

Muskingum University Policy on Drone/Unmanned Aircraft (UA) Use on Campus

Policy allowing drones:

1. The operation of any Drone/UA equipment on and over Muskingum University property shall follow all state and federal regulations and requires a prior filing of an operating plan with the University Police Chief.
 - a. The Police Chief will review the plan and make a recommendation to the VP of Finance and Operations for its approval, noting any limitations.
 - b. Local law Enforcement use of Drones/UAs technology in execution of a search warrant or as part of a tactical response to an immediate threat is automatically authorized, subject to applicable law and government regulations.
 - c. Operators will check in with the MU Police before use on campus and will notify the MUPD upon leaving campus.
2. Operating plans shall include:
 - a. Equipment to be used,
 - b. Date and approximate time to be used,
 - c. Location(s) to be used,
 - d. Purpose(s) of the operation,
 - e. The contact information of pilot or other remote operator,
 - f. All forms of data (including imagery) to be collected,
 - g. Current status of any required license or permissions,
 - h. Provisions for security of any sensitive data collected.
3. For approval of an operating plan:
 - a. Plan must be submitted at least 1 week prior to operations on campus,
 - b. Plan must include all required information in its content,
 - c. The operation must comply with applicable laws, government regulations, and other University policies,
 - d. The operation must not pose an unacceptable threat to health, safety, privacy, or the environment,
 - e. The operation must be judged by MU administrators to be in the best interest of the public and the University.
4. Other considerations:
 - a. Drones/UAs shall not be used to monitor or record areas where there is a reasonable expectation of privacy in accordance with accepted social norms. These areas include but are not limited to restrooms, locker rooms, individual residential rooms, changing or dressing rooms, and health treatment rooms.
 - b. Drones/UAs shall not be used to monitor or record residential hallways, residential lounges, or the insides of campus daycare facilities.
 - c. Drones/UAs shall not be used to monitor or record sensitive institutional or personal information which may be found, for example, on an individual's workspaces, on computer or other electronic displays.

- d. The drone/UA operator must be under contract which holds the University harmless from any resulting claims or harm to individuals and damage to University property and provides insurances as necessary.
5. The University Police Chief will notify operators of approval to operate on campus. This must be received before the Drone/UA is brought on to campus.
6. During operation, if deemed necessary by MUPD, the permission to operate the drone/UA may be revoked immediately.