Unmanned Aerial Vehicle (UAV) and Drone Policy

Version: 1.0
Effective Date: 12/8/2015

Policy Summary:

The purpose of this policy is to provide direction to anyone wishing to operate an unmanned aerial vehicle (UAV) and/or drone on the campus of The University of Tampa.

Applicability/Eligibility:

This policy applies to all commercial and personal/recreational UAVs and drones.

Exceptions:

N/A

Policy Administration:

Mandating Authority: (Check all that apply)

- ☒ Federal Law
- ☐ University President
- ☒ Other: Senior Staff
- ☒ State Law or Regulation
- ☐ Accrediting Body

Responsible Office/Dept/Committee(s):

Name	Campus Address	Phone Number
Campus Safety Dean of Students Public Information	401 W. Kennedy Blvd Tampa, FL 33606-1490	813-257-7777 813-253-6204 813-253-6232

Responsible Executive(s):

Name	Title	Phone Number
Kevin Howell Stephanie Russell Krebs Eric Cardenas	Director of Campus Safety Dean of Students Director of Public Information	813-257-7777 813-253-6204 813-253-6232

Policy Management:

Policy History: This policy was drafted to provide direction to anyone wishing to operate an unmanned aerial vehicle (UAV), as defined herein, on the campus of The University of Tampa. Direction includes providing an approved location for usage, procedures on how to request permission for usage, and links to federal regulations governing the use of UAVs and Drones.

The policy applies to the UT community (faculty, staff, students, alumni) and all members of the public.

Date	Version	Reason for Change
12-08-15	1.0	Initial policy draft presented to Senior Staff

Policy Approvals and Reviews:

Date	Organizational Group
12-08-15	Senior Staff

Web Links:

Policy Link: City of Tampa City Ordinances:
https://www.municode.com/library/fl/tampa/codes/code_of_ordinances?nodeId=COOR_CH16PARE

Associated Links:
http://www.faa.gov/uas/civil_operations/
http://www.faa.gov/uas/model_aircraft/

Full Policy Text:

The University is committed to maintaining a safe and nonthreatening campus environment, which reflects the University's commitment to adhere to its mission, policies, and all relevant federal, state, and local laws. As a result, the University has implemented the following policy on the use and operation of certain aircraft.

This policy applies to any UAV, unmanned aircraft (UA), recreational aerial vehicle (RAV), unmanned aircraft system (UAS), and/or drone, as these terms are defined in this policy. For ease of reference, this policy will collectively refer to these devices as drone.

All operation and use of any drone by University community members or the public on or above University property, as part of any University activity or event, used to photograph, film, or otherwise monitor, capture, or record University property, or operated in a manner that impacts the University's property or activities must comply with FAA rules and regulations, local, state and federal laws, rules, and regulations regarding the use of drones (see links above), as well as this and all other University policies. In particular, the City of Tampa City Ordinance (Section 16-36) provides the following restrictions regarding the use of drones:

> No person shall take off, launch, ascend, or descend any aircraft, glider, balloon, model airplane, or parachute in or upon any department managed land without contractual authority or an approved facility rental application from the department.

Any operation or use of drones that violates such rules, regulations, laws, or the University's policies is prohibited. It is the responsibility of the operator of the drone to ensure that all relevant laws, rules, regulations, and policies are adhered to during operation of the drone.

Any use of a drone on or above University property, as part of any University activity or event, used to photograph, film, or otherwise monitor, capture, or record University property, or operated in a manner that impacts the University's property or activities must be pre-approved by the University regardless of whether the individual is affiliated or unaffiliated with the University. Any individual who wants to use or operate a drone as set forth above must contact the Office of Campus Safety or the Office of Public Information and Publications.

Before granting permission to operate a drone, individuals may be required to sign a location agreement, show proof of insurance and/or proof of FAA approval, pay a fee, as delineated in the University's campus filming policy, or satisfy certain conditions prior to or during the operation of the drone. For recreational purposes, the use of drones will only be considered for approval in the airspace directly above Plant Park. Drones may not fly outside of the boundaries of Plant Park. Plant Park is owned by the City of Tampa and managed under contract between the University and the City. University of Tampa policies, City of Tampa city ordinances, and FAA rules and regulations are all in effect anywhere on University property whether owned by the City or UT. Any use of operation of a drone, if approved, must comply with FAA safety guidelines for model aircraft operations as well as any other direction or requirements imposed by the Department of Campus Safety.

The University reserves the right to revoke any permission or approval given to use or operate a drone at any time.

All operators of drones must minimize risks to other aircraft, people, and campus property. The drone should in no way interfere with the normal operation of the University.

Even if granted approval to operate a drone in accordance with this policy, drones shall not be used to eavesdrop, monitor, or record an area where there is a reasonable expectation of privacy in accordance with accepted social norms. These areas including, but are not limited to, restrooms, locker rooms, individual residential rooms, changing or dressing rooms, and health treatment rooms. Unless specifically authorized in writing by the University, drones also should not be used to eavesdrop, monitor, or record residential hallways or lounges, medical facilities, daycare facilities, sensitive institutional or personal information, or intercollegiate athletic facilities.

Persons in violation of University policy may be dealt with accordingly, including, but not limited to, being removed from campus and receiving a written directive to remain off campus. Contractors and vendors are expected to comply with this policy and contract terms.

Student violations may be addressed in accordance with the Students' Rights and Responsibilities as well as other applicable policies and may include sanctions, up to and including expulsion.

Staff and faculty violations may be resolved in accordance with HR policies.

Any violations of local, state, or federal laws and regulations may involve appropriate law enforcement.

Definitions:

Unmanned aerial vehicle (UAV) – An aircraft with no pilot on board, which can be controlled remotely or autonomously based on a pre-programmed flight plan or automation system. This definition includes, but is not limited to, model aircraft.

Unmanned Aircraft (UA) –An aircraft that is operated without the possibility of direct human intervention from within or on the aircraft.

Aircraft – Any contrivance invented, used, intended to be used, or designed to navigate or fly in the air.

Model Aircraft – An unmanned aircraft that is capable of sustained flight in the atmosphere, flown within the visual line of sight of the operator, and flown for hobby or recreational purpose.

Recreational Aerial Vehicle (RAV) – Any UAV fewer than ten pounds that is not equipped with any kind of camera or data collection device.

Drone – Any UAV fewer than ten pounds that has a camera or any data collection device installed.

Unmanned Aircraft System (UAS) –Unmanned aircraft (UA) and all associated support equipment, control station, data links, telemetry, communications and navigation equipment, etc., necessary to operate the unmanned aircraft. The UA is the flying portion of the system, flown by a pilot via a ground control system, or autonomously through use of an on-board computer, communication links and any additional equipment that is necessary for the UA to operate safely. The FAA issues an experimental airworthiness certificate for the entire system, not just for the flying portion of the system.

FAA – Federal Aviation Administration

Operator – The person who is controlling, maneuvering, or commanding any UAV, UA, drone, RAV, or UAS.

VLOS – Visual Line of Sight

Additional Information and Resources: