1) General

These regulations are subject to revision and are established by The University of Tennessee Space Institute in corresponding with The University of Tennessee Knoxville campus. They are applicable to all students, faculty, staff, and guest on the Space Institute campus. Students are required to obey these regulations as a condition of attendance at UTSI, and faculty and staff members are required to obey them as a condition of employment.

1.1) The purpose for these regulations is to facilitate a safe and orderly conduct of university business and provide parking in support of this function.

1.2) The UTSI Safety Office is responsible for implementation and enforcement of these regulations with the support of the contract security personnel in enforcement. Records are maintained by the Safety Office.

1.3) The university shall have no responsibility for loss or damage to any vehicle or its contents operated or parked on the Space Institute campus of The University of Tennessee.

1.4) Regulations are enforceable 7 days a week, 24 hours a day, including weekends, holidays, and days of school closing.

1.5) Violations of these regulations will be cited through the appropriate channels for disciplinary action.

2) Vehicle Registration and Parking Permits

2.2) All vehicles operated by UTSI students, faculty, and staff are required to be registered with the UTSI Safety Office.

2.3) The registration form and parking permit application are accessible through the UTSI Safety and Security page of the UTSI website. [https://www.utsi.edu/about/campus-services/vehicle-registration-and-permit-parking/](https://www.utsi.edu/about/campus-services/vehicle-registration-and-permit-parking/)
UTSI Traffic and Parking Regulations

2.4) Registration alone does not confer any parking privileges at any time on campus. Registration improves security of campus, identifies the operator as affiliated with the University, and provides for more expedient notification in the event of any emergency.

2.5) There is NO cost for registration or a parking permit for the Space Institute campus of the University of Tennessee currently. Future consideration may validate change.

2.6) Vehicle registration must be accomplished on the first day of class/first day of employment or within 72 hours of obtaining a vehicle.

2.7) Parking permits are to be displayed on the outside of the windshield on the driver side, in the bottom corner and visible to Safety & Security staff. The parking permits are enhanced with a security feature that will void the permit once removed. For new vehicles, a replacement parking permit must be acquired from the Safety Office at no cost currently, pending future changes.

2.8) The person to whom a vehicle is registered is responsible for that vehicle and all violation citations issued thereto. If the person operating the vehicle is other than the registrant when a violation is committed, both he/she and the registrant may be cited.

2.9) For temporary/rental vehicles, notify the Safety office with the vehicle information and estimated time of use.

3) Visitors

3.1) Definition: Persons not connected with the University who occasionally have reasons to be on campus.

3.2) Visitors parking is permitted during normal business hours, 8:00 am to 5:00 pm. Visitors who will be on campus outside of the hours, or will be parking on campus for 2 or more days, must notify the UTSI Safety office with vehicle information.

3.3) Visitor parking is available in front of the Main Academic Building, 8101.

3.4) During normal working hours, 7:30 am to 4:30 pm, visitors are required to check-in at the Safety Office located in C103/C103A. Visitors that fail to check-in with the Safety Office are subject to towing at the owner’s expense.

3.5) Visitor parking at the research buildings must be accompanied by a UTSI employee and notify the Safety Office prior to arrival.

3.6) Dorm residents are required to notify the Safety Office when they have visitors at the dorm. Name of the vehicle operator and the vehicle make, model, and license plate information are required to be reported, prior to arrival.

4) Vehicle Operation

4.1) All persons operating a vehicle on university property or in the campus area, must be properly licensed operators.
4.2) Pedestrians have the right-of-way at established crossings and walking campus roadways.

4.3) Campus Speed Limit is 15 MPH, except for BH Goethert Pkwy from the 4-way stop to the first speed bumps, where the speed limit is 30 mph.

4.4) All traffic control signs, devices, and directions will be obeyed. Stop at ALL stop signs, yield at ALL yield signs, and do not evade speed bumps by driving through parking spaces or other means.

4.5) All persons operating vehicles are responsible for maintaining control of the vehicle, safe operation of the vehicle, and observance of traffic control signs, barriers, and devices.

4.6) Immediately report ALL accidents:

4.6.1) During normal business hours, 7:30 am to 4:30 pm, contact the UTSI Safety Office at (931)393-7208

4.6.2) After normal business hours, weekends, holidays, and days of school closing, contact the contract security at (931)588-6060

4.7) Bicycles operated on campus will be controlled under the same regulations and conditions that apply to motor vehicles.

5) Violations

5.1) Registration violations include:

5.1.1) On University property without a valid parking permit in required windshield location

5.1.2) Altered or mutilated registration tag or parking permit

5.1.3) Unauthorized possession of registration tag or parking permit

5.1.4) Falsification of registration information

5.2) Parking violations include:

5.2.1) In a fire lane

5.2.2) Disability parking violation, as defined by State law (e.g., an unauthorized use of a disabled parking space, ramp, plate, or placard; parking a vehicle so that a portion of the vehicle encroaches into a disabled parking space in a manner which restricts, or reasonably could restrict, a person confined to a wheelchair from exiting or entering a vehicle properly parked within a disabled parking space).

5.2.3) Blocking dumpster

5.2.4) Blocking or obstructing traffic, street, sidewalk, driveway, fire hydrant, building entrance or exit, loading zone, high bay doors, or another vehicle.
6) Enforcement

6.1) University violation citations must be answered in person or by e-mail with the UTSI Safety Office within 14 calendar days after issuance.

6.2) Vehicles having a violation citation(s) which has not been satisfactorily disposed of within the 14 calendar day period may be towed whenever found parked on University property, provided the owner of such vehicle will first be notified in writing of: The existence of delinquent violation citation(s); and the University’s intent to tow such vehicle when it is next found on University property, whether parked legally or illegally.

6.3) Vehicles parked in a fire lane, designated handicapped parking space, reserved parking space, or in such manner as to impede the flow of traffic or disrupt the orderly affairs of the University may be towed.

7) Penalties

7.1) Fines and Other Penalties for Violations – Faculty, Staff, Students and Visitors:

   a) Fire lane violation $40.00.

   b) Disability parking violation. The fine for a disability parking violation is set by State law, Tennessee Code Annotated section 55-21-108. As of July 1, 2008, the fine was set at two hundred ($200). The fine imposed under these regulations will increase or decrease automatically when increased or decreased by State law. The fine for a disability parking violation shall not be suspended or waived. In addition to the fine, not more than five (5) hours of community service work may be imposed for a disability parking violation. Any community service work requirements imposed shall be to assist the disabled community by monitoring disabled parking spaces, aiding disability centers or to disabled veterans, or other such purposes.

7.2) Repeat offenders will not be permitted to park vehicles on campus.