

**RULES  
OF  
UNIVERSITY OF MEMPHIS**

**CHAPTER 0240-10-04  
PARKING AND TRAFFIC RULES**

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**0240-10-04-.01 DEFINITIONS.**

- (1) The term “motor vehicle” means any self-propelled vehicle that is capable of exceeding twenty-five (25) miles per hour.

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.

**0240-10-04-.02 GENERAL PROVISIONS.**

- (1) The purpose of these rules is to facilitate and regulate the safety and orderly operation of The University of Memphis (“University”) and provide parking facilities for its operation within the limits of available space.
- (2) The University’s Parking and Transportation Services and Police Services are responsible for implementation and enforcement of these rules.
- (3) Any person operating a motor vehicle on the University campus is required to obey these rules as a condition of parking or operating a motor vehicle on campus.
- (4) The issuance of a parking permit does not guarantee a parking space on University property. The inability to locate a marked parking space does not diminish the responsibility to park in accordance with these rules.
- (5) The absence of “no parking” signs or painted curbs/lines does not imply that parking is allowed. Parking in designated lots is restricted to marked spaces only. Motor vehicles parked outside of marked spaces are subject to citation and towing, and the owner/operator may be subject to disciplinary or administrative action.
- (6) The University shall have no responsibility for loss or damage to any motor vehicle or its contents operated or parked on any University campus.
- (7) These rules are enforceable seven (7) days a week, twenty-four (24) hours a day, including holidays and breaks.

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.

**0240-10-04-.03 REGISTRATION.**

- (1) Parking and Transportation Services is responsible for the administration of parking permits at the University. Parking permits are available for pickup and purchase at the Parking and Transportation Services office at the University.
- (2) Only motor vehicles properly displaying a University parking permit, motorcycle/convertible permit, visitor pass or those motor vehicles legally parked at parking meters or in parking garages may be parked on property owned or leased by the University.
- (3) Permit holders are only eligible for one (1) parking permit at a time. Permits may be moved from one (1) motor vehicle to another.

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.

**0240-10-04-.04 PARKING ZONES.**

- (1) Parking facilities are designated by signs at the entrance of each lot as either General, Priority, Resident, or Reserved. Motor vehicles can only park in lots designated by the sticker on the University issued parking permit.
- (2) Persons utilizing disabled parking spaces on any University campus must have a state-issued disability license plate or disability placard. All students, faculty and staff who have a state issued placard or license plate should be registered with Parking and Transportation Services to ensure access to the appropriate disabled parking spaces on campus.
- (3) Visitor parking is available at an hourly rate in any metered parking space or in a parking garage. Visitors may also purchase visitor permits, which provide access to park in General Permit Parking facilities. Visitor permits are available for purchase through Parking and Transportation Services and must be displayed in the motor vehicle in accordance with the instructions provided at the time of purchase and/or in accordance with the instructions printed on the permit.
- (4) Motorcycles, motor bikes, and motor scooters must display a Motorcycle Permit and are only permitted to park in spaces designated as "Motorcycle Parking" or in other regularly marked parking spaces. Operating these motor vehicles on any surface other than designated streets or parking areas is expressly prohibited.
- (5) Replacement and temporary parking permits can be purchased from Parking and Transportation Services. All lost or stolen parking permits should be reported to Parking and Transportation Services.

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.

**0240-10-04-.05 MOTOR VEHICLE OPERATION.**

- (1) Operators of motor vehicles on University property or in the campus area, which includes city streets running through University property, must obey all traffic rules, regulations, postings, or directions of police officers, regardless of whether the rule, regulation, posting, or direction is included in this policy, and all applicable traffic rules, regulations, postings, or directions.
- (2) The speed limits on all University streets as well as city streets running through University property are enforced by the University's Police Services. Violations may result in the operator of the motor vehicle receiving a citation.

(Rule 0240-10-04-.05, continued)

- (3) All persons operating motor vehicles are responsible for maintaining proper control of the motor vehicle, safe operation, and observance of traffic control signs, barriers and devices.
- (4) Operating a motor vehicle in any area other than a street or a roadway intended for motor vehicles is prohibited.
- (5) Pedestrians have the right of way at established pedestrian crossings, except where regulated by traffic control lights or police officers.
- (6) Bicycles operated on University property or city streets must comply with all applicable traffic rules, regulations, postings, or directions.

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.

**0240-10-04-.06 VIOLATIONS.** The following constitutes non-exclusive examples of violations of these rules:

- (1) Registration.
  - (a) Unauthorized possession of a University parking permit;
  - (b) Falsification of registration information; and
  - (c) Illegal use, unauthorized use, reproduction or alteration of University parking permit or temporary parking permit.
- (2) Parking.
  - (a) In a no parking zone;
  - (b) No permit or visitor pass;
  - (c) Improper display of permit or visitor pass;
  - (d) Parked outside of lines or appropriately marked space;
  - (e) In such a manner as to block or obstruct traffic, street, sidewalk, driveway, fire hydrant, building entrance or exit, or another motor vehicle;
  - (f) In a fire lane;
  - (g) Parked overtime in a metered space;
  - (h) Illegal entry/exit in an access-controlled gated parking facility, which includes, but is not limited to, tailgating another motor vehicle;
  - (i) Breaking the gate in an access-controlled gated parking facility; and
  - (j) Disability parking violation, as defined by State law (including, but not limited to, unauthorized use of a disabled parking space, ramp, plate, or placard; parking a motor vehicle so that a portion of the motor vehicle encroaches into a disabled space in a manner that restricts, or reasonably could restrict, a person confined to a wheelchair from exiting or entering a motor vehicle properly parked within a disabled parking space).

(Rule 0240-10-04-.06, continued)

- (3) Officers of the University's Police Services may, under certain circumstances, issue citations for violations of city ordinances and/or state laws. Individuals who receive a citation for violations of city ordinances and/or state laws must appear in court on the court date listed on the citation or pay the citation fine if appearance in court is not required.

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.

#### **0240-10-04-.07 FINES.**

Fines may be set as determined by the University but shall not exceed the amounts set by state/county/municipal ordinance for the same offense. Such fines are subject to the prior review and approval of the University of Memphis President. Proposed fines shall be submitted to the University of Memphis President together with information sufficient to justify the fine. Such information shall include consideration of state/county/municipal fines for the same offense, fines for the same offense at similarly situated institutions, association to enforcement costs at the institution, and/or the unique parking considerations at each institution. Once adopted or amended, all fines shall be affirmatively communicated to the faculty, staff and students of the institution through the University of Memphis' website.

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.

#### **0240-10-04-.08 ENFORCEMENT.**

- (1) University issued citations must be paid in person at the University & Student Business Services' Office, or by mail at The University of Memphis, PO Box 1000, Department 313, Memphis, TN 38152, within fifteen (15) days of the issuance date of the citation.
- (2) The University may tow, boot, or remove to a place of storage at the owner's expense any motor vehicle, without advance notice, that is parked in a fire lane, designated disabled parking space, spaces reserved for designated motor vehicles, or motor vehicles parked in such a manner as to impede the flow of traffic or disrupt the orderly affairs of the University.
- (3) The University may tow, boot, or remove to a place of storage at the owner's expense any motor vehicle that has unpaid parking citations as long as advance notice and an opportunity to contest has been given. Windshield notices and/or other methods of notification will be used to provide the operator of the motor vehicle with advance notice of University's intent to tow and the operator's right to a contest.
- (4) The University may revoke parking privileges for repeated and/or deliberate parking or moving violations.
- (5) University students with outstanding citations may not be permitted to receive grades, transcripts, or diplomas.
- (6) Any student who receives \$100.00 or more in traffic and/or parking violations on University controlled property during any semester may be subject to disciplinary action in accordance with applicable University rules.
- (7) Outstanding University employees' citations may be recouped in accordance with applicable University indebtedness rules.
- (8) Parking permits are issued to persons, not motor vehicles, and are required to be affixed to a motor vehicle. Permit holders are responsible for citations incurred with their permit. Persons will also be held liable for a violation incurred by a motor vehicle without a permit when that motor vehicle is reasonably shown to be associated with the person.

(Rule 0240-10-04-.08, continued)

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.

**0240-10-04-.09 APPEALS.**

- (1) Any student who has received a University citation may appeal the citation to the Student Government Association within fifteen (15) days of the of the issuance date of the citation. Appeals may be filed in person at Parking and Transportation Services or online using the University's parking portal. All decisions of the Student Government Association are final.
- (2) Any University employee who has received a University citation may appeal the citation to the Faculty/Staff Appeals Committee within fifteen (15) days of the of the issuance date of the citation. Appeals may be filed in person at Parking and Transportation Services or online using the University's parking portal. All decisions of the Faculty/Staff Appeals Committee are final.
- (3) Any person not affiliated with the University who has received a University citation may appeal the citation to the Assistant Director of Parking and Transportation Services within fifteen (15) days of the date of the issuance date of the citation. Appeals may be filed in person at Parking and Transportation Services or online using the University's parking portal.

**Authority:** T.C.A. § 49-8-203(a)(1)(D). **Administrative History:** Original rules filed February 20, 2020; effective May 20, 2020.