



## Recording Lecture as an Accommodation

Recording Lecture is an accommodation meant to ensure equal access to lecture and information shared in the classroom. Recording the lecture allows students who have documented deficits in attention, auditory processing, and working memory to listen to the lecture at their own pace: pausing and replaying as needed until they have absorbed the necessary information. In a typical classroom environment, students with the above deficits may not be able to process auditory information coming in, hold it in mind, and write it down while listening for the next piece of information. Having a recording allows a student to overcome this barrier to learning.

Students who qualify for the accommodation may have a recording device on their desk while lecture is in progress. This can be a personal device like the student's phone, or it can be a recording device obtained from SDS. If a student has a personal device, then it is **only** to be used for recording. If an instructor notices a student using their personal device for other purposes, the student's right to have the device out in class is forfeit.

The student should simply place the device on the tabletop and hit record--there is to be minimal interaction with the device during lecture to keep from distracting other students.

### What happens to the recordings?

Students approved for the accommodation must sign a contract stating that they will not share the recordings, and that they will delete the recordings once the term is over. For recordings made on SDS-provided devices, SDS wipes each device at the end of the term.

### Appropriate use of recording device

Use of a recording device in the classroom may not be appropriate depending on the course. The purpose of recording a lecture is so that the student can refer back to it in order to complete their notes and better understand the material. If a course or class session is primarily discussion and students are sharing personal information, or what is being discussed is not going to be evaluated, then recording the lecture might be inappropriate. For example, in Seminar courses there may be no need to record the discussion as students are likely not going to refer back to those discussions when completing coursework.

Similarly, in the case of education, counseling, or other classes where students are completing fieldwork hours and sharing client/student information, recording would be inappropriate.

If you have questions or concerns about the appropriateness of recording, please contact Devin Toma, SDS Coordinator, at (925) 631-5058, or by email at [dk11@stmarys-ca.edu](mailto:dk11@stmarys-ca.edu)



## Student Disability Services

### **How is an accommodation for recording lectures determined and approved?**

A student who requests recording lectures as an accommodation must present documentation from a qualified professional (usually a physician or psychiatrist) which supports the need for this aid. An SDS staff member will review the documentation and discuss the request in depth with the student. In particular, we are looking for documented deficits in auditory processing, working memory, and attention. Some typical disabilities that can affect memory include but are not limited to:

- AD(H)D
- Autism Spectrum Disorder
- Mental Health Conditions