Kalamazoo College Policy and Guidelines on Drone/Unmanned Aircraft Systems (UAS) Use on Campus

It is not permissible for individual students, faculty, and staff or outside entities to operate unmanned aircraft/drones on Kalamazoo College campus, interiors, or exteriors. This is due to both Federal Aviation Association requirements, and risk management/liability issues. Exceptions may be made for official institutional use or research/teaching use; those instances will be managed through the office of the Vice President for Student Development and Dean of Students. The City of Kalamazoo Law enforcement agencies (including but not limited to City of Kalamazoo Public Safety, City of Kalamazoo Fire Department, or other first responders) are exempt from these guidelines. For questions, please contact Sarah B. Westfall, Vice President for Student Development and Dean of Students at (269) 337-7209 or westfall@kzoo.edu.

Appropriate and Prohibited Uses

UAS must be registered with the Federal Aviation Administration [http://www.knowbeforeyoufly.org](http://www.knowbeforeyoufly.org) (Click on Fly Responsibly, then Click Register Your Drone) and provide proof and a copy of the registration to the Vice President for Student Development and Dean of Students for approval to operate the UAS on Kalamazoo College campus.

UAS is limited to one per person, office, and department on campus and may only be used between the hours of 9:00 a.m. – 9:00 p.m.

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, health center lounge, and exam rooms.

UAS shall not be used to monitor or record residential hallways, residential lounges, or the insides of campus facilities including professional offices and building windows.

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, computer, or other electronic displays.

UAS shall not be used at College sponsored events (except College sanctioned UAS), following individuals on campus, and or delivering anything on campus.


Sanctions:

Any violations of college policies by an individual will be subject to the Student Code of Conduct, or the relevant Faculty or Staff disciplinary processes, which may include disciplinary actions up to and including suspension, termination, or expulsion from the college.

Fines or damages incurred by individuals or units that do not comply with this policy will not be paid by Kalamazoo College and will be the responsibility of those persons involved.

Approved September 6, 2016 by President’s Staff