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# THE COLLEGE OF THE BAHAMAS

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**SUBJECT: OAKES FIELD Parking Policy (Draft 4)**

**DATE: February 24, 2008**

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## **Purpose**

The purpose of this policy is to set out the rules for the parking of motor vehicles on The College of the Bahamas campus at Oakes Field.

These rules are for the safety, welfare and health of students, faculty, staff and visitors, for the protection and maintenance of The College property and to govern traffic on the campus.

Co-operation and compliance with these rules by all members of this Institution are essential. Failure to comply may result in the towing of vehicles at the owners expense. College students are directed to the Student handbook 2006/2007 (page 33– Campus Parking)

## **Policy**

The College of the Bahamas has a responsibility to protect its interest in terms of regulating parking on campus. **It is understood that there is not sufficient available parking for all who desire to park on campus.** Parking is based upon availability and on a first come first served basis, with the exception of reserved parking places which are in effect from **7 AM to 7 PM** on week days.

## **Designated Parking Areas**

**Faculty and Staff:** Parking for Faculty and Staff is permitted in any unrestricted/unreserved parking space on the campus, including in the designated student parking lot. A College of The Bahamas parking decal/tag, obtained from the business office cashier during normal business hours without charge, is required to be displayed on any parked vehicle. A valid College of The Bahamas identification is required to obtain a decal. One decal will be issued for each vehicle owned by College Faculty and Staff not to exceed two vehicles.

Students who are the dependent children of College faculty and staff who drive a car with a College Faculty and Staff decal will be required to park in the student parking lot.

Faculty and Staff decals/tags will be issued to members of the College Council.

Lost decals/tags can be replaced upon demand at a cost of \$10.

**Students:** Parking for students will be restricted to the parking lot behind and south of the B and T Block buildings accessible from Tucker Road. A second parking area is available on the south side of the CHMI lot off Thompson Blvd. There is a portion of the parking lot south of the T-Block which is reserved for Faculty and Staff and will be so designated.

There is no student parking at the MHE Complex.

Students with valid College of The Bahamas ID who wish to park on campus are required to purchase a Student Parking decal/tag for the nominal charge of \$25 annually. The purchase of parking decal does not guarantee that a parking space will be available on campus.

Lost decals can be replaced at a cost of \$10.

**Special Need Students:** Students with special needs (sickness, temporary disability, etc) may apply to the Office of Campus Security in the Munnings Building for the issue of a temporary parking permit to use the Faculty and Staff parking areas. Issuance will be at the sole discretion of the Director of Security. Permanently disabled students may use designated handicapped parking in any lot on campus at any time.

**Reserved Parking Spaces:** The following positions/vehicles will have designated parking spaces on campus:

- College of The Bahamas owned vehicles (Physical plant, messenger, media, etc) This includes the College President , Executive VP and Executive Director CHMI
- Members of the Senior Management Team
- Academic Deans and Directors of Institutes
- Directors and Academic Unit Chairs
- President of the UTEB
- The Campus Nurse
- Eight spaces at the MHE Complex are reserved for the customers of Starbucks.

**Visitor parking:** Visitor parking will be permitted in designated spaces. A visitor is defined to be any vehicle without a College of The Bahamas parking decal. Vehicles displaying a College decal are not permitted to park in a designated visitor space.

Visitor spaces will be marked in the Student parking lot to support the SBARRO Restaurant and other legitimate campus visitors.

## **Enforcement**

The College of the Bahamas Security department is responsible for enforcing these rules and reporting violators to the Director of Security and the Estates Administrator.

A vehicle found to be parked in reserved space or in a restricted lot, may be towed at the sole discretion of the Director of Security or his designated representative. Towing expense will be the responsibility of the vehicle owner.

### **Towing**

A vehicle may be towed at the owner's expense under the following circumstances.

- Student vehicles parked in spaces provided for Faculty and Staff.
- Vehicles (other than visitors) parked in visitor's space.
- Vehicles parked in space for disabled drivers
- Vehicles causing obstruction on campuses
- Vehicles parked on lawn

The College of the Bahamas Security department will ensure that a reputable towing company service is engaged to tow violators' vehicles and towing fees will be paid to the Company by the owner before the vehicle is released.

### **Restricted Areas**

The following areas are restricted to parking by all and sundry:

- Fire Lanes and Ambulance zone
- Where signs and road markings prohibit parking
- Sidewalks, walkways, lawns or other cultivated areas

**Note: The College of the Bahamas assumes no liability for damages to any vehicle parked or driven on campus.**