

**PERSONAL VEHICLE RESPONSIBILITY**

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Campus parking is a privilege and employees and students are expected to abide by the parking regulations as well as local and state motor vehicle laws. UA Cossatot enforces the following rules and procedures to provide for the orderly and safe operation of vehicles on campus. The college assumes no responsibility or liability for the care or protection of any vehicle or its contents while operated or parked on college property.

**I. AUTHORITY**

- A. In accordance with A.C.A. 25-17-307, UA Cossatot establishes the following rules and regulations for the registration, operation, and parking of motor vehicles on any UA Cossatot campus.

**II. GENERAL PROVISIONS**

- A. Students and employees of UA Cossatot may operate a motor vehicle on the College campus provided:
1. The operator has a valid driver's license
  2. The vehicle is legally licensed
  3. The vehicle is registered with the UA Cossatot Police Department
  4. The operator abides by the traffic and parking regulations established by the College.
  5. The operator understands that registration neither obligates the College to set aside a parking space for every registered vehicle, nor permits the driver to violate parking or traffic regulations.
- B. Any communication left on the vehicle, either a traffic ticket or other notification, will be considered an official notice and recipients must comply with such communication.
- C. UA Cossatot reserves the right to restrict or deny the use of any vehicle on the College campus if the operator violates parking and traffic regulations, or
- D. Otherwise abuses the privilege of operating and parking a vehicle on the College campus.
- E. Visitors, adult education students, and non-credit students will be exempt from registering their vehicle with the UA Cossatot Police Department, recognizing the temporary nature of their visit to campus. All other parking and traffic regulations apply, including penalties for violation of established traffic and parking regulations.

- F. Vehicles may be towed from the campus at the owner's expense when:
1. The vehicle is parked on any UA Cossatot campus after privileges have been revoked.
  2. The vehicle is parked in a handicapped space (without proper permit), is blocking or partially blocking an entrance or loading zone, is blocking or partially blocking a street or driveway, is blocking or partially blocking sidewalks or cross-walks, is parked on lawn, or is otherwise hindering the flow of traffic and/or parking.
  3. The operator ignores College communication concerning improper parking of his/ her vehicle.
  4. The vehicle is left on any UA Cossatot campus for an extended period of time without explanation.
- G. A student's traffic/ parking record must be cleared with the College before the Registrar's Office can release his/ her records.

### III. REGISTRATION OF MOTOR VEHICLES

- A. All UA Cossatot employees and credit students who operate vehicles and park on any UA Cossatot campus between the hours of 7:00 a.m. and 8:00 p.m. Monday through Friday are required to register their vehicle with the UA Cossatot Police Department.
- B. Vehicle license number, make, model, year, and color are required for registration.
- C. Student vehicles must be registered prior to the beginning of each semester.
- D. All vehicles that an individual plans to operate on UA Cossatot campuses must be registered.
- E. Upon registration, a permit will be issued and must be displayed in a visible position on the left rear bumper or the left side of the rear window.
- F. If the ownership of a registered vehicle is transferred, the UA Cossatot Police Department should be notified immediately.
- G. New vehicles must be registered when brought onto UA Cossatot campuses.
- H. UA Extension employees hosted on any UA Cossatot campus are required to obtain and display a parking permit on the left rear bumper or the left rear window of their vehicle when parked on campus.

#### IV. PARKING AREA ASSIGNMENTS

- A. Parking: Registered vehicles may park in any marked parking spaces except those marked for handicapped parking (handicapped parking is by permit only) or spaces otherwise reserved (as marked by appropriate signage).
- B. Handicapped Parking: Areas signed and/or marked for handicapped parking are exclusively reserved for vehicles legally and properly displaying a handicapped parking permit issued by the state of Arkansas. Vehicles using the handicapped parking space (regardless of permit) should be operated by or transporting the handicapped individual the permit was issued to assist.

#### V. DRIVING REGULATIONS

- A. The campus speed limit is 15 MPH, except when conditions warrant a slower speed.
- B. All regulatory signs and pavement markings must be observed.
- C. Vehicles must yield to pedestrians at all times.
- D. All vehicles must be operated in a safe manner at all times.

#### VI. PARKING REGULATIONS

- A. Vehicles must be parked within the boundaries of a single-marked parking space.
- B. No parking is permitted on the lawn, in driveways or loading zones, or areas that are not marked for parking.
- C. Double parking and parking on the wrong side of the street are violations of parking regulations.
- D. If a vehicle is improperly parked, whether attended or unattended, the driver is in violation of regulations.
- E. Parking in a handicapped space or other marked reserved parking space, without a permit, is a violation of parking regulations.
- F. Vehicles in violation of parking regulations may be towed at the owner's expense.

#### VII. PENALTIES FOR VIOLATION OF PARKING AND TRAFFIC REGULATIONS

- A. Individuals charged with violations of the UA Cossatot Parking and Traffic Regulations will be issued fines for the following:

1. Parking Permit not displayed on vehicle
2. Failure to stop or yield right-of-way
3. Reckless/ unsafe driving
4. Parking in a Handicapped space without proper decal or authorization
5. Double parking or blocking a street or restricted area
6. Parking in a “No Parking” area
7. Parking in a reserved area or visitor’s area
8. Driving and/or parking on grass
9. Parking on the wrong side of the street
10. Parking over the marked line
11. Improper display of Parking Permit
12. U-turn

The College reserves the right to issue state citations if the officer deems the violation or situation warrants the higher state penalties.

Fines will be paid in the Business Office during working hours.

#### VIII. UA COSSATOT CITATION APPEALS PROCESS/ PROCEDURE

Citations are payable to the UA Cossatot Business Office within five (5) business days of the date of the citation.

Citations may be appealed in writing to the Vice Chancellor of Academic Services within five (5) business days of the date of the citation. Appeals filed after the fifth day of the citation being issued will be voided and the violator must pay the determined fine(s). The Vice Chancellor of Academic Services will have the final ruling on all citations issued. Fines that remain unpaid will result in UA Cossatot placing a hold for non-payment on the student’s transcript and/or grades. Any hold will remain until the fine(s) is paid in full.

By failing to exercise any or all of this procedure, the individual will be considered guilty as charged, and the fine will be charged to the offending individual’s account.

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#### **Policy History:**

May 4, 2015	March 4, 2015
September 8, 2014	July 30, 2001
January 1, 2011	August 18, 2014

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**PROCEDURE: NONE**