

**SHEPHERD UNIVERSITY
BOARD OF GOVERNORS
POLICY 30**

TITLE: CAMPUS SAFETY, PARKING AND TRAFFIC CONTROL

SECTION 1. GENERAL

- 1.1 Scope - This policy establishes rules relating to the establishment and enforcement of campus safety, parking and traffic control regulations on any premises owned by Shepherd University. This includes the authority to regulate deadly weapons on premises owned, operated or otherwise controlled by the University.
- 1.2 Authority - West Virginia Code §18B-1-6, §18B-4-6, 18B-4-5b.
- 1.3 Effective Date - June 6, 2024, replacing the prior version of June 21, 2005.

SECTION 2. GENERAL PROCEDURES FOR ESTABLISHING REGULATIONS

- 2.1 The Board finds that the effective regulation of parking and traffic flow on the premises of Shepherd University requires adaptability to changing conditions on the University campus. Therefore, the Board hereby delegates to the President of the University or Designee, subject only to the provisions of statute and this policy, the authority to promulgate rules and regulations relating to the management of parking of vehicles and of speed and flow of vehicles on premises owned by Shepherd University, and such amendments thereof as may be necessary and proper.
- 2.2 To the extent reasonably practical, parking and traffic control regulations shall be set annually for each fiscal year, and published on or before each June 1 for the following fiscal year. However, amendment of these administrative regulations may be adopted by the President or Designee at any time deemed necessary.
- 2.3 The President, or President's Designee, shall make proposed changes in such regulations known to the campus community by posting the draft on the institutional internet web-site and by notice to all employees and students which may be by written memo or by email to all employees and students, and will provide a reasonable opportunity for comment prior to implementing such amendments. Changes in the parking regulations shall be made in a manner that is consistent with the Campus Master Development Plan.
- 2.4 The Board reserves to itself the authority to amend the amount of fees for parking privileges. The fine associated with violations of the institutional regulations shall be \$10 for each separate offense; provided, however, that a violation

involving a handicap parking space shall result in such fine as is provided by WV Code; and provided further that the President or Designee may provide for a period of time, of not less than one hour, as to which the continuous violation of a parking regulation shall constitute a separate chargeable offense.

SECTION 3. SPECIFIC RULES RELATING TO PARKING

- 3.1 Any personal vehicle parked on Shepherd University premises, if not parked at a parking meter, must display either a permanent (ie, annual/ semester) or temporary parking permit decal, which shall bear a unique number which identifies the registrant in the records of the Shepherd University Police Department.
- 3.2 The parking regulations do not apply to state-owned vehicles or to commercial vehicles owned by businesses conducting business with Shepherd University.
- 3.3 All parking decals shall be issued by, or under the coordination of, the Shepherd University Police Department.
- 3.4 Temporary parking permits shall be issued without charge for persons with an occasional need for parking on campus, but generally for periods not to exceed two weeks. Renewals of a temporary parking permit shall be at the discretion of the Shepherd University Police Department, but only as necessitated in the interests of equity.
- 3.5 The administrative rules of the University may establish the rules as to the display of visitor, employee and student decals.
- 3.6 The following shall constitute a violation subject to a \$10 fine:
 - A. Blocking fire lanes, driving lanes, fire hydrants, building entrances, or specially reserved parking spaces.
 - B. Parking or riding any motorized vehicle in campus buildings, except a vehicle garage.
 - C. Parking, storing or using mobile trailers or truck-mounted campers on campus except when directly associated with the unloading or loading of a resident-student's belongings.
 - D. Crossing or removing any barricade or established barrier to vehicles.
 - E. Failure to display a parking decal.
 - F. Parking in a zone not authorized by the displayed parking decal.
 - G. Failure to move a vehicle when directed to do so for maintenance or snow removal purposes.
 - H. Driving or parking in grass or on sidewalks or in any "No Parking" zone.
 - I. Failure to park within marked spaces.
 - J. Display of a decal on a vehicle other than the vehicle to which the decal was issued.

SECTION 4. SPECIFIC RULES RELATING TO TRAFFIC FLOW

- 4.1 The maximum speed limit on the University premises shall be 15 miles per hour. All vehicles shall be operated in conformity with any posted signage and/or street paintings providing directions to operators of vehicles.

SECTION 5: REGULATION OF DANGEROUS AND DEADLY WEAPONS

- 5.1 Except as otherwise provided in this Policy or by law, Dangerous and Deadly Weapons are prohibited on all property owned, operated or otherwise controlled by the University.
- 5.2 Consistent with West Virginia law, a person complying with the West Virginia Business Liability Protection Act, as amended, shall not be deemed to be in violation of this policy nor the administrative rules of the University.
- 5.3 Consistent with West Virginia law, a person complying with the W.Va. Campus Self-defense Act, as amended, and also with the administrative rules of the University which are authorized thereunder for the partial restriction of Concealed Carry on the University Campus, shall not be deemed to be in violation of this policy nor the administrative rules of the University.
- 5.4 The President or Designee shall establish and publish administrative rules implementing these safety policies. The rules shall:
 - 5.4.1 Define “Dangerous Objects and Deadly Weapons”;
 - 5.4.2 Establish rules implementing such restrictions of Concealed Carry Handguns as may be authorized by law and as determined appropriate for the campus community by the President or Designee
 - 5.4.2.i To the degree determined appropriate and prudent, the President or Designee may also establish posted “Frequently Asked Questions” to provide reader-friendly guidance as to these policies. These FAQs shall constitute interpretive guidance as to the administratively promulgated rules.
 - 5.4.3 post such rules in reasonable, publicly accessible ways to provide notice to the campus community and the public of such rules

SECTION 6: SANCTIONS AS TO DANGEROUS AND DEADLY WEAPONS

- 6.1 Any University Employee or Student who fails to abide by the requirements of Section 5 and/or the administrative rules of the University authorized therein shall be subject to appropriate disciplinary action, including warning, suspension, termination, or other disciplinary action as may be appropriate.
- 6.2 Any other person who fails to abide by the requirements of Section 5 and/or the administrative rules of the University authorized therein shall be subject to appropriate action, including a request/directive to leave campus or temporarily relinquish the prohibited item and, if they fail to do so, referral for any appropriate criminal action and/or issuance of a trespass notice, or such criminal charge as may lie from within the circumstances of the person’s conduct.
- 6.3 Consistent with the W.Va. Campus Self-defense Act, a holder of a Concealed Carry License shall not carry a handgun upon any property owned, operated or controlled by the University except as to the areas not restricted by administrative rules provided for in Section 5.
 - 6.3.1 When such licensee carries a handgun upon any property owned, operated or controlled by the University, the licensee may not knowingly, nor

intentionally, nor with reckless indifference, display the handgun in plain view of another person; Provided however, that the administrative regulations herein provided for shall, as to resident students, provide for a secure room for the storage of such handguns and for a suitable space associated therewith for maintenance of the handgun. Anyone who violates this may, in addition to any applicable criminal charges, be