

How does Eindhoven University of Technology process personal data of students in relation to education recordings

1. Introduction

In this Privacy Statement we provide you, as a student of the TU/e, with information concerning the collection of your personal data by TU/e in relation to education recordings

We have tried to provide all information to you in clear and plain language. If you have any questions concerning our use of your personal data after reading this Privacy Statement, you may contact us via privacy@tue.nl.

This Privacy Statement is valid since 13 March 2024. The latest adjustments to this Privacy Statement were made on 13 March 2024.

2. Who is responsible for your personal data?

TU/e is Controller as described in the General Data Protection Regulation (GDPR), for the processing activities that are mentioned in this Privacy Statement. This means that TU/e is responsible for a careful and proper processing of your personal data.

3. What personal data do we process?

In relation to education recordings TU/e aims to process as least personal data of students as possible. Students present at lectures, at hybrid education or in virtual education shall be minimally visible and minimally audible in education recordings. However, it is inevitable that some student data is being processed in the recordings. TU/e could process, among others, the following personal data:

- Name and/or username in video content management systems.
- Presentations and/or participation during lectures (image and/or sound and/or written information and/or (user)name).
- Presentations and/or participation during virtual or hybrid education sessions (image and/or sound and/or written information and/or (user)name).

4. For what purposes do we process your personal data?

Personal data are processed in relation to education recordings for the purpose of ensuring the quality and continuity of education by giving students and lecturers the option to watch education recordings at a later moment.

5. What is the basis for processing your personal data?

To be permitted to process your personal data, the processing must be based on one of the legal grounds of the GDPR. In the case of education recordings, this is the performance of a public-interest task delegated to TU/e (Article 6(1)(e) GDPR). Article 1.3(1) of the Higher education and Research Act (WHW) charges TU/e with this task, which consists of providing scientific education and conducting scientific research.

6. Who will have access to your personal data?

6.1 Access to your personal data within the TU/e.

All relevant employees who are involved with education recordings will have access to your personal data, but only as far as is required to fulfil their respective tasks. These employees are academic staff related to the courses you are enrolled in, such as lecturers and teaching assistants.

Apart from those mentioned above, also authorized persons in relevant sections of the TU/e like Library and Information Services and support staff involved in functional management of the video content management systems used at TU/e, have access to the recordings, but only as far as is required to fulfil their respective tasks.

6.2 Access to your personal data by third parties

TU/e will not share the data that is being processed in relation to education recordings with third parties, unless this is a legal obligation.

6.3 Use of your personal data by Processors

If another party processes your personal data on our instructions, then this party is a Processor. Our Processors are:

- YuJa (Video content management system used within TU/e).
- Canvas - Instructure (Learning management system used within TU/e).
- Microsoft Teams (Video recording systems used within TU/e).

With these Processors we make agreements concerning the processing of your personal data. Such an agreement will in any case stipulate that certain obligations concerning protection of personal data are respected, thus ensuring that data are processed with due regard for the wishes and standards of TU/e.

7. For how long will your personal data be kept?

The TU/e will keep your personal data in accordance with the GDPR. The data are not kept for longer than is necessary to reach the goals for which the data have been collected, and there is no other basis to process your data lawfully. Your data will be erased in any case after seven (7) years.

8. Will my data be processed outside the European Economic Area ('EEA')?

TU/e attempts to process your data only within the European Economic Area ("EEA") by storing your data on a server in the EEA wherever possible. The video content management system used within TU/e (YuJa) and the Learning management system (Canvas by Instructure), however, also process video/learning content in the USA for their services to the TU/e. YuJa and Instructure can provide an adequate level of data protection to your personal data, according to YuJa's certification under the EU-U.S. Data Privacy Framework.

9. How are your personal data protected?

TU/e has implemented appropriate technical and organizational measures to protect the personal data against unintended or unlawful destruction of the data, unintended damage, loss, alteration or unauthorized disclosure or access, and against all other forms of unlawful processing (including, but not limited to, unnecessary collection of data) or further processing. These appropriate technical and organizational measures include restriction of access to data through authorization and authentication, and privacy and security checks conducted periodically on systems used in the context of education recordings.

10. How can you exercise your privacy rights?

You have the right of access to your personal data and, under certain conditions, rectification and/or erasure of your personal data. Furthermore, in certain cases you also have the right to restriction of processing of your personal data, the right to object to the processing and the right to data portability.

You can find more information about your rights in relation to education recordings on the Framework for privacy in education recordings at TU/e.

To exercise your right of access, rectification, erasure, restriction, objection or data portability, please contact us via privacy@tue.nl. Note however that we may ask for additional information to verify your identity when exercising these rights.

11. Whom can you contact?

If you have questions about how we process your personal data, please let us know via privacy@tue.nl. We will be happy to assist you.

If you believe that the processing of your personal data is not in line with the GDPR, for example if you believe we are not processing your personal data with due care, or if your request for access or rectification has not been answered in time, you may lodge a complaint with the Data Protection Officer (hereafter: DPO) via dataprotectionofficer@tue.nl. The DPO serves as the link between the TU/e and the [Dutch Data Protection Authority](#). The DPO acts independently and can discuss your complaint or ask for advice from the Data Protection Authority.

If you do not agree with the handling of your complaint by the DPO, you may lodge a complaint directly to the Data Protection Authority. The Data Protection Authority will handle the complaint or the request and decide upon it.