

3341-6-50 Unmanned Aircraft Systems (Drones and Model Aircraft).

Applicability	All University units
Responsible Unit	The Vice President for Finance and Administration
Policy Administrator	Risk Management

(A) Policy Statement and Purpose

The operation of unmanned aircraft systems (UAS) including drones and model aircraft, is regulated by the Federal Aviation Administration (FAA) and relevant state law. Bowling Green State University (BGSU) seeks to permit UAS to be utilized productively in a manner that fully meets institutional, legal, public safety, and ethical responsibilities. Operation of a UAS on or over university property, and the use of university owned UAS, will comply with this policy.

(B) Policy Definitions

Unmanned Aircraft System (UAS): Any remotely operated or controlled aircraft intended to fly within the National Airspace System. Includes devices commonly referred to as drones and may also include communications, support, and navigational equipment. FAA regulations apply to all types of UAS regardless of weight or size.

University Property: Buildings, grounds, and land that are owned by Bowling Green State University, or controlled by Bowling Green State University via lease or other contractual agreement.

Certificate of Authorization (COA) or Waiver: A certificate granted to an individual or entity by the FAA for a specific aircraft for a specific activity for a specific location.

333 Exemption: An FAA exemption under Section 333 of The Modernization and Reform Act of 2012 which grants an individual or

entity the ability to operate a UAS for civil and non-governmental purposes and activities, other than recreational and hobbyist activity.

Model Aircraft: An unmanned aircraft system that is 1) flown for hobby or recreational purposes as defined in the FAA Modernization and Reform Act of 2012; 2) capable of sustained flight in the atmosphere; and 3) flown within visual line of sight of the operator.

Operator: Pilot or individual who is controlling, maneuvering, or commanding a UAS.

(C) Policy Scope

This policy applies to:

- (1) Employees and students operating UAS in any location as part of their university employment or as part of university academic/research program;
- (2) The operation by any person of UAS on or above BGSU property;
- (3) The purchase and operation of UAS with funding through the university, including grants and foundation accounts; and
- (4) The hiring or contracting for any UAS services with an outside vendor

This policy does not apply to use by law enforcement in the scope of their duties.

(D) Policy

UAS use for the purpose of this policy will fall into one of three categories as defined by the FAA: Government use (BGSU-owned), Commercial use (contracted vendor), and Private/Hobbyist use (on or above university property). Each category requires the UAS operator to follow different procedures before UAS use. The following requirements govern the use of UAS within the scope identified in this policy.

- (1) Any individual or group, including employees, students and contracted vendors, seeking to operate a UAS on university

property, or anywhere on behalf of BGSU, is responsible for obtaining all required documentation and approvals for compliance with FAA regulations, federal and state laws, and university policies.

- (2) The university's office of Risk Management, in conjunction with BGSU Police, shall be responsible for university policy, approvals, and instructions regarding UAS use on or above University property, and for UAS use pursuant to university employment and academic/research programs.
 - (3) Private/Hobbyist use of UAS and model aircraft on or above university property is not permitted.
 - (4) Government and Commercial use on or above university property, or elsewhere on behalf of the university, must be approved in advance through the office of Risk Management to ensure compliance and insurance coverage.
 - (5) UAS shall be operated in a responsible manner and shall not create a hazard to university property, the university community, or the public at any time.
 - (6) In operating a UAS for purposes of recording or transmitting visual images, operators must take all reasonable measures to avoid violations of areas normally considered private, and the unauthorized interception or recordings of images, electronic communications, and electronic data.
- (E) Violation and accountability

Individuals that violate this policy will be subject to corrective action procedures as defined in the appropriate employee handbook, collective bargaining agreement, student code of conduct, federal, state, and local laws, or as per the Ohio Revised Code.

Date: March 17, 2016