AI Note-taking and Transcription

Students may not use AI-powered tools for note-taking, transcription, recording, meeting-assistant, or summarization tools to capture or process any portion of an in-person or online class without the instructor's prior written permission. This includes tools that join an online class as a third-party bot or AI platforms that record or process audio, video, screen content, or class discussion through a personal device. These restrictions also apply to the use of recording-capable eyewear, wearable devices and other technologies, such as smart glasses and smartwatches, that capture, transmit, transcribe or process classroom activities. Wearing such a device is not, by itself, a violation. Faculty may establish additional restrictions on these devices consistent with approved accommodations and the university's Use of Audio/Visual Recording Devices statement. Students who have concerns about being recorded, or who wish to use these technologies for purposes such as language translation or captioning, are encouraged to speak with their instructor about whether and how such use may be permitted in the course.

This restriction does not apply to recording or assistive technology authorized through an approved disability accommodation as documented by a Letter of Accommodation through Student Disability Services (SDS). Students should follow the procedures established by SDS and communicate with the instructor about implementation.

Any authorized recording, transcript, or AI-generated summary is limited to the approved student's personal use in this course. It may not be shared, posted, distributed, or uploaded to another AI system. Instructor-provided recordings and transcripts are subject to the same restrictions.

Permission to use one tool or recording does not authorize other uses.