



Blue Mountain Community College *Administrative Procedure*

Procedure Title: Unmanned Aircraft Systems (UAS), a.k.a. Drones
Procedure Number: 05-2017-0001
Board Policy Reference: I.B.

Accountable Administrator: Vice President of Instruction
Position responsible for updating: Dean of CTE and Community Education
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Purpose/Principle/Definitions:

Purpose

This administrative procedure supports a safe environment for all at BMCC by establishing restrictions and enabling the enforcement of regulations for the use of unmanned aerial systems (UAS), popularly referred to as drones. It applies to all college students, employees, and third parties operating on or above Blue Mountain Community College property.

Definitions

For the purposes of this administrative procedure, the following definitions will apply:

1. *UAS* or *drone*: an unmanned aircraft or ship guided by remote control or onboard computers.
2. *Unmanned aerial vehicle (UAV)*: The term “unmanned aerial vehicle” means an aircraft that is operated without direct human intervention from within or on the aircraft.
3. *Operator*: The term “operator” means the person who is controlling, maneuvering, or commanding the aircraft. An operator is also commonly referred to as the Pilot-In-Control or “PIC.”

Principle

This administrative procedure supports safe usage and applies to any UAS operated by:

1. College employees and students operating in any location as part of their college employment, course instruction, or other official college-based activities;
2. Any person or entity operating on or above College property, whether owned or leased;
3. Any College department wishing to rent, lease, or purchase a UAS for BMCC business or educational purposes, or is contracting with a third party to provide such services.

Operating requirements:

1. Operation of UAS as outlined in the Principle section must comply with Federal Aviation Administration (FAA), State of Oregon, and local regulations. It is the responsibility of the operator to adhere to all laws, regulations, and administrative procedures.
2. All operators of UAS must hold valid Remote Pilot Airman Certificate with the FAA, unless otherwise exempt from such registration. Details on FAA licensure are available at www.faa.gov/uas.
3. All requests to use or operate a UAS from, on, or above BMCC college property should be directed in advance to the Office of Instruction.
4. Operators must comply with the following:
 - a. The UAS must remain at least 50 feet away from any student walkway or path.
 - b. The UAS must remain at least 100 feet away from parking lots, roadways, and exposed power or utility lines.
 - c. The maximum speed for safe operations is 100 miles per hour.
 - d. The UAS is not allowed to fly higher than 400 feet above the ground.
 - e. The UAS and any cargo must not exceed 55 pounds.
 - f. All operators of UAS must minimize risks to other aircraft, people, animals, and property on the ground.
 - g. All operators must stay within a line of sight of the UAS without the use of binoculars or other similar devices.
 - h. Operator must have a certified and charged Class D fire extinguisher on-site while operating the UAS.
 - i. The UAS shall not be used to monitor or record people, personal or institutional information, or be operated near construction zones.
 - j. The UAS shall not be used to monitor or record an area where there is a reasonable expectation of privacy in accordance with accepted social norms.
 - k. Notification may be required by the FAA to all airports within a 5-mile radius of the intended area of operation on or above College property. The operator is responsible for notifying airports with the operating area prior to flight.
 - l. If the FAA or BMCC Administrators request the UAS for inspection or testing, it must be made available with all records that are required under FAA regulations.
 - m. The operator is responsible for reporting an injuries or property damage to BMCC Administrators and the local authorities.

Compliance:

Operating a UAS in violation of this administrative procedure policy poses a risk to BMCC. Violators of local, state, and federal regulations may be referred to the appropriate law enforcement agencies and may be subject to disciplinary actions by the College. Illegal operations are subject to felony arrest and/or disciplinary actions from the BMCC.

Legal Reference(s):

[ORS 161.015](#)

[ORS 164.245](#)

[ORS 164.255](#)

[ORS 166.025](#)

[ORS 166.155 to - 166.165](#)

[ORS 166.210 to -166.370](#)

[ORS 336.109](#)

[ORS 341.290\(2\)](#)

[ORS 806.060 to -806.080](#)

[ORS 837.300 – ORS 837.390](#)