



SYRACUSE UNIVERSITY

ELECTRONIC PUBLISHING CENTER

July 1, 2007

Dear Faculty Member,

To better ensure proper implementation regarding copyright issues and NCAA compliancy, all course readers will need to be directed to the University Bookstore.

The Bookstore has a full staff of knowledgeable and trained personnel to accompany the faculty's custom publishing needs while adhering to the University copyright policies and NCAA student regulations. The Bookstore will research each piece, obtain the proper authorization (if needed) and submit the books directly to EPC for printing. The readers will then be delivered back to the Bookstore for resale.

Enclosed is literature provided to us by the Bookstore pertaining to Custom Course Readers. Feel free to duplicate it for your own use. It is imperative that the Copy Center personnel adhere to this policy. I look forward to continuing to improve services within Printing Services and a lasting relationship with the Bookstore.

Sincerely,

Michael F. Domachowske
Assistant Director, Printing Services

Cc: Joseph Carfi
Frank McCarthy