

# THE TEXAS A&M UNIVERSITY SYSTEM

## HEALTH SCIENCE CENTER RULES

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### 13.04.99.Z1 Student Travel in Health Science Center Vehicles

*Approved November 20, 2001*

*Approved June 26, 2008*

*Revised October 12, 2011*

Supplements System Policy 13.04

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#### 1. OVERVIEW

The Texas A&M University System Health Science Center (HSC) is supportive of student activities both on and off campus, but also recognizes that the safety of its students is of utmost importance. The requirements outlined in this rule apply to student travel that is more than 25 miles from campus to an activity or event that is organized and sponsored by an HSC component and that is: 1) funded by an HSC component, and the travel is undertaken using a vehicle owned or leased by the HSC; or, 2) required by an organization registered at an HSC component. Students traveling on behalf of the HSC must obtain prior approval through the component Office of Student Affairs. This rule applies to student travel by cars, trucks, vans or buses.

State owned or leased vehicles may only be operated by an employee of the HSC. However, students participating in organized and sponsored activities of the HSC may operate vehicles that have been rented through the State Rental Contract.

#### 2. TRAVEL SAFETY GUIDELINES

During travel situations specified above, drivers and passengers must abide by the following safety guidelines.

- 2.1 In accordance with State law, drivers and passengers must use seat belts or other available safety restraints.
- 2.2 Drivers and their passengers should not exceed the official maximum capacity of the vehicle used.
- 2.3 Drivers must be at least 21 years old and possess a valid driver's license that is appropriate for the classification of vehicle being driven.
- 2.4 Operator fatigue should be considered when selecting drivers. On lengthy trips, alternate drivers should be used to avoid fatigue.

### **3. COMPONENT PROCEDURES**

Components of the Health Science Center may have their own specific procedures for student travel in order to provide additional details to the above requirements. These procedures should be easily accessible to all students and should be coordinated through the component Office of Student Affairs.

#### **OFFICE OF RESPONSIBILITY**

Vice President for Academic Affairs