



## Ohio Administrative Code Rule 3357:15-14-28 Recordings.

Effective: June 3, 2024

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Stark state college prohibits employees from audio or video recording any oral or recorded communications on work time, using any device--including but not limited to audio tape recorders, videotape recorders, cellphones, and tablets--unless the employee obtains prior approval from the appropriate executive council member and consent of all parties to the communication. It is the practice of the human resources department not to audio or video record investigations, and/or meetings pertaining to corrective action; however, the vice president of human resources will not withhold consent to an employee's request to record such an investigation, hearing, or meeting when required by federal, state, or local law. Recording in the classroom is addressed in policy 15-13-37, electronic devices in the classroom. This policy is not applicable to recordings that are made through telephone or cell phone voicemail systems and/or Stark state college security systems.

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