University Human Resources

2021 Annual Policy Notification

FROM:

Kevin Kregel, executive vice president and provost
Cheryl Reardon, chief hr officer and associate vice president
Josey Bathke, chief risk officer

TO: All University of Iowa Faculty and Staff

REGISTRATION REQUIREMENTS

The University of Iowa’s Minors on Campus Policy requires all University Youth Programs that include participants under the age of 18 to register with the university. Registration should occur annually and with each change in director.
All University Youth Programs, regardless of location, are governed by the Minors on Campus Policy and must register.

University Youth Programs are defined as “all programs and activities offered by student organizations or various academic, athletic, or administrative units of the university for participants under the age of 18, including but not limited to, the hosting of an individual minor by an individual faculty or staff member.”

There are exceptions in the policy for certain minors:

(1) Minors who are visitors in the workplace, (2) Minors working for the university as employees, (3) Minors enrolled at the university (this exclusion does not apply to minors enrolled in pre-college courses), (4) Minors admitted for enrollment at the university, (5) Minors attending events on campus or events sponsored by the university that are open to the general public, (6) Minors on school/organization trips accompanied throughout the trip by an adult chaperone for their school/organization, (7) Minors attending official admission events hosted by the University Admissions Office, such as Hawkeye Visit Days, (8) Minors participating in pre-enrollment visitation or recruiting activities governed by NCAA or US Department of Health and Human Services regulations, and (9) Minors receiving medical care or treatment at the University of Iowa.

Programs should register at https://provost.uiowa.edu/minors-campus-policy (https://link.uiowa.edu/l/28ac1202-e0c6-450d-b9f4-5de333b2faa9?m=aca6445b-b87a-496e-8795-5149fcd3cc36&c=d.hr.marketing&i=202112).

Additional information is available at https://opsmanual.uiowa.edu/community-policies/minors-campus (https://link.uiowa.edu/l/5b8341dc-1584-4614-89c7-c10b3187ced1?m=aca6445b-b87a-496e-8795-5149fcd3cc36&c=d.hr.marketing&i=202112).

Any questions regarding what programs are covered by this policy should be directed to Emily Robnett, Minors on Campus Advisory Committee chair, at emily-robnett@uiowa.edu (mailto:emily-robnett@uiowa.edu).

If you or others in your college/department/unit have questions about this registration process, please contact Paul Bellus, Director of Youth Programs, at paul-bellus@uiowa.edu (mailto:paul-bellus@uiowa.edu).

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