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## Recording of Classroom Activities

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### Scope

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

### Policy Statement

This policy recognizes rights and interests established by federal law for work or presentations classified as “educational records” under the Family Educational Rights and Privacy Act (FERPA).

UNO seeks to protect those interests 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 live stream, any classroom activity, including lectures, without express prior written consent from the course instructor (including by email) 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.

Sample language that may be included in a course syllabus:

Course lectures may be audio/video recorded. Recordings may be available to students registered for this class. This is intended to supplement the classroom experience. As part of your participation in this course, you may be recorded. If you do not wish to be recorded, please contact [instructor] the first week of class to discuss alternative arrangements. Students are expected to follow appropriate university policies and maintain the security of passwords used to access recorded lectures.

Recordings may not be reproduced, shared with those not in the class, or uploaded to other online environments. Doing so may constitute a breach of the Student Code of Conduct. If the instructor plans any other uses for the recordings, beyond this class, students identifiable in the recordings will be notified to request their consent prior to such use.

### Reason for Policy

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

### Additional Contacts

Subject	Contact	Phone & Email	Additional Contact Information
Accommodations	Accessibility Services Center	<a href="tel:402.554.2872">402.554.2872</a> <a href="mailto:unoaccessibility@unomaha.edu">unoaccessibility@unomaha.edu</a>	
FERPA	Office of the University Registrar	<a href="tel:402.554.2314">402.554.2314</a> <a href="mailto:unoregistrar@unomaha.edu">unoregistrar@unomaha.edu</a>	
Student Conduct	Student Conduct & Community Standards	<a href="tel:402.554.6601">402.554.6601</a> <a href="mailto:unoconduct@unomaha.edu">unoconduct@unomaha.edu</a>	

### 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. Published on the UNO Policy Library on September 9, 2021, and designated as 'under review' to allow for the removal of the interim designation upon completion of the campus policy review and approval process. Approved by the Senior Executive Leadership Team on October 26, 2021.

Policy reviewed March 25, 2025, no recommended changes as a result of review.

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