

Georgetown University Law Center Classroom and Event Recording Policy (Updated, August 2022)

CLASS RECORDINGS

Law Center classes are not recorded by default, but faculty may choose to record some or all of their class sessions.

Professors who opt to record their classes may choose either to make video recordings generally available to all students by posting them automatically to their course's Canvas site, or to make them available on a limited basis for approved absences, including illness, quarantine and isolation, bad weather, religious holidays, rescheduled classes, or other reasons. In such classes, students will need to apply for access to recordings, which professors approve on a case-by-case basis. Students approved to access the recording will be emailed a direct link to the recording for the class session(s).

Students may use class recordings only for personal review of the class session(s) to aid their learning. They are not authorized to copy, download, or share course recordings with others for any reason or in any manner. Unauthorized use of class recordings constitutes a violation of the Student Disciplinary Code.

Disability Accommodations

In certain circumstances, students may, after appropriate consultation with the Office of Disability Services, be entitled to an audio or video recording of a course as a reasonable accommodation of disability under the Americans with Disabilities Act or other applicable law. In such circumstances, faculty who have not opted to make recordings available to all students will be advised of the accommodation and the recording of the class for this purpose. Typically, such classes would be video recorded by the Law Center using a camera-based recording platform that has been integrated into the Law Center's Canvas Learning Management System. In the rare circumstances where, after consultation with the professor, it is determined that creation of or access to audio or video recordings would constitute a fundamental alteration of the course pedagogy, the accommodation would not be deemed reasonable and no recording would be made.

RECORDABLE SPACES

Although the Law Center's default policy is not to record classes, many of the Law Center's classes, activities, and events may nevertheless be video and audio recorded. Such recordings may capture collateral private conversations and behavior occurring in recordable spaces, and these recordings may end up being disseminated. Recordable spaces include all classrooms and meeting rooms. From time to time, public events occurring in other spaces (e.g., a lecture in

the McDonough, Hotung, or Fitness Center atrium) may also be recorded; during such events, those spaces also should be considered recordable spaces.

So, for example, a conversation or other behavior that takes place during scheduled class time or in an event room during a break between sessions may be captured in the recording. Even if the class or event starts a bit late, ends a bit early, or regularly includes break time in the middle, recording equipment will be running for the entire scheduled time. If a special event runs over time, the recording may continue to run. A conversation or other behavior that takes place in an atrium during a public special event may also be captured.

Please also note that although there are limitations on dissemination of class recordings, dissemination of event recordings may be more widespread. Unfortunately, we lack the ability to review every recording beforehand to make sure that private personal conversations and other private behavior have not been captured. Please exercise appropriate caution when conducting private conversations or engaging in other behavior intended to be private in recordable spaces.

PLEASE NOTE: Your voluntary participation in activities in recordable spaces constitutes waiver of claims that otherwise might be made under applicable DC, state or federal law with respect to private conversations and behavior that happen to be captured and recorded. Unauthorized recordings—including personal recordings made by students in class and the like—do not fall within the scope of consent established by the Law Center recording policy.

UNAUTHORIZED RECORDINGS

Students, faculty, staff, and visitors to the Law Center are not permitted to make their own audio or video recordings of classes, presentations, office hours, meetings, conversations, or any other events or activities unless expressly authorized by the Law Center. This rule includes classes where faculty have chosen to record their classes by video or audio. In addition, students, faculty, staff, and visitors may not use transcription software without express authorization by the Law Center.

The making or dissemination of such recordings may also violate federal, state, or other laws that restrict the involuntary recording of conversations. Individual professors or event leaders typically have the ability to authorize private recordings of their classes or events, but if they do so, they should ensure that all attendees at those classes or events have notice of private recordings that is sufficient to serve as a basis for inferring consent to those recordings. Unauthorized recording constitutes a violation of the Student Disciplinary Code.