

CUVR 1000: SPECIAL SITUATIONS & CONSIDERATIONS

Sections 1000 – 1002

1000: CAMPUS CONSIDERATIONS

The following sections apply to all vehicles operated, driven and/or parked on Cedarville University campus and/or controlled properties.

1000A: CHAPEL & PRESENTATIONS

Cedarville University is a “**WALKING CAMPUS**”. Resident students are not to drive on/around campus prior to 5:00 pm Monday through Friday. The Department of Campus Safety & Security recognizes that extenuating circumstances do arise on occasion. Permission to drive and/or park for such an event or activity, including but not limited to performing in chapel, setting up a display or presentation or being a member of a “crew” preparing for an event **MUST** be obtained **PRIOR** to the need for the exception.

1000B: MEDICAL EXCEPTIONS/PERMITS

Individuals who need a temporary exception due to a medical situation may obtain one at the Campus Safety & Security office. Applicants should submit an application for the permit along with a physician’s request or note. University Medical Services or Athletic Training will suffice and are acceptable as a physician’s request.

Medical exceptions are valid for **30 days** and are renewable upon the physician’s request. Failure to renew the exception permit will result in a citation being issued (**Refer to CUVR 302B**).

Medical exception permits are to be obtained **PRIOR** to utilizing the privilege afforded by the permit, except in cases of extreme emergency (proof may be requested).

Medical exception permits **DO NOT** qualify the individual to park in faculty/staff or specifically reserved parking spaces.

Individuals found in violation of the provisions of a medical exception permit, or who abuse the privilege may forfeit their rights to the permit and it will be revoked immediately.

The applicant’s signature on the permit indicates that they have read and understand the provisions and restrictions of the permit.

1000C: VEHICLE MAINTENANCE/REPAIRS

No vehicle repairs or maintenance may be conducted on Cedarville University campus or properties without the **prior written consent** of the Director of Campus Safety & Security. Said permission must be obtained **PRIOR** to the beginning of any work on a vehicle. Maintenance/repairs may include but are not limited to changing oil or fluids, mechanical work such as brake jobs or engine repair, patching or painting a vehicle. Changing a flat tire is not considered under this section.

Individuals who “take vehicles off-campus” in order to affect repairs on behalf of the vehicle owner, whether taking the car outright or leaving another registered vehicle in its place, must contact the Department of Campus Safety & Security prior to doing so.

1000D: ORDERLY VEHICLE APPEARANCE

All vehicles must be kept in working order and maintain an orderly appearance at all times. This includes but is not limited to being free of excessive amounts of dirt, mud, grass or debris; flat tires or broken windows. Vehicles that are seriously damaged and appear to be disabled and/or abandoned will be marked and an attempt will be made to contact the owner to address the issue. If the issue has not been corrected within 10 days of being marked. The vehicle will be towed from the property at the owner’s expense.

1000E: DISABLED VEHICLES

In the event that a vehicle becomes disabled, whether due to accident or mechanical failure including “unknown causes”, and does not fall under the guidelines of **CUVR 107**, the registrant of the vehicle **MUST** contact the Department of Campus Safety & Security to provide notice of this fact. Notice **MUST** be provided within 24 hours of the vehicle becoming disabled and the registrant should make arrangements for resolution of the situation. Contact can be in person at either the office or by contacting the officer(s) on duty.

1000F: SNOW REMOVAL

In the event of snow that requires plowing, the following policy will apply:

- Announcements requesting student to empty selected lots that need to be plowed will be made through appropriate means, including but not limited to the campus e-mail system.
- Physical plant or other authorized groups will plow the lots when empty.
- Vehicles must be returned to their original and appropriate lot **NO LATER** than curfew on the same day the lot is plowed.

1001: SUMMER VEHICLE “STORAGE”

Due to annual construction, paving, maintenance and/or painting in parking lots on the CU campus; students, faculty and staff are not to leave their vehicle(s) on CU campus or properties without **PRIOR CONSENT**. Failure to obtain prior consent will be viewed under **CUVR 1002** and the vehicle will be subject to towing at the owner’s expense.

Individuals who need to leave a vehicle on the campus for the summer must:

- Show justified cause for the request.
- Complete the Summer Storage Form, including contact information in case of need.
- Park the vehicle in the area designated/assigned by Campus Safety & Security.
- Provide a spare set of keys.
- Understand and agree that Cedarville University neither warrants nor assumes any liability for the safety of any vehicle and/or its contents due to theft, loss of property, damage, vandalism, accidents or damage while the vehicle is on CU property. (**Refer to CUVR 101**).

1002: UNATTENDED, STORED or ABANDONED VEHICLES

Unattended vehicles are those vehicles which are left unattended or unused for 120 hours or more (5days).

Stored vehicles are those vehicles which sit parked for extended periods of time (greater than 5 days).

Abandoned vehicles are those vehicles which are no longer in use.

No student, faculty, staff or visitor may store or abandon a vehicle on the CU campus or properties. Vehicles identified under the above listed definitions will be classified as unattended, stored or abandoned.

The Department of Campus Safety & Security will attempt to identify the owners of such vehicles and in accordance with ORC 4513.64, attempt to contact the owner and determine the disposition of the vehicle.

Vehicles that are not removed within 10 days of being marked will be towed from the campus or property at the owner’s expense per ORC 4513.64. Vehicles whose owners cannot be identified will be towed from the campus or property with no further notice.

This section does not replace **CUVR 805** (regarding the general guidelines for immobilization and/or towing).