

TO: All MUNFA members
FROM: MUNFA Executive
DATE: September 10, 2025
SUBJECT: Use of AI in Classroom Recordings and Copyright of Instructional Materials

The MUNFA Executive would like to highlight growing concerns regarding the use of Artificial Intelligence (AI) tools in classroom settings. A growing number of AI-driven applications including transcription services, automated note-taking platforms, and lecture summarization tools are being used by students without the prior knowledge or consent of Academic Staff Members (ASMs).

These technologies frequently rely on recordings and transcripts of lectures, often without proper safeguards for consent, privacy, or the protection of intellectual property. In many cases, the content collected through these tools may be stored or used to train proprietary AI models, with limited transparency regarding how the data is used or who may access it.

In light of these concerns, ASMs are encouraged to clearly communicate expectations regarding the use of AI tools and recordings in their courses. The MUNFA Executive recommends that ASMs include language in their course syllabi, lecture slides, Brightspace shells, or other distributed materials to discourage the unauthorized use of AI tools and classroom recordings. The following sample language may be adapted for this purpose:

“My lectures and course materials, including PowerPoint presentations, discussions, tests, outlines, and similar content, are protected by copyright. I am the exclusive owner of the copyright in the materials I create. You may take notes for your own use, but you may not record, reproduce, or distribute lecture content including through AI transcription or note-taking tools without my express written consent. Similarly, you own the copyright in your original work. If I wish to share your work, I will seek your written permission.”

“Copyright [YOUR NAME]. Do not record or share lecture content through AI tools, learning platforms, or file-sharing sites (e.g., Chegg, Course Hero, Otter.ai, Notability, ChatGPT).”

It is important to note that clearly informing students of expectations does not impede authorized use of accessibility resources via MUN's accommodation processes. MUNFA recognizes that some students require assistive technologies or accommodations to meaningfully participate in their learning. As outlined by the [Centre for Innovation in Teaching and Learning \(CITL\)](#), accessible course design, including the use of transcripts, captioning, screen reader-compatible materials, and flexible assessments, plays an important role in ensuring equal access for students with disabilities.

The use of certain AI-enabled tools (e.g., transcription for hearing-impaired students) may be recommended or required through formal accommodations. ASMs are encouraged to work collaboratively with the Blundon Centre and CITL to support inclusive teaching practices while protecting academic materials and maintaining consent-based classroom norms.

As AI-applications are commonly marketed directly to post-secondary students as productivity tools, and learners may not be aware of the broader implications, ensuring communication of the above expectations play an important role in asserting the rights of ASMs, protecting course content, and fostering a respectful academic environment.

ASM's with questions or concerns about unauthorized recordings, AI tools, or inclusive teaching practices are encouraged to contact the MUNFA Office at munfa@mun.ca.