

Audio Recording with Assisted Notetaking Frequently Asked Questions

How is the intellectual property from the course protected?

Broadly, students may not share the recordings/materials with other students. Students who record are expected to keep their files in a secure file location that cannot be accessed by others.

The Office of Accessibility Services (OAS) opted to move to Jamworks in Summer 2024 due to its platform, protections, and stance on intellectual property and academic freedom, which has been further verified by the College Attorney. Protections include audio and visual watermarks, encryption, and permission-based sharing of files. You can [learn more about Jamworks' protections and stance on intellectual property and academic freedom here.](#)

Is using AI for notetaking support beyond the accommodation?

If a student has been approved for this accommodation, the student is generally approved for notetaking support in a course. Securing high-quality notetakers for students with that accommodation has long been a challenge for OAS, and this kind of software allows SMCM to fulfill its support of the accommodation in those situations. Thus, this accommodation is specifically using the recorded audio file to generate the transcript which is the student's notetaking support.

Further, the transcript is formatted to help the student follow the course content in chunks, and students can further manipulate the file to be visually formatted in a way that's most accessible to them.

What can you tell me about Jamworks beyond what you linked on Intellectual Property?

OAS opted to move to Jamworks because it gave the office direct control over which software features could be available to students; as AI has evolved, other companies/products (e.g., Genio, Otter) have added permanent features beyond what is covered by the accommodation. Jamworks has those features as well (e.g., generating flashcards, practice quizzes), but OAS has turned those features off. Jamworks software also supports a larger range of international languages and math content than other software.

Do the other students in the course need to give their permission to be recorded?

Sort of, as this accommodation has been interpreted, the consent is with the instructor. However, since Maryland is a two-party consent state, there must be a verbal and/or visual notification of recording **before** it starts. An instructor should notify the class that someone is authorized to record the class as an accommodation, but they cannot reveal who that person is. **If a participant continues to participate after being notified that the activity is being recorded, their consent to recording is implied.**

My course covers sensitive material. I'm concerned about it being recorded. What do you recommend?

Because of provisions in the Americans with Disabilities Act and later decisions by the Office of Civil Rights, students cannot be fully prohibited from audio recording class. Instructors can develop signals/systems with students to indicate when the recorder should be shut off, given the sensitive nature of the discussion. However, students cannot be held 'academically responsible' for the content that's shared in the discussion—meaning that the content of the discussion cannot be relevant for any graded assignment.

If other students in the course are restricted from any notetaking as part of a discussion or exercise, the instructor may also signal that the audio recording is stopped. Any signals to the student with audio recording should be discreet.

If the nature of your course content/discussion requires that substantive time within the course is non-recorded, please be in touch with the Office of Accessibility Services so that we can collaborate on possible alternative supports for the student in the course.

What happens to the recordings/transcripts at the end of the semester?

Students agree to delete recordings no later than 2 weeks after the end of the semester unless there are extenuating circumstances (e.g. taking an incomplete). The student must reach out to us if they are expecting an extenuating circumstance.