



Title: **Setting the Record Straight:** Introducing Lecture recording as University Policy

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This Union notes:

- Panapto provides university staff the tools to upload and caption recordings of sessions.
- The University has classrooms already fitted out with technology (Such as WolfVision and Hy-Flex) which facilitate the recording of learning in impactful ways.
- The Term 'Lecture Capture' refers to: 'the use of technology that allows instructors to record what happens in the classrooms and make it available digitally' (<https://events.educause.edu/>)
- Other HE Institutions, including Welsh HE Institutions such as Swansea University, have policies in place to support Lecture recording on a wide scale. (<https://salt.swan.ac.uk/lecture-recording/>)
- The University of Edinburgh have been successful in implementing lecture recording for the benefit of students while also safeguarding the rights and job security of instructors who produce recorded material as outlined under points 1.3 and 1.4 in their lecture recording policy (https://www.ed.ac.uk/files/atoms/files/lecture_recording_policy.pdf)
- Benefits of the use of Lecture recording have been outlined by University of Bath (<https://teachinghub.bath.ac.uk/why-record-lectures/>) as follows:
 - Benefit some Teaching Approaches
 - Accessibility for students where English is not the first language of students or students with particular disabilities.
 - Allows for more flexibility for lectures to record from their offices should issues restrict travel to the traditional classroom setting.
 - Impact on attendance is inconclusive, while there some studies show drop off, others show that it does not impact attendance figures.
 - Enhanced Note Taking

This Union believes:

- We are living in an age where Lecture recording is becoming a larger desire by students and need in the cases of those who have ISPs or other factors which prevents them from getting the most out of face-to-face lectures.

University of South Wales Students' Union, Annual General Meeting

- The University, through Covid have experience in the recording of lectures that can translate to long-term practice.
- The approach taken by other institutions regarding lecture recording highlights that the implementation of long term lecture recording for students is not only doable but beneficial.
- Certain courses across the university have shown that it can accommodate lecture recording. However, this is not uniform. Especially as we are still living with the impacts of Covid.
- There is a large majority of students who have caring responsibilities or illnesses which limit their capability to attend all lectures. By implementing recording, it will allow these students to not fall behind and as a result attain their potential academically.
- This is directed specifically at lectures where information is delivered to students. It is understood that the recording of seminars, tutorials or workshops would not be beneficial
- Allowing students to review their learning from lectures would allow for more learned individuals capable of understanding course content and achieving their potential.

This Union resolves:

To lobby the University to adopt a policy (much like that provided by the University of Edinburgh), so that lectures are uploaded to the Virtual Learning Environment for the benefit of students enrolled on the taught course to access and utilise during that academic year. This policy should reflect the needs of students and address the concerns of staff. In addition, the following points MUST be reflected in the policy:

- Ensure that students and instructors are protected to exercise their freedom to discuss controversial topics within discussions relevant to learning.
- Staff's own Intellectual Property is protected and can not be used as a substitute for teaching by the instructor or the institution.
- The use of recordings cannot be used without the consent of the instructor by the university for Performance Reviews, Disciplinary reviews (unless in the case of gross misconduct), or commercial gain.
- Retention of recordings are negotiated with course teams and lecturers.
- Staff cannot use recordings in lieu of teaching. While it is recognised that material taught from year to year may not have substantial differences, each recording should be unique in the respect that a recorded lecture is only relevant to the student cohort which the lecture was intended for.
- In addition to these requirements, the Policy should put in place specific safeguards to ensure that the attendance of lectures is not noticeably affected. Such safeguarding measures may include allowing students who attend the lecture or provide the instructor with reasonable excuse for a lack of attendance, permission to access the recording within the Virtual Learning Environment.