Hochschule Bielefeld
University of Applied Sciences and Arts

Data Protection Declaration – Information on the Processing of Personal Data with Regard to the Use of the Video Conferencing Tool Zoom X Provided by Deutsche Telekom GmbH

(Version of this data protection declaration on the aforementioned processing: 02 of 29/03/2023)

With this data protection information, Hochschule Bielefeld – University of Applied Sciences and Arts (hereinafter "HSBI") meets the duty to supply information in accordance with Articles 13, 14 of the EU General Data Protection Regulation (EU GDPR) for the aforementioned processing of personal data.
With regard to the terms used below, "personal data," "processing," "controller," "third party" etc., we refer to the definitions in Article 4 of the EU GDPR.

Purpose of the processing

Procurement and use of the video conferencing and webinar solution Zoom X provided by Deutsche Telekom GmbH as a tool for teaching, research and administration in online meetings and webinars of HSBI (hereinafter "online meetings").

This includes the use of the licensed products and services, the provision of updates, ensuring information security as well as technical and customer support.

Contact information

The data controller responsible for the processing is HSBI, a legal entity under public law financed by the German federal state of North Rhine-Westphalia (NRW). It is represented by its president, Prof. Dr. Ingeborg Schramm-Wölk.

Contact information of the controller

Hochschule Bielefeld –
University of Applied Sciences and Arts
Die Präsidentin
Interaktion 1
33619 Bielefeld
Germany

Telephone: +49.521.106-7701
Website: www.hsbi.de

Contact person

Name: Michael Korff
E-mail: Michael.Korff@hsbi.de
Telephone: +49.521.106-7719
Website: www.hsbi.de

Contact details of the data protection official

The data protection official can be contacted through the controller's postal address or as follows:

E-mail: datenschutzbeauftragte@hsbi.de
Telephone: +49.521.106-7743
Website: www.hsbi.de/datenschutzbeauftragte

Scope and type of processed personal data

In the context of "online meetings," the following personal data are collected and processed for the following purposes:

- Account data of users:
  - Zoom user ID (registered users)
  - Display name
  - E-mail address (registered users)
  - Password (registered users)
  - Profile picture (optional)
  - Department (optional)
  - Social media registration (optional)

- Meeting meta data:
  - Start/end of the session
  - "Join" method
  - Host name, session host details
  - User ID and meeting ID
  - Participants' device/hardware information
  - Participants' IP addresses

- Telephony usage data (optional)
  - Telephone number of the caller

    - Telephone number of the caller
    - Country name, IP address
    - 911 address (registered business address)
    - Start and end time,
    - Host name,
    - Host e-mail,
    - MAC address of the used device

- Content data:
    - Video, audio, whiteboard (including comments), subtitles and presentations
    - Chats, images/files/videos exchanged via chat
    - Surveys and survey information
    - Live translations/subtitles
    - Participants' status (host/participants)
    - Room names (if used)
    - User categories (if used)
    - Scheduled meeting time
    - Subject-related names

- Telemetry data:
    - Client type, version, operating system
    - Session time/place
    - User ID
    - Meeting ID

Legal bases

The legal bases for the processing of personal data are Art. 88 GDPR in conjunction with Section 18(1) of the Data Protection Act of NRW (DSG NRW), Art. 6(1) point (a), Art. 6(1) point (b), Art. 6(1) point (e) GDPR in conjunction with Section 3(2), (3) of the Higher Education Act of NRW (HG NRW) as well as in conjunction with Section 64(2) p. 2 HG NRW.

In detail:

Insofar as personal data of the employees of HSBI are processed, this is done on the basis of Art. 88 GDPR in conjunction with Section 18(1) DSG NRW for the purpose of fulfilling service tasks.

When data are processed as part of teaching, this is done on the basis of Art. 6(1) point (e) GDPR in conjunction with Section 3(2), (3) HG NRW for the purposes of developing teaching activities that are in the public interest.

When conducting oral examinations, Art. 6(1) point (e) GDPR in conjunction with Section 64(2) p.2 HG NRW in conjunction with Section 3(3) HG NRW is the legal basis.

Insofar as the processing is necessary for communication with third people for the purpose of fulfilling a contract with HSBI, this is done on the basis of Art. 6(1) point (b) GDPR.

For communication with applicants and other third people without a contractual relationship with HSBI, Art. 6(1) point (a) serves as the legal basis after consent of the data subject, offering the use of an alternative video conferencing service.

Please note that using the video conferencing and webinar solution provided by Deutsche Telekom GmbH to process sensitive data, such as health data or biometric data, is illegal in accordance with Art. 9(1–2) GDPR.

Data transfer

Recipient / Transfer of data

Personal data that are processed within the context of the provision of the "online meetings" telecommunication services are in principle not transferred to third parties if they are not intended for transfer. Please note that content from "online meetings", as in face-to-face meetings, often serve to communicate information to third parties and are therefore intended for transfer.

Other recipients

The "online meetings" provider Telekom Deutschland GmbH receives knowledge of the aforementioned data as stipulated in our data processing agreement with Telekom Deutschland GmbH, which consists of the standard EU contract clauses in accordance with Art. 28(7) of the regulation (EU) 2016/679 of the European Parliament as well as Art. 29(7) of the regulation (EU) 2018/1725 of the European Parliament and Council (as of June 2021).

Data processing outside the European Union

Telekom Deutschland GmbH uses the subprocessor Zoom Video Communications, Inc. from the United States for its "online meetings" service. To register "online meetings," pseudonymised e-mail addresses are sent to Zoom Video Communications in the US. A data protection agreement in accordance with standard EU contract clauses was concluded between Telekom Deutschland GmbH and Zoom Video Communications, Inc. The level of data protection is determined by the use of the EU's standard contractual clauses according to Art. 46(2) point (c) and (d) GDPR.

Processing period / Erasure of data

The processing period ends when the receipt of services end, i.e. on the users' account expiration date or employees' contract termination date or students' deregistration date. After collection, personal data will be stored for as long as it will be necessary to fulfil the aforementioned purposes. This is not applicable if a longer storage or retention period is prescribed by law or necessary for law enforcement within the statutory limitation periods. If

data are only stored for the aforementioned purposes, access to them is limited to the extent necessary for this.

Your rights as data subject

As data subject, you can assert your rights granted by the EU GDPR at any time:

- The right to obtain information from the contact person named under 2.1 as to whether or not personal data of yours are being processed, and if so, which personal data are being processed (Art. 15 EU GDPR),
- The right to request rectification or completion of the data that concern you (Art. 16 EU GDPR),
- The right to erasure of data that concern you in accordance with Art. 17 EU GDPR,
- The right to obtain restriction of processing data in accordance with Art. 18 EU GDPR,
- The right to withdraw the consent you have given at any time (from the moment of withdrawal onwards). The lawfulness of the processing taking place from consent until withdrawal shall not be affected by this (Art. 7(3) EU GDPR),
- The right to object to future processing of data that concern you in accordance with Art. 21 EU GDPR.

Beyond the aforementioned rights, you have the right to lodge a complaint with the data protection supervisory authority (Art. 77 EU GDPR), e.g. with the authority relevant to the university:

Landesbeauftragte für Datenschutz und
Informationsfreiheit Nordrhein-Westfalen
Kavalleriestraße 2-4

40213 Düsseldorf
Germany

Telephone: +49 211 38424-0
E-mail: poststelle@ldi.nrw.de

Validity of this data protection information

We reserve the right to make amendments to this data protection information in order to update it in accordance with amendments made to relevant laws or regulations, or in order to better respond to your needs. This data protection information is valid in the version last published by HSBI.