



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS  
DIVISION OF STUDENT AFFAIRS

Disability Resource Programs

Effective Date: Office Use Only>

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Procedure on Taped Lectures

**Intent:** To provide registered Disability Resource Program (DRP) students who are unable to take or read notes the ability to tape record class lectures.

**Background:** CSU Coded Memo AA 2002-35; CSU Executive Order No. 926; Sections 504 and 508 of the Rehabilitation Act of 1973, as amended, Americans with Disabilities Act of 1990 (ADA); the California Fair Employment and Housing Act (FEHA); Telecommunications Act of 1996; California Senate Bill 302; California Assembly Bill 2222; California Assembly Bill 422; CSUCI Policy FA.31.002 (Policy on Persons with Protected Disabilities).

**Accountability:** Vice President for Student Affairs, Director of Access, Orientation, and Transition, Associate Director of Access, Orientation, and Transition, and Disabilities Counselor

**Applicability:** Students enrolled full or part time at California State University Channel Islands (CSUCI) or programs administered through CSUCI Extended Education.

**Attachment(s):** Audio Recording Lecture Agreement

**Procedure:** Students with disabilities and the faculty member may develop an Audio Recording Lecture Agreement in which the student guarantees that he/she will use the tapes only for personal use as a student with a disability, that he/she will not share the tapes with anyone and that the tapes will be destroyed at the end of the semester. This agreement is only necessary if an objection to being taped arises. Students must obtain their own recording devices.

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