



University of Dallas

Health and Safety

Minors on Campus Policy

POLICY AHM

Responsible Executive:

Executive Vice President

Responsible Office:

Office of Executive Vice President

Issued: 7.1.21

Revised: n/a

1. PURPOSE

This Policy sets forth the expectations and requirements for minors who are on the University campus, including various legal requirements such as Tex. Educ. Code § [51.976](#) and Tex. Family Code § [261.101](#).

2. VISITORS TO CAMPUS

Children are entrusted to their parents by God and, consequently, parents have the responsibility to serve as their primary guardians and first educators. Recognizing goods available at the University that can assist parents in fulfilling their responsibilities, many parents choose to allow their minor children to participate in social and educational activities that occur on campus. The University welcomes families, whether they are visiting, for example, the Church of the Incarnation, the Cappuccino Bar, a special lecture, or a sibling who is a student at the University. Such events, however, do not involve the University taking responsibility for the oversight of such minor children and parents are expected to take their own measures to provide for the care and protection of their children.

- 2.1. Except when participating in University programs or activities covered by Section 3 of this Policy, parents are expected to provide for the supervision of their minor children, recognizing that they are present on the University campus under their parents' authority, and are not under the supervision of the University.
- 2.2. In addition, the University retains the right to request that anyone, including parents and children, leave campus and/or not return to campus. If parents fail to adequately supervise their minor children, they can expect that they and their children may be asked to leave campus.

3. MATRICULATED STUDENTS

A university education requires the maturity of an adult, as students embrace the search for truth and justice as a search of their own, and not merely in obedience to their parents. Consequently, at the University of Dallas, like at most institutions of higher education and, typically, matriculated students are no longer minors. In some cases, however, individuals have qualified for matriculation before reaching eighteen (18) years of age and their parents have chosen to send them to the University as students. The choice to send a younger student to the University, however, does not change the nature of a university education and the requirement that the student have the maturity to participate in the University community as an adult.

- 3.1. The University academic programs, unless specifically stated otherwise, are intended and designed for students who are not minors.

- 3.2. Recognizing that some minors may have the maturity and level of individual responsibility necessary to participate in the academic programs of the University, the University permits such individuals, with the consent of their parents, to matriculate into the University.
- 3.3. The University understands and expects that parents who consent to their minor children attending the University as matriculated students have carefully considered the strengths and weaknesses of their son or daughter and concluded that their child has the maturity and level of individual responsibility of an adult. Moreover, such parents understand and accept that their child will be expected to exercise the same level of responsibility of an adult and will not be subject to supervision beyond what is normally provided to other matriculated students.
- 3.4. Nevertheless, there are occasions in which applicable laws impose additional restrictions on minors, regardless of their level of maturity and exercise of individual responsibility. For instance, in light of restrictions imposed on the University by Italian law and regulations, matriculated students must be eighteen (18) years of age in order to participate in the University's undergraduate Rome program.

4. CAMPUS PROGRAMS FOR MINORS

[adapted from Tex. Educ. Code § [51.976](#) and 25 Tex. Admin. Code §§ [265.403](#) and [265.404](#)].

- 4.1. **Background checks.** The University requires that all program staff who are employed in the operation of a campus program for minors must have an annual criminal background check and sex offender registration check.
- 4.2. **Training and examination.** The University requires that all program staff who are employed in the operation of a campus program for minors must have successfully completed, within the preceding two years, a training and examination program on sexual abuse and child molestation that is approved for that purpose by the Texas Department of State Health Services [adapted from 25 Tex. Admin. Code § [265.404](#)].
- 4.3. **Documentation.** Each program operator of a campus program for minors at the University must maintain, as to each member of the program staff,
 - 4.3.1. The annual background check documentation required under Section 4.1 of this Policy.
 - 4.3.2. Documentation verifying successful completion the training and examination required under Section 4.2 of this Policy.
 - 4.3.3. **Availability of documentation.** The program operator must maintain the documentation required by Section 4.3 of this Policy on campus throughout the campus program for minors.
- 4.4. **Submission to Department of State Health Services.** A program operator must, within five days of the start of the campus program for minors, submit to the Department, on the form provided by the Department and with any required fee, verification that each employee of the campus program for minors has successfully completed, within the preceding two years, the required training and examination program on sexual abuse and child molestation.

- 4.4.1. The program operator must maintain the criminal background check and sex offender registration check documentation on file, on campus, throughout the
- 4.5. **Record retention.** The program operator must retain in the program operator’s records, for at least two years after the completion of the campus program for minors, an electronic or paper copy of the documentation required by Section 4.3 of this Policy.
 - 4.5.1. The program operator shall provide the University with a copy of the documentation required by Section 4.3 of this Policy upon request, at any point during the two years that the program operator must retain the records.

5. MANDATORY REPORTING

An individual having cause to believe that a child’s physical or mental health or welfare has been adversely affected by abuse or neglect by any person shall immediately make a report in accordance with Texas law (Tex. Family Code § [261.101](#)), which includes reports to:

- 5.1.1. Any local or state law enforcement agency; and/or
- 5.1.2. The Department of Family and Protective Services.

6. DEFINITIONS

[adapted from Tex. Educ. Code § [51.976](#) and 25 Tex. Admin. Code § [265.402](#)].

- 6.1. **“Camper”** means a minor who is attending a campus program for minors.
- 6.2. **“Campus program for minors”** means a program that:
 - 6.2.1. Is operated by or on the campus of the University;
 - 6.2.2. Offers recreational, athletic, religious, or education activities for at least 20 campers who:
 - 6.2.2.1. Are not enrolled at the University; and
 - 6.2.2.2. Attend or temporarily reside at the camp for all or part of at least four days; and
 - 6.2.3. Is not a day camp.
- 6.3. **“Day camp”** means a camp that operates during the day or any portion of the day between 7:00 a.m. and 10:00 p.m. for four or more consecutive days and that offers no more than two overnight stays during each camp session. [Tex. Health & Safety Code § [141.002\(2\)](#)].
- 6.4. **“Department”** means the Department of State Health Services.
- 6.5. **“Employee of the campus program for minors”** means a person of any age who receives compensation for work or service at a campus program for minors.
- 6.6. **“Minor”** means an individual who is under the age of eighteen (18) years.

- 6.7. **“Person”** includes a corporation, organization, government or governmental subdivision or agency, business trust, estate, trust, partnership, association, and any other legal entity.
- 6.8. **“Program operator”** means a person who owns, operates, or supervises a campus program for minors, regardless of whether it is operated on a for-profit or non-profit basis.
- 6.9. **“Program staff”** means an employee who is
 - 6.9.1. Authorized to have unsupervised access to campers; or
 - 6.9.2. Is responsible for the supervision of campers on more than a temporary basis.
 - 6.9.3. **Exclusions.** Program staff specifically excludes the following:
 - 6.9.3.1. An employee of the campus program for minors acting a guest speaker, an entertainer, or fulfilling any other role whose attendance at the campus program for minors is for a limited purpose or a limited time if the employee has no direct and unsupervised interaction with campers;
 - 6.9.3.2. A student at the University and whose contact with campers is limited to a single class of short duration;
 - 6.9.3.3. An individual who is enrolled as a student at the institution of higher education or private or independent institution of higher education that is the program operator and whose contact with campers is limited to a single class of short duration; and
 - 6.9.3.4. An employee of the University who is not an employee of the campus program for minors.
- 6.10. **“Training and examination program on sexual abuse and child molestation”** means a program approved by the Department.
- 6.11. **“Student”** means an individual who is enrolled at the University.
- 6.12. **“University”** and **“the University”** mean the University of Dallas.

7. RESPONSIBILITIES

Responsible Party	List of Responsibilities
Office of General Counsel	1. Monitor compliance with this Policy.
Conference & Event Services	1. Monitor compliance with Section 4 of this Policy.
Program operator	1. Require all program staff to provide the documentation required under Section 4 of this Policy. 2. Maintain the required documentation for at least two (2) years. 3. Prior to the start of the campus program for minors, make available to Conference & Services the required documentation.

4. Within five (5) days of the start of the campus program for minors, provide the required notice to the Department of State Health Services

8. PROCEDURES

Task	Procedure
Gather verification	<ol style="list-style-type: none"> 1. Program staff successfully complete the training and examination program on sexual abuse and child molestation. 2. Program staff provide verification of successful completion to the program operator. 3. The program operator conducts the required background checks. 4. The program operator maintains the verification documentation.
Make available to the University	<ol style="list-style-type: none"> 1. The program operator makes available the verification documentation to the University prior to the start of the campus program for minors.
Provide notice to the Department of State Health Services	<ol style="list-style-type: none"> 1. The program operator provides the required certification to the Texas Department of State Health Services.

9. POLICY ENFORCEMENT

Enforcement	The Office of the General Counsel or the Office of the Executive Vice President will investigate suspected violations of this Policy, and take appropriate action in accordance with University policy.
Reporting Violations	Report suspected violations of this Policy to the Office of the General Counsel or the Office of the Executive Vice President.

10. RELATED DOCUMENTS

Policy or Document	Web Address
Texas Department of State Health Services – Campus Program for Minors Home Page	https://dshs.texas.gov/cpm/
Texas Department of Family and Protective Services – Abuse and Neglect Reporting	http://www.dfps.state.tx.us/Contact_Us/report_abuse.asp

11. CONTACTS

Subject	Office or Position	Telephone Number	Office Email or URL
Policy Clarification	Office of General Counsel	(972) 721-5363	hlachenauer@udallas.edu

Implementation	Office of Executive Vice President	(972) 721-5226	provostoffice@udallas.edu
Documentation requirements	Conference & Event Services	(972) 721-5123	meetatud@udallas.edu
Web Address for this Policy		https://udallas.edu/about/university-policies/index.php	