

MINNESOTA CODE OF AGENCY RULES

RULES OF THE STATE UNIVERSITY BOARD

1982 Reprint



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Prepared by

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STATE UNIVERSITY BOARD

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SCB 101 Individual. The term "individual" refers to a student, of any of the Minnesota State Colleges: an employee in the office of the chancellor; or a member of the Minnesota State College Board.

SCB 102 The state college system. The terms "state college system" and "system" refer to all components of the system collectively. The components of the system are: the State College Board, the chancellor and other employees in the office of the chancellor, and the state colleges.

SCB 103 College and college community. The terms "college" and "college community" refer to all components of the college collectively. The components of a college are: the president, the students [SCB 801], and the professional support personnel [SCB 901]. Any individual enrolled in a course for credit or audit in the college is a member of the student component.

SCB 204 Fair evaluations. Students, shall be evaluated for such official purposes as the awarding of grades and diplomas, solely on the basis of their performance in meeting appropriate standards established and communicated to them in advance of the assignment of responsibilities for which they will be evaluated.

SCB 209 Fair procedures for the imposition of sanctions.

(b) Suspension. Pending action on charges of violating a system rule or a college constitution or regulation a person is presumed innocent until proven guilty and shall continue to receive all benefits of his position except that his right to be present on the campus and attend to his classes or other official duties may be suspended for reasons relating to the safety of himself or others.

(e) Hearing procedures.

(1) Any individual accused of violating a system rule or college regulation which may lead to the imposition of any formal sanction has the right to a hearing at the earliest reasonable date.

(5) The burden of proof at a hearing shall rest with college or system officials. If an individual declines to admit the alleged violation, he shall have an opportunity to appear and explain, to present evidence and witnesses, and to hear and question adverse witnesses. The hearing agency shall not consider statements against the individual unless he is present when they are made or he is advised in writing of their content and the names of those who made them and unless he is given an opportunity to rebut unfavorable inferences which might otherwise be drawn. An individual may not be required to submit to procedures which may result in the imposition of college or

system sanctions for a particular violation more than once.

(g) Types of formal sanctions. Formal sanctions imposed for violation of a system rule or college constitution or regulation must bear a reasonable relationship to the violation. The formal sanctions which may be imposed are dismissal, expulsion, suspension, censure, disciplinary and academic probation, or some other privilege or reward.

101-1106A
SCB 210 Ex Post Facto actions prohibited. A formal sanction may be imposed only for violation of a system rule or college constitution or regulation. Such rule, constitution, or regulation must be established prior to the action for which the formal sanction would be imposed and published in a manner to make it generally available to those subject to it.

SCB 801 Definition of students. A state college student is any individual enrolled for credit or audit in a state college. Each college constitution shall set forth qualifications which a student must meet in order to participate in college governance. The constitution may require that students meet different qualifications for different kinds of participation.

SCB 802 The principal agency for student participation in college governance. Each college constitution shall provide a principal agency for student participation in college governance. The college constitution and regulations may also provide for additional, subordinate agencies. The college constitution may provide procedures for students to hold referendum votes and shall determine the effect of such votes. Through agencies and procedures designated in the college constitution or regulations, students may make recommendations to the president on any matter affecting the college, including any action taken by any agency of the college or subdivision.

SCB 803 Major responsibilities of the students in college governance. Through agencies and procedures designated in the college constitution or regulations, students shall develop, in consultation with appropriate administrative officers, the budgets for programs supported by the student activity fee. [Minnesota Statutes 1969, Chapter 136.11; SCB Chapter Ten]. Students shall have major responsibility [See SCB 503] for the development of college regulations pertaining to student relations, the conduct of students, college centers or student unions, and student housing; and for such other college regulations as are designated in the college constitutions.

SCB 804 Participatory responsibilities of the students in college governance. Through agencies and procedures designated in the college constitution or regulations, students shall participate [See SCB 503] in the following:

(a) Development of college regulations relating to curriculum, the evaluation of instruction, admissions, academic standards, and graduation requirements.

(b) Development of college regulations pertaining to parking and traffic.

(c) Selection of a new college president when a vacancy occurs and in the selection of such other personnel as the college constitution designates for such participation.

(d) Development of long-range plans and priorities for the college.

(e) The establishment and modification of the college regulations enumerated in SCB 505(c).

(f) The preparation of college budgets and the allocation of college resources.

21-1106A
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SCB 805 Student rights. Special provisions specifically relating to student rights shall be provided for in an internal rule and the college constitutions. Such provisions shall include procedures guaranteeing the confidentiality of student records and the appeal of academic and disciplinary decisions.

SCB 1011 Establishment of other college activity funds accounts. The board may by internal rule authorize any state college to establish additional accounts in the college activity fund and shall provide for the administration of such accounts in said internal rule.

I Common policy of resident tuition status.

A. Basic definition of resident tuition status. For purposes of determining resident tuition status, except as otherwise stipulated in Minnesota Statute, physical presence in the state of Minnesota for a period of not less than one calendar year shall be the minimum basic requirement. An individual can establish a claim for resident tuition status by presenting evidence of any one of the following:

1. Living in the state substantially continuously for one year prior to the first day of the quarter for which resident tuition classification is being sought, provided such residence has not been established for the primary purpose of attending an institution of post-secondary education;

2. Graduation from a Minnesota high school within two calendar years prior to the first day of the quarter for which resident tuition classification is being sought;

3. Full-time employment for 12 consecutive months in

Minnesota immediately prior to the first day of the quarter for which resident tuition classification is being sought.

Direct evidence of any of the above conditions shall constitute sufficient evidence of such a claim, subject to limitations described in Section B as appropriate. In addition, each system may maintain additional requirements to meet specific student and institutional needs, provided those requirements do not contradict the policy above.

B. Interpretive conventions. For purposes of interpreting the above definition, the following criteria shall pertain:

1. Students from other states. Normally, the sojourn of a student from another state for the primary purpose of attending school is not residence, and it is presumed that a non-resident at the time of his or her enrollment remains a non-resident throughout his or her presence as a student, except where it can be established that his or her previous domicile has been abandoned and a new one established.

2. Spouses. Marital status cannot be claimed as a major criterion for residency status. Such status may, however, serve to support a claim.

3. Aliens. Alien persons residing in this country under temporary visas or work permits shall be classified as non-residents. A resident alien may apply for resident tuition status provided s(he) has been lawfully admitted to the United States for permanent residence in accordance with all applicable provisions of the laws of the United States, or if (s)he can present documentary evidence from U.S. Immigration or consular officials in his or her home country that (s)he is eligible for resident alien under specified conditions.

4. Minors.

a. Individuals who have not yet attained the legal age of majority in Minnesota normally shall be classified by the domiciliary status of the parent(s) or legal guardian. Normally, the domicile of a minor follows:

(1) That of the parents or surviving parent; or

(2) That of the parent to whom custody of the minor has been awarded by a divorce or other judicial decree; or

(3) That of the parent with whom the minor in fact makes his or her home, if there has been a separation without a judicial award of custody; or

(4) That of an adoptive parent, where there has been a legal adoption, even though the natural parents or parent may be living; or

(5) That of a "natural" guardian, such as

grandparent, with whom the minor in fact makes his or her home, where the minor has permanently left his or her parental home and reasonable expectation of substantial financial support from the parents has been dissolved.

If a Minnesota resident parent or guardian of a minor moves his or her residence to another state, the minor shall remain eligible for resident tuition status for one year thereafter.

b. Resident tuition status may be accorded a minor who has permanently left his or her parental home, who has no reasonable expectation of substantial financial support from his or her parents, and who has resided in this state for one year immediately prior to the first day of the quarter for which resident tuition classification is being sought.

5. Wards.

a. Where a general guardian has been appointed by the ward's state of domicile, at the time of appointment the ward's domicile presumptively remains in that state.

b. The appointment by a Minnesota court of a resident guardian of a minor who is not a resident of this state at the time of appointment does not affect the residency status of the ward.

6. Temporary absences. In general, domicile is the place where a person actually resides with the intention of making it his or her true, fixed permanent home and principal establishment, and to which whenever, (s)he is temporarily absent, (s)he has the intention of returning. Temporary absences include full-time attendance at a school outside Minnesota and initial enlistment in military service, during which time another permanent residence has not been established and a legitimate permanent residence has been maintained in Minnesota. Other absences for more than one year will be presumed to be non-temporary, unless documentary evidence is provided to the contrary.

7. Domicile. The fact of physical presence at the dwelling-place and the intention to make it a home must concur, and the intention must be to make a home at the moment, not in the future. The intention must be to make a home in fact in a certain place, and not to acquire a domicile in order to gain the benefit of the legal consequences of having a domicile there. A person may have but one domicile at a time, and a domicile once established continues until it is superseded by a new domicile.

8. Sufficient Evidence.

a. The following facts, although not conclusive, have probative value in support of a claim for resident tuition classification: acceptance of an offer of permanent employment in this state; former residence in the state and the maintenance

of significant connections therein while absent; economic, social or political compulsion causing a person to abandon a former residence and acquire residence in Minnesota, with attendance at an institution of higher education only an incident to such residence.

b. The following facts are not sufficient evidence of domicile: employment by the institution as a fellow, scholar, assistant, or in any position normally filled by students; a statement of intention to acquire a domicile in this area; voting or registration for voting; the lease of living quarters; payment of local and state taxes; automobile registration; or continued presence in Minnesota during vacation periods.

C. Exemptions to non-resident classification for tuition purposes. The following classes of individuals shall be granted exemption from non-resident tuition classification:

1. Military personnel serving in the armed forces of the United States assigned (a) to active duty in Minnesota for reasons other than college attendance, or (b) outside the continental United States, provided legal residence is not claimed in any other state or the District of Columbia. Immediate family of military personnel are included under this provision.

2. Veterans who have served in the armed forces of the United States for a period in excess of 190 days for purposes other than training and who have been released from such service within two years of the date of registration, providing legal residence is not claimed in any other state or the District of Columbia.

3. Graduate student personnel appointed to certain institutional positions according to the rules of the respective system.

4. Individuals of migrant background who are permanent residents of the United States and who (and/or whose parents or legal guardian) have been employed in seasonal agricultural labor in the state of Minnesota for a cumulative time period of not less than one year in the past five years.

5. Any U.S. citizen or legal dependent/ward of a U.S. citizen employed by the federal government and stationed outside of the continental U.S., provided legal residence is not claimed in any other state or the District of Columbia.

6. Full time faculty members in the first year of their appointment on the staffs of accredited Minnesota colleges.

7. Any person not officially admitted but approved for registration as required by the institution and taking one course for five credits or less.

Direct evidence of any of the above conditions shall be

required and shall constitute sufficient evidence of a claim to exemption from non-resident tuition status.

D. Due process appeal procedures.

(By institutions/system regulations)

BEMIDJI STATE UNIVERSITY
CAMPUS PARKING REGULATIONS.

I. REGISTRATION

A. Every person who operates or intends to operate a motor vehicle upon property owned, leased or occupied by the university, shall register it with Bemidji State University. Restricted parking hours are from 7:00 a.m. to 5:00 p.m. Monday through Friday. During these hours a Bemidji State University permit is required.

B. Permits may be secured in Deputy Hall, Room 16, during regular business hours for a fee of \$9.00 for the academic year.

C. Students living in residence halls must register their vehicles as mentioned in I-A. However, these students are issued free of charge one parking permit if they meet the proper registration procedures.

D. Registration does not guarantee a place to park.

E. Registration is not complete until permits are properly displayed.

II. REQUIRED LOCATION FOR DISPLAY OF PERMIT

A. The parking permit must be affixed to the left rear side window of the vehicle. That is, rear side window on driver's side. They shall be affixed to the inside of said window in the lower portion thereof.

B. On vehicles that have no side rear windows, the permit must be attached to the front side window (not wing window) in the same location as stated in II-A.

C. On vehicles that have no windows such as motorcycles, the permit shall be attached to the front fender and be plainly visible.

D. The parking permit or sticker shall be removed promptly upon expiration of the period for which it is effective. This applies also to residence hall students moving from one hall to another hall or to a student moving off campus.

III. PARKING PERMIT COLORS AND RESTRICTIONS

A. Chartreuse colored parking permits are issued to assigned staff and student residents of Oak and Maple Halls.

B. Orange-yellow colored parking permits are issued to faculty and staff of Bangsberg Hall, Deputy Hall, Power House, Limnology Center, Sattgast Hall, Bridgeman Hall, Physical Education Complex, Sanford Hall, Walnut Hall, Hickory Hall, and the Education Arts Building. These parking permits are also

issued to off-campus students, and these permits are only legal in the entire lot across from Deputy Hall and adjacent to Bangsberg Hall (except State Car parking area), as well as the Field House Parking Lot and the Education Art Lot. The small parking area adjacent to the south side of the Physical Education Department is included as a part of the Field House Parking Lot.

C. Green colored parking permits are issued to faculty and staff of Birch Hall, and staff and students of Linden Hall. These parking stickers can be used in the Birch Hall-Linden Hall Parking Lot.

D. Orange-red colored parking permits are issued to assigned faculty and student residents of Pine Hall and Tamarack Hall. These parking stickers are only valid in the Field House Parking Lot.

IV. PARKING PERMIT REFUNDS

A. When trading or selling a registered vehicle, remove the parking permit and return it to Deputy 16 for a replacement sticker at no charge.

B. If you are planning to be gone from campus during Winter or Spring Quarter, return your parking sticker any time three days before or three days after the beginning of Winter or Spring Quarter to Deputy 16 for a refund.

V. PROHIBITED AREAS

A. All motor vehicles are prohibited from being parked in any lot other than the lot with which the color permit corresponds, during restricted hours, Monday through Friday. restricted hours, Monday through Friday.

B. All motor vehicles are prohibited from parking in specifically designated stalls such as maintenance vehicle stalls, emergency vehicle stalls, reserved stalls, and in prohibited area parking.

C. Students, faculty and staff are prohibited from parking in visitor stalls at any time.

D. Special visitor parking permits are available. These are without charge, and permit temporary parking in designated visitor stalls. These permits may be picked up in Deputy 16.

VI. VIOLATIONS

A. All parking regulations will be enforced each quarter, the first day of classes through the official closing of the quarter. Any violation of the parking regulations will be subject to a fine payable at the Law Enforcement Center of Bemidji, City Hall, or the violation envelope may be dropped in any legal violation box located on selected parking meters

throughout the city.

VII. RESPONSIBILITY

A. Registration of a vehicle by any person shall establish his/her acceptance of the responsibility to see that the vehicle registered in his/her name or driven by him/her is parked in conformity with parking regulations.

B. Any vehicle parked on university property will be parked at the risk of the owner of the vehicle.

C. Vehicles with permits improperly displayed are subject to parking fines.

D. Vehicles improperly parked are subject to removal at owner's expense.

MANKATO STATE UNIVERSITY
PARKING AND TRAFFIC REGULATIONS

I. Parking and Traffic Regulations

a. Authority for establishing parking and traffic regulations on the state university campuses is granted the State University Board and in turn the State University campuses by Minnesota Statutes, section 169.966 (1978) and the Minnesota State University Board Internal Rule 402 F.1.e.

These regulations are proposed beginning with the 1980-81 academic year and will be final upon approval by the State University Board after November 14, 1980. As adopted by the board, these rules shall remain in effect until modified. Further information may be obtained from the Security Services Center, phone 389-2111.

b. These regulations apply to Mankato State University campus only. Streets in and around the campus are governed by state law and city of Mankato ordinances.

c. Parking and driving on campus are permitted in accordance with these regulations which are designed to control movement of vehicles. Anyone operating a vehicle on campus is responsible for being familiar with and complying with all parking and traffic regulations.

Parking permits allow parking in designated parking lots or parking areas within lots (except metered parking spaces). The responsibility for finding a legal parking space rests with the vehicle operator. Lack of space is not considered a valid excuse for violation of these regulations.

d. Mankato State University assumes no responsibility for care of and/or protection of any vehicle or its contents at any time while it is operated on or parked on the campus. All vehicles should be locked when left unattended.

e. Drivers shall observe the university traffic and parking regulations and drive safely, giving pedestrians the right of way at all times.

II. Registration and Fees.

a. Registration: It is mandatory that any motor vehicle parked on Mankato State University campus by faculty, staff, and students (regardless of ownership of the vehicle) be registered with the Security Services Center. Upon presentation of proper MSU identification, completion of the registration card, and payment of the registration fee, an identification permit of current issue will be supplied. Registration is considered complete when the permit is properly affixed to the vehicle being registered as outlined in paragraph II. f. The fees paid for permits are registration fees and do not reserve or

guarantee a place to park.

b. Type of permit:

Color	Purpose
Purple, Orange, Brown, Black	Center campus parking
Yellow	General parking
Green	Residence Hall resident parking only
Light Blue	Building Service Zone parking (business)
Dark Blue	Handicapped parking only
Silver	Motorcycle parking
Red	Overflow Lot No. 10 only (not required but available free of charge for ID purposes)

c. Registration fees:

Color	Fall	Winter	Spring	Summer Sessions
Purple	\$30.00	\$22.50	\$15.00	\$7.50
Orange	\$30.00	\$22.50	\$15.00	\$7.50
Brown	\$30.00	\$22.50	\$15.00	\$7.50
Black	\$30.00	\$22.50	\$15.00	\$7.50
Yellow	\$20.00	\$15.00	\$10.00	\$5.00
Light Blue	\$36.00	\$27.00	\$18.00	\$9.00
Green	\$10.00	\$ 7.50	\$ 5.00	\$2.50
Blue	\$10.00	\$ 7.50	\$ 5.00	\$2.50
Silver	\$ 5.00	\$ 3.75	\$ 2.50	\$1.25
Red	Free	Free	Free	Free

d. The parking permit shall correspond with the sign posted at the entrance to parking lots or posted inside parking lots.

e. In lots where parking spaces are not established (i.e., unimproved surface), vehicles shall be parked in a way that will not constitute a hazard or impede vehicular or pedestrian traffic movement, the operation of emergency equipment, or the making of essential repairs.

f. Location of permit: The permit must be placed on the rear bumper within 12 inches of the rear license plate for vehicles and on the rear of motorcycles. The permit shall be affixed to be visible for at least 10 feet from rear of the vehicle. Commuter permits (car pool permits) are available.

g. If a substitute vehicle is being used in place of a registered vehicle, a temporary permit must be obtained from the Security Services Center (Wiecking Center), Admissions and

Placement Offices (Administration Building), Student Union Main Office, or the Deans' offices. Individuals shall not be allowed to park more than one vehicle in university lots at the same time using the same permit number.

h. Permits shall be removed under the following conditions:

1. Change of vehicle ownership or new vehicle (bring in pieces of your permit to obtain a replacement).
2. Termination of association with the university;
3. Permit expiration.

i. Handicapped permits: Upon written verification from a doctor, a person with a permanent handicap may apply for a special parking permit which will authorize parking in areas reserved for the physically handicapped. Employee or guest vehicles displaying the state handicapped permit will be allowed to utilize the posted handicapped stalls without an MSU handicapped permit.

j. Reserved stall parking: Areas in certain lots are posted reserved. Any vehicle not authorized to park in these reserved areas will be subject to ticket and/or tow at the owner's expense.

III. Temporary parking.

a. Temporary parking permits:

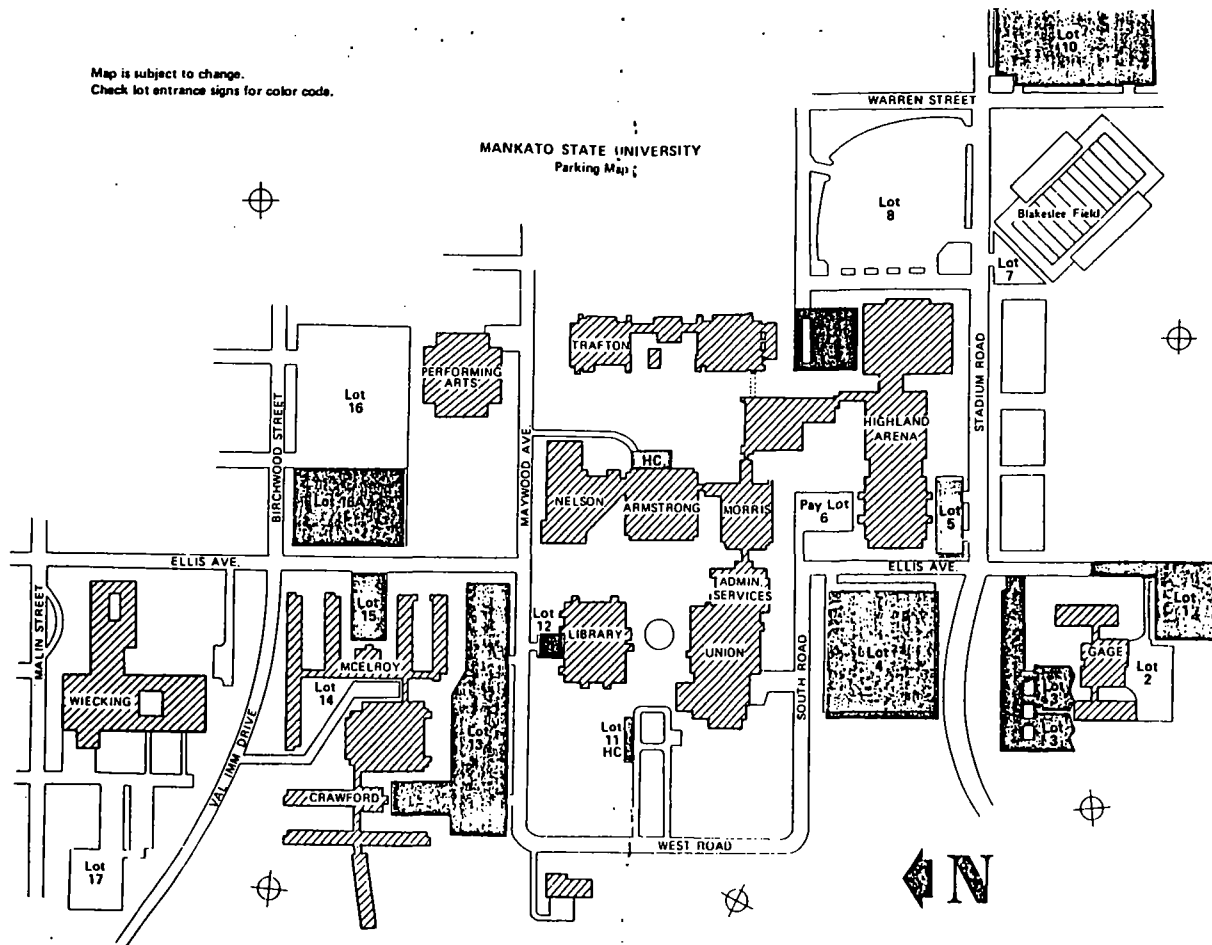
1. Temporary parking permits may be issued to persons holding a paid permit when their vehicle is out of use (provided that it is not parked in a university lot) and a substitute vehicle is used while the vehicle is being repaired.

2. Meeting or conference: It is the responsibility of the chairperson to arrange with Security Services Center for parking of guests well in advance of meetings or conferences.

b. Parking meter regulations: All owners/operators using the parking meter areas shall pay the usual meter rate. These areas are designed to open up parking areas for people who are going to be on campus for only a short time. Handicapped persons may use meters without charge if they display the state handicapped permit or handicapped license plate.

c. Guest parking: Guests at the university shall use Lot No. 6 or No. 10. Temporary permits may be obtained from the Security Services Center (Wiecking Center), Admissions and Placement Offices (Administration Building), Student Union Main Office, or the Deans' offices. Temporary permits allow parking free of charge in Lot No. 10 if no credits are being earned. Lot No. 6 may be used by other guests at an hourly charge. Permit vehicles are not allowed in Lot No. 6. Lot No. 6 may be used by guests and visitors at the rate of \$.25 per hour or

Map is subject to change.
Check lot entrance signs for color code.



\$1.00 per day maximum. The lot is operated by the M Club per the agreement between the university and the M Club. Hours of operation for the lot are from 7:30 a.m. to 4:30 p.m. weekdays and additional evening and weekend hours as deemed necessary by the University.

d. Vendors shall obtain a parking permit.

e. Violations: Individuals will be penalized by ticket and/or tow for violations such as the following:

1. No permit
2. Permit wrong area
3. No overnight parking
4. Parked where prohibited by official sign
5. Parked on sidewalk, lawn, or boulevard
6. Parked along yellow curb
7. Parked within four feet of curb cut, 20 feet of crosswalk, and 30 feet of traffic signal/stop sign
8. Parked in loading or building service zone
9. Parked in traffic lane, double parked, or in driveway
10. Parked over or outside stall lines
11. Parked in time-limited stall over the time allowed
12. Parked in lot in violation of sign or backed into stall
13. Parked over 24 hours (University streets)
14. Parked at expired meter
15. Parked on emergency snow route
16. Parked within 10 feet of hydrant
17. Parked in fire lane
18. Parked in posted handicapped stall

f. Penalty payment: Parking tickets shall be paid to the Blue Earth County Violations Bureau located in the Blue Earth County Courthouse, 204 South Fifth Street, Mankato, MN 56001.

g. Motorcycles shall be parked in areas designated for motorcycles. Motorcycles parked in these areas require permits.

h. Bicycles shall be parked in designated areas for bicycles. Bicycles are not to be chained to lamp posts, trees, etc. If a bicycle is found chained to a lamp post, tree, etc., a warning slip will be attached to the bicycle indicating that upon a second offense, the chain will be cut off and the bicycle will be confiscated. An owner may take possession of his/her confiscated bicycle by identifying it at the Security Services Center. The university will not be responsible for damages to a confiscated bicycle and/or its chain.

i. Building service zones: Purpose of the service zone is for delivery and/or servicing of equipment therein. Vehicles used for this purpose shall display a permit which shall be placed on the windshield dash. Vehicles in violation will be ticketed and/or towed.

j. The speed limit in all university parking lots is five miles per hour.

k. Anyone enrolled for credit must purchase a parking permit for any vehicle brought on campus.

IV. Enforcement and penalty.

a. The Security Services Center is assigned specific responsibility for enforcement of campus parking and traffic regulations.

b. The university reserves the right to remove or to have removed any vehicle that is parked in such a way as to constitute a hazard or to impede vehicular or pedestrian movement, operation of emergency equipment, making of essential repairs, or snow removal.

c. The fact that a person parks in violation of any law, ordinance, or regulation and does not receive a citation, does not mean that the law, ordinance, or regulation is no longer in effect.

d. Hours of enforcement:

1. Campus parking and traffic regulations are enforced on a 24-hour basis.

2. No parking is permitted between the hours of 2:00 a.m. and 6:00 a.m., Mondays through Fridays in Lot Nos. 2, 4, 5, 6, 7, 8, 9, 11, 12, 14, 16, and 17. Violators will be ticketed and/or towed.

3. Overnight parking is permitted only in Lot Nos. 1, 3, 10, 13, 15, and 16A. This is subject to change due to lot repair or snow removal. In such cases, notices will be posted at lot entrances at least eight hours in advance.

4. During interim periods when classes are not in session, overnight parking is not permitted between 2:00 a.m.

and 6:00 a.m. in any lot except for Lot No. 10 without special permission from the Security Services Center. During summer sessions and interim periods, any color permit will be honored in Lot Nos. 1, 3, 10, 13, and 15.

5. Public events (scheduled after 5:00 p.m. or on non-class days): Persons who attend an athletic contest or any other university activity open to the public will not be required to display a parking permit after 5:00 p.m. Lots are open from 5:00 p.m. until 2:00 a.m.

6. Public events (scheduled between 8:00 a.m. and 5:00 p.m. on class days): Guests on campus to attend an event open to the public shall park only in Lot No. 6 or Lot No. 10 (see III C).

7. Vehicles parked in lots shall be moved within eight calendar days or shall be deemed "snow birds" or abandoned vehicles. Vehicles will be ticketed and/or towed.

8. During times of snow removal and necessary repairs to lots vehicles will not be allowed to park in the lot to be cleaned or repaired. Vehicles hindering snow removal or repair work will be towed. Lots will be posted at the entrances and exits prior to snow removal or lot repairs at least eight hours in advance. Questions concerning snow removal or parking lot repair should be directed to the Security Services Center.

V. Appeals.

If felt justified, parking lot violation appeals may be submitted in writing to Security Services Center, Box 95, Mankato State University. Appeals of parking tickets issued on a street, except North, West, and South Roads, should be referred to Mankato Parking and Traffic Department, Lamm Street, Mankato, MN 56001. Questions regarding appeals should be directed to the Security Services Center.

TRI-COLLEGE PARKING
RULES AND REGULATIONS

Concordia College
North Dakota State University
Moorhead State University

1. Anyone enrolled in Tri-college and desiring to park on campus must obtain a Tri-college parking permit.

a. The cost of the Tri-college parking permit will be \$3.00 per academic year. However, when a regular parking permit is displayed from the parent institution, the Tri-college permit will be issued from the parent institution at no additional charge.

b. The Tri-college permit is a reciprocal permit (i.e. parking privileges will be granted as indicated in No. 3) at participating colleges and universities, not at the parent institution.

2. The Tri-college permit may be obtained at these respective locations and hours:

Concordia College: Office of Campus Security
Administration Building
8 a.m. - noon and 1 - 5 p.m.

Moorhead State: Administrative Affairs Office
Room 206, Owens Hall
8 a.m. - noon and 1 - 5 p.m.

North Dakota State: Traffic and Security Bureau
Thorson Maintenance Center
8 a.m. - noon and 1 - 5 p.m.

3. The Tri-college permit will be honored as indicated:

Concordia College: Any student parking areas
Moorhead State: Parking lots A and K
North Dakota State: Parking lot T

All drivers are subject to traffic regulations of the respective institutions. Copies of these regulations will be available when the Tri-college permit is obtained.

4. Please affix parking permits as follows:

Moorhead State: Lower part of SIDE rear window

on driver's side of vehicle.
 Concordia and North Dakota State:
 Station wagons: As indicated
 for Moorhead State.
 Sedans: Lower left corner of
 REAR window (driver's side).

5. The Tri-college provides scheduled bus transportation between the hours of 7:20 a.m. and 5:30 p.m., Monday through Friday.

1. OBJECTIVES AND AUTHORITY

1.1 These regulations provide for the allocation of the university parking areas. At the same time attention has been given to the appearance of the area in and around the university. Furthermore, these regulations ensure lawful traffic movement with a minimum of disturbance, protection for pedestrians, and ready access for all emergency vehicles.

1.2 State Statute 1961, Chapter 278 (extra session) authorizes the State University Board to establish parking and traffic regulations. On November 20, 1961, the State University Board made public notice of such regulations (Minn. Reg. SCB 61-70, Parking and Traffic) which became effective February 1, 1962. The State University Board requested the university presidents to propose regulations for their respective campuses.

No motor vehicles, either publicly or privately owned, may be operated or parked in the university area, except in conformity with the regulations that follow.

2. VEHICLE REGISTRATION.

2.1 General information.

2.11 All administrators, staff (classified employees), faculty members, students, and other persons associated with the university must register any motor vehicle operated in the area under the control of the university, and must properly display a university vehicle permit on the vehicle.

2.12 The vehicle permit must be permanently affixed to the lower left rear side window of the vehicle. That is the rear side window on the driver's side. Permit must be removed promptly upon expiration of the period for which it is effective. On convertibles the permit must be affixed to the window on the driver's side of the vehicle, and on two-wheeled, motor-driven vehicles the permit shall be affixed to the left handlebar.

2.13 Vehicle permits shall be displayed on student vehicles no later than the last day of fall registration period. Late registrants or students registering for the winter or spring quarter shall display a permit on their vehicle within three days after registration. Vehicles not registered or

identified by permit may not be parked in the university parking lots.

2.14 Administrators, staff, faculty members, and others associated with the university, henceforth designated faculty-staff, shall display permits on their vehicles by the first day of the orientation period in the fall. Any individual employed after that date shall display a permit on his vehicle the day after starting employment.

2.15 Anyone having a registered vehicle and needing to operate a substitute vehicle in the university area may do so by obtaining from the Office of the Vice-President for Administrative Affairs a special vehicle permit, dated for the period, and displaying the permit on the substitute vehicle as instructed. The vehicle should not be operated on the university campus until it has been properly identified.

2.16 Guests, salesmen, repairmen, employees of construction firms, vending agents, and others in similar positions who frequent the campus regularly, shall display a special university vehicle permit which can be obtained free of charge from the Office of the Vice-President for Administrative Affairs.

2.17 Vehicles must be registered each year. The registration year will be from the first day of fall registration to the day prior to fall registration of the following year.

2.18 Failure to comply with any of the above paragraphs shall constitute a violation of the Parking and Traffic Regulations. The absence of a vehicle permit may result in the issuance of a traffic violation citation or in the impounding of the vehicle.

2.19 Retired Moorhead State University faculty or staff may obtain a parking permit free of charge for each current year by application at the Office of the Vice-President for Administrative Affairs.

2.2 Classification of vehicle permits.

2.21 Nine types of university vehicle permits will be issued:

a. Faculty-staff. Issued to employees of the university in the unclassified service, classified service, or auxiliary services.

b. Residence hall students.

c. Commuting students. Issued to students not living in a university residence hall.

d. K lot only. Limited to use of K lot only.

e. Handicap. Issued on written authority from the campus Health Service.

f. Speech and Hearing Clinic. Issued by the clinic for their clients use only.

g. Specials. Issued to frequent campus visitors, salesmen, repairmen, vending agents and others in similar positions.

h. Lommen Hall school zone. Issued to individuals whose children are enrolled in the Early Childhood Center.

i. Motorcycles. Issued to individuals operating a two-wheeled motor-driven vehicle.

2.22 Each individual must present evidence of his classification at the time his vehicle is registered.

2.3 Change in vehicle ownership or permit classification.

2.31 An individual to whom a vehicle permit has been issued shall remove the permit from the vehicle when ownership is transferred.

2.32 If an individual's vehicle permit classification should change, e.g. from residence hall student to commuting student, his vehicle must be reregistered within 72 hours.

2.4 Registration procedure.

2.41 Administrators, faculty members, staff, and auxiliary service employees who drive on campus shall register their vehicles and obtain their permits and a copy of the Parking and Traffic Regulations at the Office of the Vice-President for Administrative Affairs.

2.42 Students who drive on campus shall register their vehicles and obtain permits and a copy of the Parking and Traffic Regulations at the Office of the Vice-President for Administrative Affairs. New and transfer students registering during the winter and spring quarters or for summer sessions, and students attending workshops on campus will follow the same procedure.

2.43 The Office of the Vice-President for Administrative Affairs will issue special vehicle permits upon application. In unusual cases approval by the Parking Committee may be required.

2.44 In case of multiple ownership and operation, permits will be issued in the name of one individual only, and he will be responsible for the motor vehicle.

2.45 In the event of ownership and alternate use of two vehicles, a duplicate permit for the second car may be obtained

from the Office of the Vice-President for Administrative Affairs. Certification of multiple ownership will be required, and a registration fee of \$1.00 will be charged for the second vehicle.

2.46 Schedule of fees for faculty, administrators, staff, and auxiliary employees:

a. Permits issued during fall registration period	\$12.00
b. Permits issued during winter quarter registration	\$8.00
c. Permits issued during spring quarter registration	\$4.00
d. Permits issued for use during Summer Session I and/or II	\$2.00
e. Temporary permit per week	\$.50

2.47 Schedule of fees for residence hall and commuting students:

a. Permits issued during fall registration period	\$9.00
b. Permits issued during winter quarter registration period	\$6.00
c. Permits issued during spring quarter registration period	\$3.00
d. Permits issued for use during Summer Session I and/or II	\$1.50
e. Temporary permit per week	\$.50

2.48 The Office of Administrative Affairs will make special arrangement for drivers in car pools.

2.49 Schedule of fees for two-wheeled motor-driven vehicles:

a. Registration fee	\$3.00
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Once a motorcycle is registered, the permit shall be in effect for as long as the owner is a registered student or an employee of the university. This permit is non-transferable.

2.50 If a registered vehicle is sold or traded, the permit is to be removed and if possible, returned to the Office of the Vice-President for Administrative Affairs, at which time a permit will be issued for the new vehicle at no charge.

3. THE UNIVERSITY AREA DEFINED (See map on pages 5 and 6).

3.1 The university area is that area generally east of 11th Street South, south of 6th Avenue South, north of 9th Avenue South, and west of US Highway 52, excluding the city streets. Parking space on the above streets shall not be included in the university area, except the recessed parking space west of Nemzek Hall, and the restricted area on 6th Avenue

adjacent to Lommen Hall.

4. THE RESTRICTED AREA DEFINED (See map on pages 5 and 6).

4.1 A tabulation of parking lots and the vehicles allowed to be parked in the lot follows:

LOT	FOR USE BY
A	Ballard Residents and Commuters
A Annex	Commuter Overflow
B (Ballard Hall)	Ballard Residents
C (Center for the Arts)	Assigned Zone C Permits, Faculty/Staff Overflow
D (Dahl Hall)	Dahl, Grantham, Holmquist and Nelson Residents
E (Holmquist Hall)	Same as Lot D
F (Owens Hall)	Assigned Zone F Permit
G (Biology Hall)	Assigned Zone G Permit and Visitors (where designated)
H (Hagen Hall)	Assigned Zone H and J Permits
J (Weld Hall)	Assigned Zone J and H Permits
K	All Permits
L (Murray Commons)	Assigned Zone L Permit
M (Maint. Bldg.)	Assigned Zone M Permits
N (Nemzek Complex)	Neumaier, Dahl, Grantham, Holmquist and Nelson Residents
O	All Permits
P	All Permits
R (Recessed Parking West of Nemzek)	Assigned Zone R Permit
S (Snarr Hall)	Snarr Residents
V (Owens Hall)	Visitors with guest permit

4.2 Private and state vehicles, driven by specified maintenance personnel and identified by permits with no zone designation, may be parked in any university parking lot at any time.

4.3 Only vehicles identified as being operated by visitors and not by individuals associated with the university may be parked in the spaces reserved for visitors. Vehicles marked with a special permit or with a guest parking permit may be parked in the areas designated on the permit.

4.4 Only vehicles identified as being operated by dorm directors, doctors or pharmacists, student union or food service employees, may park in areas reserved for their use.

4.5 Vehicles not parked in accordance with this section of the regulations will constitute a violation of the parking regulations.

4.6 As the name implies, loading zones are intended to be used solely for loading and unloading purposes. Trucks, and

other types of commercial vehicles may be parked in such space only for whatever length of time actual loading and unloading operations and activities related thereto are in progress. Passenger cars may be parked in loading zones and service drives only long enough to conduct the loading or unloading operations required. Any vehicles parked in a loading zone or service drive when loading or unloading operations are not plainly visible and in progress are subject to impounding.

5. GENERAL REGULATIONS.

5.1 The Minnesota Highway Traffic Regulations (Chapter 169 MSA) and the applicable ordinances of the city of Moorhead are in effect in the university area.

5.2 All persons operating motor vehicles in the university area shall do so at their own risk. No responsibility shall be assumed by the university, the State of Minnesota, or the city of Moorhead for loss of property, damage to the vehicle while parked, damage which may be incurred through the process of impounding the vehicle, or for any other damage or loss sustained while on the university campus.

5.3 A vehicle must be parked so that the whole vehicle is within any marked boundaries.

5.4 No vehicle shall be parked in crosswalks, landscaped areas, driveways, loading zones, fire lanes, within 15 feet of fire hydrants, along yellow painted curbs, in front of any removable barricade, in a space which obstructs traffic, or in any other space where signs indicate no parking.

5.5 Improperly parked vehicles may be removed and the cost of removal will be charged against the individual in whose name the vehicle is registered.

5.6 The speed limit in the university area is 15 miles per hour. Drivers of vehicles on the campus proper must yield the right of way to pedestrians.

5.7 No vehicle shall be used as a camper, or for temporary lodging while parking on the campus without special permission from the Office of Administrative Affairs.

6. PENALTIES FOR VIOLATION OF REGULATION.

6.1 Liability.

6.11 The person in whose name the vehicle is registered or, if the vehicle is not properly registered, the person who has legal custody of the vehicle, shall be held liable for all violations attached to the vehicle, and is thus subject to any and all fines or disciplinary action resulting from the violations.

6.2 Schedule of violation penalties.

6.21 Failure to register vehicle for on-campus parking. The fine for this violation is three dollars (\$3.00). Repeated violations will result in the impounding of the vehicle until it is properly registered and all towing charges are satisfied.

6.22 Failure to display, or display properly, the vehicle permit. The amount of the fine is three dollars (\$3.00). Repeated violation will result in the impounding of the vehicle until the permit is properly affixed to the vehicle and all towing charges are satisfied.

6.23 Vehicles parked in lots not designated for their vehicle permit classification. The amount of the fine is three dollars (\$3.00). Vehicles may be impounded for repeated violations.

6.24 Vehicles improperly parked. The fine for vehicles improperly parked is three dollars (\$3.00). Vehicles may be impounded for repeated violations.

6.25 Vehicles not moved for one month shall be considered dead storage and subject to impound.

6.26 Vehicles bearing residence hall permits must be removed from the assigned parking lot no later than 24 hours following the official closing of residence halls for vacations, quarter breaks, close of academic year, or summer quarter. Such vehicles may be stored in lot K when residence halls are closed during the academic year. Vehicles in violation will be subject to impound.

6.27 Violation of all other general regulations. Fines will be determined by the County Court Judge.

6.28 Additional penalties. In cases of repeated or flagrant abuse to pay a fine as directed in other sections of the regulations, the Parking Committee may request, (a) The Student Conduct Committee to consider student cases, (b) The president of the university or his designated representative to consider faculty-staff cases.

6.3 Payment of violation fines

6.31 All fines fixed by regulation or determined by the County Court Judge are payable at the Moorhead Police Department.

6.32 Unless an appeal is initiated, the fine shall be paid within five (5) days after issuance of the ticket.

7. APPEALS.

7.1 Any individual who feels that an injustice has been committed may appeal his case. Appeals must state succinctly, but fully, the grounds on which the appeal is based.

7.2 Appeals must be filed in writing on forms available in

the Office of the Vice-President for Administrative Affairs within two days (48 hours) after issuance of each ticket, excluding those days that the university administrative offices are closed.

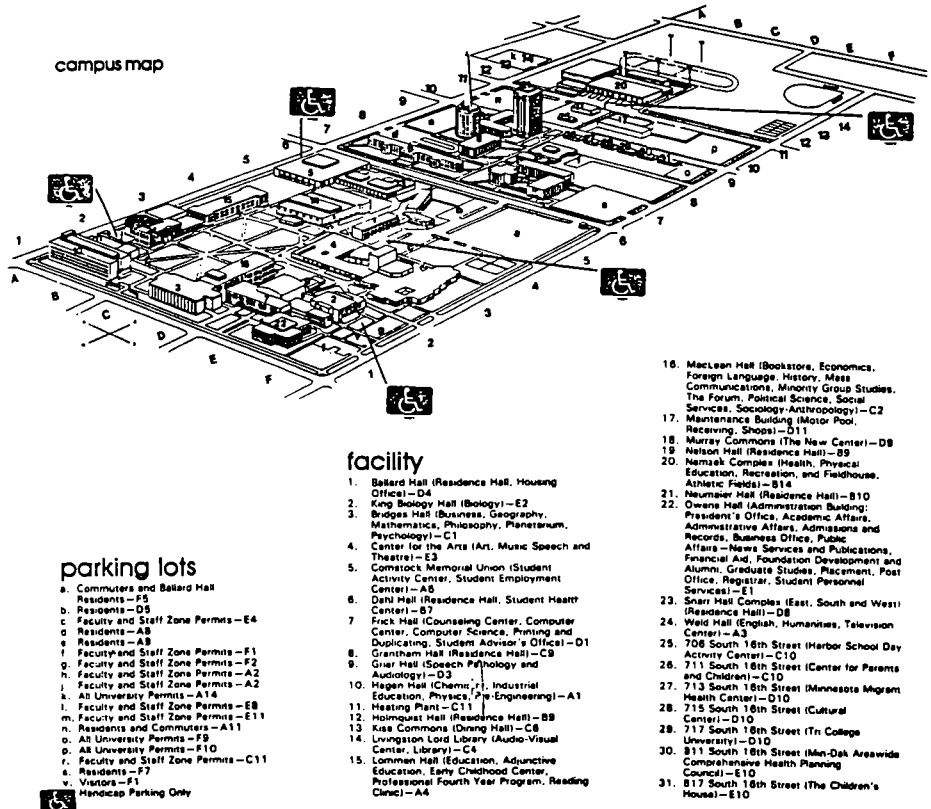
7.3 The Parking and Traffic Committee shall be appointed annually by the university president. The Parking and Traffic Committee shall advise the president on parking and traffic matters including serving as the appeal body. In cases appealing the application of any of these Parking and Traffic Regulations, the Parking and Traffic Committee shall issue a recommendation to the president who shall consider the same in making a final decision.

7.4 The fine for a violation which has been appealed and subsequently denied must be paid within five (5) days after issuance of the appeal decision.

8. AMENDMENTS TO THE REGULATIONS.

8.1 A major amendment to the Parking and Traffic Regulations may be proposed by the Parking and Traffic Committee and approved by the president of the university. The amendment will not be considered in force until after it has met all requirements of state statutes. Nothing contained herein shall preclude the president from submitting proposed changes in these regulations to a hearing pursuant to Minnesota Statutes, section 169.966.

8.2 Changes in regulations which govern use of a specific lot will become effective when signs reflecting the change are posted at the appropriate lot.



ST. CLOUD STATE UNIVERSITY PARKING REGULATIONS

10/1
11/00/17
60.000 St. Cloud State University urges all faculty, staff* and students to limit the use of automobiles on campus. The Metropolitan Transit Commission provides excellent service to the campus from many locations within the St. Cloud area. The university supports this service and encourages faculty, staff and students to utilize the public transportation system.

Authority for establishing parking and traffic regulations on the State University Campuses was granted by the State University Board by the 1961 Legislature - State Statute 1961, Chapter 278 (extra session) and Minnesota State University Board Regulations, Internal Rule 402, F 1e, which includes the provisions of the highway traffic regulations as contained in Chapter 169, M.S.A.

* Staff as used in these regulations refers to all non-teaching employees, including administration, professional support personnel, special services personnel, food service employees.

PARKING AND TRAFFIC REGULATIONS

60.100 General: The parking regulations which follow are designed to facilitate the work of faculty, staff, students, and visitors on campus through the control of movement of motor vehicles and maximum utilization of available parking space.

60.101 These regulations apply to the use of all motorized vehicles. There is a special section on the use and parking of foot powered bicycles.

60.102 These regulations apply to the St. Cloud State University campus only. Streets in and around the campus are governed by state law and city ordinances. All persons should note the time limits for parking on the streets.

60.103 Hours and limitations on parking are posted in each lot. Persons should note the signs which contain this information.

60.104 Vehicles are not allowed in areas closed by barricades or areas not designed for vehicular traffic such as sidewalks, lawns and the mall area. Parking is prohibited in areas designated as delivery areas, service areas, no parking areas, and other areas as posted.

60.105 Parking areas designated for visitors are reserved for visitors only.

60.106 Loading zones are intended to be used solely for loading and unloading purposes. Trucks, passenger cars and other types of commercial vehicles may be parked in such space only for whatever length of time actual loading or unloading operations and activities related thereto are in progress. Any vehicles parked in a loading zone or service drive when loading or unloading operations are not plainly visible and in progress are subject to impounding and fine.

60.107 In all cases in which a motor vehicle is parked, the position shall be such that the whole of the vehicle is located within the boundaries of the parking space. The fact that other vehicles are parked improperly shall not constitute an excuse for parking with any part of the motor vehicle over any line.

60.108 Motorcycles and motorbikes may park on the city streets, in student lots or in the specially marked sections of designated lots without a permit. Such vehicles with a faculty/staff permit may park in a regular stall in the lot indicated on the permit.

60.109 Pedestrians shall have the right-of-way at designated crosswalks at all times except at signal controlled intersections where pedestrians shall comply with the signal.

60.110 Designated parking areas are available for persons with certain physical handicaps. Special permits for those areas are available to faculty, staff and students. Requests for such permits shall be made to auxiliary services and shall be accompanied by a physician's statement.

60.111 Fee parking is open to all vehicles in the lot(s) so designated. No overnight parking is allowed in such lot(s), and there are no in or out privileges.

60.112 St. Cloud State University assumes no responsibility for the care and/or protection of any vehicle or its contents at any time while it is operated or parked on the campus. All vehicles should be locked when left unattended.

60.113 In the event of vehicle failure, a courtesy permit to use while the registered car is being repaired should be obtained from the auxiliary services office.

60.114 Matters concerning parking, traffic and security are handled through the auxiliary services office.

101-1106A
60.115 There shall be no overnight parking of any occupied trailer house, mobile home, motor home or camper or any vehicle equipped for sleeping. Hours of no parking are posted.

60.200 VISITOR PARKING

60.201 Visitor parking is available on the city streets as posted and in designated lots on campus. Visitor permits are required for parking in the designated lots. Permits for these lots may be obtained in the designated offices.

60.202 Faculty, staff and students are reminded that it is their responsibility to obtain a permit for any visitor they invite to campus. Obtaining information about where visitors should park and obtaining a permit for them increases the opportunity for a pleasant visit to our campus.

60.203 Visitors may also park in the fee lot(s) which are so designated.

60.204 Long term permits are available to visitors who intend to be on campus for more than one day. These permits may be obtained from the auxiliary services office.

60.205 Visitor parking is allowed in all parking lots after regular business hours as posted, except in specially designated lots. These hours facilitate parking for campus events such as concerts, lectures, and evening classes.

60.300 FACULTY AND STAFF PARKING

60.301 All full-time faculty and staff who operate and park a motor vehicle at any time upon property owned, leased or occupied by the university shall register it with auxiliary services and purchase a permit. The permit indicates the lot in which the vehicle may be parked. The permit is valid for that lot only.

60.302 Full-time faculty and staff shall not be allowed to park in student lots. Any vehicle (except motorcycles or motorbikes) belonging to full-time faculty or staff, which is parked in a student lot, shall be subject to fine.

60.303 Permits shall be issued to current employees at one time during the year for the next school year. Faculty and staff who

become employees after permits have been issued shall purchase permits immediately upon employment.

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1106A
60.304 Registration of a vehicle by any person shall establish his/her acceptance of the responsibility to see that the vehicle registered in his/her name is parked in compliance with the parking regulations.

60.305 Registration is not complete until the permit is properly displayed. The sticker must be permanently affixed using the mastic provided on the sticker to the lowest portion of the rear-most window on the left side of the vehicle as provided by state law. Questions about interpretation of this placement should be addressed to the auxiliary services office. The permit shall be assigned to that vehicle and no transfer of permits between vehicles shall be allowed.

60.306 In the event of ownership and alternate use of two vehicles, a duplicate sticker for the second vehicle must be purchased from the auxiliary services office if the alternate car is to be parked on university property. Certification of multiple ownership will be required and a registration fee will be charged for the second vehicle. This duplicate sticker must also be permanently affixed and shall not be moved between vehicles.

60.307 The university security force will check all duplicate permit vehicles to make sure that the two vehicles are not in the lot at the same time. If both vehicles are present at the same time, the duplicate permit vehicle will be ticketed and the ticket will not be voided under any circumstances.

60.308 When trading or selling a registered vehicle, remove the parking permit and return it to the office of auxiliary services. Damaged permits should also be returned. All permits returned will be replaced at no charge if not expired.

60.309 There are no refunds if the permit holder leaves campus before the end of the year. Permits are not transferrable.

60.310 All stickers must be removed upon expiration of the period of time for which issued as provided by state law.

60.311 Parking permits are valid only in the lot assigned on the permit until after regular business hours at which time a faculty/staff permit will be honored in any university lot.

10K
1106A
60.312 Faculty/staff vehicles may park in any university lot on evenings and weekends. However, there is no overnight parking as posted in all lots except in student parking lots.

60.313 Vehicles which are improperly parked in assigned lots are subject to fine and towing.

60.314 Faculty/staff vehicles are prohibited at all times in areas specifically designated as visitor parking, student parking, delivery area, service area, no parking, state vehicle parking and other posted areas.

60.400 STUDENT PARKING

60.401 Limited day-time parking is available for students in lots designated for student parking and specially marked sections of other lots. This parking is available on a first-come/first-served basis.

60.402 No-parking areas for students include visitor parking areas, delivery areas, service areas, driveways, sidewalks, lawns, the mall area at all times and posted areas for faculty and staff cars between posted hours.

60.403 Student parking is allowed in all lots after regular business hours as posted, except in lots where posted otherwise.

60.404 Overnight and long term parking is allowed in lots designated for student parking.

60.500 BICYCLE REGULATIONS

60.501 Foot-powered bicycles must be properly licensed to be operated in the city of St. Cloud. Owners should secure licenses at the Stearns County courthouse in the Motor Vehicle Registration License Office, City of St. Cloud.

60.502 Bicyclists are reminded that they are subject to traffic regulations of the city of St. Cloud, and the state of Minnesota. One particular area of concern is that of the misuse of one-way streets.

✓ 60.503 There is no bicycle riding on the mall. This is designed as a pedestrian area and bicyclists must walk their vehicles in the mall area.

101-
106A
60.504 Bicycles must be parked in the racks provided near campus buildings. They must not be parked on sidewalks, in building entries, or chained to light poles, power poles, fence posts or trees.

60.505 Bicycle regulations are enforced at all times.

60.506 Violations of these regulations may mean fines and/or impoundment.

60.600 ENFORCEMENT

60.601 Permits are required in the designated lots each quarter from the first day of registration through the closing of the quarter. Permits are not required after regular business hours as posted. All other parking, traffic and bicycle regulations are enforced at all times.

60.602 Any violation of the parking regulations will be subject to a fine payable to the Parking Violations Bureau, City of St. Cloud, St. Cloud, Minnesota, 56301. NOTE: Fines are not paid on campus.

60.603 Any vehicle which is parked contrary to these regulations is the act of the registered owner as well as the person actually parking the vehicle. For purposes of this section, the registered owner is defined to include motor vehicle rental or leasing agencies and corporate owners. It shall be a defense to any violation if the registered owner shows that on the date of the offense, title has been transferred to another.

60.604 The fine for the violation of these regulations is set by the City of St. Cloud. Such a violation is a petty misdemeanor as defined by Minnesota Statutes, section 609.02, subd. 4a.

60.605 Vehicles shall be towed away at the owner's expense for parking regulation violations.

60.606 If you are unsure about any of the above regulations or have any questions about parking, traffic, and security matters, please contact the Auxiliary Services Office, St. Cloud State University, St. Cloud, Minnesota, 56301.

SOUTHWEST STATE UNIVERSITY

MARSHALL, MINNESOTA

PARKING AND TRAFFIC REGULATIONS

1. Objectives and authority

1.1 These regulations provide for the allocation of the university parking areas. At the same time attention has been given to the appearance of the area in and around the university. Furthermore, these regulations ensure lawful traffic movement with a minimum of disturbance, protection of pedestrians and ready access for all emergency vehicles.

1.2 Minnesota Statutes 1976, section 169.966, subd. 7 authorizes the State University Board to establish parking and traffic regulations. The State University Board originally adopted such regulations, pursuant to Minnesota Statutes, section 169.966 (1967) on November 24, 1969, which became effective November 26, 1969. The regulations herein are amendments to the original regulations.

No motor vehicles, either publicly or privately owned, may be operated or parked in the university area, except in conformity with the regulations that follow.

1.3 The university cannot waive citations which have been issued.

2. University classification of vehicle parking permits

2.1 University parking permits issued to all faculty, staff, students and other individuals who are employed by agencies or organizations housed on the university campus.

2.2 Restricted parking permits issued to handicapped persons only upon approval of SSU Rehabilitation Services.

2.3 Visitor parking permits issued to guests and visitors to the campus. This permit is available free of charge.

3. Vehicle registration for vehicles parked on the university campus

3.1 General information

3.11 All administrators, faculty, staff, student and other persons employed by agencies or organizations housed on the university campus shall register any motor vehicle operated in the area under control of the university. Those individuals wishing to park in a designated University parking area shall have a parking permit affixed to their vehicle.

3.12 Vehicles which are clearly marked as state owned vehicles do not require parking permits of any type.

3.13 Clearly marked service vehicles which are making service stops on the campus are not required to affix permits but are expected to follow standard traffic and parking regulations.

3.14 The parking permits must be clearly affixed to the front and rear bumpers in a visible area near the license plate.

On two-wheeled motor driven vehicles, one parking permit shall be affixed in a visible area near the license plate.

3.15 Parking permits shall be displayed on student vehicles within one week following the fall academic quarter registration day. Late registrants or students registering for the winter or spring quarters shall display a permit on their vehicles within three days after registration. Vehicles not identified by a parking permit shall not be parked in university parking lots.

3.16 Administrators, faculty, staff and all other university employees in addition to employees of all agencies or organizations housed on the university campus shall display parking permits on their vehicles within one week following fall quarter academic registration day. Any individual employed after that date shall display a parking permit on his/her vehicle the day after beginning employment.

3.17 Vehicles must be registered each year. The registration year will be from September 1 through June 1.

3.18 Failure to comply with any of the above paragraphs shall constitute a violation of the parking and traffic regulation. The absence of a parking permit may result in the impounding of the vehicle.

3.2 Registration procedure and parking fee

3.21 Administrator, faculty, staff and other persons employed by agencies or organizations housed on the university campus shall register and receive their parking permits from the office of business services located on the ground floor of the administrative services building or any other posted location.

3.22 Students may complete a vehicle registration card during quarterly academic registration. Parking permits will be issued during academic registration.

3.23 Students and/or employees requiring restricted parking permits for the restricted parking area shall have signed approval on the vehicle registration card from rehabilitation services.

3.24 A fee of \$6 per registration year shall be charged for university parking permits. All persons registering vehicles will pay the same fee. The charge for parking permits purchased after the end of fall quarter will be \$4 for the

balance of the registration year. The charge for parking permits purchased after the end of Winter quarter will be \$2 for the balance of the registration year. No refunds shall be given to those individuals who leave the university during the registration year. The \$6 registration fee is non-refundable.

Persons having more than one vehicle shall be allowed to purchase additional parking permits. The permits for additional vehicles may be purchased for \$1 per additional vehicles per registration year.

The receipts from the parking fee shall be used to service and maintain the university parking facilities. Examples of the types of expenditures from fee receipts include resurfacing of lots, signs, snow removal, replacement of damaged light fixtures and associated maintenance. The receipts from parking fees shall be maintained in a service activity account under the control of the Vice President for Administrative Affairs.

3.3 Visitor parking permits

3.31 The information desk in the administrative service building serves as general focal point for visitors to the campus. Visitor parking permits shall be issued for a one-day period only, unless the visitor is attending a longer activity which is listed on the SSU Scheduling Office Daily Schedule. In this case, a guest parking permit shall be issued for the length of the event. These permits are non-renewable.

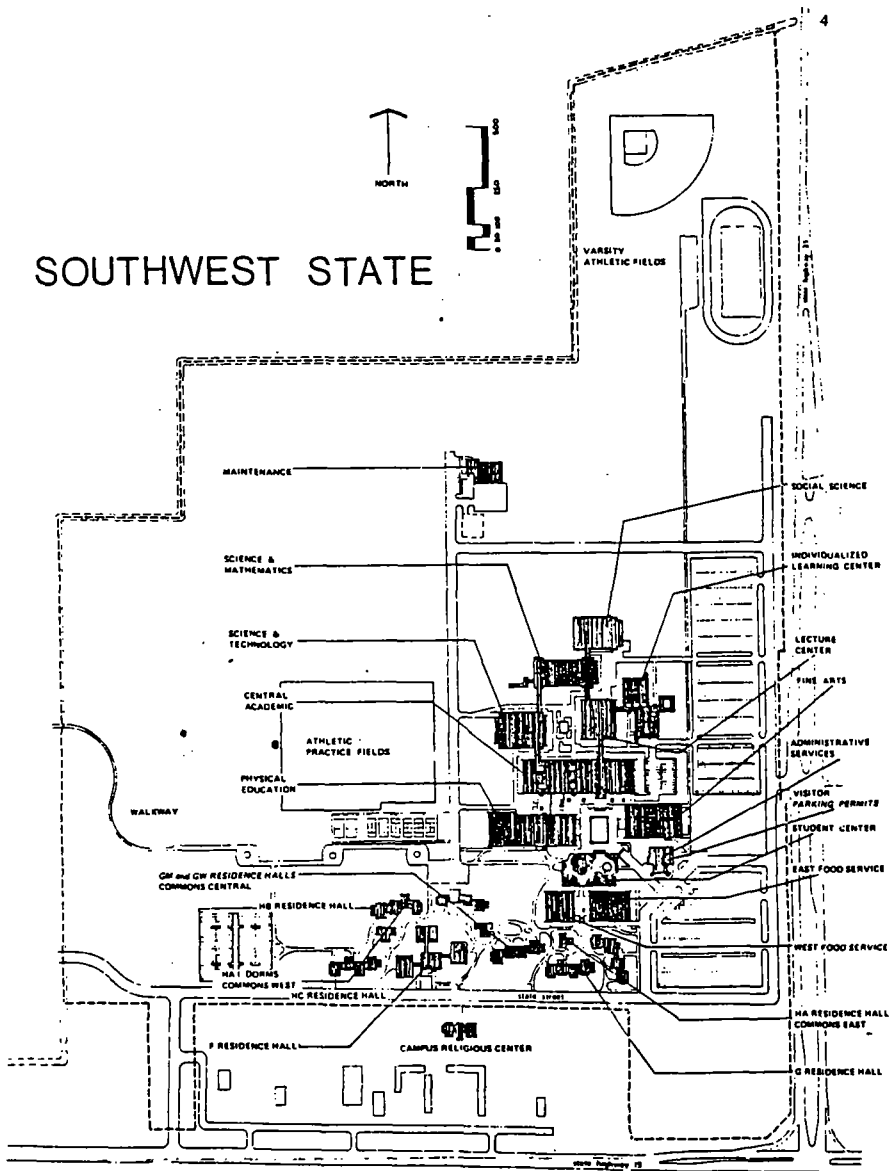
3.32 For those offices, departments, etc. which schedule meetings or other activities on the campus, a specific number of visitor parking permits may be obtained from the SSU Scheduling Office to mail in advance to participants. It is the responsibility of the office sponsoring an activity to advise its participants of the need to obtain a visitor parking permit upon entering the campus. The information desk in the administrative services building shall not issue permits on a group basis. It is strongly advised that the need for visitor parking permits for groups be discussed in advance with the scheduling officer.

3.33 Visitor parking permits which may be requested on a special basis for an extended period of time, shall be obtained from the SSU Scheduling Office. Those individuals who visit the campus frequently may find it more convenient to purchase a yearly parking permit for their vehicles.

3.34 Only visitor parking permits with current authorized signatures shall be recognized.

4. University and city parking areas (See map)

4.1 The university parking area is that area generally north of the east-west portion of State Street and west of the north-south portion of State Street.



4.2 A listing of parking areas, the vehicles to be parked in the areas and the hour of enforcements during the registration year is given below.

4.3 On-street parking

4.31 Parking along the north-south portion of State Street east of the campus is prohibited at all times.

4.32 Parking on the north side of State Street in front of the Residence Halls shall be limited to ten (10) minutes.

4.33 Parking on the south side of the east-west portion of State Street shall be limited to four (4) hours.

4.34 Parking is prohibited on all of State Street from the hours of 1:00 a.m. to 7:00 a.m.

4.35 Parking by permit shall be permitted on designated areas of the University Service Road. This parking shall be limited to four (4) hours.

4.36 Parking is prohibited on all of the University Service Road from the hours of 1:00 a.m. to 7:00 a.m.

4.37 Parking is prohibited in all areas where the curb is painted yellow.

5. Liability and schedule of violation penalties

5.1 Liability

5.11 The person in whose name the vehicle is registered, or, if the vehicle is not properly registered, the person who has legal custody of the vehicle, shall be held liable for all violations attached to the vehicle, and is subject to any and all fines or disciplinary action resulting from the violations.

5.2 Schedule of violation penalties

5.21 Failure to register vehicle. The fine for this violation is one dollar (\$1.00). Repeated violations shall result in the impounding of the vehicle until it is properly registered and all towing charges are satisfied.

5.22 Failure to display, or display properly, the vehicle parking permit. The amount of the fine is one dollar (\$1.00). Repeated violations shall result in the impounding of the vehicle until the parking permit is properly affixed to the vehicle and all towing charges are satisfied.

5.23 Payment of violation fines. The City of Marshall Traffic Violations Bureau shall be responsible for seeing that all regulations herein shall be obeyed and shall be responsible for the collection of all traffic and parking fines on the

campus.

The schedule of traffic and parking fines shall be compatible with the schedule of the City of Marshall adopted October 20, 1975. All fines will be payable at the Marshall Police Department located in the Municipal Building or may be paid by depositing the fine in a courtesy box located inside the south main entrance to the Central Academic Building and the lobby in the Administrative Services Building.

5.3 The fee for vehicles improperly parked is the same as that adopted by the City of Marshall. Improperly parked vehicles may be towed and impounded. Any towing or impounding charges are to be paid at the owner or registrant's expense.

All other fees for violations are as follows:

Overtime meter, unmetered, restricted	.50
Improper Parking	.50
Prohibited Parking	1.00
Double Parking	1.00
Blocking Driveway	1.00
No Parking Zone	1.00
Fire Hydrant	1.00
Blocking Alley	1.00
Parking in Alley	1.00

5.4 Further information regarding the schedule of fines and payment schedule, may be obtained by calling or writing the Marshall Police Department.

WINONA STATE UNIVERSITY

PARKING AND TRAFFIC REGULATIONS

1. Purpose: Pursuant to the authority granted under Minnesota Statutes, section 169.966, these parking and traffic regulations are established for the Winona State University campus only. Streets in and around the campus are governed by the applicable state laws and/or city of Winona ordinances.

2. Parking and traffic regulations:

a) Parking and driving on the campus is permitted in accordance with these regulations, which are designed to facilitate the work of the faculty, staff, students and visitors on campus through the control of movement of motor vehicles (including bicycles and motorcycles) and maximum utilization of available parking space.

b) Winona State University assumes no responsibility for the care and/or protection of any vehicle or its contents at any time while it is operated or parked on the campus. All vehicles should be locked when left unattended.

c) All parking is prohibited on driveway entrances, on sidewalks, on landscaped areas, on aisles used for entrance or exit (middle lane) and in other areas where parking is expressly prohibited and so indicated by appropriate markings. Unauthorized vehicles are not allowed in areas closed by use of barricades or other traffic control devices.

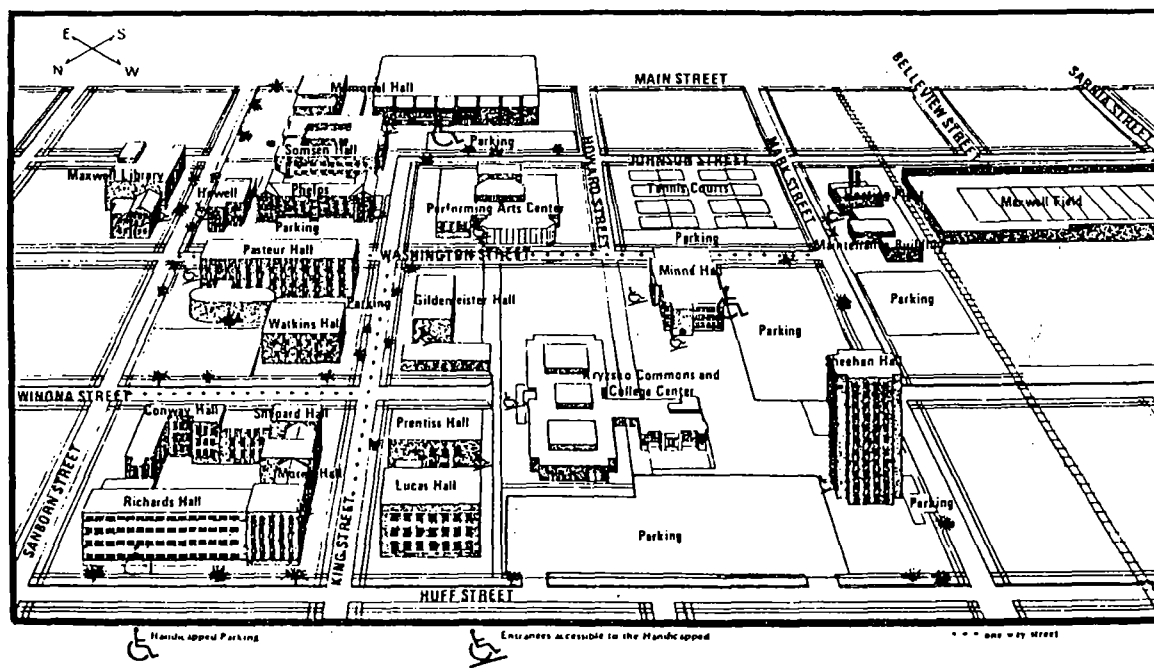
d) University owned vehicles are to be parked only in those areas expressly assigned and identified for such vehicles. Other vehicles are prohibited from parking in these areas.

e) Privately owned and other non-university owned vehicles are not allowed to drive on or park in emergency vehicle access routes or maintenance vehicle access routes.

f) Campus parking lots are as identified on the campus map, which is hereby included as a part of these regulations. Changes to this map may be made, however, without affecting the remainder of these regulations.

g) In all cases in which a motor vehicle is parked, the position shall be such that the whole of the vehicle is located within the boundaries of the parking space. The fact that other vehicles are parked improperly shall not constitute an excuse for parking with any part of the motor vehicle outside of these boundaries.

h) Building service zones; e.g. loading docks. Parking in these areas is allowable only for the purpose of delivery or pickup of merchandise, performing service to the building or equipment. Other vehicles are prohibited from parking in these



areas.

i) Bicycles shall be parked in bicycle racks or other areas designated for bicycles. Chaining or otherwise attaching bicycles to trees, buildings, fences, or light poles, parking on sidewalks or landscaped areas is prohibited.

j) The speed limit in all University parking lots is five miles per hour.

k) Pedestrians shall have the right-of-way at designated crosswalks at all times.

l) All parking spaces are available to all students, faculty and staff on a first-come, first-served basis except those clearly marked for handicapped persons. Temporary parking spaces for visitors, or other public use, may be established by the Maintenance Department, as needed. Such parking is allowable only by permits issued by the Maintenance Department.

m) Vehicles parked in designated handicapped parking spaces shall display the appropriate certificate or insignia as provided in Minnesota Statutes, section 169.345, subd. 3, or the appropriate license plate as provided in Minnesota Statutes, section 168.021, subd. 1.

n) During times of snow removal and necessary repair to lots, no vehicles will be allowed to park in them. Any vehicle hindering snow removal or repair work will be towed away at the owner's expense.

o) Any vehicle left unattended for more than 30 days will be towed away at the owner's expense.

p) Any vehicle parked contrary to these rules may be removed and impounded and the cost of such removal and impounding shall be lien against the vehicle until paid.

q) Responsibility for the enforcement of these regulations is assigned to the University Maintenance Department. Anyone desiring to appeal any action of the Maintenance Department in the enforcement of these regulations may do so, in writing, to the Vice President for Administrative Affairs, Room 202A, Somsen Hall.

3. Approval: These parking and traffic regulations were approved by the State University Board on November 14, 1978.

4. This Administrative Procedure supersedes WSU Administrative Procedure 3-2, January 14, 1971.