

Vehicle Monitoring Devices

Frequently Asked Questions

Why is the University installing monitoring devices on university-owned vehicles?

Drake University (the University) is implementing vehicle monitoring technology on university-owned vehicles as part of a safety and security program required by its automobile insurance carrier.

What are the primary goals of the program?

The program promotes employee safety, vehicle security, and responsible fleet management.

The monitoring devices are intended to support:

- **Safety:** Helping identify driving patterns or situations that may present safety concerns and provide opportunities for educational programming, enhanced communications, or coaching.
- **Theft prevention and vehicle recovery:** Assisting in locating and recovering a university-owned or leased vehicle if it is stolen or otherwise needs to be located.
- **Vehicle maintenance:** Providing diagnostic and vehicle information that can help with required maintenance schedules or repair needs.

Is the monitoring device required?

Yes. Installation of the monitoring devices is required by the University's auto insurance carrier as part of the University's vehicle insurance coverage.

What information does the monitoring device collect?

Collected information includes general safety information like vehicle location, mileage, speed, accidents, hard-stops, and idling time. Diagnostic information may include data relevant to the vehicle's condition, maintenance needs, or mechanical performance.

Who will have access to the information?

Risk Management and Insurance and the Director, Environmental Health and Safety will have access to monitoring information and will review it monthly. The intent is not to create a system for individual managers to continuously monitor employees' driving activity.

What happens if an issue or concern is identified?

If the review identifies safety concerns, unusual vehicle activity, or another issue that may require follow-up, the University may address it through appropriate measures such as:

- Education or training
- Safety awareness
- Maintenance or vehicle servicing
- Coaching
- Additional review or follow-up, when appropriate

The goal is to use the information as an educational and safety tool, with the primary objective of reducing risk and preventing incidents. That is one key reason the program is managed by Risk and Insurance and Environmental Health & Safety.

Is the University using the system to discipline employees?

The monitoring information is not intended to serve as routine individual employee surveillance. When a concern is identified, the University's initial approach will generally be to understand the circumstances and, where appropriate, address the issue through coaching, education, training, or awareness.

If significant or ongoing concerns arise, relevant information may be reviewed to help inform appropriate actions. The university is committed to using such information carefully, appropriately, and only when it is relevant to legitimate operational, safety, or compliance-related needs.

Will managers be able to see vehicle locations?

Monitoring information will initially be directed to Risk and Insurance and Environmental Health and Safety for the purposes described in this FAQ. Information may be shared with managers where there is a legitimate business need, such as vehicle theft or recovery situation, safety concern, accident, or maintenance issue.

How does the program help prevent theft or recover a vehicle?

Because the system can provide vehicle location information, it may assist the University in locating a university-owned vehicle if it is stolen or otherwise needs to be recovered. In the event of theft, the information may be shared with appropriate parties, such as law enforcement, insurance representatives, or other authorized personnel, as appropriate.

How does the program support vehicle maintenance?

The monitoring system can provide diagnostic and other vehicle information that may help the University monitor vehicle condition and maintenance needs. This information can help ensure that vehicles receive required maintenance according to established schedules and can assist in identifying potential issues that should be evaluated by qualified maintenance personnel.

Does the monitoring system replace regular vehicle inspections or maintenance?

No. The monitoring system is an additional tool and does not replace required inspections, preventative maintenance, driver responsibilities, or reporting of vehicle problems. Employees should continue to report known or suspected vehicle problems and complete departmental procedures for vehicle inspections.

Is monitoring required if I use my personal vehicle for university business?

No. The monitoring program is only applicable to university-owned or leased vehicles that are used primarily for business use.

Will the monitoring program include golf carts or other equipment?

No. At this time, the program applies only to University-owned on-road motor vehicles. The program does **not** include golf carts, utility vehicles (such as Gator™ vehicles), off-road vehicles, construction equipment, grounds equipment, or other specialized equipment.