

Policy on Distribution of Recordings of Course Presentations

A. Purpose and Scope. A fundamental interest of the University, its faculty, and its students is to protect the integrity and quality of the teaching and learning experience. When recordings of course presentations, including notes taken during those presentations, are redistributed to others, it is important that such recordings are accurate and respect the intellectual property of the parties. It is also important that the distribution of such recordings be conducted in a way that ensures compliance with relevant University policies and protects the interests of the University, the course instructor, and the University's students. The purpose of this Policy is to set out procedures to control the distribution of course recordings in order to protect this fundamental interest. This policy is intended to protect, and not restrict, the core academic values and processes of the University, and does not in any way restrict the creation of recordings of course presentations, only their subsequent distribution.

B. Distribution of Recordings of Course Presentations. No business, association, agency or individual shall give, sell, or otherwise distribute to others or publish any recording, in any medium, including handwritten or typed notes, made during any course presentation given at the University of California, or use such recording for any purpose without the written consent of the instructor and/or presenter and of the University.

Exceptions:

- (1) Students enrolled in or auditing a course may provide such course lecture notes or sound recording to other currently enrolled students for the purpose of individual or group study or for other non-commercial purposes reasonably arising from participation in the course.
- (2) This policy shall not limit the right of a faculty member to use recordings made by the faculty member or at the faculty member's direction to prepare materials for inclusion in a scholarly or aesthetic work authored by the faculty member.

C. Special Considerations Pertaining to Recordings that Capture Sounds and Images. In addition to the foregoing, recordings of course presentations at the University of California that capture the actual sounds and/or images of those course presentations, in any medium, shall not be distributed, published, or communicated for any commercial or non-commercial purposes without a written agreement between the instructor and the University. This prohibition includes recordings made by any person with the instructor's written consent. Any such agreement must consider not only the rights of the instructor and the University, but also those of third parties, such as the privacy rights of students enrolled in the course. It may be necessary to secure rights from these third parties before any recording, distribution, publication, or communication occurs.

Exception: This policy shall not limit the right of the instructor to make recordings of a course presentation for instructional purposes related to that course or a related course at the University of California, provided the instructor has complied with any other applicable requirements, such as ensuring the privacy rights of students enrolled in a course.

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