Proposal for student photo roster project

Request of Academic Advising Committee: Review and comment on project plan. Provide letter of support for project.

Project purpose:
Provide primary instructors and advisors with access to student photos to enhance the learning experience and improve conditions for instructor-student and advisor-student engagement.

Source of photos:
All OSU students currently have their pictures taken by the OSU ID Center for use on the student identification card. The student photographs are stored by the OSU ID Center in a secure system. Only student photos will be available. No employee photos will be available unless they are in one of the two student class designations: XA or XB.

Use of photos:
Only the Primary Instructor for a course, as recorded in Banner, will be able to view the photos of participating students assigned to their section. The Primary Instructor will only access the class photo roster through the Faculty Self-Service utility – Banner for Faculty. The Primary Instructor must choose to view student photos as they will not be displayed by default.

College advisors will be able to view the photos of participating students assigned to the college through the Banner Self-Service Advising Worksheet.

No other individuals will have access to photos. The student photos can be printed by the Primary Instructor or advisors, but for security purposes the student photos will not be available in a downloadable file.

Approval and Implementation:
A task force representing faculty, advisors, students and supporting units is collecting stakeholder input, reviewing technology requirements and coordinating approval for this project. Coordination and liaison ongoing with final approval desired by spring 2009. Formal approval by the Faculty Senate Executive Committee and ASOSU required.

If approved, project will go into the Enterprise Computing Services project queue – currently 18 month backlog – and be ready by ~ winter 2011.

If sufficient interest, project could become FY2010 TRF proposal and be ready by winter 2010.
**Overview of student photo roster project**

**Students must make two choices:**
1. Students must **Opt Out** of allowing advisors to view their photos.
2. Students must **Opt In** to allow primary instructors to view their photos as part of course roster.

These choices will be made initially when the student goes through the START process or the ID Center. Student choices will be stored in Banner. Students will be able to change their selections through Banner self-service and MyCard systems.

**ASOSU stipulations (abbreviated):**
- Only primary instructors may have access to the photo roster.
- Instructors are **never** to take a student’s photo in a classroom setting without a signed consent.
- Need policy regarding a student’s grievance towards an instructor or advisor for alleged abuse of the photo roster system.
- No ill consequence may come to a student for their choice regarding the use of their photo.
- Student pictures from the photo roster system shall **never** be published either in print or online for any reason without written consent.

**Instructional/advising access:**
- Primary Instructor accesses student photos for assigned course through Banner class roster.
- Advisors access photos through Banner Self-Service Advising Worksheet.
- Primary Instructor can select Banner class roster with or without pictures.

Malcolm LeMay, College of Business
737-6021
lemaym@bus.oregonstate.edu