



Idaho State University

POLICIES AND PROCEDURES

Unmanned Aircraft

ISUPP 9030

POLICY INFORMATION

Policy Section: *Public Safety*

Policy Title: *Unmanned Aircraft*

Responsible Executive (RE): *Director of Public Safety*

Sponsoring Organization (SO): *Public Safety*

Dates: Effective Date: *August 3, 2018*

Revised: *June 19, 2019*

Review Date: *June 2022*

I. INTRODUCTION

The Federal Aviation Administration (FAA) and Idaho Code regulate the operation of Unmanned Aircraft Systems (UAS), including drones and Model Aircraft. Idaho State University (ISU or University) seeks to facilitate the operation of UAS to mitigate risks to individuals and organizations affected by UAS, and ensure compliance with federal, state, and local laws, rules, and regulations.

II. DEFINITIONS

- A. **Model Aircraft:** a UAS that is 1) flown for hobby or recreational purposes as defined in Section 336 of Public Law 112-95; 2) capable of sustained flight in the atmosphere; and 3) flown within the visual line of sight of the Operator.
- B. **Operator:** the pilot or individual who is controlling, maneuvering, or commanding a UAS.
- C. **University Property:** any building, grounds, and/or land that is owned by ISU, or under the control of ISU through a lease or other contractual arrangement, including the air above the property.

- D. **Unmanned Aircraft System (UAS):** a remotely operated or controlled aircraft, including drones and Model Aircraft.

III. POLICY STATEMENT

UAS can bring benefits to ISU when appropriately used. However, they also bring risk and liabilities that may threaten the privacy and safety of the University community, and need to be managed. UAS must be used productively and in a manner that meets institutional, legal, safety, privacy, and ethical obligations. ISU is committed to providing a safe and secure environment for all individuals.

IV. AUTHORITY AND RESPONSIBILITIES

This policy applies to anyone operating UAS on, over, and/or above University Property or at any University-sponsored event, except for those used in the University's research, educational, and promotional purposes.

V. PROCEDURES

- A. Any person operating a UAS pursuant to this policy must meet all legal requirements to operate the UAS including, but not limited to:
 - 1. Part 107 of the FAA Guidelines;
 - 2. Certificate of Authorization (COA) documenting the operation of the specific UAS for a specific purpose, in a specific area;
 - 3. UAS registration with the FAA on the UAS Registration website (see <https://registermyuas.faa.gov/>);
 - 4. Pilot with an FAA Airman Certificate and/or Remote Pilot Airman Certificate; and
 - 5. B4UFLY (see https://www.faa.gov/uas/where_to_fly/b4ufly/).
- B. All UAS use must comply with the FAA air traffic and general operating rules (see 14 CFR Subchapter F and 14 CFR Part 107), as well as any other FAA or Federal Communications Commission rule or regulation applicable to UAS.
- C. Use of UAS on or above University Property is prohibited unless otherwise required by law or approved in advance as set forth below.

- D. Use of UAS inside enclosed any and all buildings owned or leased by the University including, without limitation, academic buildings, office buildings, residence halls, recreational buildings, parking garages and athletic facilities (collectively, "Enclosed University Buildings"), is not subject to regulated by the FAA jurisdiction but is prohibited by the University. Use of UAS within Enclosed University Buildings is only may be allowed: (i) when used as part of a University-approved program, club, team or activity with written sponsorship by a University Department Head or above; and (ii) with prior authorization and guidance from Public Safety; and, if applicable, only (iii) when consistent with the University's lease agreements or other land-use conditions, where applicable.
- E. The UAS Operator who wishes to use UAS on University Property shall notify Public Safety at least two (2) weeks in advance of the proposed use of the UAS.
- F. The applicant must contact and comply with the office of Risk Management to review insurance requirements.
- G. Public Safety shall provide a response to the request for UAS activities on or above University Property consistent with federal, state, and local laws and regulations, and ISU policy.
- H. Criteria used for approval of requests include:
 - 1. Risk to the health and safety of faculty, staff, students, and visitors on University Property;
 - 2. Risk to University Property;
 - 3. Distraction from the educational mission of the University;
 - 4. Potential educational, promotional, or research value to the University;
 - 5. Compliance with federal, state, and local laws and regulations;
 - 6. Compliance with ISU policy; and
 - 7. Proof of insurance.
- I. The application may be approved as submitted, approved with conditions, or denied. All decisions are final.
- J. The UAS Operator must possess a copy of the approved application at all times during flight activity, and present it to University representatives upon request.
- K. Under FAA guidelines, temporary flight restrictions (TFRs) may be implemented on University Property, which prohibit any type of UAS operation from taking place, even if approved beforehand.

- L. University employees who violate this policy are subject to disciplinary action, up to and including termination.
- M. Students who violate this policy are subject to disciplinary action, up to and including expulsion.
- N. Visitors and other third parties who violate this policy are considered to be trespassing and subject to removal from campus, arrest, prosecution, and/or other legal action.
- O. ISU is not responsible for any damage resulting to a UAS, or for any property damage, bodily injury, or personal injury caused by a UAS. The UAS Operator is responsible for all such damage and loss.

VI. RELATED LAWS

- A. Idaho Code § 21-213
- B. 14 CFR Subchapter F
- C. 14 CFR Part 107