



UCCS INTERIM CAMPUS POLICY

Policy Title: Operation of small Unmanned Aircraft Systems (sUAS)

Policy Number: 100-018

Policy Functional Area: Administration

Effective:	February 10, 2017
Approved by:	Pam Shockley-Zalabak, Chancellor
Responsible Vice Chancellor:	Vice Chancellor for Administration and Finance (VCAF)
Office of Primary Responsibility:	Associate Vice Chancellor for Administration and Finance (AVCAF)
Policy Primary Contact:	Office of the AVCAF, 719-255-3210/3776
Supersedes:	N/A
Last Reviewed/Updated:	January 31, 2017
Applies to:	Administration, Faculty, Staff, Students and Third Parties

Reason for Policy: The purpose of this policy is to establish the parameters for use of unmanned aircraft systems to ensure public safety and maintain a reasonable expectation of privacy for all individuals accessing all properties owned, operated or controlled by the University of Colorado.

I. INTRODUCTION

According to current Federal Aviation Administration (FAA) regulations (Title 14 of the Code of Federal Regulations [14 CFR]), all use of small Unmanned Aircraft Systems (sUAS, commonly known as drones) for purposes of the University of Colorado Colorado Springs (University or UCCS), including for education, research and public service, requires that appropriate FAA regulations be met. These regulations include that the remote pilot be certified by the FAA and that the sUAS be registered and has markings as per the FAA. Additional requirements may apply for various types of uses. This policy establishes the parameters for the use of UAS on property owned, operated or controlled by the University.

II. POLICY STATEMENT

- A. General. All use of sUAS for any purpose by University faculty, staff, students, or third parties on University property, including but not limited to recreational or hobby flight of aircraft, is prohibited. This includes, but is not limited to, any commercial, educational, research, or service use.
- B. Exceptions. Any exception to this prohibition must be granted only upon the express written permission of the Vice Chancellor for Administration and Finance (VCAF) or designee. In determining whether to grant permission, the VCAF will consider whether compelling circumstances demonstrate that the use of a sUAS supports the University's mission. Any requested use of sUAS must be sponsored by an internal University school, college, department, unit or registered student organization or club. UAS's weighing in

excess of 55 pounds (24.95 kilograms), inclusive of payload, and/or traveling in speeds in excess of 100 miles per hour (160.93 kilometers per hour) are not currently considered sUAS's by the FAA and will not be considered for an exception.

- a. If seeking approval for **commercial or business operations purposes**, the requestor must obtain University approval using the approval process form for commercial or business operations.
 - b. If seeking approval for **hobbyist purposes**, the requestor must obtain University approval using the approval process form for hobbyist use. No user may seek approval for a hobbyist purpose if the user is intending to conduct research or receive compensation. All users seeking approval for a hobbyist purpose must certify that the user has required insurance. Insurance options for hobbyist use are listed at <http://www.uccs.edu/vcaf/policies/policy-resources.html>. Hobbyist use by a student or registered student organization/club must include review by the Office of Student Activities and may include additional requirements.
 - c. If seeking approval for **research, educational or service purposes**, the requestor must obtain University approval using the approval process form for research, educational or services purposes. The Office of Sponsored Projects and Research Integrity must be consulted prior to use for research purposes, and the Office of the Provost for education purposes. For general service purposes, the office of the Associate Vice Chancellor for Administration and Finances must be consulted.
- C. University Approval. The University's approval process for sUAS use is available at <http://www.uccs.edu/vcaf/policies/policy-resources.html>
- D. Compliance.
- a. Some sUAS use may require additional FAA approval. All sUAS users are responsible for obtaining the appropriate FAA approval prior to use.
 - b. Regardless of purpose, all sUAS use must be in compliance with federal and state law, federal and state regulations, and system and campus University policies.
- E. Violations and Sanctions. Violations of this policy will result in immediate notification by the University to UCCS Police and/or local law enforcement. Either UCCS Police and/or local law enforcement will immediately notify the local FAA Regional Operation Center, who may take enforcement action. UCCS Police and/or local law enforcement may pursue criminal charges. The University may pursue disciplinary action against the violator up to and including exclusion from the UCCS campus, expulsion as a student from the University, and/or termination of employment.

III. KEY WORDS

- A. small Unmanned Aircraft System ("sUAS")

IV. RELATED POLICIES, PROCEDURES, FORMS, GUIDELINES, AND OTHER RESOURCES

- A. Administrative Policy Statements (APS) and Other Policies
- B. Procedures
- C. Forms

University approval process: <http://www.uccs.edu/vcaf/policies/policy-resources.html>

D. Guidelines

E. Other Resources (i.e. training, secondary contact information)

Federal Aviation Administration (FAA) regulations (Title 14 of the Code of Federal Regulations [14 CFR])

F. Frequently Asked Questions (FAQs)

V. HISTORY

Initial Policy approval 2/10/2017