



**WEST LIBERTY UNIVERSITY  
BOARD OF GOVERNORS RULE 4.5  
REGULATION OF SPEED, FLOW  
AND PARKING OF VEHICLES ON CAMPUS**

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**Revision History:** Prior BOG Policy 14

**President's Signature:** On File

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**SECTION 1: Purpose And Scope.**

- 1.1 The purpose of this Rule is to establish West Liberty University's policy in regard to the regulation of speed, flow and parking of vehicles on campus.
- 1.2 All motor vehicles are subject to these regulations, to state laws, and local ordinances, where applicable, while on campus. The person in whose name the parking permit is issued or in whose name the vehicle is registered will be held responsible for any violation involving that vehicle.

**SECTION 2: General.**

- 2.1 Although the campus police officers will monitor parking lots, West Liberty University assumes no responsibility for damage to or theft of any vehicle or its contents at any time while the vehicle is on campus.
- 2.2 The responsibility for finding a legal parking space rests with the vehicle's operator. A permit merely authorizes the individual to park on campus; it does not guarantee a place to park. Lack of space is not considered a valid excuse for violation of these regulations.
- 2.3 Pedestrians shall at all times be given the right of way at intersections and crosswalks.
- 2.4 The speed limit on campus is 15 miles per hour during normal conditions. When pedestrian traffic is heavy, vehicles should be driven more slowly.
- 2.5 Visitor parking permits may be obtained from the Office of Campus Police located at Shaw Hall. These permits are available to visitors only and authorize the holder to park his/her vehicle in the area designated as "Visitor's Parking" or where directed by Campus police.

**SECTION 3: Parking Permits.**

- 3.1 Parking space on the campus is limited. Therefore, all spaces are permitted parking only.



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- 3.2 Permits may be purchased in Shaw Hall, Business Office, Monday through Friday from 8:00 a.m. to 4:00 p.m. The West Liberty University Board of Governors will approve parking hang tag fees for faculty, staff, and students. This fee is subject to change.
- 3.3 Certain parking areas are designated as parking for faculty and staff only. Students are not authorized to park in those areas.
- 3.4 All individuals who park on campus must purchase a parking tag. Individuals living in West Liberty University residence halls will be required to display a parking tag if parking on campus.
- 3.5 Hang tags must be purchased and displayed by the end of the first full week after the beginning of a semester. Should a parking tag be lost or stolen, it shall be the individual's responsibility to purchase a new parking tag. Parking tags expire on July 31st of each year.
- 3.6 Faculty, staff, and students' tags will be hung on the rear-view mirror while on campus.

**SECTION 4: Restricted Parking Areas.**

- 4.1 Marked loading zones.
- 4.2 Spaces having Visitor Parking designation.
- 4.3 Areas with painted diagonal stripes.
- 4.4 Areas where parking blocks the free flow of traffic.
- 4.5 Areas designated for the handicapped; \$100.00 fine for violators.
- 4.6 Areas reserved for West Liberty University vehicles or other designated vehicles.
- 4.7 Areas reserved for faculty and staff with a valid parking permit.
- 4.8 Along roadways that do not have parallel parking lines, unless specifically authorized by Campus Police.



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4.9 Along all two-way traffic roads, unless specifically authorized by Campus Police.

**SECTION 5: Violations.**

5.1 By state law, West Liberty University officials have the authority to issue parking and traffic citations, to tow, and to collect a civil penalty for any violation of these regulations. Citations will be issued and vehicles may be towed for the following violations:

- Speeding or otherwise driving in a reckless manner.
- Failure to stop, yield, or obey other traffic signals.
- Failure to yield to pedestrians.
- Failure to display a parking tag.
- Failure to park within the marked space.
- Parking in an area other than a designated parking area.
- Parking or driving on sidewalks or grass.
- Unauthorized parking in spaces reserved for visitors.
- Unauthorized parking in spaces reserved for the handicapped or blocking wheelchair access to sidewalks and ramps; painted blue.
- Blocking fire lanes, other vehicles, roadways, fire hydrants, and entrances to buildings.
- Failure to move a vehicle when requested to do so for snow removal or for other emergencies.
- Driving a vehicle into any area that has been closed off by barricades.
- Parking or riding motorized vehicles in campus buildings.
- Violations specified in WV Code, Chapter 17C.

**SECTION 6: Penalties.**

6.1 Campus Police may issue a parking citation. Individuals receiving a parking citation must report to the Business Office in Shaw Hall and pay a penalty of



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twenty (\$20) dollars within ten (10) working days. Office hours are Monday through Friday 8:00 a.m. to 4:00 p.m., excluding West Liberty University declared holidays. Under provision of state law, should the individual fail to pay the penalty within the ten (10) working day period, the citation may be turned over to the magistrate, who will have jurisdiction over the case henceforth. Any person cited, and subsequently found guilty by the magistrate, shall be subject to a fine of not less than twenty (\$20) dollars plus court costs for each offense.

- 6.2 NOTE: Fine for misuse of space designated for disabled is \$100, W.Va. Code §17C-13-6 effective June, 1995. Any appeal to have a parking fine adjudicated must be made within 10 working days of the date of citation. Students and employees may appeal to the Office of Campus Safety. Students who fail or refuse to pay the prescribed penalty shall also have their student records placed on hold until such a time that all penalties have been removed from the records.

**SECTION 7: Authority.**

- 7.1 W.Va. Code §§18-B-4-5 and 18B-4-6 and Chapter 17C.