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Parking rules and regulations

DEPARTMENT OF PUBLIC SAFETY

The Department of Public Safety is located on campus at 1511 North Boulder and is open **24 hours.** For all services call **968-0222** or, for emergencies only, on campus **dial 911.**

PARKING VIOLATION CHARGES

The responsibilities for payment of fines incurred for traffic violations will rest with the registrant. In the event vehicle registration has not been completed, responsibility lies with the owner and/or operator of the vehicle. Persons violating the rules and regulations as stated while using a motor vehicle on campus will be fined under the University's system of traffic violations listed below.

Volations and fines	
WARNING	$00.00
Failure to display current hangtag	$35.00
Failure to display hangtag properly	$20.00
Parking in wrong color lot/wrong letter lot	$20.00
Parking at yellow curb	$20.00
Parking where prohibited by signs	$20.00
Illegal use of, reproducing, alterations of, defacing, using revoked hangtags or falsifying registration information	$50.00
Unauthorized handicap parking	$60.00
Parked disregarding painted lines	$20.00
Parking in unauthorized zone	$20.00
Driving/parking on grass	$20.00
Double parked/blocking	$20.00
Blocking drive	$25.00
Blocking dumpster	$20.00
Loading zone beyond 15 minute time limit	$20.00
Parking on wrong side of street	$20.00
Backed into parking space on street	$20.00

Blocking fire hydrant	$60.00
Parked in visitor space	$20.00
Parking in reserved area	$20.00
Across sidewalk and/or crosswalk	$20.00
Expired license tab	$20.00
Failure to display license plate	$20.00
Failure to stop or yield right of way	$25.00
Driving wrong way on one-way	$20.00
U-turn	$20.00
Reckless driving	$50.00
Improper Equipment	$20.00
Speeding	$35.00
Security violation (propping doors open, etc.)	$25.00
Other (see comments)	$20.00

AUTHORITY

In accordance with A.C.A. 25-17-307, the Board of Trustees of Arkansas Tech University establishes the following rules and regulations for the registration, operation, and parking of motor vehicles on the Arkansas Tech University campus. These rules and regulations are binding on all members of the faculty, staff, student body and others utilizing the lands owned or controlled by Arkansas Tech University at Russellville, Arkansas. Lands owned or controlled by Tech will henceforth be known as the CAMPUS for purposes of clarification in this brochure.

Arkansas Tech University Department of Public Safety officers are constituted peace officers by A.C.A. 25-17-305, by action of the Board of Trustees, and under the laws of this state possess all the authority provided by law for city police and county sheriffs to be exercised as required for the safety and protection of the University community.

Enforcement of traffic regulations on the Tech campus is the responsibility of the Department of Public Safety All drivers will observe and obey the orders of the Public Safety officers while such officers are engaged in the performance of their respective duties. This includes producing and rendering identification and hangtags requested.

The Russellville Police Department has jurisdictional rights to issue tickets on campus since Arkansas Tech University is located inside the corporate limits of the city of Russellville.

YOU ARE RESPONSIBLE FOR COMPLYING WITH ALL RULES AND REGULATIONS

REGISTRATION OF VEHICLES

Registration shall be accomplished at the time of regular registration for the fall, spring or summer semesters at the Department of Public Safety or at locations and times specified.

Vehicles are defined as any self-propelled vehicle having two or more wheels.

All vehicles on Tech campus are required to register and display a current parking hangtag. Parameters for the operation and parking of motor vehicles may be viewed on the campus map.

Hangtags are valid from August 15th one year through August 15th of the next year. After securing a hangtag at the Public Safety Department, charges are assessed to the individual's account at the Office of Student Accounts.

Hangtags must be displayed by hanging on the rear view mirror so the number can be read through the front windshield from the outside. These hangtags can be moved from vehicle to vehicle. Do not tape hangtag on vehicle or lay on dash or seat.

Lost/stolen hangtags are full price for replacement.

Summer term hangtags will be one-half the original cost.

Hangtags are the responsibility of the purchaser and must be removed prior to sale or transfer of the vehicle or upon termination of employment or withdrawal from the university.

Falsifying registration information, such as buying hangtags for another person in his/her name will be fined $50.00. Also, the person who allows another individual to purchase a hangtag for him/her will be fined $50.00.

Charges will be assessed at the time of registration of the vehicle as follows for all faculty, staff and students and other non-Tech employees.

A.$20.00 for the calendar year (August 15 through August 15)

B.$20.00 from the beginning of the second semester through Aug. 15

C.$10.00 for summer term

Temporary Hangtags are available at the Public Safety Departmentfor faculty, staff and students who have misplaced their hangtag. These hangtags are provided at no cost and are valid for a maximum of seven days.

RESTRICTED PARKING AREAS

YELLOW CURBS RESTRICTED PARKING at all times.

RED No students or ineligible employees between 8:00 a.m. and 5:00 p.m. Monday through Friday.

BLUE/WHITE Designated disability parking zones. This includes ramps as well as parking spaces.

SIGNS Restricted by signs as posted.

ANY ATHLETIC OR DRILL FIELD No parking at any time. These will not be posted.

During the fall semester, parking lot B is utilized by the marching band as a drill field. All vehicles must have cleared this lot no later than 3:30PM on weekdays. Any vehicles remaining after that time will be towed at owner's expense.

Arkansas Tech University reserves the right to set aside areas as necessary for special events in all parking areas of the University. The University further reserves the right to temporarily block certain streets as necessary without notice to the public.

TOWING AND IMPOUNDING OF VEHICLES

The University reserves the right to immobilize, tow and/or impound any vehicle that is parked on University property in such a way as to constitute a serious hazard; or any vehicle owned by a violator having three or more violations in any academic year.

The Department of Public Safety may direct an authorized commercial garage to carry out any towing action. Violators will be responsible for paying all costs for removal, impounding and storage of such vehicles. Vehicles may be held until all charges are paid.

PAYMENT OF VIOLATIONS/FINES

A person receiving notice of a parking or traffic violation should go to the student accounts office, Doc Bryan Student Services Center, to pay the fine placed against his/her account. The office is closed on Saturdays, Sundays and holidays. Check the PARKING AND TRAFFIC REGULATIONS for a listing of all fines for violations.

MOVING VIOLATIONS

Moving violations include all traffic laws as stated in the Arkansas Motor Vehicle and Traffic laws and State Highway Commission Regulations. The official Tech parking citation notice placed on vehicles will be sufficient as a summons for violation of these rules and regulations. In lieu of a University citation, the violator may be issued a uniform traffic ticket which will be adjudicated in Municipal Court.

Additional violations/rules are as follows:

Speed limit on campus is 20 mph unless otherwise posted.

No U-turns.

Yield the right-of-way to all pedestrians in campus crosswalks.

ACCIDENTS

All traffic accidents occurring on the campus or grounds controlled by the University must be reported immediately to the Department of Public Safety by calling on campus 968-0222. If you are unable to contact the number, **call 911** on campus and ask that the TECH officer on duty be dispatched to your location.

PARKING REGULATIONS

All parking regulations will be enforced 7 days a week, 24 hours a day.

1. The responsibility for finding a legal parking space rests with the vehicle operator.

2. Lack of space is not a valid excuse for violating a parking regulation.

3. Standard parking/traffic regulations and definitions, as enacted in the Arkansas Motor Vehicle and Traffic Laws and State Highway Commission Regulations will be rigidly enforced on the Tech campus at all times, including legal holidays and the time between semesters when classes are not in session.

4. Violators of established Parking and Traffic Regulations may be issued a Uniform Traffic Ticket payable in Municipal Court in Russellville, Arkansas, in lieu of a Tech citation.

5. Violation notices will be affixed to the motor vehicle or presented to the driver. Payment may be either mailed or paid in person at the student accounts office in the Doc Bryan Building.

6. Vehicles are considered parked when left standing, stopped or unattended for any period of time.

7. Arkansas Tech University assumes no responsibility for the care and/or protection of any vehicle or its contents at any time while it is operated or parked on the campus.

8. Pedestrians have the right-of-way at designated crosswalks at all times except at signal-controlled intersections where pedestrians will be expected to comply with the signal.

9. Students, faculty and staff members are expected to be familiar with and abide by the regulations at all times. The fact that any vehicle does not receive a violation notice while his/her vehicle is parked or operated in violation of any regulation law does not mean or imply that such a regulation or law is invalid.

10. It will be the responsibility of any driver of a disabled vehicle, i.e., dead battery, out of gas, keys locked inside, etc., to immediately notify the Department of Public Safety of the problem and the location of the disabled vehicle.

11. Vehicles are assumed abandoned if left parked and stationary for a period of two weeks. Such vehicles will be towed at the owner's expense.

12. School buses and other large vehicles, as well as special purpose vehicles, are required to park in areas designated by the Department of Public Safety.
13. You are responsible for all violations by a vehicle displaying a hangtag issued in your name. If you lend your car, proper operation of the vehicle is still your responsibility.

14. Only one type of Tech hangtag is to be displayed on a vehicle at a time.

15. Obey regulatory signs and barricades established by the Department of Public Safety.

16. Vehicles will not be operated on the Tech campus without required safety equipment prescribed by the vehicle code of the State of Arkansas.

17. Vehicles parked in parallel parking spaces must be parked with the passengers' door to the curb with flow of traffic.

Loading zones around residence halls are to be utilized by students for loading/unloading. A maximum of 15 minutes will be observed at all times.

19. Vehicles will be parked within designated parking boundaries and in no case shall they overlap into or onto roadway, crosswalk or sidewalk. The fact that other vehicles are parked improperly shall not constitute an excuse for parking with any part of the vehicle over the line.

20. The time limit on 15 minute zones will be observed at all times. Vehicles are considered parked when left unattended for any period of time.

21. A traffic ticket or any other communication from a Public Safety officer, while in the performance of his duties, is considered to be an official University notice. Failure to respond will make the recipient subject to disciplinary action.

22. If a hangtag is not visible to the officer while he is issuing a citation, the citation will be for no current hangtag. If, in the course of issuing a citation, the officer discovers the decal, he has the discretion to downgrade that ticket to improper display only.

23. Windshields, side wings, side or rear windows may not be obstructed with any sign, sunshield, sun visor, poster or other transparent material other than a certificate or sticker required by state law or campus regulations. This will include writing on vehicle windows with shoe polish. Violations of this rule will be issued a citation for reckless driving in accordance with Arkansas Statute 27-50-302.

GENERAL INFORMATION

Open parking hours will be declared from 5:00PM to 7:30AM daily and from 5:00PM on Friday through 7:30AM on Monday. School holidays are considered as “open parking” days. Residence hall parking areas are not open parking areas.

1. Operating a motor vehicle in any manner which may create a disturbance on campus may be considered a traffic violation. This includes excessive use (determined by city ordinance or officer's discretion) of boom box, stereo, horn, illegal exhaust systems, squealing of tires or placing pedestrians or other drivers in a hazardous situation.

2. All personnel, including visitors, are expected to adhere to all campus and state regulations regarding safety procedures.

3. All resident hall students who own or operate registered vehicles must use the parking areas assigned to that residence hall. Residence hall parking lots are color-coded.

4. Arkansas Tech University cannot and does not assume the obligation of providing parking spaces for all vehicles at all times.

5. Arkansas Tech University does not assume responsibility for the care and protection of any vehicles or its contents while said vehicle is operated or parked on the campus or lands controlled by the University.

6. Vehicles that do not qualify for registration or “approved as safe” by the State of Arkansas are not permitted on the campus at any time. Disabled and abandoned vehicles will be turned over to the State Police for disposal according to law.

7. Mechanical work other than minor repairs such as replacement of vehicle battery or flat tires will not be permitted on the Tech campus.

8. Arkansas Tech University reserves the right to restrict or revoke the use of an automobile on campus to anyone if the use of that vehicle is thought to be detrimental to the academic achievement of any student or if the person has abused the privilege of operating said vehicle on or off campus.

9. It shall be the responsibility of any driver of a disabled vehicle (i.e. dead battery, out of gas, keys locked in car, etc.) to immediately notify the Public Safety Department of the problem and location of the disabled vehicle. Failure to make notification may result in the vehicle’s being either towed or given a ticket. Abandoned vehicles shall be towed at the owner’s expense.

10. Flagrant disregard of campus parking and traffic regulations will result in the vehicle being towed to storage and parking privileges on campus revoked. Towing and storage charges will be assessed prior to the release of the vehicle to the owner.

DISABILITY PARKING

As required, a number of parking slots have been set aside for use by permanently handicapped individuals only. Each spot has been clearly marked with signs and blue and white paint on the space. Vehicles found illegally parked in these slots are subject to

impoundment and a fine in addition to towing and impoundment fees.

Only individuals who have been issued, and are displaying, a disability license plate or placard issued by the State of Arkansas are permitted to park in spaces marked with blue and white stripes. Vehicles must also have valid Tech hangtag.

License plates, decals and placards may be obtained from the State Revenue Office at 325 South Denver, Russellville, AR. For information, call 968-1526.

Transfer of a disability license or placard is a violation of the Arkansas state law. The offender will be ticketed accordingly.

TEMPORARY DISABILITY PARKING

Persons requesting temporary disability status for parking must be authorized by the Tech Health and Wellness Center located in Dean Hall and, if eligible, then obtain a special Temporary hangtag from UPD. You will then be eligible to park in the areas painted RED only for the dates specified.

SPECIAL EVENT PARKING

Contact the Department of Public Safety.

VISITOR PARKING

Visitors are always welcome on campus and may park in any non-restricted area. Currently enrolled students or employees are not considered visitors.

Visitors, please secure a visitor's hangtag at no cost at the Public Safety Department or through the office you are visiting.

Visitors with the hangtag may use any color parking area. Visitors without the hangtag may park only in the areas marked “Visitors Only.” Unrestricted parking for visitors is only permitted on Homecoming, Family Day, open parking hours and other designated University functions. Visitors who park in violation may be issued a parking citation.

MOTORCYCLES AND MOTORBIKES

Motorbikes, motor scooters, motorcycles and bicycles must be operated only on streets normally designated for automobile use. A hangtag must be displayed if parked on campus.

APPEALS

All appeals will be dealt with according to the rules and regulations stated in this booklet. All appeals must be made within three school days. Appeals made after three school days will not be considered.

All faculty, staff and student appeals should follow the above procedures.
Appeal forms are available at the Department of Public Safety building, located at 1511 North Boulder.

HANGTAG PARKING AREAS

FACULTY/STAFF ONLY

Vehicles with authorized red hangtags may park in areas marked in red or in any authorized parking location on campus.

RESIDENT STUDENTS OF JONES AND ROUSH ONLY

Vehicles with authorized green hangtags must park in areas marked in green on the map except during “open parking” hours.

Lots G, I, M, N, P,

RESIDENT STUDENTS OF PAINE ONLY

Vehicles with authorized LIGHT BLUE hangtags must park in areas marked in blue on the map except during “open parking” hours.

Lots U and part of K as marked

RESIDENT STUDENTS OF SUMMIT, BROWN, TURNER ONLY

Vehicles with authorized brown hangtags must park in areas marked in brown on the map except during “open parking” hours.

Lots W, X, Y, CC, DD, EE, FF

RESIDENT STUDENTS OF MASSIE ONLY

Vehicles with authorized orange hangtags must park in areas marked in orange on the map except during “open parking” hours.

Lots AA, BB, and HH as marked

UNIVERSITY COMMONS APARTMENT STUDENTS ONLY

Vehicles with authorized GRAY hangtags must park in areas marked in gray on the map except during “open parking” hours.

Lot I

RESIDENT STUDENTS OF CARAWAY ONLY

Vehicles with authorized OLIVE hangtags must park in areas marked in olive on the map except during “open parking” hours.

Lots MM and JJ as marked

COMMUTER STUDENTS ONLY

Vehicles with authorized YELLOW hangtags must park in areas marked in yellow on the map except during “open parking” hours.

Lots A, B, C, D, F, J, K, L, R, GG, BB, JJ, LL, NN, OO, QQ, RR, SS as marked

C***ONTRACT EMPLOYEES***

Vehicles with authorized DARK BLUE hangtags must park in areas marked in dark blue on the map except during “open parking” hours.

Lots Z, LL, NN

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Campus Parking Map