

# CABARRUS COLLEGE OF HEALTH SCIENCES

## PARKING

FILING NO: 07-08

ORIGINATION: 6/8/10

LATEST REVIEW DATE: 6/4/2014

LATEST REVISION DATE: 3/6/14, 6/4/2014

REVIEWER:

\_\_\_\_\_  
CHANCELLOR

DATE:  
\_\_\_\_\_

---

---

### PURPOSE

To specify the methods and responsibilities for the administration of the College's parking program.

### POLICY

Each student, faculty, and staff member of the College and visitors, parking a vehicle on College property will be required to obtain a parking decal or temporary pass and abide by parking regulations in this policy and that of CHS-NorthEast (Refer to Parking Policy 2.25).

### PROCEDURE

#### I. Parking

A. Parking is made available to all faculty, staff, students and visitors of the College. . Parking spaces in front of and to the left of the College building (when entering from Medical Park Drive) are available to faculty, staff and visitors. Parking spaces to the right of the College are available to students. Overflow parking is available to any person in upper Lot M located to the far left of the College and separately accessed from Medical Park Drive.

B. Students, when working as a CHS-NorthEast employee must park in the designated employee lot of CHS-NorthEast.

C. Students participating in clinical/fieldwork at CHS-NorthEast must park in the designated Cabarrus College student parking lot.

#### II. Parking Decals

A. Each motor vehicle must display a valid Cabarrus College parking decal (white) in the rear lower left hand corner of the back/rear window.

B. Decals may be obtained by faculty, staff, and students from the front receptionist desk. An initial issue of up to two decals will be made at no charge upon employment or enrollment by students. Additional decals will be issued for a fee of \$5. There will be no charge for a parking decal for a newly purchased vehicle after employment or enrollment by students.

C. Students on campus for less than two weeks must obtain a temporary parking pass from the front receptionist desk. Temporary parking passes must be displayed in the front dashboard.

D. Faculty, staff or students who are also employees of CHS-NorthEast, must display both the College parking decal and the appropriate CHS-NorthEast departmental decal.

E. Decals that become worn and illegible over time, may be replaced upon request, by contacting the front desk receptionist

### III. Visitor Passes

Visitors to the College campus may park in any space reserved for visitors and so designated by signage. Visitors parking anywhere other than the designated spaces must obtain a temporary parking pass from the front receptionist desk. Temporary parking passes must be displayed on the front dashboard. Temporary parking passes are not necessary during off hours, Monday thru Friday after 6:00pm or on weekends.

### IV. Parking Citations

Cabarrus College of Health Sciences is located on the campus of Carolinas Medical Center-NorthEast and is subject to the parking regulations as detailed in CHS-NorthEast Parking Policy 2.25. Faculty, staff, and students found to be in violation of the parking regulations will be issued citations by CHS-NorthEast Security and/or Cabarrus College Administration.

### V. Vehicle Accidents, Non Emergency

In the event a motor vehicle is damaged while on the College campus, contact CHS-NorthEast campus security immediately at 704-403-3000 or 704-403-1192.

### VI. Firearms and Other Weapons in Vehicles

In accordance with CHS-NorthEast Weapons Policy 26-03-07, firearms and other weapons may not be carried in motor vehicles parked on the College campus.

## **REFERENCE**

Facility Services 2.25 CHS-NorthEast Parking Policy

Security Services 26-03-07 CHS-NorthEast Weapons Policy