SECURITY AND PARKING CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Dallas Campus</th>
<th>(214) 828-8335</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Response</td>
<td>911</td>
</tr>
</tbody>
</table>

*When using a campus phone, dial 9 for an outside line (9-911).

*It is important to notify TAMHSC Security of all 911 calls so that they may direct emergency personnel to a specific location on campus.*

Garage and parking lot emergency phones automatically ring through to a cellular phone carried at all times by a security officer. Be aware of the relay involved and try to stay on the line. Give your location and the nature of the emergency.

HSC eduSAFE SAFETY & SECURITY APP

Parking rules, procedures, FAQ’s, contact information and much more can be accessed through the HSC eduSafe app. Find HSC building, campus and parking lot maps. Manage your account online, pay/appeal citations and purchase permits. The app is available on the Apple Appstore and Google Play by searching for HSC eduSafe.

GENERAL PROVISIONS

Texas A&M University Baylor College of Dentistry has promulgated parking and traffic regulations to regulate and control parking, traffic, and the use of parking facilities. These regulations also provide for jurisdiction over offenses. This booklet contains regulations and procedures applicable to any person who walks, drives, or parks a vehicle on the campus of TAMBCD.

These rules and regulations are supplementary to the ordinances of the City of Dallas and the statutes of the State of Texas which govern pedestrians and the use of motor vehicles as well as bicycles.

The operation of a motor vehicle or bicycle on the TAMBCD campus is a privilege granted by the college and is not an inherent right of any FACULTY, STAFF or STUDENT. All faculty, staff and students who have vehicles in their possession or control for use, operating or parking on the college campus must have a parking permit. Parking fee arrangements are made through the HSC Parking Manager. Faculty and staff fees are a payroll deduction after arrangements are completed. Permits will be mailed to the individual.

TAMBCD is not responsible for fire, theft, damage to, or loss of any vehicle parked or operated on the college campus. No bailment is created by granting any parking or operating privileges regarding a vehicle on any property owned, leased or otherwise controlled by the College.
The TAMHSC security and parking officer’s duties include but are not limited to:

- Facilities security
- Escort services
- Communications support
- Providing assistance for special events
- Enforcing parking rules and procedures

The Texas Education Code Sec. 51.202 provides the TAMHSC with the authority to regulate parking and vehicle operations on the campus. The TAMHSC reserves the right to enforce parking and traffic procedures by:

- Through the issuance of college citations and the collection of administrative enforcement for offenses.

- Through the impoundment of vehicles interfering with the movement of vehicular or pedestrian traffic or blocking a sidewalk, ramp, loading dock, entrance, exit, fire lane or aisle. Additionally, vehicles may be impounded for unpaid charges after notice has been given by the Security Department.

- By the suspension or revocation of permits.

- By barring the readmission and withholding the grades, degrees, refunds and official transcripts of any student for nonpayment of outstanding charges.

- By disciplinary action against employees or students who fail to abide by these regulations.

- By denying parking permits to those with unpaid charges.

- By notification to the Dean, Director or Administrative Official of the offender, when an offender has accumulated three or more unpaid parking or traffic citations and/or charges of $25.00 or more.

**The college may deem a vehicle parked on the college campus for more than 48 hours without prior authorization to be abandoned and may dispose of such vehicle as provided in Section 683 of the Texas Transportation Code.**

Proof of the fact that any parking traffic control device, sign, parking meter, signal or marking was actually in place at any location on campus of, shall constitute prima facie evidence that the same is official and was installed under the authority of applicable law and these regulations.

When any person is charged with having stopped, parked and left standing a vehicle on campus, in violation of any provisions of the Parking and Traffic Regulations, proof that said vehicle, at the date of the offense was bearing a valid parking permit shall constitute prima facie evidence that said vehicle was then and there stopped, parked and left standing by the holder of the parking permit. However, if the vehicle does not bear a valid parking permit, proof that said vehicle, at the date of the offense alleged, was owned, leased, or rented by an individual is prima facie proof that said vehicle was then and there stopped, parked and left standing by said individual.
QUICK PARKING GUIDE

1. **A PARKING PERMIT IS REQUIRED AT ALL TIMES for access and parking on TAMHSC campuses.**
   A. TAMBCD parking permits are hang tags and are NOT transferable between individuals but may be transferred between vehicles owned by the person to whom the permit is issued.
   
   B. Only vehicles conspicuously displaying proper TAMBCD permits may enter and park in TAMBCD parking areas. Two-wheel vehicles may park ONLY in areas designated for such vehicles by the Chief of Security.
   
   C. When an application is made for a permit, payment or payment arrangement must be made before a permit will be issued.

2. **DECAL DISPLAY**
   All permits are hang tags and should be visible through the front windshield when hung on the rear-view mirror.

3. **REMOVAL OF PERMITS**
   Permits shall be returned when association with TAMBCD is terminated, when a replacement permit has been issued, or upon revocation.

4. **CLASSES OF PERMITS AND FEES**
   **STUDENTS:** Color of permit is determined by class level. Class level also determines parking assignment. Additional permits for each student may be authorized by the Chief or Assistant Chief of Security.
   
   **STAFF/FACULTY/PART-TIME:** Parking fees are paid as payroll deduction. Arrangements are made through the HSC Parking Manager.

5. **PERMIT RESTRICTIONS**
   A. Parking permits are available for students, faculty and staff.
   
   B. All two-wheel vehicles must be parked in those areas specially designated for two-wheel vehicles.
   
   C. Disabled students, staff and faculty must obtain a handicapped parking permit before parking in an area designated by the Chief of Security.
   
   D. A given number of RESERVED parking places exist. All vehicles parking in RESERVED parking MUST display proper permit and be assigned to an individually designated space unless otherwise instructed.
   
   E. Back-in parking on TAMBCD property is prohibited with the exception of TAMBCD owned vehicles parked in the “cage”.
   
   F. Use of campus sidewalks and service drives is prohibited by unauthorized vehicles. Authorized vehicles may use sidewalks and other appropriate areas for repairs and emergency operations. The Chief of Security, in cooperation with the Director of Physical Plant, will designate approved routes, special limitations and restrictions for service and delivery vehicles.

6. **LOADING ZONE PARKING**
   Permission to utilize the loading dock areas must be obtained from the Chief of Security. Permission is granted for a time block of 15 minutes under certain circumstances. Any vehicle parked in excess of the 15 minutes will be subject to a parking citation and/or towing.

7. **BICYCLES ARE NOT ALLOWED IN BUILDINGS.**
8. SPACE MARKINGS
Parking wholly within the marked boundaries of the parking space is required at all times. Vehicles shall not be parked in a manner that obstructs walkways, ramps, loading docks, marked cross-walks or inflicts damage to shrubs, trees, grass, grounds or structures. Additionally, no vehicle may park on any unmarked or unimproved ground area which has not been marked or designated for parking. Parking is not allowed where prohibited by signs either permanently or temporarily posted, red or yellow curbs, or other markings on streets and parking lots. The fact that other vehicles are parked improperly shall not constitute an excuse for parking with any part of the vehicle extending beyond the marked boundaries of the parking space.

9. POSTED SIGNS
Posted signs, whether permanent or temporary, must be obeyed at all times and take precedence over painted curbs and pavement markings.

10. PARKING LOTS
On occasion during the year, certain parking lots may be closed upon recommendation of the Chief or Asst. Chief of Security and approval by Administration.

11. SPEED LIMIT
The speed limit in all parking lots and service drives is 10 mph. Speed limits will be strictly enforced with NO EXCEPTIONS. If deemed necessary, electronic monitoring devices such as radar may be used.

12. TIMES - RESERVED SPACES - GARAGE
A. Garage reserved spaces are individually assigned and enforcement of “RESERVED” PARKING IS FROM 6:30 a.m. TO 5:00 p.m. on weekdays. After 5:00 P.M. weekdays and all day weekends and school holidays, spaces #1 through #161 are open parking.
B. Garage upper levels (above the second floor) are to be vacated by 7:30 p.m. on weekdays and all day on Saturdays, Sundays and school holidays.
C. All TAMBCD authorized vehicles must be parked on the first or second levels (spaces #1 through #161) between the hours of 7:30 p.m. and 5:30 a.m. on weekdays and at all hours on weekends or holidays.

13. TIMES - SURFACE LOTS/UPPER LEVELS OF GARAGE
A. All vehicles are to be moved from open lots to the garage by 7:30 p.m. on weekdays. Vehicles should be moved to the lower two levels of the garage (spaces #1 through #161). This will eliminate moving your vehicle again at 7:30 p.m. when the upper levels of the parking garage are closed.
B. SURFACE LOTS are not to be used on weekends, school holidays, or after 7:30 p.m. on weekdays.

14. ENFORCEMENT AND IMPOUNDMENTS
Failure to abide by these regulations may be the basis for disciplinary action against faculty, staff and students. Upon notice, violators may be subject to impoundment of their vehicle(s) pending payment of overdue charges. Students may also be barred from readmission and have grades, degree, refunds or official transcripts withheld pending payment of overdue charges. Vehicles may also be impounded for specific impound violations.

15. APPEAL OF CITATION
TAMBCD parking and traffic citations may be appealed within seven (7) calendar days from date of citation. Faculty and Staff should contact Human Resources. Students should contact the Associate Dean of Student Services. This may be subject to change as procedures are developed through the HSC Parking Manager.
16. PEDESTRIAN RIGHTS AND DUTIES

Pedestrians must obey all traffic control devices and signs. They have the right-of-way at marked crosswalks, intersections, sidewalks extending across a service drive and building entrance or driveway. Pedestrians crossing a street at any point other than within a marked crosswalk or within an unmarked crosswalk at an intersection shall yield right-of-way to vehicles. No person shall stand in roadway for the purpose of soliciting a ride.

17. INOPERABLE VEHICLES

If a vehicle becomes inoperable while on the TAMBCD campus, the driver of said vehicle shall notify the Security Department. Security Officers will either render assistance or authorize temporary parking. Temporary parking shall not exceed twenty-four (24) hours without further authorization. The vehicle must be parked so that it does not create an obstruction or hazard.

18. AUDITING STUDENTS

Special students, part-time students, and auditing students are required to obtain temporary permits from the Security Office.

19. RESPONSIBILITY FOR PERMITS

The individual who obtains a parking permit will be responsible for parking violations by any vehicle bearing the permit.

20. SKATING ON CAMPUS

Roller-skating or skateboarding within the building or in parking facilities is prohibited.

21. OTHER TYPES OF PERMITS

A. Emergency access passes for handicapped or disabled persons: Provisions may be made for temporary TAMBCD handicapped/disability parking for individuals who will be handicapped or disabled for a LIMITED TIME. Application may be made through the Chief of Security with the cooperation of the Director of Physical Plant and the College Health Nurse.

B. Permit holders who find it necessary to bring a vehicle on campus that does not have a permit may obtain a temporary parking permit from the Security Department.

C. Bicycle Rules: Bicycles ridden on campus must observe the general traffic rules. Bicycles are not allowed in buildings, not even for parking or storage. Bicycles may be parked only in areas designated by the Chief of Security.

PARKING AND DRIVING OFFENSES

A late fee of $7.50 will be assessed to each ticket that is not paid or otherwise cleared within two (2) weeks from the date on the citation. The security department is not responsible for a ticket being removed from a vehicle after said ticket has been placed on the vehicle by an officer. Every person receiving a college citation shall remit the amount of the fine to the business office.

VIOLATIONS

1. Parking without a permit.
3. Parking in a loading zone or other restricted zones without authorization.
4. Parking in an area not designated as a parking area.
5. Failure to park within the lines of a designated space.
6. Parking in an area not designated by permit.
7. Parking in a reserved area other than your own between the hours of 6:30 a.m. and 5:00 p.m. weekdays excluding school holidays.
8. Parking after hours 7:30 p.m.–5:30 a.m. weekdays or anytime on weekends or holidays on the upper levels of garage. (Above 2nd floor).
9. Parking after hours 6:30 p.m.–5:30 a.m. weekdays or anytime on weekends or school holidays in surface lots.
10. Operating or parking a vehicle on campus while barred (impounding violation).
11. Exceeding posted speed limit or any unsafe speed.
12. Failure to obey traffic signs.
13. Driving while under the influence of drugs or alcohol.
14. Failure to yield to pedestrians.
15. Entering through the exit.
16. Traveling the wrong way in the parking garage.

**ENFORCEMENT FEES**

<table>
<thead>
<tr>
<th>Violation</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>First violation (any except wrong way)</td>
<td>$20.00</td>
</tr>
<tr>
<td>Second violation (any except wrong way)</td>
<td>$35.00</td>
</tr>
<tr>
<td>Third violation (any except wrong way)</td>
<td>$50.00</td>
</tr>
<tr>
<td>Fourth violation (any except wrong way)</td>
<td>$50.00</td>
</tr>
<tr>
<td></td>
<td>LOSS OF PARKING PRIVILEGES ON ALL BCD PROPERTY FOR TWO (2) WEEKS AND A FINE.</td>
</tr>
</tbody>
</table>

All violations except “wrong way driving” in garage will accumulate for a period of one year beginning with the fall quarter of each year. Enforcement fees are subject to change as the HSC Parking Manager develops procedures.

**DRIVING THE WRONG WAY**

It is prohibited to drive the wrong way (against the flow indicated by the signs and/or pavement markings) on any ramp in the parking garage at any time of day or night. The only exception will be a service vehicle for maintenance, that has been authorized by the Director of Physical Plant in cooperation with the Chief of Security.

**FIRST OFFENSE**

Loss of parking privileges on all property for two (2) weeks and a $20.00 fine.

**SECOND OFFENSE**

Loss of parking privileges on all property for one quarter and a $45.00 fine.
PRECAUTIONARY HINTS

PROTECT YOURSELF
• Walk with someone whenever possible.
• Walk in well lighted and well traveled areas.
• Avoid wearing flashy jewelry or other items that might attract unwanted attention.
• Carry only what cash and other valuables you need with you.

KEY SENSE
Lock your car and pocket the key whether you leave for several minutes or several hours. Make sure the windows are closed. Never leave an ID tag on your key ring. If your keys are lost or stolen, it could help a thief find your car or locate and burglarize your home. If you have to leave a key with a parking attendant, leave only the ignition key.

WHAT TO DO IF IT HAPPENS TO YOU
If your car, truck, or bike is stolen or tampered with, report it to the Dallas Police and TAMBCD Security immediately. Stolen vehicles are often used in other crimes. Quick action can help not only to recover your vehicle, but also may prevent its use for illegal purposes.

PERSONAL RESPONSIBILITY
You are expected to be responsible for the security of your vehicle. If you leave your vehicle unattended and unlocked for any reason, you are inviting trouble. On the average, it takes less than sixty seconds for someone to enter an unlocked vehicle and take something you might not be able to replace. Make it difficult for someone to make you a victim of a crime.

PROTECT YOUR PROPERTY
Simply put, theft is the most common campus crime. What gets taken? Anything can be a target. Typically purses, wallets, books, instruments, and tools may be taken. Anything that might be of value to someone else can be a target of theft. What can you do to help?
• Mark what you can with Name, Drivers License Number or other personal identifier.
• Record serial numbers for valuables.
• Use locks on drawers and lockers.
• Don’t leave valuables unattended for even a short time period.
• Develop a network of friends to look out for each other’s property (your own crime watch group).
• Keep everything of value in vehicle trunk. If you leave anything inside, make sure it is out of sight.
• Don’t leave important papers or credit cards in the glove compartment.
• Have a cellphone, C.D. player, or tape deck? Engrave them with your driver’s license number. Use secure mounting, or store out of sight.
• Be proactive.

PROTECT YOUR CAMPUS

REPORT ANYTHING SUSPICIOUS. Remember, thieves want to blend in; therefore, watch for actions that are suspicious.

Report all incidents to SECURITY.
PARKING FACTS

- Students and part-time faculty parking in the garage do not have reserved individual spaces.
- Parking assignments are made based on date of hire and taken in sequential order as spaces become available.
- The Chief of Security makes all parking space assignments; as such no one else can promise availability or time frames.
- There is no gender-based preferential treatment in assignment of spaces.
- All people parking on TAMBCD property are required to pay established fees.
- Anyone parking on TAMBCD property that violates rules or does not pay established fees is subject to citation, fine, towing and loss of parking privileges.
- TAMBCD does not assume any liability for loss caused by damage, fire, theft or any other peril.
- TAMBCD parking facilities are currently experiencing a shortage of spaces.