

grant or delinquent violations. This includes abuse of the parking permit application process by obtaining a parking permit fraudulently (obtaining a parking permit for another person). The parking permit application is a governmental record/document, subject to the criminal laws of the state of Texas.

#### 6.0 DEFINITIONS

- 6.1 Student includes all persons enrolled in credit and non credit courses.
- 6.2 Vehicle shall be every device in, upon or by which any person or property is or may be transported or drawn upon a highway or street except devices moved by human power.
- 6.3 Parking citations are issued to the automobile and not the operator and are the responsibility of the person to whom the vehicle is registered. Students and employees of the College are also responsible for any vehicle operated by them regardless of the state vehicle ownership registration.
- 6.4 Visitor shall be defined as one who has no affiliation, association or relationship with the College as Administrative, Faculty, Staff, Student or Employee.
- 6.5 Park shall be the stopping or standing of a vehicle, whether occupied or not.
- 6.6 Moving Violations - any violation where a vehicle is being operated by a driver or occupied by a person in the driver's position of the vehicle.
- 6.7 Parking Violation - any violation where the vehicle is not being operated by a driver, including all registration violations.
- 6.8 Restricted Parking is indicated on campus by green curbs or a sign or signage at the entrance/exit to a lot. Green curbs or restricted areas are reserved for instructional personnel only between 7am-1pm weekdays, exclusive of weekends and college holidays. Faculty-designated parking lots and spaces are reserved for professors only 24 hours a day, 7 days a week.
- 6.9 Non Restricted Parking - General parking areas for students, college employees and instructional personnel.
- 6.10 Student Parking - non restricted areas (general parking).
- 6.11 Instructional Personnel - Those persons with actual teaching responsibilities in the classroom or by Internet.

#### 7.0 GENERAL INFORMATION

- 7.1 All thefts, incidents, offenses and accidents that occur on campus property shall be reported immediately to the College Police Office or the College Police Officer on duty.
- 7.2 A record of all serial numbers on valuables should be kept. Mark all personal property so that it may be identified.
- 7.3 Keys or valuables should not be kept in vehicles. Always keep your vehicle locked.
- 7.4 Any person on the property of Grayson College is required to produce identification upon demand by a College Police Officer or other Administrative representative of the College.
- 7.5 All of the general and criminal laws of the State of Texas are declared to be in full force and effect within the areas under the control of Grayson College and enforcement of these laws shall be the duty of the College Police Officer.
- 7.6 **The possession, use or consumption of alcoholic beverages or narcotics on College property is prohibited.**
- 7.7 The goal of the College Police is to provide a safe and secure environment for all, while emphasizing service to the campus community. A portion of services offered by the College Police is to assist persons on campus who have locked themselves out of their vehicles or find that their vehicle battery has failed. Contact College Police for assistance if needed.
- 7.8 Grayson College accepts no liability for any damage, theft or burglary of any vehicle parked on campus.
- 7.9 Grayson College will take positive actions to ensure that all people regardless of race, creed, color, religion, national origin, age, gender, or disability are given opportunity of sharing in the educational, employment and business activities of the College.
- 7.10 All firearms and other weapons are prohibited on physical premises of GC (Texas Penal Code 46.03 and GC Policy FLBF).
- 7.11 **RACIAL PROFILING PROHIBITED**--Article 2.131 of the Texas Code of Criminal Procedure (CCP) prohibits a peace officer from engaging in racial profiling. Racial profiling is defined as a law enforcement initiated action based on an individual's race, ethnicity, or national origin, rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity. Grayson College has established policies, in compliance with this law, to prohibit a college peace officer from engaging in racial profiling. Should any person wish to file a complaint alleging racial profiling, or any other complaint alleging unfair treatment by a college peace officer, the person should contact the college's public safety director or vice president of student services to submit a signed and dated written complaint. For a complete description of the methods and procedures for filing a complaint, persons should refer to the college's student handbook or the college's board policy manual on file in the Library.
- 7.12 **OFFICER COMMENDATIONS**--Should a college peace officer provide exemplary service, for which a person feels the officer/employee should be commended, the person is requested to write a letter to the college's public safety director or vice president of student services detailing the service that deserves a commendation. This letter will be provided to the commended officer/employee and placed in the employee's personnel file. This boosts the morale of the employee officer and encourages them to be more positive about themselves and the services they provide. All college peace officers and employees are proud of the good relationship that is shared with the college community.
- 7.13 **Tobacco Use Policy.** The use of tobacco products (smoking/smokeless) is permitted in parking lots and designated areas only. Please dispose of all trash properly.



# Traffic & Parking Regulations

Place Decal  
on DRIVER SIDE  
(lower left)  
Back Windshield



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*Safety reminder!*  
*Pedestrians, please use the sidewalks and marked crossings to get to and from the campus and your vehicle.*

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*College Police Department*  
**903-463-8777 or 911 EMERGENCY**

# Grayson College Traffic and Parking Regulations

## 1.0 TRAFFIC AND VEHICLE REGULATIONS

- 1.1 GC employs College Police Officers who are duly sworn and bonded peace officers with the same duties, responsibilities and authority as any other state police officer. (Texas Code of Criminal Procedure Article 2.12)
- 1.2 **All articles of the Texas Transportation Code, Texas Motor Vehicle Laws and regulations promulgated by the College shall be applicable on all properties under the control and jurisdiction of Grayson College.**
- 1.3 Any violation of the Texas Transportation Code, Texas Motor Vehicle Law or of the College's traffic and vehicular rules and regulations will constitute a misdemeanor punishable by a fine not exceeding \$500 in any Justice of the Peace Court in Grayson County, Texas.
- 1.4 Any violation of the College traffic and vehicle regulations may, as an alternative, be enforced by the College in accordance with the procedures, fees and assessments stated for specific violations as enumerated in the following sections of this article.

## 2.0 VEHICLE REGISTRATION

- 2.1 **All students, faculty members, staff members and employees of the College who operate a motor vehicle on the campus must register the vehicle and obtain a College parking permit before operating the vehicle on campus property. Parking permits are available in the College Police Office.**
  - (a) **Any vehicle operated or parked on college property, that is owned by a resident of this state, must comply with Texas state law regarding motor vehicle inspection and registration requirements. Failure to comply with this section may subject the violator to state prosecution and payment of a fine(s).**
  - (b) **In conjunction with other patrol requirements, GC police officers enforce the Texas motor vehicle inspection law for vehicles operated or parked on college property.** See section 1.3 above.
- 2.2 The parking permit must be permanently affixed to the outside of the lower left back windshield (driver side). Where design makes this impossible, an agreement may be made with the College Police for location of the permit.
- 2.3 **Upon selling, trading or otherwise changing ownership of a registered vehicle, the registration permit must be removed and brought to the College Police Office. When the voided permit is presented to the Police Office, another permit will be issued free of charge.**
- 2.4 Parking permits are issued to students upon payment of a \$15.00 fee. After proof of purchase of the FIRST permit at the \$15 rate, additional permits may be purchased for \$5.00 each.
- 2.5 Upon submission of a completed parking permit application to the College Police office, **instructional faculty personnel** (those with actual teaching responsibilities in the classroom) may receive a RESTRICTED parking permit for access to Restricted and Non-Restricted parking areas. All other college employees, including administrative and staff members, with duties other than teaching, may receive a Non-Restricted parking permit for parking in approved areas, other than Restricted. Parking permits are issued free of charge to all persons in actual employment of the college (not work-study students).
- 2.6 **Temporary parking permits are available in the College Police Office. These are available to persons who have a vehicle permanently registered at the College but who need to temporarily bring an unregistered vehicle on campus. These may be issued for a maximum of two weeks (14 days) at no charge.**
- 2.7 Two or more persons will not be permitted to register the same vehicle. In addition, no parking permit shall be obtained for or used by any other person, other than the person to whom the permit is registered. Parking on campus is a privilege. Persons found abusing the parking permit process may have their campus parking privileges revoked. (See section 5.7)
- 2.8 No parking permit shall be displayed on any vehicle other than the vehicle to which it is registered.
- 2.9 The registration parking permit does not assure any person that parking space will be available at all times. **LACK OF A PARKING SPACE DOES NOT JUSTIFY VIOLATION OF ANY PARKING REGULATION.**
- 2.10 Upon receipt and/or display of a GC parking permit, the person signifies that he/she has received a copy of the GC Parking Rules and Regulations and will comply with all requirements contained therein.

## 3.0 PARKING

- 3.1 Where parallel parking is indicated, the vehicle must be parked with wheels on the side of the vehicle parallel to and not more than one foot from the curb. The position of the vehicle must be such that the whole of the vehicle is located within the boundaries of the parking space.
- 3.2 In case of two way streets upon which parking on one or both sides is permitted, the vehicle must be parked with the passenger side to the curb or outside away from roadway.
- 3.3 Where individual parking spaces are marked by line boundaries, every vehicle must be placed within the boundaries of its space. Vehicles may not be backed into a space when an exit of the space would cause the vehicle to travel against the flow or pattern of traffic.
- 3.4 It shall be a violation to park a vehicle adjacent and parallel to a legally parked vehicle (double parking).

- 3.5 It shall be a violation to park a vehicle in a street, drive or roadway in such a fashion as to obstruct the normal flow of traffic.
- 3.6 It shall be a violation to park a vehicle in the following places:
  - (a) Areas marked "Loading Zone" for more than 30 minutes.
  - (b) On any sidewalk or curb.
  - (c) Within 15 feet of a fire hydrant or within the boundaries of a marked fire lane (red curb or solid red line).
  - (d) On any lawn or grass area.
  - (e) Any space marked "No Parking" (yellow curb).
  - (f) Areas marked "Service Zone" unless authorized.
  - (g) Spaces reserved for the disabled, unless authorized.
  - (h) Students or employees may not park in "Visitor Parking" (white curb - or identified visitor lot) at any time.
  - (i) Students and college employees may not park in Restricted parking areas (green curbs/parking lots - see Section 6.8). Vehicles properly identified as transporting the disabled may use Restricted parking areas.
  - (j) (Deleted)
  - (k) Areas designated and identified as personalized.
- 3.7 (Deleted)
- 3.8 It shall be a violation to park an inoperable or abandoned vehicle on College property. An inoperable or abandoned vehicle may be impounded three (3) days after notification has been attached to the vehicle.
- 3.9 Commissioned Peace Officers of the College are authorized to remove and impound any vehicle operated or parked in violation of any College regulation. A vehicle may also be impounded when found delinquent on payment of an outstanding parking violation.
- 3.10 The owner or operator of any vehicle removed from the campus is responsible for all costs related to the towing and storage of an impounded vehicle.
- 3.11 In the event of a special occasion or an emergency, the College Police Department may impose additional parking limitations without prior advance notification.

## 4.0 MOVING TRAFFIC VIOLATIONS

- 4.1 It shall be a violation to drive or operate a motor vehicle at any time upon the campus in excess of **twenty (20) miles per hour.**
- 4.2 Every vehicle shall, at all times, grant right-of-way to pedestrians.
- 4.3 No vehicle shall be operated at any time upon the lawns, sidewalks or other place not specifically designed for vehicular traffic. It is further a violation to operate bicycles, rollerblades, rollerskates or skateboards upon campus sidewalks intended for pedestrians. (Official emergency vehicles and grounds/maintenance vehicles are exempt).
- 4.4 It shall be a violation to willfully fail or refuse to comply with any lawful order or direction of a police officer or to interfere with a police officer in the performance of his duty.
- 4.5 It shall be a violation to remove or to tamper with in any way, any traffic control or device to regulate traffic.

## 5.0 ASSESSMENTS ON VIOLATIONS

- 5.1 Parking in a space reserved for the disabled ..... \$50.00
- 5.2 Parking without valid parking permit (per offense) ..... \$20.00
- 5.3 Improperly displaying parking permit (per offense) ..... \$10.00
- 5.4 Parking in Restricted Area, Loading Zone, Visitor space, or other parking violation (per offense) ..... \$20.00
- 5.5 The following procedures shall apply to persons who receive notices (citation) of violation of the GC Traffic and Parking Regulations:
  - (a) Report to the GC Business Office or the College Police Office where payment will be accepted. As an alternative, the person responsible for the citation may mail the full amount indicated to the College Police Office in the citation envelope that was received on the vehicle. **Payments are accepted in the form of personal check - with proper identification, money order, credit/debit card or cash. No coins (loose or rolled) are accepted.**
  - (b) Should the person responsible for the violation wish to appeal the citation, a written appeal must be filed with the College Police Office within 10 days of the date the citation was written. Appeal forms are available in the College Police Office. No appeals are accepted after the 10-day grace period has passed.
- 5.6 Disciplinary action will be taken on citations that remain unpaid/delinquent after 10 days from the issuance date. Delinquent citations will be handled in the following manner:
  - (a) An additional fee of \$10.00 will be added to each citation that becomes delinquent.
  - (b) A HOLD will be lodged upon the students' record in the Registrar's Office.
  - (c) Vehicle which is subject of the delinquent violation may be removed from campus at the owner's expense.
  - (d) The citation may be filed with any Justice of the Peace Court in Grayson County, Texas.
- 5.7 The College reserves the right to revoke the privilege of operating a vehicle on campus in case of excessive, fla-