










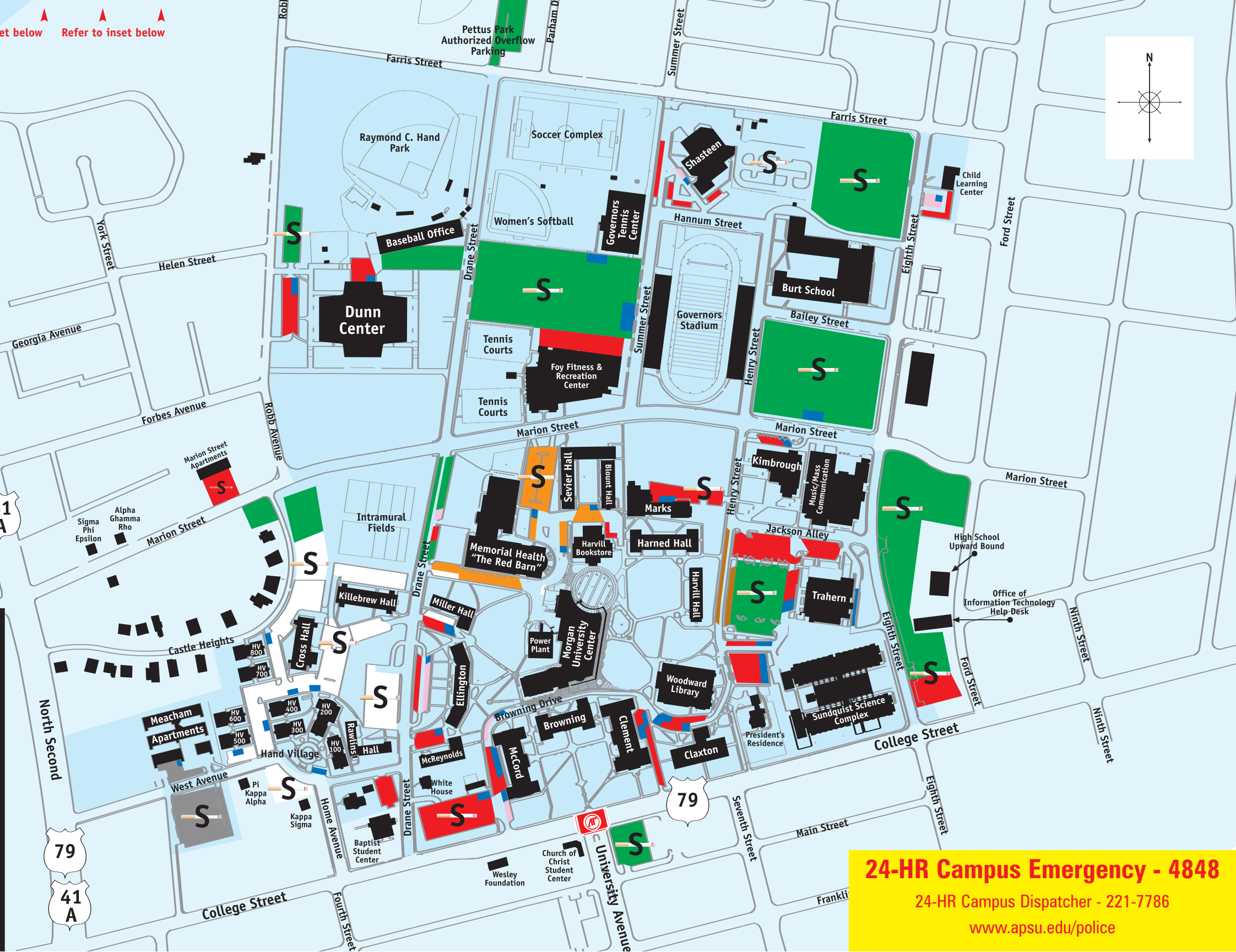
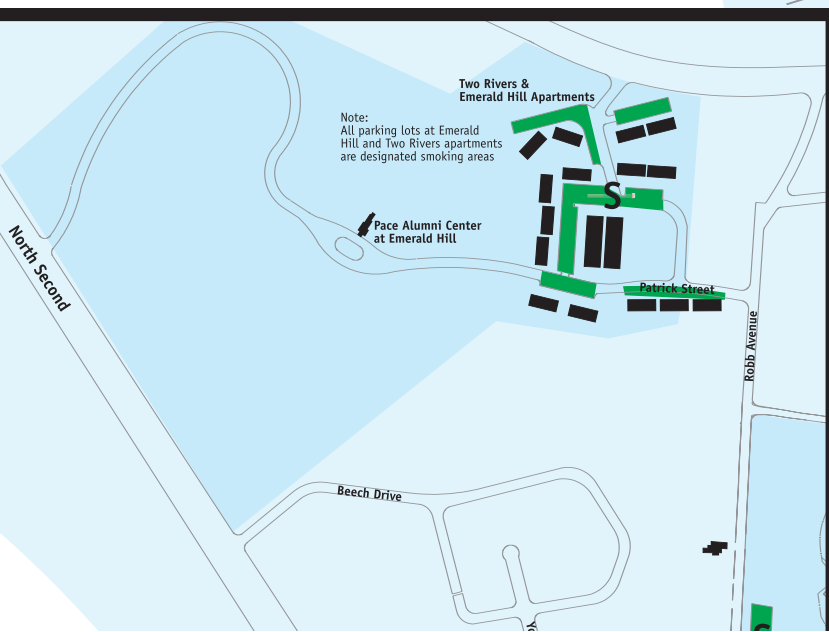
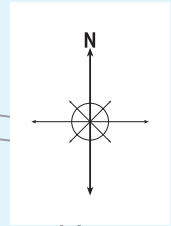
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No parking is allowed on yellow painted curbs throughout campus

S Designated smoking area**

-  Faculty & Staff
-  Disabled
-  Meacham
-  Cross, Hand Village, Killebrew, Rawlins & Miller
-  Sevier & Blount
-  Harvill
-  Emerald Hills, Two Rivers & Commuters
-  Visitor or 30-Minute Parking*
-  Construction Zone

* Visitor and 30-minute parking is indicated in pink for illustration purposes only. Visitor and 30-minute spaces are painted white with the words "Visitor" or "30 Minute" at each location.
 ** Austin Peay State University is a smoke-free campus. Smoking is allowed only in designated parking lots as indicated on this map.



24-HR Campus Emergency - 4848
 24-HR Campus Dispatcher - 221-7786
www.apsu.edu/police

1. Purpose

The purpose of these regulations is to facilitate the orderly and efficient flow of traffic on campus and provide a safe atmosphere for both pedestrians and motor vehicle operators as well as parking within limited space allocations.

2. General

A. All members of the campus community have the opportunity to become familiar with these regulations. All people receiving a parking decal will be offered a copy of the parking regulations along with a detailed map of parking locations by category. Individuals are expected to read and familiarize themselves with these regulations. If found in violation, ignorance of these regulations is no excuse or defense.

B. The president and vice president for finance and administration direct all matters concerning traffic and parking on campus, unless delegated to the director of public safety/chief of campus police. The director/chief is responsible for the enforcing of these regulations. The director/chief is authorized to enforce or not enforce certain regulations and parking categories based on special events and circumstances that require special accommodation.

C. Austin Peay State University assumes no responsibility for the care and protection of any vehicle or its contents while parked or driven on University property. In addition, the University assumes no responsibility for the care or protection of any vehicle or its contents if it is immobilized, towed or stored for violation of these regulations.

D. Individuals are entitled to one category of parking decal at a time. They will be identified based on their primary affiliation with the University—either student or faculty/staff. Graduate assistants and part-time student workers, for instance, are not entitled to faculty/staff decals. Decals are not transferable and not authorized for use by a person other than the person to whom it was issued. Only those persons who are neither students nor faculty/staff are entitled to visitor passes.

E. Austin Peay State University acknowledges there are a limited number of parking spaces within the vicinity of many facilities. But, there are a sufficient number of total spaces on campus and adjacent city streets for everyone to park legally. Possession of a valid decal is the recipient's right to secure available, legal parking on campus—it is not a guarantee for parking in particular locations or in particular categories of spaces. The limited number of designated spaces for visitors, resident hall students, faculty/staff and disabled people mandates stringent enforcement of parking regulations. Everyone is encouraged to respect the rights of others and to allow sufficient time (usually a maximum of 5-10 minutes) to walk from available parking spaces to classrooms or facilities. A security escort service, operating every night from 6-11 p.m., is available to students by calling campus police at 221-7786.

F. Vehicles parked on campus must be maintained in operating condition. No maintenance involving replacement of major components such as engines, or the replacement of

hazardous fluids such as oil and transmission fluid, is authorized without consent of chief/director or director of housing. Vehicles not maintained in operating condition and left for extended periods of time will be considered abandoned and will be disposed of consistent with state law.

G. Individuals are responsible for citations incurred with their decals and/or vehicles. They also will be liable for violations incurred by a vehicle when that vehicle is reasonably shown to be associated to the person. Examples include vehicles shown to be registered to spouses or family members of students/faculty/staff. This will not be confused with the right to first obtain a visitor pass or request a second decal in the provisions below.

3. Parking zones, authorized overflow areas and hours of enforcement

The University will assign and publish a color-coded list or designated markings for the following categories:

A. Faculty and staff spaces. These spaces also are authorized for those with visitor passes and disabled decals at all hours. Parking in faculty/staff spaces is not enforced on days when the University is closed (weekends, holidays, etc.), and not enforced from 4:30 p.m. through 6 a.m. when school is in session. Faculty/staff spaces associated with any on-campus faculty/staff housing, however, are enforced on a 24-hour basis.

B. Resident hall student spaces. These spaces are enforced on a 24-hour basis, whether classes are held. Only those with valid resident hall decals, valid disabled decals and visitor passes issued by public safety/campus police expressly for that category are authorized to park in those spaces. Resident hall spaces will be broken into color-coded categories, and resident students may park only in the colored area associated with their residence hall. Those with resident hall decals are authorized to park in commuter spaces only in the commuter lot located at 8th and Farris.

C. Commuting students and married housing spaces. These spaces also are authorized for visitors with passes and those with disabled decals. The lot at 8th and Farris is a commuter lot but is open for use by current decal holders in all categories. Commuting people mandates stringent enforcement of parking regulations. Everyone is encouraged to respect the rights of others and to allow sufficient time (usually a maximum of 5-10 minutes) to walk from available parking spaces to classrooms or facilities. A security escort service, operating every night from 6-11 p.m., is available to students by calling campus police at 221-7786.

D. Visitor spaces. Only holders of visitor passes and those with disabled decals are authorized to park in these spaces. Visitor passes will be neither issued nor used by current faculty, staff or students. In addition to designated visitor spaces, visitors with passes may use all legal parking spaces on campus except resident student spaces (unless under the provisions of (B) above). Visitor spaces are enforced between the hours of 6 a.m. and 4:30 p.m. on days when classes are in session.

E. Emergency/public safety and physical plant/maintenance spaces. As a matter

of public safety and the need to conduct critical maintenance in support of University operations, all but these types of official vehicles are forbidden to park in these spaces on a 24-hour basis.

4. Obtaining and displaying decals and passes

1. The annual parking fee for faculty/staff is \$61 per decal. The University is authorized to charge a prorated fee for summer or other reduced periods.

2. Hanging decals are issued to individuals, not vehicles, and are not required to be permanently affixed to a vehicle. People in valid possession of a parking decal may drive any vehicle, if legally registered, insured and in safe operating condition, with their decal displayed. People are encouraged but not required to provide specific vehicle information on the registration form to aid campus police in the identification of their vehicle for administrative or emergency purposes.

3. a. Second decals: Because decals may be used on any vehicle under control of the operator/decal holder, only Emerald Hills/married housing students and families qualify for a second decal. Only students/faculty/staff who present extraordinary circumstances in writing, approved by the director/chief, are authorized a second decal. Second decals cost \$61. Resident hall students will not be awarded a second decal. Everyone is reminded and encouraged to use the temporary and visitor pass provisions below when desired.

b. Faculty/staff decals. Submit parking deduction authorization to the business office, box 4635 or complete registration and render payment at the Business Office window in the Browning Building.

c. Student decals. Parking is included in the general access fee on student financial statements. Complete registration with campus police at the Shasteen Building or at announced locations at the beginning of the academic year.

d. Parking for the disabled. Disabled parking decals are issued to qualified students/faculty/staff in lieu of any other decal. Decals are obtained from public safety/campus police upon the presentation of a license or placard issued by any state specifically to the person requesting the decal. Temporary disabled permits are issued under the authority of the director of health services and entitle the bearer to the same parking privileges for short periods of time.

e. Visitor permits. Visitor permits will be issued by public safety/campus police at the Shasteen Building and may be issued by the directors of admissions, advancement, alumni affairs and the University Center. Visitor permits only will be issued in hard, color copy and will not be forwarded to any other party electronically. Only public safety can issue visitor permits authorized for use in resident hall spaces.

f. Temporary decals. Unlike visitor decals, temporary decals are issued to members of the campus community who otherwise qualify for a regular decal. Temporary decals are issued by public safety/campus police for a maximum of 14 days and are assigned a spe-

cific category and/or color code.

g. Displaying the decal/permit. Decals designed to be hung from rear-view mirrors will be so displayed and/or affixed to the inside in the center of the windshield with registration number facing outward. The hanging decal system, provided as a convenience at the request of the campus community, presents potential abuses. The success of the program rests on the requirement to enforce the display of decals at all times while on campus.

h. Lost or stolen decals/permits. Lost or stolen decals/permits must be reported immediately to public safety/campus police. A temporary decal will be issued for 14 days. If the original decal is not recovered during that time, the operator will obtain and pay for a new decal.

i. Gold decals. Those with gold decals may park in any faculty, staff or student spaces.

5. Violations

a. Moving violations. Campus police are commissioned and authorized to enforce all state motor vehicle laws on University property and all roads contiguous to campus. They are authorized to issue either a state or University citation when both state law and University regulation are violated in the following cases:

1. Failure to obey stop sign or traffic signal.
2. Failure to yield to pedestrians in crosswalk (note: extends to any pedestrian who has stepped off the curb and onto the roadway for the entire length of the crosswalk).
3. Traveling wrong way on a street marked one way.
4. Operating a motor vehicle off a marked roadway on campus grounds.
5. Speeding.
6. Failure to yield right-of-way.
7. Failure to obey lawful directions of a police officer.
8. Failure of motorcycle operator or rider to wear certified, protective headgear.
9. Failure to yield to emergency vehicle.

b. Parking violations.

1. Parking in driveways, loading zones (including dumpsters), crosswalks, sidewalks or pedestrian walkways.
2. Parking in roadway or otherwise obstructing flow of traffic.
3. Parking on campus grounds or cultivated area unless designated for parking.
4. Parking in "No parking" zone.
5. Parking on wrong side of street—facing opposite direction of traffic.
6. Parking outside designated space and/or occupying two spaces.
7. Parking within 15 feet of a fire hydrant.
8. Parking within 20 feet of street intersection or entrance/exits.
9. Failure to display decal or permit.
10. Improper display of decal/permit—inability to read permit.
11. Possession/use of a forged/altered/lost/stolen decal or permit.
12. Parking in unauthorized zone.
13. Unauthorized parking in visitor, maintenance or emergency vehicle space.
14. Unauthorized parking in disabled parking area including adjacent access area and curb cuts.

c. Other. Individuals who obtain a decal/permit through misrepresentation or transfer

control of a decal to a party not otherwise entitled to those privileges will be subject to action under the provisions of student/employee disciplinary procedures.

6. Schedule of fines

- a.** Moving violations when written as a University citation: \$35
- b.** Parking violations:
 1. Unauthorized parking in visitor, maintenance or emergency vehicle space: \$35
 2. Unauthorized parking in disabled parking area: \$100
 3. Possession/use of a forged/altered/lost/stolen decal or permit: \$25 and revocation of parking privileges for remainder of semester/term.
 4. All other parking fines: \$25

7. Repeat offenders.

a. Immobilization. Individuals who receive more than three citations in one semester, regardless of status of appeals under the provisions below, may be charged under the Student Code of Conduct and are subject to having their vehicle immobilized ("booted").

1. When a vehicle is booted, no attempt will be made to remove or damage the boot. Attempts to drive the vehicle while the boot is in place are hazardous and will result in vehicle damage.
2. Anyone whose vehicle has been immobilized will report to public safety/campus police where he/she will be given a processing form. Individuals will document with the Business Office that all previous fines have been paid or appealed and will document a meeting with their respective vice president or designated representative.
3. Upon completion of the form, individuals will present the form to public safety/campus police and the boot will be removed.
4. Those who do not make provision to complete the above requirements within seven calendar days will have their vehicle towed under the provisions outlined below.

b. Towing and impoundment.

1. Vehicles are subject to tow under the following conditions:
 - a. Declared abandoned under the provisions of state law, obstructing traffic or otherwise creating a safety hazard, blocking emergency vehicles and equipment and/or the ability to perform essential repairs.
 - b. The vehicle has been immobilized once for repeat violations and found in violation again.
 - c. It could not be immobilized previously due to mechanical or technical reasons, and in lieu of immobilization, the operator was warned that the next offense would result in towing; and following that, the vehicle was subsequently found in violation again.
 - d. Parked in an area marked as a "tow-away" zone for publicly announced events or activities, including but not limited to, areas designated for motorcycle/driver training, and Gobs Club parking for athletic events.
2. Vehicles will be towed and impounded by a licensed and bonded towing service contracted by the University. Those

whose vehicles are towed are responsible for settling towing and storage fees directly with the towing service.

3. Vehicles not reclaimed will be subject to disposition under state law.
4. Those whose vehicles are towed after repeat violations and after having been immobilized once are subject to immediate revocation of parking privileges for the remainder of the semester/term. Further attempts to park on campus without authorization will be referred to the appropriate vice president for disciplinary action.

8. Payment of fines and appeals.

a. Fines:

1. Fines are paid through the University Business Office and cannot be accepted at public safety/campus police.
2. Posting of fines from public safety/campus police to the Business Office normally takes 3-5 working days.
3. Failure of students to satisfy payment of fines will result in withholding grades, transcripts and the ability to register for subsequent semesters. Faculty/staff must satisfy payment of fines during the semester/term the fine was incurred. Failure to do so may result in a payroll deduction.

b. Appeals:

1. General.

- a. Upon receipt of a citation, individuals have three class days to submit an appeal. Appeals received outside that window will not be considered.
- b. Appeal forms can be submitted online at www.apsu.edu/police.
- c. Issuing officers will be afforded the opportunity to comment on appeals before presented to the appeal authority.

2. Student Appeals.

- a. The Student Tribunal shall hear and decide all student appeals.
- b. The Tribunal will consist of a minimum of three members and rule by majority vote.
- c. The Tribunal will meet at a minimum of every two weeks and report findings in writing to the student who appealed, public safety/campus police and the Business Office.
- d. Students may appeal further the Tribunal's decision in accordance with the procedures established in the Code of Student Conduct, 0240-3-1.05-(5).
- e. When the University is not in session, the vice president for student affairs will hear and decide appeals and announce results in the same manner as the Tribunal.

3. Faculty/staff appeals. A committee consisting of faculty and staff shall hear all faculty and staff citation appeals at least once per semester, and report results in the same manner as the Tribunal.

