

2. Minors on Campus Policy Requirements

C. Requirements for Minors Utilizing Campus Facilities and Campus Visitation

1. Duty to Report – All University Members Have a Duty to Report Under The Minors on Campus Policy.

If a University member observes or has reason to believe that while on University property and/or under the control of an authorized University representative or approved Third-Party Group, a minor has been subject to assault or sexual abuse, any significant injury, physical altercation, bullying, drug or alcohol involvement, has been a victim of a crime, or is missing, this knowledge must be immediately reported to the University Police, who shall have the obligation to notify the appropriate University Official under this policy and parent or legal guardian, if known.

2. Additional obligations under this policy depend on your status and/or relationship to the University. (Please check all that apply.)
 - a. Are you a **Minor Guest** (member of the general public), **Minor Affiliate**-children of University Staff and Employees, **Minor Registrant**-children of registered student. (Section IV & V). _____ If Yes, proceed to Section 2D
 - b. Are you a Third Party Group renting out University facilities to engage in artistic performances when those performances include minors? ____ If Yes, proceed to Section 2E
 - c. Are you a faculty members interacting with (non-student) minors that are part of an approved classroom curriculum or coursework, approved research, high school aged minors participating in an approved independent study projects, or other approved University activity. (Section VI (A) & (B)). ____ If Yes, Proceed to Section 2F
 - d. Are you another group or individual, employee, or staff member that brings or come into contact with minors on campus not as part of a Program or Event as defined by the Policy. ____ If Yes, proceed to Section 2G

D. Minor Guest , Minor Affiliates and Minor Registrants Requirements: (Section VI (A) & (B))

1. Minor Guest, Minor Affiliates and Minor Registrants all have the same rights under the Policy except Minor Affiliates may visit their parent's work space occasionally and Minor Registrants may stay in the residence hall with their student/parent. (Section VI (A) (1-4)).
2. Minors are prohibited from classrooms, faculty offices, Labs, science centers, studios, maintenance and workshops, unless engaged in a Program or Event, approved classroom curriculum work, approved research or other approved University projects. (Section VI (A) (1-4)).

3. Minors are permitted in general use facilities, bookstore, food service area, athletic field, academic building, public spaces, green spaces, roads etc., but must abide by this Policy. (Section VI (A) (5)).
4. All minors 12 years old and under must be accompanied and supervised at all times by a parent, legal guardian or responsible adult who will be responsible for the minor's behavior. (Section VI (A) (4) & (5) & B).
5. Minors 13 years old and older do not require adult supervision but they must comport themselves to the behavior standard of a University student or they may be removed from the University campus. (Section VI (A) (4) & (5) & B).
6. The parent, legal guardian or responsible adult who brings the minor onto campus, is fully responsible for the actions of the minor while on campus and legally responsible for their proper behavior. (Section VI (A) & (B)).

E. Third Party Groups renting out University facilities to engage in artistic performances when those performances include minors.

1. Such Groups must comply with all the terms and conditions of the University facility rental Agreement.
2. Must provide proof of insurance that includes coverage for abuse of children and names the University as an additional insured. **(Proof of insurance should be submitted to the appropriate University contracting representative, not the Office of Student Development.)**
3. Are fully responsible for the safety and actions of the minor while on campus and legally responsible for their proper behavior. (Section VI (A) & (B)).

F. Faculty members interacting with (non-student) minors that are part of an approved University classroom curriculum, research or other University activity.

1. You must have written permission from your supervisor to engage in the activity involving the minor.
2. You must submit a copy of the permission document to the Office of Student Development every year you engage in the activity involving minors.
3. You are encouraged to complete at least in person or online training concerning minors on campus each year you engage in minor related activities, as designated by Human Resources.
4. Any person under this policy observing or receiving information that conduct subject to the Duty to Report requirements, Section VI(C&D), has occurred, as outlined in 2 C (1) of this checklist, has the same duty to report as a person engaged in a Program or Event under the Instructional Program and Events Policy. (Section VI (C & D)).
5. Any person who engages in conduct subject to the Duty to Report requirements, Section VI(C&D), as outlined in 2 C (1) of this checklist is also subject to discipline up to and including termination for violation of the policy and/or the failure to report a violation.

G. Other group, individuals, employee, or staff member that bring or come into contact with minors on campus not as part of a Program or Event

1. The parent, legal guardian or responsible adult who brings the minor onto campus, is fully responsible for the actions of the minor while on campus and legally responsible for their proper behavior. (Section VI (A) & (B)).
2. Any person under this policy observing or receiving information that conduct subject to the Duty to Report requirements, Section VI(C&D), has occurred, as outlined in 2 C (1) of this checklist, has the same duty to report as a person engaged in a Program or Event under the Instructional Program and Events Policy. (Section VI (C & D)).
3. Any person who engages in conduct subject to the Duty to Report requirements, Section VI(C&D), as outlined in 2 C (1) of this checklist, is also subject to discipline up to and including termination for violation of the policy and/or the failure to report a violation.

The Requirements for Minors Utilizing Campus Facilities and Campus Visitation does not include a specific requirement that you gain permission from the Office of Student Development in order to conduct your minor related activity. The Policy does however create clear obligations concerning appropriate conduct, supervisory permission, proof of appropriate insurance by outside entities, a duty to report and, in some cases, a duty to notify the Office of Student Development when minor related activities are being conducted. All University members are expected to follow the applicable Minors on Campus policy as well as to ensure the compliance of others.