

80-10 Use of Unmanned Aircraft Systems (UAS)

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1. **Purpose.** Eastern New Mexico University System (the System) recognizes that the operation of Unmanned Aircraft Systems (UAS), also referred to as "drones," are popular for recreational, commercial and educational purposes. This policy establishes requirements for the safe operation of Unmanned Aircraft Systems on or over any property owned, rented or leased by the ENMU System. This policy shall also serve as a reference to assure compliance with the Federal Aviation Administration (FAA).
2. **Policy.** Any use of a UAS from, over or inside property owned, operated or controlled by the System is strictly prohibited except under the following circumstances:
 - A. When the use of the UAS is for educational or research purposes by academic employees of the System who are trained, certified and experienced in their operation.
 - B. When the use of the UAS is utilized for public safety, law enforcement or emergency management purposes by trained, certified and experienced personnel.
 - C. When the use of the UAS is for commercial purposes directly related to and funded by the System which have been solicited by System employees and the operator is trained, certified and experienced in their operation.
3. **Applicability.** This policy and subsequent procedures apply to any students, faculty, staff and members of the general public who are operating from, over or inside property, owned, operated or controlled by the System.
4. **Definition.** Unmanned Aircraft Systems (UAS) / Drones – Any unmanned and/or remote-controlled aircraft having a weight of less than fifty-five (55) pounds.
5. **Administration.** This policy and procedures shall be administered by the Chief of Police, with oversight by the ENMU System chief financial officer (CFO) or closest departmental equivalents as designated by the President at each branch community college.
6. **Additional Requirements.**
 - A. All UAS operations must comply with federal, state and local laws as well as other System policies.
 - B. All UAS operation must be approved by the ENMU Department of Public Safety or the appropriate office at the branch community colleges at least forty-eight (48) hours in advance of the proposed flight times.
 - C. All UAS operators must provide the ENMU Department of Public Safety or the appropriate office at the branch community college with a detailed flight plan which includes date/time, purpose, and anticipated duration of UAS operations, as well as the area of the campus where the UAS will be used.

- D. Any person operating a small UAS must either hold a remote pilot airman certificate from the FAA with a small UAS rating or be under the direct supervision of a person who does hold a remote pilot certificate (remote pilot in command) when applicable.
- E. A commercial or civil UAS operator must provide a certificate of insurance naming the State of New Mexico, Board of Regents of Eastern New Mexico University System and Eastern New Mexico University System as an additionally insured party with a minimum of two million (2) dollars in general liability insurance. Such certificates of insurance will be written on an individual occurrence basis.
- F. Visual line-of-sight (VLOS) only; the unmanned aircraft must remain within VLOS of the remote pilot in command and the person manipulating the flight controls of the UAS.
- G. All UAS operators must assure that UAS has enough battery power or fuel to sustain flight and safely land during operation.
- H. UAS operations are limited to daylight hours (30 minutes before official sunrise to 30 minutes after official sunset, local time).

7. Prohibited Activities.

- A. A UAS shall not operate over any person(s) not directly participating in the operation of the UAS.
- B. A UAS shall not photograph, video, audio record or monitor areas of the System where other members of the campus community or the System would have a reasonable expectation of privacy.
- C. A UAS shall not be operated to harass students, faculty, staff, and members of the general public, pets or livestock.
- D. The use of a UAS for hobby or recreational purposes is not permitted.

8. Sanctions. Any violations of Federal, State or Local law (trespassing, voyeurism, reckless endangerment, etc.) or violations of System policies may subject the individual(s) responsible to criminal and/or civil sanctions. Students who violate this policy may be subject to discipline for violations of the Student Code of Conduct. Employees who violate this policy may be referred to Human Resources for progressive discipline. Any UAS operator will bear responsibility and liability for damages to property or injuries occurring on any System owned, rented or leased property.

9. Enforcement. Representatives of the System or the Department of Public Safety or Security Personnel shall have the authority to “ground” or suspend operations of any UAS that is not compliant with federal law, state law, local law, FAA regulations, this policy, or presents a danger to System property or to the System community. Representatives of the System or the Department of Public Safety shall additionally have the authority to request the removal of any UAS that is not compliant with the above-mentioned provisions.

10. Resources. www.faa.gov

Approved by the Board of Regents, November 11, 2016.

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