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New copyright licence allows scanning services to be extended in Higher Education

There is good news for academic staff in Higher Education who want to make core readings from printed works available in electronic format via the Virtual Learning Environment (VLE). In a landmark agreement, the Copyright Licensing Agency (CLA) and Universities UK (UUK) / Standing Conference of Principals (SCOP) successfully negotiated a trial blanket scanning agreement for the Higher Education community, which runs from August 2005 for three years. This means that for an annual fee, payable to the CLA (who represent UK publishers and other rights holders) Higher education institution's can make copyright materials available in electronic format to students on a designated course of study.

In the past a number of libraries have offered a limited digitisation service to academic departments to scan chapters from books, or articles from journals not available electronically. Many of the universities have out-sourced both the copyright clearance and the digitisation work to the Heron Service. (http://www.heron.ingenta.com/) However, for largely budgetary reasons, scaling up these services has often been problematic. This was because any readings which staff wanted to scan and made available in electronic format required copyright clearance and permission fees had to be paid to either the CLA or the publishers. The fees could be very expensive as they were calculated based on the length of the article and the number of students on a course. They also usually only licensed material for one year, so the costs were recurrent. The LSE Centre for Learning Technology was fortunate enough to have a copyright budget to digitise materials, however since 2004/5, the service was operating at full capacity and they were unable to scale up further due to costs.

The CLA Scanning Licence is good news for academic staff, however it is a fairly significant additional cost for those institutions who have not been doing digitisation to date. The price is 50 pence per full-time equivalent student, in addition to the charge that institutions pay for the photocopy licence. It also presents some organisational challenges for institutions, largely because of the associated terms and conditions, such as who should do the digitisation and be responsible for the checking and record keeping. Some of the terms and conditions include:

- The institution (i.e. Library) must own a copy of the item that is being scanned.
- No more than 5% of a work, or one chapter from a book, or one article from a journal article (which ever is greater) can be included.
- Only UK published material is included in the licence – this restriction means only publishers whose main place of business is in the UK are covered. For example, Oxford University Press or Blackwells would be covered, but a US publisher with an office in the UK would NOT.
- Material can only be made available to students on a designated course of study. Therefore access to the readings will be via the VLE.

The CLA also require detailed reporting of each item that is scanned under the licence submitted to them twice yearly on a record sheet and they will visit selected institution's to carry out audits and monitor activities over the next 3 years.

In response to the new Licence the Heron Service are offering a digitisation service to members. They are also promoting their digital rights management system, Packtracker, which allows you to manage items processed under the licence, but also to deal with copyright clearance requests. Further details about Packtracker are available at: http://www.heron.ingenta.com/about/about_packtracker.html

LSE were one of the first institutions to sign up to the HE Scanning Licence in August 2005 and have been able to significantly expand their e-course pack service. Since October 2005 over 1000 items have been scanned under the new licence. The service is proving extremely popular with staff and students and limits on the number of items that can be requested were placed on the service to manage demand. Academic staff must first set up a course in the VLE, WebCT before they are eligible to use the service and only material covered by the licence is being processed for new users. Any items not covered by the licence, or which exceed its limits are returned to the lecturer as unsuitable. To cope with the additional workload a team of PhD students has been employed to undertake the data entry and scanning process, although only dedicated e-course pack staff can process and check the requests for compliance. In addition to scanning undertaken under the Licence, LSE are still processing a significant number of copyright requests either directly with publishers or through the Copyright Clearance Centre in the USA. This is because non-UK material is not covered by the licence.

If you would like to find out more about the CLA HE Scanning licence details are available at: http://www.cla.co.uk/support/he/index.html. If you would like to find out more about the services being offered at LSE please contact:

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