

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

As of: August 2023

The University of Konstanz uses the webconferencing service BigBlueButton (BBB) 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 BBB videoconferencing, 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 contact details of the data protection officer

The university's data protection officer is:

DDSK GmbH,
Irina Weiß

Email: datenschutzbeauftragter@uni-konstanz.de

Website: [Data protection officer](#)

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 the
Rectorate
Universitaetsstr. 10
78464 Konstanz, GERMANY
Phone: +49 7531 88-0
Email: digitale-lehre@uni-konstanz.de

III. Extent and purpose of data processing

After log-in and registration of the users (registration process), the following data is processed:

- the name of the University of Konstanz user account (firstname.lastname)
- email address

-language settings

The amount of additional data that is processed depends on the functions used during the online event:

Data category	Type of data
User profile	see data processed during log-in
Metadata	topic and length of meeting, start and end of participation (times), description of meetings (optional), chat status, participants' IP addresses, microphone or loudspeaker, type of connection, etc.
Content data	chat histories, shared notes, uploaded presentations, whiteboard contents, voting results, status settings of the participants

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

IV. Legal basis for data processing

We use BBB services in teaching, research and self-administration 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, exams and meetings. Data processing is required for performing the task in the public interest. In the area of teaching and research, 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). In the case of exams: also in connection with the statutes on alternative exam formats and dates "Satzung der Universität Konstanz über den Einsatz alternativer Prüfungsformen und über alternative Prüfungstermine bei infektionsschutzrechtlicher Erforderlichkeit".

We also process the data of staff members as required for them to fulfil their work responsibilities. The legal basis is Article 6 para. 1 sentence 1 lit. e, para. 3 GDPR in connection with § 15 para. 1 LDSG and §§ 83 ff. Landesbeamtenengesetz BW (state civil service act), as data processing is required for performing the task in the context of the employment relationship.

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.

VI. Recipients

Internal recipients are those staff members who need the data to complete their work responsibilities. There may be other recipients in cases where we are legally required to share data.

Other participants of online events are external recipients of the data you share during the event.

Since both the system and data are stored in the university's own Data Centre, there are no additional external recipients.

VII. General information

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

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 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 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 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 (Article 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>).