

Data protection information as per Article 13 GDPR

Data processing in the **Colloquium Empirical Social Research (sessions in hybrid format)** in the Summer Term 2024

1. Responsible authority

University of Konstanz
represented by the Rectorate
Universitätsstr. 10

78464 Konstanz, GERMANY
Phone: +49 7531 88-0

2. Data protection officer

N.N.

Email: datenschutzbeauftragter@uni-konstanz.de

Website: www.uni-konstanz.de/datenschutz/

3. General information

Please note the data protection information at the bottom of the website (<https://www.uni-konstanz.de/en/university/general-information/information-on-data-protection/>).

4. Legal basis

We process your data based on your consent as per Article 6 para. 1 sentence 1 lit. a) of the European General Data Protection Regulation (GDPR).

5. Purpose and scope of data processing

When you participate in a zoom session of the Colloquium Empirical Social Research, the following data will be processed, e.g.: the IP address, your name, the meeting metadata, audio and video files, chat content. The processed data are required for an active participation (as audience but also for participation in the discussion following the presentation).

Recordings of lectures and/or the following discussions or parts of the lectures/discussions are prohibited – registration is neither allowed for the organizer or lecturer nor for participants.

In our Research Colloquium we use the video conference tool Zoom. Please note the available data protection information on these system at page 3ff from this document or on: <https://www.uni-konstanz.de/en/teaching/advice-aid-resources-service/digitally-enhanced-teaching/data-protection-information-for-using-zoom-as-per-art-13-gdpr/>

6. Consequences of not providing data

Should you not give your consent, you cannot participate in the online event mentioned above. You will not suffer any further disadvantages.

7. Using cookies

When you visit a page, the browser will save a so-called “session cookie” to the end device in use after a one-time log-in to protected areas. The cookie will be deleted as soon as the

browser is closed. The purpose here is to recognize multiple related requests from the same user, which preserves the user's log-in status while using the website. Blocking these cookies can impair access to and use of the website.

8. Recipients

Only the organizing professors, the involved lecturers and other invited participants in the aforementioned online event have access to content data (audio/video files, chat histories, list of participants). Internal recipients are also staff members who need the data to complete their work responsibilities (e.g. staff in the Communication, Information and Media Centre for providing the technical service or the secretary of the involved working group).

External recipient and processor of these data is our Zoom service provider Connect4Video, contact: Connect4Video GmbH, Nibelungenstraße 28, 65428 Rüsselsheim, GERMANY, E-Mail: sales@connect4video.com

Connect4Video is a subcontractor providing Zoom services. While using Zoom, personal data will be processed within the EU/EEA. Zoom Video Communications, Inc. is Privacy Shield certified for non-HR data (data non related to staff members), meaning that such data receives adequate protection in the sense of Article 45 GDPR and can be shared if necessary.

9. Storage duration

Content data related to your person will not be saved by the organizers and will only be processed during each online session.

For details on how the web conferencing system zoom processes and stores data, please consult the data protection information for the respective tool, more information from p. 3.

10. Your rights

- In accordance with Article 15 GDPR, you have the right to request information from the University of Konstanz about any data it stores that is related to your person and/or to have incorrect data corrected as per Article 16 GDPR.
- You can withdraw your consent at any time as per Article 7 GDPR. The withdrawal of consent will not affect the lawfulness of data processing if consent had been provided before its withdrawal.
- Moreover, you also have the right to have your data deleted (Article 17 GDPR) or the processing of data limited (Article 18 GDPR).
- To better understand and exercise your data protection rights, please contact our data protection officer by emailing datenschutzbeauftragter@uni-konstanz.de.
- You also have the right to file a complaint with the regulating authority if you believe that the processing and use of your personal data is in violation of the law (Art. 77 GDPR). The responsible contact person at the regulating authority is the Landesbeauftragter für den Datenschutz und die Informationsfreiheit Baden-Württemberg (state commissioner for data protection and the freedom of information in Baden-Württemberg) (<https://www.baden-wuerttemberg.datenschutz.de>).

Data protection information for using Zoom as per Art. 13 GDPR

As of: July 2020

The University of Konstanz uses the web conferencing service Zoom for its teaching, research and self-administration activities. This service is used for online courses, exams and meetings (hereafter: “online events”) in situations where in-person events are not possible or not recommended. We process your personal data (hereafter “data”) in line with legal requirements in a transparent manner. This is why we explain in this data protection information: which data we process in the context of Zoom, for what purpose we need to do so and what the legal basis is. We also provide you with information about contact persons and your rights.

I. Name and address of the data protection officer

The university’s data protection officer is:

N.N.

datenschutzbeauftragter@uni-konstanz.de

Website: [data protection information](#)

II. Name and address of the responsible institution

The responsible institution as per the General Data Protection Regulation (GDPR), other national data protection laws of the member states as well as additional data protection regulations is the:

University of Konstanz
represented by its rector Professor Katharina Holzinger
Universitätsstr. 10
78464 Konstanz, GERMANY
Phone: +49 7531 88 -0

[Email](#)

[Website](#)

III. Extent and purpose of data processing

If you take part in an online event at the University of Konstanz via Zoom, the data you enter during log in will be shared with Zoom. The amount of additional data processed depends on the data you enter before / during the online event.

If you have a business account with Zoom, the following data will be shared with Zoom after registration is complete (log in and confirmation):

- full name (displayed) as well as first and last names in separate fields,
- language settings,
- department,
- work email address,
- institution name “University of Konstanz”.

The extent of data processed by Zoom depends on the group a person belongs to. The groups include Zoom users (user profile, metadata, recordings, content data and call data), persons mentioned during communication (recordings and content data) and staff members in Financial Affairs and the Communication, Information, Media Centre (KIM) (contract data):

Data category	Type of data
<i>user profile</i>	data shared during the log in process such as a name (or alias)
<i>metadata</i>	meeting metadata: topic and length of the meeting, start and end of participation (times), description of meetings (optional), chat status, participants’ IP addresses, Mac addresses and other device IDs if applicable, approximate location for the purpose of connecting with the closest computing centre, device/hardware information like device type, operating system and version, client version, type of camera, microphone or loudspeaker, type of connection, etc.
<i>recordings</i>	meeting recordings: mp4 files of all video and audio recordings and presentations, M4A files of all recordings, text file of all files used in meetings, chats histories and audio recordings and other information shared via Zoom Users are informed here directly that the online event may be recorded.
<i>content data</i>	chat histories
<i>call data</i>	call history (optional) if applicable: caller’s phone number, country, IP address, emergency contact number, start and end time, host name, host email address, Mac address of the device used
<i>contract data</i>	invoices and purchasing data

The data processing serves the purpose of enabling online communication via web conferencing.

IV. Legal basis for data processing

We use Zoom services in teaching and general administrative activities. The legal basis for processing personal data depends on the area where it takes place.

We process the data of students, other members of the university and other persons who are taking part in courses and meetings. Data processing is required for performing the task in the public interest. In the area of teaching, the legal basis is provided by Article 6 para.1 sentence 1 lit. e, para. 3 GDPR in connection with § 4 Landesdatenschutzgesetz LDSG (state data protection act) and §§ 2, 12 Landeshochschulgesetz LHG (state law on higher education).

We also process the data of staff members as required for them to fulfil their work responsibilities. The legal basis is Article 88 para. 1 GDPR in connection with § 15 para. 1

LDSG and §§ 83 ff. Landesbeamtengesetz BW (state civil service act), as data processing is required for performing the task in the context of the employment relationship.

Data can also be processed in the context of a contract, for example in videoconferences as part of calls for tender, contract negotiations or the fulfilment of contracts, Article 6 para. 1 sentence 1 lit. b GDPR.

V. Storage duration

Even if you do not exercise the rights mentioned below, your data will only be stored as long as required to fulfil the purposes mentioned above. This does not apply if, contrary to this, a longer storage time is mandated by law or is required for legal enforcement within statutory periods of limitation. Even if data is only stored for the aforementioned purposes, the use of such data is limited to the minimum amount required.

If, in exceptional cases, an online event is recorded, the data from the audio and video stream as well as all messages sent via the chat, question or survey functions will be saved and kept afterwards for the period of time announced before the recording began.

VI. Recipients

Internal recipients are those staff members who need the data to complete their work responsibilities. Other recipients can exist in cases where we are legally required to share data.

External recipient and processor of these data is our service provider Connect4Video, contact: Connect4Video GmbH, Nibelungenstraße 28, 65428 Rüsselsheim, GERMANY, E-Mail

Connect4Video is a subcontractor providing Zoom services. While using Zoom, personal data will be processed within the EU/EEA. Zoom Video Communications, Inc. is Privacy Shield certified for non-HR data (data non related to staff members), meaning that such data receives adequate protection in the sense of Article 45 GDPR and can be shared if necessary.

VII. General information

Please take note of the general data protection information at the bottom of the website.

Our data protection efforts are continually be evaluated and improved upon, which means that this data protection information will also be updated from time to time. The most current version is available on the website for the respective service.

More information about data processing while using Zoom is available online at: <https://zoom.us/privacy-and-legal> Please not that this is an external website that Zoom Video Communications, Inc. is responsible for and that will collect personal data when you visit it.

VIII. Right to objection as per Article 21 GDPR

You have the right to object to the processing of your personal data at any time for reasons resulting from your particular situation. In this case we will no longer process your data, unless we can demonstrate compelling reasons for processing that are worthy of protection and

outweigh your interests, rights and freedoms, or the processing serves to assert, exercise or defend legal claims.

IX. Rights of the parties involved

- In accordance with § 15 GDPR, you have the right to request information from the University of Konstanz about any data it saves that is related to your person and/or to have incorrect data corrected as per § 16 GDPR.
- Moreover, you also have the right to have your data deleted (Article 17 GDPR) or the processing of data limited (Article 18 GDPR).
- If you raise an objection while in a contractual relationship with the university, it may no longer be possible to fulfil the contract.
- To better understand and exercise your rights, please contact our data protection officer by [email](#). :
- You also have the right to file a complaint with the regulating authority if you believe that the processing and use of your personal data is in violation of the law (Article 77 GDPR). The responsible contact person at the regulating authority is the [Landesbeauftragte für den Datenschutz und die Informationsfreiheit Baden-Württemberg](#) (state commissioner for data protection and the freedom of information Baden-Württemberg).