A new Minors on Campus Policy promotes the well-being and security of the many minors entrusted to the University’s care when participating in University Youth Programs, as well as informs UI staff, students, and faculty who work with minors as part of University Youth Programs. The new Policy will go into effect on December 1, 2017.

University Youth Programs are defined by the Policy to include “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.” There are exceptions in the Minors on Campus Policy for situations when the minor is (1) visiting a family member on campus, (2) an admitted or enrolled student, (3) on campus as part of an adult-chaperoned visit, (4) working for the UI as an employee, (5) receiving medical/clinical care at the UI, (6) attending a UI event open to the general public, or (7) visiting campus as part of an Admissions event, or a recruiting event covered by NCAA or Department of Health and Human Services regulations.

The Minors on Campus Policy establishes specific requirements for UI staff, faculty and students who – as part of a University Youth Program – will have direct contact or responsibilities for the minors in the program. Those requirements include a criminal background check and the completion of the required online “Working with Minors” training among other things. We are working with HR administration to automate the Criminal Background Check (CBC) process. Details about this process and how to designate your staff as needing a CBC will be announced in December. In the meantime, the “Working with Minors” training is already available on Employee Self-Service under “My Training” as course #WRM002.

University Youth Programs are required under a process identified in the Policy to be approved and registered with the University. An alternative approval process is available under the Policy when minors are participating in research approved by the University’s Institutional Review Board (IRB), or when a minor is volunteering to conduct research supervised by a UI faculty or staff member in accordance with guidelines established by the college/unit employing the faculty or staff member.

Because our campus has come together to create a Policy that defines the standard for how minors should be treated, supervised and protected on our campus, we ask you and your colleges/departments/units to review the Minors on Campus Policy, and that appropriate faculty, students and staff complete the “Working with Minors” training.
The new Policy is in the University Operations Manual at https://opsmanual.uiowa.edu/community-policies/minors-campus. Additional information about program registration will be available on the Minors on Campus Policy website (https://provost.uiowa.edu/minors-campus-policy).

A Minors on Campus Advisory Committee has been created to answer questions from campus about the new Minors on Campus Policy, and to provide guidance to new and existing University Youth Programs about this Policy. If you or others in your college/department/unit have questions about this new Minors on Campus Policy, please contact me at lon-moeller@uiowa.edu.

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