

Gettysburg College Policy on small Unmanned Aircraft Systems (small UAS) also known as Drones

Developed by the Ethics and Integrity Committee

Adopted by President's Council

Effective: 04/14/16

Revised: 9/18/16

Policy Definitions:

The Federal Aviation Administration (FAA) has published regulations regarding the operation of small Unmanned Aircraft Systems (small UAS). These regulations can be found at:

- <https://www.federalregister.gov/documents/2016/06/28/2016-15079/operation-and-certification-of-small-unmanned-aircraft-systems>

A Summary of the regulations is provided here:

- http://www.faa.gov/uas/media/Part_107_Summary.pdf

Gettysburg College follows the FAA's definition of small Unmanned Aircraft Systems with one exception: for the purposes of this policy a small UAS may be of any weight under 55lb.

Small UAS Used for Recreational Purpose:

Gettysburg College prohibits all recreational use of small Unmanned Aircraft Systems on its grounds.

Small UAS Used for Professional Purpose including Educational Purpose:

Gettysburg College employees – including student workers – will comply with all FAA regulations regarding small UAS.

If working abroad, Gettysburg College employees will comply with the regulations of the country in which they are working in addition to the FAA regulations.

Procedure for an employee wishing to use a Small UAS:

- Faculty: Request the approval of your division's Dean by providing a written description of your plan to comply with all relevant regulations and including a copy of your Remote Pilot Certificate.

- Staff and Administrators: Request the approval of your Vice President by providing a written description of your plan to comply with all relevant regulations and including a copy of your Remote Pilot Certificate.
- Once approval is granted, comply with all relevant regulations and maintain all documentation associated with your compliance so as to be able to produce it upon request.
- Notify the Department of Public Safety 48 hours ahead of time of the date, time and location of all flights to be held on campus.

Procedure to engage the services of a third party operator of a small UAS:

- Third party small UAS operators may only be hired by department Directors, academic Chairs or members of President’s Council.
- The third party must provide documentation demonstrating compliance with FAA regulations to the employee who hires them. This documentation includes:
 - Copy of Remote Pilot Certificate
 - Certificate of Insurance with liability limit of \$1 million
- The employee hiring the third party is required to maintain this documentation and to produce it upon request.
- The employee who hires the third party is required to notify the Department of Public Safety 48 hours ahead of time of the date, time and location of all flights.

Failure to Comply:

Failure to comply with this policy and the procedures outlined above will entail the following consequences:

Non-Compliant Employees:

- None of the employees responsible for the flight of the UAS will be covered by the College’s insurance. This includes employees who were engaged in the planning, decision-making process, operational support, as well as the employee who was in control of the small UAS during its flight.
- All employees responsible for the flight of the small UAS will be subject to progressive disciplinary measures. This includes employees who were engaged in the planning, decision-making process, operational support, as well as the employee who was in control of the small UAS during its flight.

Non-Compliant Students:

- Students who are non-compliant with this policy will be referred to the Office of Student Rights and Responsibilities for proper resolution.

Non-Compliant Members of the Public:

- Members of the public who fly drones on the College’s grounds will be required to cease and desist and may be escorted from the College’s grounds.