Privacy Notice – Strathclyde Inspire

Privacy Notice
Strathclyde Inspire is a university-wide programme of entrepreneurship activities which supports students, alumni and staff at every stage of their entrepreneurial journey from developing an entrepreneurial mindset through to idea, launch and growth. This privacy notice explains how Strathclyde Inspire will use your personal information and your rights under data protection legislation. It is important that you read this notice prior to providing your information.
Who we are
The University of Strathclyde is the organisation responsible for your personal data in terms of data protection legislation (the data controller). If you have any questions regarding the handling of your personal data, or your rights, please contact the University's Data Protection Officer at dataprotection@strath.ac.uk.
Information we collect and use about you
Strathclyde Inspire may collect and process the following data about you: - Name   - E-mail Address   - Home / Business Address   - Telephone / Mobile Number   - Gender   - Nationality   - Your affiliation with Strathclyde, such as student, staff or alumni and associated details, such as: subject of study, degree course, date of graduation, department and staff title   - Entrepreneurial support you are interested in accessing   - Details of your business idea or existing company   - Support you have received and impacts thereof (e.g. competition wins)   The personal data will be collected and processed for the purposes of the University's activities regarding the promotion and support of entrepreneurship amongst Strathclyde students, staff and alumni.
Why we require this information and our lawful basis
Your personal information will be used to:

- Process your request to join the Inspire Community;
- Add you to the Inspire mailing list which will allow you to receive updates about support available to you through Inspire, as well as support offered by other organisations, such as competitions, funding opportunities and events (you can unsubscribe from this list at any time);
- Record the activities you undertake and the progress you make in relation to your entrepreneurial aspirations, allowing us to provide tailored support;
- Record outcomes relating to your entrepreneurial endeavours.

We process your information on the basis that:

- It is necessary to provide you with tailored and relevant support;
- It is in the legitimate interests of the University to process your information; or
- We have your consent to process the information (for electronic marketing).

We may want to take images (still photographs or moving images) of a range of Inspire activities for the purpose of publicising the work of Strathclyde Inspire.

If this is the case, we will make you aware of this in the information relating to the event or activity. We will display notices to inform you that filming or photography is taking place, and our staff will advise you what to do if you do not wish to be in the images. Where images are of groups of people and there is a minimal impact on privacy, we rely on legitimate interests to take and use images.

Where you are the focus of an image and are clearly identifiable in the image, then we will ask for your consent to use the image.

Digital tools may be used to monitor the impact of our communications, such as email tracking to record when an email is opened.

Any sensitive personal data (i.e. data relating to physical disabilities) will only be processed if it has been provided by you for a specific purpose (e.g. event planning) and will be subject to additional protection. This will be explained to you in a Privacy Notice when you register for an event.

Disclosing your information

Third Party Data Processors
We may engage third parties strictly for processing data, which may be held on international servers. If we use any data processing services or tools which involve the transfer of personal data outside the EEA, we will only do this where necessary, and where there are adequate safeguards in place for personal data. Any such companies are acting as data processors of the University and the University retains full responsibility for your personal data.

E-mail communications will be sent through dotdigital, event activity will be processed by Eventbrite or similar, and online community interaction will be processed by Very Connect and Simply Do Ideas.

We will not sell your data under any circumstances.

Events

Where we organise an event in conjunction with another organisation, we will share details of your attendance with the other event organiser, for the purpose of managing your attendance at that event.

We may need to share some details of any specific requirements such as your access or catering needs with our suppliers and sub-contractors.

Where events involve networking, we may want to share your contact details with other attendees. If we plan to do this, we will ask for your consent when you register for the event.

Partners

Authorised personnel within the University will be able to access the information we hold about you. We also work with carefully selected partners (e.g. Strathclyde Inspire: Supporters) who carry out mentorship, advisory and panel support on our behalf. These partners will be acting on behalf of the University, and sign a bespoke contract and nondisclosure agreement before undertaking any duties. Carefully selected partners working on behalf of the University will never use your data for non-Strathclyde purposes. Unless required or permitted to do so by law, we will not otherwise share or distribute any of the information you provide to us without your consent.

Strathclyde Alumni Community

Where relevant, information provided to Strathclyde Inspire may also be held by the Alumni & Development Office. Users can opt out or amend their preferences in relation to communications received via the A&D at any time. For full details of the Terms and Conditions of use you should see the Alumni & Development Privacy Policy.

How long your information is retained

The University of Strathclyde will retain your personal data as long as is necessary for the purposes described above – for example, until you tell us you no longer wish to engage with the Inspire Community. We may need to retain financial information relating to funding applications after you are no longer a member of the Community, to comply with statutory requirements. The University retention schedules can be accessed online via our website https://www.strath.ac.uk/ps/strategyandpolicy/recordsmanagement/.

If you have given us consent to send you marketing information, we will retain your details until you withdraw your consent. You can do this at any time by clicking 'unsubscribe' on any of the emails we send you, or by contacting inspire@strath.ac.uk.

Your rights

Under data protection legislation, you have a number of rights* including the right to:

- withdraw consent, at any time, where that is the lawful basis of our processing;
- access your personal data and obtain a copy, free of charge;
- rectify inaccuracies in personal data that we hold about you;
- erasure, that is have your details removed from systems that we use to process your personal data;
- restrict the processing in certain ways;
- obtain a portable copy of data you have given to us in a commonly used electronic form; and
- object to certain processing of your personal data by us.

*Please note that the ability to exercise these rights will vary and depend on the lawful basis under which the processing is being carried out.

Please contact dataprotection@strath.ac.uk if you wish to exercise/enquire about any of these rights.

Complaints

If you wish to make a complaint about how we have handled your personal data, you can contact the Data Protection Officer at dataprotection@strath.ac.uk.

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you also have the right to complain to the Information Commissioner's Office (https://ico.org.uk/concerns/).