

POLICY MEMORANDUM

No. I - 102

Department Owned Golf Carts, including Utility Task Vehicles (UTVs) and Similar Gas and Electric Vehicles, Campus Operation Policy

Operation of golf cart/UTV vehicles or similar gas and electric vehicles on university property are subject to the following regulations:

- Golf cart style vehicles must be labeled prominently with the name of the department that owns the vehicle and registered with the University Parking Department. This can be permanent or a temporary type of label such as a magnet. Contractors that operate on campus (outside construction zones) are also required to label any golf cart style vehicles that may traverse campus.
- Maximum occupancy is limited to the number of seatbelts in the vehicle and designated seating spaces in the vehicle. Vehicles that currently exist on campus and were not equipped with seatbelts are not required to purchase seatbelts but are encouraged to consider purchasing and installing seatbelts.
- When golf cart style vehicles are operated on campus sidewalks, they are to yield to pedestrians, bicyclists, and skateboarders.
- When golf cart style vehicles are operated on city streets, they are to follow all appropriate local and state traffic laws (relevant ordinances are noted in this policy).
- Golf cart style vehicles should have front and back lights (at least one in front and one in back) and must keep those lights on while operating on sidewalks or city streets (day or night). An option could include a yellow strobe/emergency light, provided that it is visible by anyone in front and behind the vehicle. If the vehicle operates at night or before dusk, it should have operating lights in front and back. Landscaping and custodial golf cart style vehicles, operating on campus before dusk are allowed to operate as long as they have a light on the vehicle visible to any pedestrians or other vehicles operating on campus. Those vehicles are not allowed to operate off campus on roadways before dusk without the appropriate headlight and taillight.
- Golf cart style vehicles need to be operated at safe speeds and in a safe and professional manner. Departments that own the vehicles are responsible for their respective maintenance.

POLICY MEMORANDUM

No. I - 102

- Golf cart style vehicles can only be operated by individuals who hold a valid driver's license and are employed by a campus department. The operators can be student employees.
- When the golf cart style vehicles are not in operation or use, they are to be parked in campus vehicle parking spaces. The department that manages the vehicles must coordinate purchasing a space for the vehicle from the Parking Department. Parking on sidewalks or within 20 feet of a building entrance is prohibited. However, reasonable temporary parking to load or unload near a building entrance is allowable provided the entrance/exit to the building is not blocked. When parking temporarily, vehicles should only be parked on hard surfaces.
- Vehicle operators should avoid as much as possible, areas with high pedestrian traffic.
- Departments such as Athletics and the Experimental Mine are unique and are permitted to continue to operate their vehicles to fulfill their operational needs. They are encouraged to only operate the vehicles within the noted requirements of this policy (they are still required to register the vehicle with the Parking Department, to label their vehicles with their department name, and to operate the vehicle in a safe manner).

Violations of this policy may be referred to the department that owns the cart for action or sanction or to the University Police Department. If the act involves a violation of local or state law, the driver may be issued a traffic citation by a police officer. Exceptions to the policy may be granted by obtaining special permission from the Parking Manager and the Police Chief.

Departments must follow UM Policy 24006 when purchasing the vehicle and prior to the purchase, departments are encouraged to have discussions regarding the safe operation of the vehicle and what emergency equipment is the vehicle equipped with (seatbelts, lights, horn).

It should be noted that vehicles in this policy may be operated within 3 miles of Missouri S&T owned properties per Missouri State Law.

Other relevant Rolla City Ordinances:

Sec. 27-14. Driving on sidewalk.

The driver of a vehicle, except bicycles as later provided for, shall not drive within any sidewalk area except on a permanent or temporary driveway. (Ord. 1836, §5.)

POLICY MEMORANDUM

No. I - 102

Sec. 27-55. Lighting of vehicles generally.

Every motor vehicle shall, while traveling on the public streets and thoroughfares of the city, be equipped with such lights as may be required by state law. Such lights shall be capable of performing as required by law and shall be used accordingly. (Ord. 862, §10.) At least one head light and one taillight and they must be on at all times.

Sec. 27-57. Vehicles to be equipped with horns.

Every motor vehicle shall be equipped with a horn, in good working order, capable of emitting a sound adequate in quantity and volume to give warning to the approach of such vehicle to other users on the street and to pedestrians. Such signaling devices shall be used for warning purposes only and shall not be used for making any unnecessary noise and no other sound producing signaling device shall be used at any time. (Ord. 862, §17.)

Sec. 27-62. Seat belts required for passenger cars.

- a. As used in the section, the term "passenger car" means every motor vehicle designed for carrying ten persons or less and used for the transportation of persons; except that, the term "passenger car" shall not include motorcycles, motorized bicycles, motor tricycles and trucks with a licensed gross weight of 12,000 pounds or more.

PURPOSE: Campus Safety

EFFECTIVE DATE: Immediately

RESPONSIBILITY: Missouri S&T Police and Parking Operations Departments

BASIS: Due to the rising presence of these vehicles on campus and the safety concerns associated with their placement, this policy has been established to offer clear management guidance.



Mohammad Dehghani, Ph.D.
Chancellor