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Proposed Processes for Obtaining Permission for Posting Videos and Slides from UMRA Presentations – Now and in Expanded Sharing Through the Alumni Association [i]

Background. UMRA began recording monthly forums in February 2019. Beginning in May 2020, UMRA started recording its monthly programs held via Zoom. These "Program Webcasts" are listed on UMRA's Monthly Meetings page and include a link to the recording. The recordings are posted on UMRA's *unlisted* YouTube channel. Unlisted means a person needs the UMRA link to access the recoding. It cannot be found without that link. However, the UMRA meetings page is accessible to the public, so program summaries and links can be found that way. In contrast, the Alumni Association's *Gold Mind* collection of videos is on a *listed* YouTube channel, which is open to the public and more widely viewed. UMAA has proposed making UMRA videos more accessible to the public via *Gold Mind,* joining another 18 university colleges (units?) in doing so. They leave it to individual colleges (units?) to obtain permission from the presenters.

A. Current Process for UMRA Website. In all cases, presenters are asked for permission to post those videos (and slides) on the UMRA website during the practice session and it has been given.

B. Proposed Approach for Adding New UMRA Presentations to Gold Mind. As UMRA's liaison to the Alumni Association, I will decide which presentations are worth nominating to their site. I will develop the criteria in concert with UMAA and confirm with the UMRA leadership. I suspect, for example, they would not be interested in a presentation that has no wide appeal; e.g. health care options for UofM retirees. For those of general interest and after the program summary has been posted on the UMRA website, I will…

   1. Contact the UMRA program person who organized that presentation, asking them to contact the presenter for permission to post their presentation on *Gold Mind*.
   2. Supply the UMRA program person with the text of an email that addresses the recipient (presenter) by name and provides a link to their presentation summary. The text will also briefly describe *Gold Mind* and why UMRA would like to offer their presentation to UMAA for wider distribution. Finally, it will ask the presenter if it is OK to make their video accessible through *Gold Mind.* Send their answer back to me for my records.
   3. Forward the program summary, including the video link, to the *Gold Mind* staff, saying it is OK to post the video on the site. Be clear that UMRA expects them use our summary in preparing the text describing the video – typically 50-60 words.

C. Proposed Approach for Older Presentations. Same as for new presentations. I will ask the UMRA person who recruited the presentation to go through the same steps. The presenter worked with that person before and is most likely to respond to their request.

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[i] These procedures were developed with Kris Mortensen who has produced our videos and edited the program summaries written by the UMRA program person who organized each event.