

**CITRUS COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS**

AP 4550 RECORDING AND BROADCASTING

Except as otherwise provided in AP 3710, recording and broadcasting (television, radio, internet, still images, and digital media) of activities, performances, and events (not including lectures or presentations by an instructor) at Citrus College shall be the property of the District (with the exception of personal photographs, videos and audio recordings taken with consent, which shall belong to the individual taking the photo/video or making the audio recording).

When more than one request is made to record or broadcast activities, performances, and events, permission may be granted as deemed appropriate. All funds generated shall be deposited in the appropriate division ASO or Foundation account.

Students or their representatives may record (audio and/or video) an instructor's lecture or presentation only with the instructor's consent. Such consent grants to the student a license to use such recording for that student's personal educational improvement. Such consent does not transfer to the student any ownership rights in the material recorded. The recording may not be reproduced, sold, shared, transferred, donated, posted or broadcast by the student or the student's representative without the express written consent of the instructor.

This procedure shall be administered by the Vice President of Academic Affairs and the appropriate division office.

Board Approved 10/19/10