

**Muhlenberg College Policy on
Drones/Unmanned Aircraft Systems and Model Aircrafts**

August 2017

PURPOSE:

To define the requirements for the use of Unmanned Aircraft Systems (“UA”) and Model Aircrafts (“MA” and, together with UA, “Drones”) on College-owned properties.

POLICY:

Pursuant to all applicable federal, state and local laws, this Policy governs the use of Drones to ensure their safe and orderly use. According to current FAA guidance, the use of UA for any purpose requires appropriate FAA approvals. The College does not currently possess blanket FAA approval, so each use must be individually approved. According to current FAA guidance, the use of MA does not require FAA approval, however, this Policy shall apply to the use of both MA and UA.

DEFINITION:

An Unmanned Aircraft Systems (“UA”) is any device invented, used or designed to navigate or fly in the air for non-recreational purposes that is operated without the possibility of direct human intervention from within or on the aircraft. This definition does not differentiate based on the size or power of an UA.

A Model Aircraft (“MA”) is any device invented, used or designed to navigate or fly in the air solely for educational, hobby or recreational purposes that is operated without the possibility of direct human intervention from within or on the aircraft. This definition does not differentiate based on the size or power of a MA. Note that the use of a MA by a faculty member or student, on the faculty member’s behalf, for research purposes shall not be considered “educational” in nature.

USE OF DRONES:

There are public safety concerns that must be addressed. The following operational restrictions apply to all Drones used on College owned properties, or for College-related activities.

1. Drones shall not create an undue hazard to College owned or controlled property, the College community or the public at any time, and they may not be operated in a way which unduly affects the environment of those working within a building, or those entering, exiting or walking around a facility.
2. Drones may not be operated above public or private open-air events, inside public venues or above thoroughfares, or flown over persons not directly involved in the operation of the Drone, unless approved by the Vice President of External Affairs or the Director of

Campus Safety and with appropriate FAA and Lehigh Valley International Airport and/or Queen City Airport approval.

3. Drones must be under the control of the operator and within visual sight of the operator at all times.
4. All Drones operated outdoors must be operated pursuant to current FAA guidelines and all College policies including, but not limited to College and web privacy policies and the electronic communications policy.
5. If a Drone is used in support of research, teaching or testing, faculty, staff or research associates must supervise student use of such Drone. If the goal of the research is to study human behavior, then the researcher should inform the College's Internal Review Board, which may have to approve such research.
6. If a College department arranges for a contractor or a third party to use a Drone for purposes associated with a College facility or event, the unit shall contact the College Risk Management Office to ensure that the Drone owner and operator has adequate liability insurance and takes the risk mitigation arrangements deemed appropriate by the College.
7. Drones may not be operated within a 5 mile radius of any airport designated by the FAA, without prior notice by the operator of the Aircraft to the airport operator and air traffic control tower.
8. Drones may only be operated during daylight.
9. The use of Drones must comply with all applicable federal, state and local laws, orders and rulings, including but not limited to those promulgated by the FAA, Lehigh Valley International Airport and Queen City Airport.

FURTHER INFORMATION:

FAA guidelines: www.faa.gov/uas

LVIA Information (including required registration form)

<http://www.flylvia.com/public-info/drone-information/>

For questions, contact the Senior Director, Office of Communications or the Director of Campus Safety.