Interim Policy: Recording of Classroom Activities

POLICY CONTENTS
Scope
Policy Statement
Reason for Policy
Additional Contacts
Related Information
History

Scope

This temporary policy applies to all faculty, staff, and students at the University of Nebraska at Omaha (UNO).

Policy Statement

Faculty and students engaged in the instructional process have a reasonable expectation of privacy. There are privacy concerns for the general audience, identifiable individuals, and student work or presentations classified as “educational record” under the Family Educational Rights and Privacy Act (FERPA). Implementation of this policy recognizes UNO’s obligation not to infringe upon the reasonable privacy expectations of faculty, staff, and students in classrooms and other instructional settings, subject to applicable state and federal laws and regulations and UNO and University of Nebraska policies.

Students may not make audio or video recordings of, or livestream, any classroom activity, including lectures, without express prior written consent from the course instructor or if a student has an approved accommodation that requires recording. Instructors may allow recordings of their classes by students if specifically authorized in the course syllabus or otherwise communicated to students in writing. Instructors who wish to record their classes must inform students or other participants in the class in advance and explain the likely use of the recording (e.g. research, archiving, etc.). Whether a student or instructor initiates the recording under this policy, any person who may appear in such recording must be notified in advance and be informed regarding the intended use of the recording.
Recordings covered under this policy can include traditional audio and video recordings of classroom lectures, activities, and course material as well as communications technologies that provide for streaming and digital transmissions or recording of such instructional content or communications between faculty members and students or students engaged in class activities.

This policy does not apply to any accommodations required by Federal or State law for students with disabilities. If a student has an accommodation to record classroom activities, those recordings may not be shared with any other student, whether in the same course or not, or with any other person or on any other platform.

**Reason for Policy**

To establish the temporary UNO policy on recording of classroom activities.

**Additional Contacts**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Contact</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodations</td>
<td>Accessibility Services Center</td>
<td>402.554.2872</td>
<td><a href="mailto:unoaccessibility@unomaha.edu">unoaccessibility@unomaha.edu</a></td>
</tr>
<tr>
<td>FERPA</td>
<td>Office of the University Registrar</td>
<td>402.554.2314</td>
<td><a href="mailto:unoregistrar@unomaha.edu">unoregistrar@unomaha.edu</a></td>
</tr>
<tr>
<td>Student Conduct</td>
<td>Student Conduct &amp; Community Standards</td>
<td>402.554.6601</td>
<td><a href="mailto:unoconduct@unomaha.edu">unoconduct@unomaha.edu</a></td>
</tr>
</tbody>
</table>

**Related Information**

- Adding Closed Captioning to Video
- University of Nebraska Board of Regents Policy 4.4.1 – Ownership of Intellectual Property
- University of Nebraska Memorandum on Copyright Law and Compliance
- UNO Accessibility Services Center
- UNO Office of Digital Learning
- UNO Student Code of Conduct

**History**

Temporary policy approved on April 13, 2020.
marital status, and/or political affiliation in its programs, activities, or employment.