Institutional Plan to Combat the Unauthorized Distribution
of Copyrighted Material through Berea's Network

(Peer to Peer File Sharing Policy)

Berea College
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1. **Technology-based Deterrents (At least one is required)**
   Berea has deployed two network appliances (i.e. a Bluecoat and a Packeteer device) to detect and drop traffic associated with P2P file sharing. This includes both incoming and outgoing network traffic. Each device uses a different approach to detect and drop this traffic and both vendors provide firmware updates to the College as new variants of P2P network traffic are detected.

2. **Educating the Community**
   a. **Notice Concerning Copyright Infringement and Peer-to-Peer File Sharing**
      http://www.berea.edu/iss/documents/CopyrightInfringementNotice.pdf
      The notice is sent annually to students during fall semester and published on our web site.

   b. **Computer and Network Policy**
      http://www.berea.edu/cataloghandbook/polprocs/computernetwork.asp
      i. **Introduction:** "Berea College recognizes that all members of the College Community are bound not only by the Policy but also by state and federal laws relating to electronic media, copyrights, privacy and security".
      ii. **Electronic Communications Item G:** "Copyrighted materials may not be displayed on the network or Internet resources without written permission from the copyright holders"

   c. **Network Usage Guidelines**
      http://www.berea.edu/cataloghandbook/polprocs/networkusage.asp.
      Section 3.d indicates that "Users may not utilize peer-to-peer upload/download software or services to obtain or distribute copyrighted material not specifically authorized to the service. "

   d. **Employee Handbook Section on Replication of Copyrighted Materials**
      http://www.berea.edu/peopleservices/employeehandbook/employmentpolicies/rcm.asp
      "No copyrighted material may be reproduced unless the person making the request has in hand written permission of the copyright holder."

3. **Procedures for Addressing Unauthorized Distribution of Copyrighted Material**

   Tools are in place to identify and drop network traffic associated with P2P file sharing and therefore, the College simply stops the content from entering through or being distributed from our network. In the event that unauthorized copyrighted material is found on college-owned computers or storage devices, it will be removed. If the content can be traced back to an employee or student, normal judiciary/disciplinary procedures would apply as outlined in College policy. See http://www.berea.edu/cataloghandbook/sturegs/cjc/judicialprocedures.asp.

4. **Plan Effectiveness**

   Any outbreak of P2P file sharing that bypasses network control devices in place would be easily and quickly detected due to the bandwidth saturation that would occur. In practical terms, violations of this policy would quickly reduce institutional ability to gain access to internet resources due to bandwidth limitations associated with our Internet Service provider. The College will have to respond with other blocking measures in order to reestablish access to academic web resources.

   Berea College has not received a Recording Industry Citation in the past 6 years. This is evidence that our measures have been effective. However, this is an additional mechanism to assess future effectiveness of the measures in place. We will monitor that annually.

   The regular installation of firmware updates for the Packeteer and Bluecoat devices are key to maintaining the effectiveness of our blocking measures in order to drop the latest variants of P2P traffic. Firmware updates are monitored by the Computing Center Director and Assistant Director to ensure timely installation.