ADMINISTRATIVE POLICY: Students
Parking Enforcement and Safety

Last Reviewed: January 2015
Responsible University Officer: Chief of University Police
Policy Owner: Chief of University Police
Policy Contact: Chief of University Police

POLICY STATEMENT
University Police is charged with enforcing all campus vehicular and parking regulations. Enforcement of parking regulations is designed to eliminate confusion, hazards, and abuse of the system.

- These regulations are in effect 24 hours a day, 365 days a year, including legal holidays.
- New York State Vehicle and Traffic laws apply to the use and operation of all motor vehicles upon all properties of the SUNY Upstate Medical University campus.

University Police issues written violation notices to vehicles found parked contrary to the SUNY Upstate regulations as well as those in violation of the New York State Vehicle and Traffic laws. Parking tickets can have a monetary fee related to the violation. Vehicles that continue to violate the SUNY Upstate Parking Regulations or are left parked in fire lanes, roadways, unauthorized parking lots, or other emergency zones may be towed at the owner’s expense. Copies of the violation notices are maintained by University Police.

ADDITIONAL INFORMATION
Violation of SUNY Upstate Parking Policy is defined as but not limited to:

- Improper use of parking card/ID by self or others.
- Harassment or intimidation of any parking staff or University Police personnel.
- Theft of services:
  - Allowing others to use your ID/parking permit
  - Parking more than one car on campus at the same time
  - Using a lapsed parking permit without paying
  - Not paying at HSC metered parking
  - Altering a parking permit
  - Parking in areas not identified by parking permit.
  - Hardshipped out of visitor lots and not paying required fee.
- Causing damage to any parking equipment or parking facility/lots.
- Parking in designated handicapped, roadway, fire lanes, emergency zones, unauthorized parking lots/facilities.
- Failure to comply with posted (permanent/temporary) signage or marking.
- Failure to pay parking in a timely manner.
- Not properly displaying a current Upstate parking permit.
- Failure to re-register parking permits.
- Abusing the On-Call privilege.
- Failure to present Upstate ID and/or parking tag at time of entering facility/lots.
- Not yielding to pedestrians in parking lots/facilities.
- Failure to follow the directions of public safety and/or parking personnel.
- Speeding.
- Use of departmental parking stickers by Upstate employees assigned to main campus/hospital.
- Use of another individual's handicap hanging tag.

In certain instances, violation of parking policies may also result in criminal charges based on the nature of the violation.

RESPONSIBILITIES
Student policies and their effectiveness are reviewed annually as the Student Handbook is updated.