Cultural Expectation of Privacy and Archives in Qatar

By Tiffany Schureman and Annabel Armstrong-Clarke, Virginia Commonwealth University in Qatar

ARLIS/NA 43 Annual Conference, March 22, 2015
Photo courtesy of Doha News
Privacy and being photographed

- Family concerns – reputation, freedom, marriage
- Permission from parents
- Acceptable if university was taking photos
- Must be wearing headscarf and abaya
- Not religious, but cultural reason
Archives in Qatar

- Nomadic society/oral histories
- Private collections
- National Archives – no material
- Little general knowledge of archives
VCUQatar

• Founded in 1998 as all girls school, now co-ed

• VCUQatar University Archives started informally

• More formalized at 10 year anniversary

• Physical and born-digital material
Protecting Privacy

• LUNA

• Permissions forms

• No school wide form

• Freelance photographers

• New communication with departments and photographers
VCUQATAR - Authorization to use images of student work

VCUQatar recognizes the student as the owner of any Intellectual property rights to work he/she produces while a registered student of VCUQatar. There are some circumstances in which VCUQatar may wish to reproduce student work for educational or promotional use. Accordingly this form gives permission to VCUQatar to reproduce your work for those purposes in:

- VCUQatar archival database (LUNA)
- VCUQatar website (www.qatar.vcu.edu)
- VCUQatar promotional publications (e.g. leaflets, prospectuses, exhibition catalogues)

Please note that you as the author retain copyright in the work at all times and any reproduction of the work by VCUQatar for commercial purposes will be agreed with you in advance.

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>Course/Program Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Student ID Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title/Description of work:</th>
<th>Period of consent:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>From <em><strong>/</strong></em>/___ to <em><strong>/</strong></em>/___ OR</td>
</tr>
<tr>
<td></td>
<td>□ Perpetual consent</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date photographs taken:</th>
<th>Course teacher:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

1. I hereby authorize/do not authorize (circle one) VCUQatar to use/reproduce or publish photographs of my work as detailed above.

2. Scope of permission. This permission extends to the use of the work as described above. *Please insert description of the permitted use of the Work if different from above:*

3. Certificate of Authorship. I am the owner of the copyright to the work described above. The work is not subject to any grant, work for hire agreements or other restrictions that would prevent its use consistent with this permission. Unless explicitly indicated, all aspects of this work are original to me and have not been adapted or copied from other sources.
VCUQATAR - AUTHORIZATION TO USE STUDENT IMAGE
PHOTOGRAPHS AND/OR AUDIO-VISUAL

There are some circumstances in which VCUQatar may wish to reproduce images of students for educational or promotional use. Accordingly this form gives permission to VCUQatar to reproduce your image for those purposes in:
  • the VCUQatar archival database (LUNA)
  • on the VCUQatar website (www.qatar.vcu.edu)
  • VCUQatar promotional publications (e.g. leaflets, prospectuses, exhibition catalogues)

I, ______________________________________ (“Releasee”), hereby authorize/do not authorize (circle one) Virginia Commonwealth University in Qatar to use, reproduce, and/or publish photographs/video that may pertain to me without compensation. I understand the photographs will not be used for commercial purposes.

This authorization is continuous and may only be withdrawn by written rescission of this authorization.

Unless indicated otherwise below, I hereby authorize and consent to the release and display of my name, status as a student of VCUQatar and any other personal information I have provided related to this image and its use by VCUQatar.

Students may instead decline to have their name associated with the photo/video by signing here:

I would like to have my name and any other personal information removed from the photo/video before being used. Initials: __________________________

Description of Material (Photos/Audio-Visual), include details of event and date of event:
__________________________________________________________

I represent that I am 18 years of age or older, or the parent or legal guardian for the Releasee, have read and understand the content of this release, and agree to the terms hereto.

Signature: __________________________________________ Date: __________________________

Name (printed): __________________________________________

Student ID Number: ______________________________________

Releasee's email address: __________________________________

Mobile no: ______________________________________________
Permission Forms

- Images of students, images of student work, non-student forms and group forms
- Can revoke permission at any time in writing
- Permission give for non-class projects and in classroom photos
- Permission not sought at public events
- Copyright not given to VCUQatar
LUNA

• Digital asset management system

• Only accessible to faculty, staff and students

• Username and password protected

• Accessible from home over VCUQatar VPN
OK TO PHOTOGRAPH!

DON'T PHOTOGRAPH ME!

DON'T PHOTOGRAPH MY FACE!
Issues

• Students are not consistent

• Can’t attend every class or project to explain form

• Still have to check photos against forms

• Need a way to identify students
Lessons Learned

• Process will never be perfect
• Forms will continue to evolve
• Students are happy to have their photo taken
• Students appreciate the form and the option to opt out
• Access is still an issue
Benefits

- Receiving more photos from departments
- People are more aware of archives
- Using LUNA
Tiffany Schureman
University Archivist
tlschureman@vcu.edu

http://www.qatar.vcu.edu/library/research/archives/rights-permissions