

# Traffic and Parking

## Information Summary



WALTERS STATE COMMUNITY COLLEGE

CAMPUS POLICE DEPARTMENT

### PARKING PERMITS

- Students **are not** required to obtain a parking permit.
- Faculty, adjunct faculty and staff must display a WSCC parking permit and park in faculty/staff permit-required parking areas.
- Full and regular part-time parking permits are permanent issue until termination of employment, at which time the parking permit must be returned to campus police during the check-out procedure.
- Adjunct faculty and temporary part-time parking permits expire on August 15 each year and must be renewed annually.

### DISABILITY PARKING PERMITS

- Disabled permits may be applied for and obtained in the office of Disability Services in the Student Services Building, room U130 on the Morristown campus. Students at Claiborne, Greeneville and Sevierville campuses should contact the office of Disability Services at 423-585-6893. This office will assist you with any special arrangements that may be needed.
- A long term WSCC disabled permit must be displayed in conjunction with state permits.
- **Temporary** WSCC disabled permits do not require display of state hang tags.
- State disability permits must be registered to the student/employee driver of the vehicle. It is a violation of state law T.C.A. 55-21-108 for an individual to utilize a disabled family member's disability parking permit unless that family member is occupying the vehicle when parked.
- All disabled spaces on WSCC campuses are open to all students with disabilities regardless of location. Should all disability parking in a parking area be filled, students may utilize a regular space in that lot. However, a valid WSCC disability permit and/or state disability permit must be

displayed. Illegal use of a state disability permit will be cited.

### PARKING AREAS

- Students **should not** park in areas designated for staff, faculty, disabled (without appropriate WSCC or state disabled permit), no parking zones and/or yellow curbs, or 24-hour reserved spaces or permit required areas.
- Parking spaces labeled 24-hour reserved are for administrative staff.
- **Any** vehicle parked in areas designated for individuals with disabilities must display a valid state disability parking permit and/or a WSCC disabled hang tag unless the WSCC permit is a temporary issue not exceeding three weeks.
- Faculty/staff/visitor or permit required parking is indicated by appropriate signage within lots A, B, and C.
- Student parking on the Claiborne County Campus is indicated by appropriate signage and is located in lots B and C.
- All large vehicles requiring multiple parking spaces and/or vehicles with attached trailers or other extensions must park at the lower end of student lot B.
- Students and employees of sister or co-hort institutions and dual enrollment students must follow all campus traffic and parking rules and regulations as well as State laws.
- Campus Police reserves the right to reserve parking areas as necessary for campus or other related events.

### SPEED LIMITS AND ENFORCEMENT

- Speed limits on all campuses are radar enforced.
- Speed limits on all campus streets are 20 mph unless otherwise posted.

- Speed limits in all campus parking lots are 10 mph unless otherwise posted.
- All State of Tennessee Motor Vehicle Laws are applicable on all campuses 24 hours a day.
- Campus police officers are responsible for enforcement of state and local laws as well as college regulations.

### ACCIDENTS

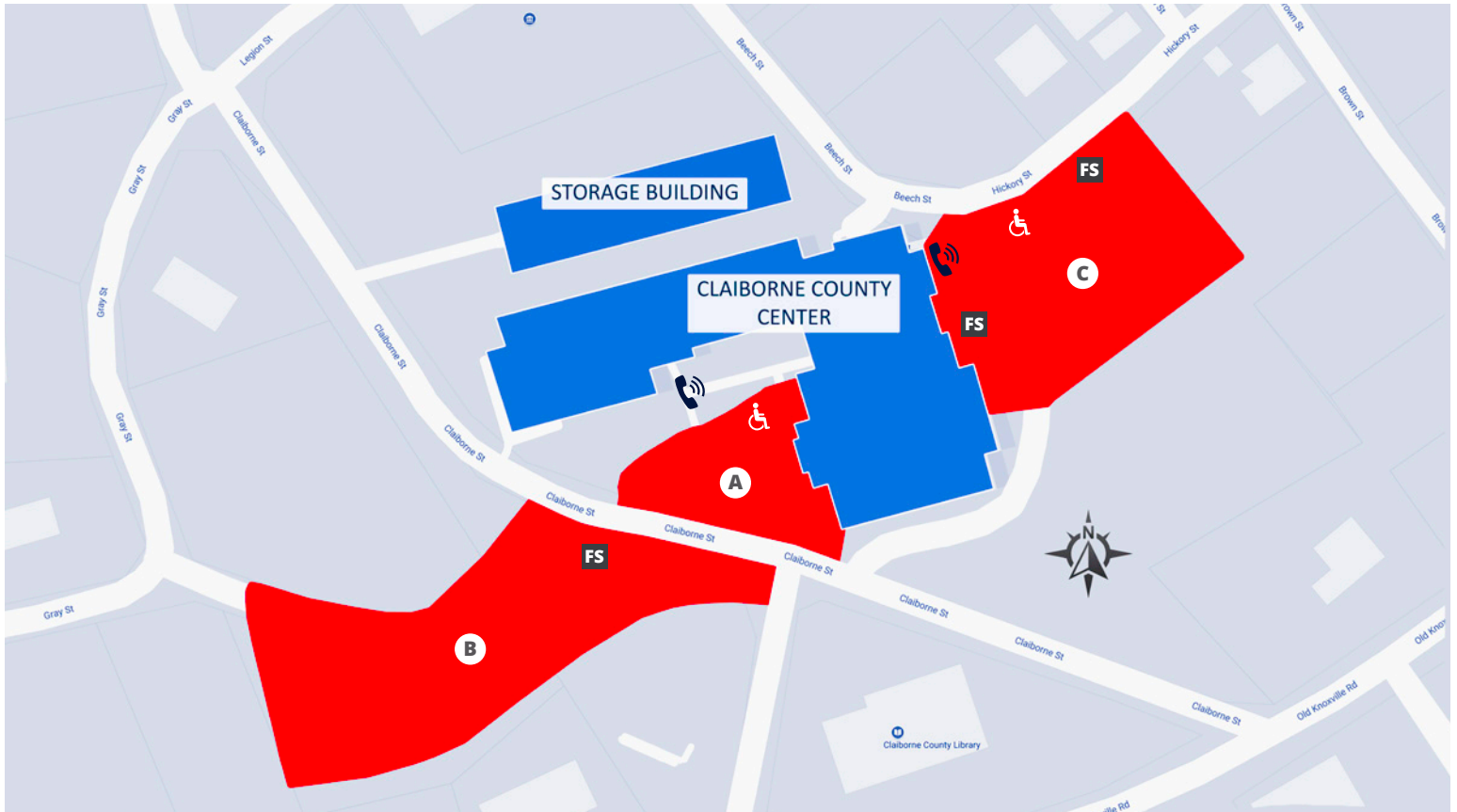
- All automobile accidents must be reported to the campus police department.
- A campus police officer upon being notified of an accident will respond and complete a State of Tennessee Crash report.
- Copies of the accident report may be obtained, at no charge, within 5-7 business days of the accident unless otherwise indicated by the reporting officer.

### CITATIONS

- Student vehicles parked in faculty/staff/visitor or any permit required parking areas will be cited and fines assessed.
- Vehicles parked in faculty/staff/visitor or any permit required parking areas designated as student parking after 5 p.m. but are utilized for student parking prior to 5 p.m., will be cited and fines assessed.
- Multiple parking and traffic violations will result in a citation being issued reflecting multiple fines.
- Excessive violations may result in vehicle being towed at the owner's expense, suspension of driving privileges and/or other disciplinary action as imposed by the Vice President for Student Affairs.

# Claiborne County Campus

WALTERS STATE COMMUNITY COLLEGE



## Campus Parking

*faculty/staff*  
Lot A  
additional parking  
marked in Lots B, C

*visitor*  
Lot A

*student*  
Lots B, C



Safety / Emergency Phones



Parking for Individuals with Disabilities



Faculty/Staff Parking

*Smoking is permitted in personal vehicles only.*

*Smoking is not allowed in buildings or outside open areas of the campus.*

*Be aware of pedestrian traffic. Slow down!*

## FINES AND PENALTIES

- The fine for parking and registration violations is \$15.
- The fine for parking in areas designated as “Disabled” is \$200.
- The fine for a moving vehicle violation is \$15.
- The fine for other violations is \$15 unless otherwise required by state law.
- Unpaid citations will result in student accounts being placed in “hold” status.
- Fines should be paid promptly during the current semester to avoid delays in registration.
- Fines may be paid in the Student Service Building Cashier’s office on the Morristown campus or the administrative office of each satellite campus between 8 a.m. and 4 p.m., Monday–Friday.

## APPEALS PROCESS

- The campus police department **is not responsible** for the appeals process and is not authorized to void student citations.
- If a student wishes to protest a citation, the protest **must** be made within 10 days, excluding holidays and weekends, from the date of the citation or prior to designated traffic court dates. Check with the office of Student Affairs for court dates.

- Appeals may be made in the office of Student Affairs located in room 100 of the Jack E. Campbell College Center building on the Morristown campus between the 8 a.m. and 4 p.m.
- Appeals may be made in the administrative office at the Sevier County Campus between 8 a.m. and 4 p.m.
- Students appealing citations at Claiborne, Greeneville and Sevierville campuses will not be required to travel to the Morristown campus. Traffic court will be held at these campus sites via remote broadcast.

## VISITORS AND GUESTS

- It is the responsibility of each individual visiting the campuses to abide by State law and campus rules and regulations.
- It is the responsibility of each student to advise any visitors they may have on campus of the parking rules and regulations.
- Visitors and guests may utilize student/ open parking **without** obtaining a parking permit.
- Use of designated faculty/staff/visitor, or permit-required parking will require that a visitor parking permit be obtained from the Campus Police Department and properly displayed.

- Visitors receiving a citation may return the citation to the Campus Police Department the day it is received and before leaving campus. The visitor will be asked to provide information so that verification of student/non-student status may be determined and verified. If verified to be a non-student visitor, no fine will be assessed.
- Visitor citations will not be accepted from students, **no exception**

## CRIME PREVENTION TIPS

- **DO NOT** leave personal valuables unattended or in plain view in vehicles to include, but not limited to, purses, books, calculators, computers, book bags, CDs, cell phones, GPS units, etc.
- **ALWAYS** roll up your windows and lock your vehicle doors.
- **REPORT** all domestic and sexual assault violence to campus police.

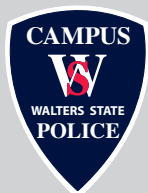
Owner/operator assumes all responsibility and liability for vehicles parked on campuses overnight. Abandoned vehicles will be towed from the campus in accordance with TBR policy at the owner's expense. For complete parking and traffic regulations, refer to the current Student Handbook online at: [catalog.ws.edu](http://catalog.ws.edu).

## PLEASE DO NOT TEXT OR DRINK AND DRIVE

A CAMPUS POLICE OFFICER MAY BE REACHED AT

**423-851-4778**

**MORRISTOWN CAMPUS 423-585-6752**



### Additional Information

**Left your lights on, need a boost?** Booster packs are available for loan in the Campus Police Department upon presentation of a valid driver's license. Driver's license will be held until the booster pack is returned.

**Locked your keys in your car?** Tennessee state law prohibits the unlocking of vehicles by anyone other than a licensed locksmith. Please ensure that you carry a spare key, or have one that you can retrieve for this purpose. WSCC police and safety officers are not licensed locksmiths and cannot perform this service. A local locksmith may be contacted at your own expense to assist you.

**Have a flat tire?** Due to liability reasons from injury or vehicle damage, campus police and safety officers do not change flat tires. You may contact a local garage or towing company at your expense for this service.

**Ran out of gas?** Due to liability reasons and the possibility of traffic accidents, campus police and safety officers may not transport individuals to get fuel even if a gas can is available. Please ensure that your vehicle is sufficiently fueled prior to arriving to campus.

**Students must provide their own transportation to and from the Public Safety campus.**

**Annual Safety Report (ASR) is available at:**  
[ws.edu/student-services/campus-safety/crime-reports](http://ws.edu/student-services/campus-safety/crime-reports)

The Tennessee Board of Regents (TBR) is Tennessee's largest higher education system, governing 40 post-secondary educational institutions with over 200 teaching locations. The TBR system includes 13 community colleges and 27 colleges of applied technology, providing programs to students across the state, country and world.

Walters State Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, telephone 404-679-4500, website [www.sacscoc.org](http://www.sacscoc.org) for questions about the accreditation of Walters State Community College.

Walters State Community College does not discriminate against students, employees, or applicants for admission or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs and activities sponsored by Walters State. The following person has been designated to handle inquiries regarding non-discrimination policies: Tammy Goode, [Tammy.Goode@ws.edu](mailto:Tammy.Goode@ws.edu), Walters State, 500 S. Davy Crockett Pkwy., Morristown, TN 37813-6899, 423-585-6845. WSCC 00269-33000 Rev. 7/18

