill and labour in creating the work and not simply copied it. An idea is not protected until it is presented in a material form.

This policy, as it relates to copyright, is directed towards preserving the value of scholarly work, while at the same time providing for the legitimate interests of NIODA in preserving its ability to: deliver courses; publish research; enter into collaborative arrangements with other educational institutions; and manage contractual relations with third parties.

3.1.1 Website

The NIODA website contains a variety of copyright material, of which some is the intellectual property of individuals or organisations (as named) and some is owned by NIODA. Other material is in the public domain.

NIODA gives permission for website material clearly owned by NIODA to be copied, provided that textual and graphical content are not altered and that the source is acknowledged. NIODA reserves the right to revoke that permission at any time. Permission is not given for any commercial use or sale of this material.

No other material anywhere on the website may be copied (except as legally allowed for private use and study) or further disseminated without the express and written permission of the legal holder of that copyright. Where there is any ambiguity about the ownership of copyright material on the NIODA

website, NIODA should be consulted and the need for permission clarified.

3.1.2 Original Works

Copyright exists in original written works (whether in printed or electronic form), and aesthetic and multimedia works. Copyright gives no control over the use of original ideas contained in a work.

Copyright in a work created by any staff of NIODA in the course of their employment vests in NIODA.

NIODA assigns its copyright in literary, aesthetic and multimedia works to academic staff who are the authors or creators of those works, except in the following circumstances:

- copyright in materials created specifically for the purposes of non-accredited learning activities including consulting, coaching, and other workshops remains vested in NIODA;
- copyright in a work specifically commissioned by NIODA remains vested in NIODA;
- ownership of copyright in works produced by staff members of NIODA under an agreement between NIODA and an external organisation shall be subject to the terms of the particular agreement.

Copyright in a work created by a NIODA student/candidate in the course of their studies in any NIODA program vests in the student/candidate, subject to a grant to NIODA of a perpetual, worldwide, non-exclusive, royalty-free licence including the right to use, reproduce, modify, adapt the student's/candidate's original work for purposes related to NIODA's aims.

In exercising its rights to copyright, NIODA respects the moral rights of creators in accordance with Part IX of the *Copyright Act 1968 (Cth)*.

3.1.3 Teaching Materials

Teaching materials include: reading lists, subject plans, curriculum outlines, computer programs and visual aids. Teaching materials also include any analogue or digital audio or audio-visual recordings of seminars and workshops; but do not include a staff member's personal notes.

Copyright in teaching materials developed by staff/contractors of NIODA is owned by NIODA. This includes, without limitation:

- a right to licence others to use teaching materials, for example in collaborative arrangements with other education providers;
- a right to reproduce and adapt them;
- a right to use them in any course irrespective of where and when the course is delivered, the mode of delivery, and by whom and to whom it is delivered.

3.1.4 Author's Rights to Use Teaching Materials After Leaving NIODA

Authors are not able to use any teaching materials developed specifically for the NIODA programs for any other purposes during or after their employment at NIODA.

3.2 Research Data

NIODA research generally gives rise to 'raw data', which becomes the focus of the NIODA procedures of inquiry. Researchers' rights to hold records of research data arising from research are set out in the

Guidelines for Human Research and Ethics. These Guidelines also recognise an obligation by researchers to ensure that a copy of data is stored and retained to ensure its availability for scrutiny by other scholars. Research students/candidates may have unrestricted rights to use the data records and may retain them for their own use, during and after candidature (as described in signed consent form returned by the research participants).

An agreement between the student/candidate and supervisor should also be made detailing the period after candidature within which the student/candidate has the opportunity (if desired) to publish findings drawn from the data.

3.2.1 Commissioned Works

Copyright in works produced for NIODA by persons who are not engaged under a contract of employment normally shall vest in NIODA. When a service is commissioned involving the production of a work, the ownership of copyright is specified in a written agreement.

3.2.2 Sharing the Benefits of Income from Copyright

It is possible that NIODA may obtain income from the licensing or assignment of copyright, or the external sales of copyright works which, under this Policy, it owns or in which it has an ownership interest. Unless otherwise agreed, net proceeds are shared with academic author(s) or creators, and NIODA, with the details of the sharing to be reached by a process of negotiation.

3.2.3 Research done Collaboratively with other organisations

Where NIODA staff members conduct research collaboratively with other organisations, the ownership of copyright is specified in a written agreement with the other organisation(s).

4. Ethical Considerations

In deciding whether to assert or enforce a claim to own copyright NIODA considers the broader ethical implications apart from the goal of realising commercial gain. In line with the guidelines of the Human Research and Ethics Committee, NIODA endeavours to respect the rights of persons and communities to enjoy and preserve their own cultural heritage.

4.1. Review and Appeals Process

The Leadership Team has responsibility for:

- decisions under this Policy
- interpreting the Policy
- decisions in relation to copyright matters not otherwise dealt with under this section of this policy
- policy review
- student/candidate or staff grievances relating to this policy.

For grievance processes refer to the *Candidate and Student Grievance Policy* or the *Staff Policy*.

5. Related Documents

Candidate and Student Grievance Policy

[Staff Policy](#)

[Ethics Guidelines](#)

[Academic Honesty and Integrity Policy](#)

[Guidelines for Human Research and Ethics](#)