

7.0 Motor Vehicle Regulations

7.1 Introduction

The motor vehicle regulations are designed to allow the orderly movement and parking of motor vehicles on campus and to provide adequate access to campus buildings for service and emergency vehicles. All persons who operate a motor vehicle on University property are expected to observe the regulations and are subject to disciplinary action for failure to follow the regulations set forth by the University. The penalties assessed can lead to, but are not limited to, the revocation of the privilege of operating and maintaining a motor vehicle on campus.

7.2 Disclaimer

The owner and/or operator of any vehicle to be operated or maintained on campus shall assume all risk and responsibility for the vehicle and any loss or damage to any such vehicle and/or its contents. The University will not assume responsibility for the safety, care, or protection of any such vehicle and/or its contents.

7.3 Motor Vehicles

7.3.1 Registration

A motor vehicle to be operated or maintained on campus by a student or faculty/staff member must be registered with the University Police Department **within five business days** after the vehicle is first brought on campus.

More than one vehicle may be registered. FAILURE TO REGISTER YOUR VEHICLE(S) WILL RESULT IN A FINE OR DISCIPLINARY ACTION. Vehicle registrants are responsible for all violations of registration and parking regulations involving the vehicle they have registered, whoever the operator may be.

The registrant is responsible for maintaining the accuracy of the information provided to the University. The permit(s) must be permanently and completely mounted on the vehicle registered. Taping or the partial mounting of a permit on a vehicle will not be considered proper. Vehicle permits are the property of Oklahoma Baptist University and must be surrendered to University Police upon request.

1. To register your vehicle, visit the [Vehicle Registration page](#) on the OBU website and fill out the form. Your permit will be ready for pickup at the University Police Department within 24 hours.
2. The mounting location for permits on automobiles is the rear bumper on the driver's side. If this is not practical, the permit may be mounted on the exterior of

the rear window on the lower corner of the driver's side. In both cases the permit should be mounted to be visible from directly behind the vehicle.

3. Permits are mounted on the right front fork assembly of all two- and three-wheeled motor vehicles.
4. A registrant may purchase a second parking permit that will allow them to back into parking spaces. The mounting location for second permits on automobiles is the front bumper on the passenger's side. If this is not practical, the permit may be mounted on the front windshield on the lower corner of the passenger's side. In both cases the permit shall be mounted to be visible from directly in front of the vehicle.
5. You will not be allowed to back into spaces in the Oval, MacArthur Street lot West of the MLC, the University Street spaces in front of Kerr and Howard, the Kerr lot, and the section of spaces in the NW corner of the Village on the East side by the hospital. **Please note, if the parking lines are angled (even if not listed in the lots previously named in this paragraph), you cannot back into those spaces.**
6. The second permit will cost \$10 and can be purchased either online when completing the [Vehicle Registration Secondary Decal form](#) or by going to the Cashier in the Business Office located in Owens Hall.
7. **The primary permit must be mounted on the rear of the automobile in order to receive the second permit for the front of the vehicle.** Even if a registrant mounts the second permit but fails to mount the primary permit, they could still receive a motor vehicle violation.
8. The second permit must match the color of the registrant's primary permit.

7.3.2 Permit Classifications

Registrants of vehicles receive a permit according to their classification status as follows. Permits are valid, with exceptions, until July 31.

CLASSIFICATION	RESIDENCE	COLOR
Apartment Housing South	WUA / HRC / Howard Apt. / E. Dev	Magenta
Apartment Village	Village Apartments / The Lodge / Taylor Residence Center	Black
Commuter	Off campus / University owned houses	Yellow
Dorm Housing	Agee	Blue
Dorm Housing	WMU / Kerr	Gold
Married Student Housing	Cobbs / Burns / W. Dev	Silver
OBU Employee		Green
Vendor Employees		White

7.3.3 Temporary Medical Permits

Registrants of vehicles that receive a permit according to the classification status of the University may also apply for a temporary medical permit when necessary. The application for the permit can be obtained in the University Nurse's Office. The permit should be placed on the vehicle rear view mirror and shall be accompanied by an explanatory letter from the Campus Nurse. The permit will explain the special parking privileges. At no time is the registrant authorized to park in marked accessible spaces or any space reserved for guests. State issued accessible parking permits should be used for permanent medical conditions.


7.3.4 Parking On Campus

A parking space is defined as any area in a parking lot bounded by lines, posts, curbs, or other types of barriers on three sides. To be properly parked, a vehicle must be wholly within the area, parked front first of one parking space. Backing into parking spaces is prohibited unless the vehicle displays a secondary permit purchased by the registrant. Parking in fire lanes is prohibited at all times. The University reserves the right to confiscate the permit(s), deny the privilege of operating a vehicle, or to tow at owner's expense and liability, any vehicle that is in violation of any vehicle regulation.

Lack of space in a particular lot is not a valid excuse for violating parking regulations and will not be considered as a valid basis for appeal.

7.3.5 Restricted Parking Spaces

All spaces set apart by RED, BLACK, GREEN or YELLOW PAINT on curbs or parking blocks have special restrictions.

- GUEST (Green) - **reserved at all times** for persons who are not students or faculty/staff.
- MAINTENANCE (Black) - **reserved at all times** for Physical Plant/Facility Services personnel.
- RESERVED (Black) - Faculty, Staff and University-owned vehicles.
- FIRE LANES (Red) - curbs painted red reserved for firefighting equipment.
- NO PARKING - any yellow curb indicates NO PARKING with exception of loading zones, which are labeled.
- LOADING ZONES (Yellow) - established for loading and unloading purposes only. Parking in these areas for any other usage is prohibited.
- ACCESSIBLE  - Reserved for vehicles bearing a current State issued permit to park in an accessible space.
- OFF-ROAD PARKING and PARKING ON GRASS is prohibited and will be fined as Parking in a No Parking Zone.

Students may use RESERVED (Black) spaces in **unrestricted hours**. Refer to Restricted Parking Lots - Section 7.3.6 below for restricted hours. All other spaces are to be used as explained above.

7.3.6 Restricted Parking Lots

The following parking areas have restrictions: (In the time between the official ending of one semester and the beginning of the next semester, residents of campus housing also may park in any parking space normally restricted to commuter students.)

Parking Lot	Restriction
Oval	Reserved for guests at all times and commuter students, 2 a.m. to 5 p.m., M-F
Bailey/ Montgomery Hall	Reserved for guests at all times, commuter students, and OBU employees, 2 a.m. to 5 p.m., M-F. The far west lot of Montgomery Hall is also reserved for Kerr and WMU residents.
Geiger Center	Reserved for guests at all times and OBU employees, 2 a.m. to 7 p.m., M-F
MacArthur St.	Reserved for guests at all times and OBU employees, 2 a.m. to 5 p.m., M-F
Raley Chapel Drive	Reserved for OBU employees, 2 a.m. to 5 p.m., M-F
Raley North Lot	Reserved for guests at all times and commuters, 2 a.m. to 5 p.m., M-F
All Residence Centers and Apartment Lots	Reserved for residents of facilities only
Art Annex	Reserved for guests at all times, commuter students, and OBU employees 2 a.m. to 5 p.m. M-F
Cargill Center Drive	Reserved for guests at all times and employees of Cargill Center
Noble East, Tennis, Soccer, and Baseball/Softball	Open parking

7.3.7 Regulations Governing Vehicle Operation

1. Vehicle operation on campus must conform to all applicable state and local laws, statutes, rules, and regulations, as well as those University rules and regulations contained herein.
2. When traffic control signals are not in place or not in operation, the driver of a vehicle shall yield the right-of-way, slowing down or stopping if need be to yield to a pedestrian

crossing the roadway within a crosswalk when the pedestrian is upon the half of the roadway upon which the vehicle is traveling, or when the pedestrian is approaching so closely from the opposite half of the roadway as to be in danger.

3. Pedestrians have right-of-way on campus at all times. Pedestrians do not have the right to impede the normal flow of traffic for an indefinite period of time.
4. No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close that it is impossible for the driver to yield.
5. Every pedestrian crossing a roadway at any point other than within a marked crosswalk or within an unmarked crosswalk at an intersection shall yield the right-of-way to all vehicles upon the roadway.
6. The maximum speed limit on campus is 15 miles per hour. This speed limit is considered the maximum for normal conditions. Vehicles may not be operated at any speeds which are excessive for conditions that may exist.
7. Any person operating a vehicle on campus shall be responsible for the control and safe operation of the vehicle and the observance of any traffic control signs, barriers, or other traffic control devices, and these regulations.
8. Any accident involving a vehicle that occurs on campus must be reported to the University Police Department as soon as possible after the accident.
9. Operation of a vehicle in any area other than a street, roadway, or parking area intended for vehicles is prohibited.
10. Operators of a motor vehicle must abide by parking regulations that apply to the permit(s) issued and mounted on the vehicle.

7.3.8 Appeals Procedures

1. Written appeals must be submitted within five business days of the citation with the Chief of University Police Department. If you wish to appeal a traffic violation citation you have received, go to the Traffic Violation Appeal page and submit an appeal through the online form.
2. The Chief of University Police will rule within 10 business days of the appeal. Notification of the ruling will be sent to the appellant in writing through campus mail.
3. Decisions of the Chief of University Police may be appealed to the Traffic Appeals Board which has final authority.
4. \$10 will be assessed per application for a hearing by the Traffic Appeals Board. Applications to the Appeals Board may be made at the Business Office in Thurmond Hall, Room 104.
5. Appeals to the Traffic Appeals Board will be heard by the board within six (6) weeks from the date of application to the board.

7.3.9 Fines for Violations of Regulations

Violations of Regulations Concerning Registration

- Vehicle registration not current..... \$65.00
- Permit not properly mounted on vehicle..... \$20.00
- Falsification of registration information \$65.00
- Unauthorized use, reproduction, or alteration of permit..... \$60.00

Violations of Regulations Concerning Vehicle Operation

- Exceeding the posted speed limit \$65.00
- Reckless driving or racing \$100.00
- Driving off road or street..... \$65.00
- Failure to yield the right-of-way to pedestrians \$65.00
- Operating an excessively loud vehicle \$25.00
- Failure to report an accident..... \$25.00
- Failure to obey a traffic officer, signal, or device..... \$65.00
- Unauthorized vehicular access in
fenced areas restricted from motor vehicles..... \$120.00

Violations of Regulations Concerning Parking of Vehicles

- Unauthorized use of an Accessible Parking Space..... \$175.00
- Unauthorized use of a restricted area \$65.00
- Parking in a Fire Lane \$175.00
- Improper Parking..... \$65.00
- Parking or standing in a roadway or traffic lane \$65.00
- Overtime parking in or unauthorized use of a loading zone \$65.00
- Parking in a No Parking Zone \$65.00

7.4 Bicycle/Scooter Policy

7.4.1 General Regulations

Bicycles and scooters are an excellent way to travel around the campus community. Due to the large number of pedestrians and the risk of theft and/or abandonment, bicyclists and scooterists must exercise safety by following the campus bicycle/scooter policy.

7.4.2 Registration

All bicycles and scooters must be registered with the university. Registration is free and will be filed with the University Police Department. Registration is valid for six years and will include physical address, phone number, make, model, serial number and estimated value. The registered owner is responsible for communicating any change in address or phone number with the University Police Department. The registered owner will receive a decal

that should be placed on the bicycle frame below the seat or on the bottom side of the scooter. The owner or person to whom a bicycle or scooter registration is issued is responsible for any parking or registration violations and associated fines in which the bicycle or scooter is involved.

7.4.3 Riding

Two and three wheeled bicycles and scooters may be operated on those sidewalks that provide the shortest and most direct route between a bicycle rack and the street, roadway, or parking area closest to the bicycle rack.

When riding on campus you do not have the right of way. Pedestrians always have the right of way. Be courteous to others and aware of how your riding could impact the safety of others on campus. Even though you may be in control of your bicycle or scooter, you cannot assume the pedestrians near you are aware of your presence.

While operating on the street or roadway, bicycles and scooters must follow all Shawnee City Ordinances and States Statues pertaining to bicycle operation.

7.4.4 Parking

Bicycle and scooter parking are permitted in bicycle racks only. Bicycles and scooters should be locked on racks in order to promote maximum security. When a bicycle is parked for an extended amount of time in long term parking areas, it is strongly encouraged that the seat and any quick release tires be removed.

Bicycles may not be parked inside buildings. Only small scooters may be parked in the student's place of residence.

7.4.5 Designated Parking Area

Bicycles and scooters parked, chained or otherwise attached to trees, plants, railing, posts, signs, light poles, ramps, or anything other than a bicycle rack may be impounded. The University assumes no responsibility for the care and protection of any bicycle or scooter, attached accessory, or contents, at any time the bicycle or scooter is operated or parked on campus.

Bicycle racks designated for long term parking can be utilized throughout the school year without penalty for parking.

The following bicycle racks are designated as long-term parking areas:

- Agee Residence Center
- Burns & Cobb Apartments

- Howard Apartments
- Kerr Dormitory
- Village Apartments
- The Lodge
- Taylor Residence Center
- West Devereaux Apartments
- West University Apartments
- WMU Dormitory

All bicycle racks not specifically designated as long-term parking areas are considered short term parking areas. Bicycles racks designated for short term parking can be utilized up to 3 days without penalty.

7.4.6 Violations and Fines (Bicycles/Scooters)

Parking and registration violations will be assessed a fine of \$15 by appropriate University officials. Fines can be appealed within 10 business days of the ticket issue or paid in the Business Office in Thurmond Hall. If not paid, a fine will be billed to the registered student's account.

7.4.7 Impounding

Bicycles and scooters may be impounded for the following reasons: Illegal parking, lack of registration, and/or abandonment. The University will not be liable for any damage or loss caused by impoundment. Impounded bicycles and scooters will be placed in storage until the end of the current academic year. The University will dispose of impounded bicycles and scooters after the end of the current academic year. Release of impounded bicycles and scooters require proof of registration, ownership, and proper release form from the designated campus agency.

Abandonment: A bicycle or scooter that does not show any sign of recent use or owner care is considered abandoned. Abandoned bicycles and scooters may be picked up and impounded.

7.4.8 Theft

Any bicycle or scooter suspected of being stolen should be reported immediately to the University Police Department.