UNIVERSITY OF CENTRAL OKLAHOMA

Policy ID: ADM-TPS-1 Minor Revision 2

Title: Parking Services

Description: Vehicles parked on property owned or leased by UCO must display the appropriate parking decal. Campus parking rules are provided by Transportation and Parking Services.

Category: Transportation & Parking Services

Applies to: staff

Contact: Transportation & Parking Services, Bursar (outstanding debts)

Purpose: Parking regulations are established by the University Administration. All vehicles parking on campus, other than in pay-to-park lots, must purchase an appropriate decal from the UCO Transportation & Parking Services. This registration includes all vehicles displaying state issued physical disability permits and all motorcycles. Faculty/staff must register their vehicles upon reporting to work. Pleading ignorance of the regulations will not excuse violators or citations.

Employees with outstanding campus debt are required to pay the debt in full prior to obtaining a parking decal.

Policy Statement: Operating a motor vehicle on University property is a privilege, which is conditioned, in part, on compliance with these rules and regulations. The objectives of these Parking Regulations are:

1. To facilitate the safe and orderly conduct of University business.
2. To allocate parking space as conveniently as possible for all user groups within the limits of the spaces available and the priorities assigned.
3. To ensure access for emergency equipment/vehicles.
4. To minimize traffic disturbance during class hours.

UCO allocates all parking spaces to a specific user group and parking decals are available for each category of user.

- Parking is on a first come, first served basis.
- The issuance of a parking decal is merely authorization to park if space is available.
- The responsibility for finding a legal parking space rests with the vehicle operator.
- Lack of space in a particular lot is not a valid excuse for violating parking regulations.
- The operator must park only in those spaces or areas allocated and designated for the type of decal displayed on their vehicle.

Parking decals are sold through the Office of Transportation and Parking Services. For details on parking regulations go to http://www.uco.edu/administration/safety-transportation/transportation-parking-services/rules-regulations1/index.asp

Employees with outstanding campus debt are required to pay the debt in full prior to obtaining a parking decal. Employees needing to pay a debt can do so online through UCONNECT or at the Bursar Counter in person.

Glossary of Terms: Parking decal - repositionable parking decal that authorizes a registered user to park on campus according to parking regulations.

Physically Disability Permits - Issued by the state.

UCONNECT - UCO Campus communication system for email, class schedules, campus services, employee services, financial services, etc.

Debt owed UCO - Debts can include any or all of the following: parking citation fines, library fees, tuition from previous semesters, housing from previous semesters, etc.

Legal Citation:

Campus Links:

FAQs:

Formerly known as: 6.17 Parking Permits (Employee Handbook) and 1-9 Parking Services (Administrative Policies)

Approved on: 01/01/2006

Effective date: 07/01/2006

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Policy ID: ADM-EMP-43 Minor Revision 1

Title: Change of Address
Description: What to do when your address changes.
Category: Employment Services
Applies to: staff,faculty,student
Contact: Employment Services

Purpose:

Policy Statement: Changes of address, telephone number, marital status, number of dependents, etc. are to be promptly reported to Employment Services.

Glossary of Terms:

Legal Citation:
Campus Links:
FAQs:
Formerly known as:

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