I. POLICY STATEMENT

In an effort to ensure the security and safety of the University Community, the operation of Unmanned Aircraft Systems (UAS) on University premises must be done in accordance with federal regulations concerning these types of aircraft and with notification to the University that flight operations will be conducted.

II. REASON FOR POLICY

This policy is created to control UAS operations on University premises to ensure non-interference with airport operations at the Southwest Florida International Airport (RSW) and other local aviation facilities.

III. APPLICABILITY AND/OR ACCOUNTABILITY

This policy applies to all members of the University Community and members of the public.

IV. DEFINITION OF TERMS

A. University Premises: All land, buildings, facilities, and other properties owned, used, leased, operated by, or in the possession of the University or one of its direct support organizations.

B. Unmanned Aircraft (UA) (aka Drones): The flying portion of the UAS, commonly known as drones, flown by a pilot via a ground control system (remotely piloted), or autonomously through use of an on-board computer, communication links and any additional equipment that is necessary for the UA to operate safely.

C. Unmanned Aircraft Systems (UAS): The unmanned aircraft (UA) and all of the associated support equipment, control station, data links, telemetry, communications and navigation equipment, etc., necessary to operate the unmanned aircraft.

V. PROCEDURES

A. No unlicensed UAS may be operated and no unlicensed UA may be flown on
University Premises. Notwithstanding, flight approval may be requested by submitting such a request to the Vice President for Administrative Services and Finance, or designee.

B. The Vice President for Administrative Services and Finance, or designee, will then request authorization from the FAA via the appropriate FAA control tower official.

C. Once authorization is obtained, approval will be communicated to the requestor, and, if necessary, the Space Use Custodian for the University Premises location where the flight is to occur.

D. The operation of a UAS or flying of a UA on University Premises is subject to the applicable FAA regulations and permission from the local FAA control tower.

VI. RELATED INFORMATION

Public Law 112-95, Title III, Subtitle B, Unmanned Aircraft Systems
14 CFR Part 21, Subpart H

VII. HISTORY

New 12/01/2015

APPROVED

[Signature]

President

December 1, 2015

Date
LEES COUNTY PORT AUTHORITY
UNMANNED AERIAL VEHICLE NOTIFICATION AREA

CONTACT INFORMATION

Hours: 8:30 - 4:00 PM, Mon - Fri

SWMIA
Air Traffic Control Tower
Phone: 239.705.5985

Page Field
Contract Tower
Phone: 239.936.7667

Page Field
Contract Tower
Phone: 239.768.5985

Southwest Florida International Airport

Map showing the UAV Notification Area and contact information for the Lee County Port Authority.