

MANUAL OF POLICY

Title	Campus Parking and Traffic Controls	6410
Legal Authority	Approval of the Board of Trustees	Page 1 of 1
Date Approved By Board	Board Minute Order Dated November 9, 1995 Amended by Board Minute Order Dated June 19, 2003	

The College shall establish rules and regulations for the safety and welfare of students, employees, and property. The College shall establish other rules and regulations deemed necessary to provide for the operation and parking of vehicles on the grounds, streets, drives, alleys, and any other institutional property under its control, including but not limited to the following:

1. Limiting the rate of speed.
2. Assigning parking spaces and designating parking areas and their use.
3. Prohibiting parking as it deems necessary.
4. Removing vehicles parked in violation of institutional rules and regulations or law at the expense of the violator.
5. Instituting a system of registration for vehicle identification. *Texas Education Code 51.202(a)*

It shall be unlawful for any person to park a vehicle on any property under the control and jurisdiction of the College except in the manner designated by the College and in the spaces marked and designated by the College. It shall also be unlawful to block or impede traffic through any driveway of College property. All laws regulating traffic apply to the operation of vehicles within the property of the College. Texas Education Code 51.205

The College may provide for the issuance and use of suitable vehicle identification insignia. The College may bar or suspend the permit of any vehicle from driving or parking on any College property for the violation of any rule or regulation. Reinstatement of the privileges may be permitted. Texas Education Code 51.207

Enforcement of all College traffic and parking matters shall be the responsibility of campus security. The same procedures shall be followed as prevail in connection with the use of parking and traffic violation tickets by the cities of this state and the Texas Highway Patrol. In addition, it will be the duty of each security personnel to issue citations for any violations under the College's parking rules and regulations. Texas Education Code 51.206.

Individuals are responsible for the payment of each citation issued to them. The payment may be made at the Cashiers Department or mailed to the Cashiers Department using the citation envelope. If a student fails to pay for a citation, a hold will be placed on their record. If an employee fails to adhere to the rules and regulations the employee is subject to adverse personnel actions as referenced in Policy No. 4920.

Individuals are permitted to submit a written appeal for a citation. A committee will review the appeal and respond in writing. The decision of the Committee will be final and the individual shall abide by the Committee's decision.