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III. POLICIES

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POLICY:

TRAFFIC RULES & REGULATIONS

Approved the Traffic Rules and Regulations with the understanding that they are properly advertised and a public hearing held, the results of which are to be reported at the next Board of Trustees meeting for information and action.

Note: The complete Traffic Rules and Regulations Policy is Appendix Q.

BACKGROUND:

Chapter 15A of the Laws of the Commonwealth of Massachusetts, continue to allow Boards of Trustees to establish traffic rules and regulations. The 1991 Chapter 15A, Section 22 states:

Said fees shall include fines and penalties collected pursuant to the enforcement of traffic and parking rules and regulations. Said rules and regulations shall be enforced by persons in the employ of the institution who throughout the property of the institution shall have the powers of police officers, except as to the service of civil process.

RELATED INFORMATION:

The Law, I, Page 43
Traffic Rules and Regulations, Appendix Q
Traffic Rules & Regulations, Campus Police Officers, III-C, Page 2
Traffic Rules & Regulations, Hearings Officer, III-C, Page 3
Traffic Rules & Regulations, Parking Fines, III-C, Page 4
Traffic Rules & Regulations, Traffic Violation Supplemental Fee, III-C, Page 5
Scholarships to Area High Schools, III-A, Page 25
General Operating Trust Fund, III-D, Page 4

Board Approval

March 16, 1982
November 17, 1981
POLICY:

TRAFFIC RULES & REGULATIONS

CAMPUS POLICE OFFICERS

Designates the following individuals as Campus Police Officers with all of the powers and duties accompanying that position:

President Kathleen Schatzberg
Vice President Dixie K. Norris
Vice President Philip Sison
Dean, Human Res. & Admin. Chet Yacek
Dir. of Facilities Management John Lebica

Staff Associate - Facilities Management Paul Knell
Facilities Use Coordinator James Riordan
Campus Security Chief Philip Ryan
Institutional Security Officer Lawrence Perry

BACKGROUND:

Chapter 15A of the Laws of the Commonwealth of Massachusetts, continue to allow Boards of Trustees to establish traffic rules and regulations. The 1991 Chapter 15A, Section 22 states:

Said rules and regulations shall be enforced by persons in the employ of the institution who throughout the property of the institution shall have the powers of police officers, except as to the service of civil process.

The Board has updated its list of officers periodically to be in line with organizational changes.

RELATED INFORMATION:

The Law, I, Page 43
Traffic Rules & Regulations, Appendix Q
Traffic Rules & Regulations, Hearings Officer, III-C, Page 3
Traffic Rules & Regulations, Parking Fines, III-C, Page 4
Traffic Rules & Regulations, Traffic Violation Supplemental Fee, III-C, Page 5

Board Approved
May 15, 2007
December 13, 2005
September 20, 2005
September 26, 2002
September 20, 2001
September 28, 2000
September 23, 1999
April 29, 1999
September 22, 1998
September 26, 1997
September 19, 1996
February 21, 1996
February 20, 1992
September 17, 1991
September 11, 1990
POLICY:

TRAFFIC RULES & REGULATIONS

HEARINGS OFFICER

Names Staff Assistant Kathy Andrews as hearings officer for the purpose of resolving grievances resulting from the implementation of the Traffic Rules and Regulations.

BACKGROUND:

In accordance with Article VIII, Section D, of the Traffic Rules and Regulations, a hearings officer must be designated.

RELATED INFORMATION:

The Law, I, Page 43
Traffic Rules & Regulations, Appendix Q
Traffic Rules & Regulations, Campus Police Officers, III-C, Page 2
Traffic Rules & Regulations, Parking Fines, III-C, Page 4
Traffic Rules & Regulations, Traffic Violation Supplemental Fee, III-C, Page 5

Board Approval
May 15, 2007
March 16, 1982
POLICY:

TRAFFIC RULES & REGULATIONS

PARKING FINES

Establishes the penalties for violation of the rules and regulations of Cape Cod Community College, as set forth in the Traffic Rules & Regulations, as follows:

1. **Group A Violation**: Fine $5.00
   - Failure to display parking decal

2. **Group B Violation**: Fine $5.00
   - Improperly parked
   - Parking in delivery or service zone
   - Parked upon sidewalk
   - Parking on land not for vehicular traffic
   - Obstructing fire lane
   - Any subsequent violation(s): towed at owner’s expense

3. **Group C Violation**: Fine and Penalties as indicated by General Laws of the Commonwealth
   - Applied to all violations such as speeding, driving to endanger, etc. Fines and penalties will be as prescribed by the laws of the Commonwealth.

BACKGROUND:

Section 13 of Chapter 15A of the Laws of the Commonwealth of Massachusetts stated that "Each Board of Trustees shall make rules and regulations for the control, movement and parking of vehicles on the campus or other land of its institution and may provide reasonable penalties for the violation of said rules and regulations. All fines and penalties recovered for violations of rules and regulations made under authority of this section shall be accounted for by the clerk of the court and forwarded to the respective institution at which the violation occurred. Each such institution shall deposit such fines or penalties in a special fund to be known as the Massachusetts Regents Scholarship Fund, in the name of the particular institution, which shall be established in accordance with regulations established by the Board of Regents; provided, however, that such fund shall be used for the purposes of granting scholarships to such worthy students as the Board of Trustees may determine." Chapter 15A adopted in July 1991 continues to allow the Board of Trustees to establish traffic rules and regulations; however, it is not as specific as the 1981 law. In August, 1992, the Board established a three-step fine as a deterrent to handicapped parking violators. In December, 1993, and again in December, 1998, the violation fine was increased to $50 for the first violation, and for any subsequent violation(s) the vehicle to be towed at the owner’s expense effective January 1, 1999.

RELATED INFORMATION:

- The Law, I, Page 43
- Traffic Rules & Regulations, Appendix Q
- Traffic Rules & Regulations, Campus Policy Officers, III-C, Page 2
- Traffic Rules & Regulations, Traffic Violation Supplemental Fee, III-C, Page 5
- Scholarships to Area High Schools, III-A, Page 24
- General Operating Trust Fund, III-D, Page 4

Board Approval
- December 17, 1998
- December 16, 1993
- August 25, 1992
- February 15, 1983
- November 17, 1981
POLICY:

TRAFFIC RULES & REGULATIONS

VIOLATION SUPPLEMENTAL FEE

Increased the violation supplemental fee from $20.00 to $30.00 to those recipients of College traffic fine(s) which have not been paid and have been sent to the Registry of Motor Vehicles for appropriate action effective July 1, 1992.

BACKGROUND:

On March 16, 1982 and February 15, 1983, the Board of Trustees approved the Traffic Rules and Regulations and fine structure for Cape Cod Community College. Tickets are issued to traffic violators and the fines collected are retained by the College for scholarships (versus being sent to the General Fund). Under this procedure the College notifies the Registry of Motor Vehicles of those persons who have not paid their fines. The Registry takes the appropriate action to ensure payment. In instituting this procedure, the additional costs involved were:

- Registry fee $10.00 (increased to $20.00 7/1/92)
- Notices from Datamatix 1.95
- Cost of Registry Form .20
- Added handling charge at College 7.85
- Total $20.00 (increased to $30.00 7/1/92)

Effective July 1, 1992, the Registry of Motor Vehicles increased their fee from $10 to $20; therefore, the Board increased the overall charge from $20 to $30 to recover expenses.

RELATED INFORMATION:

The Law, I, Page 43
Traffic Rules & Regulations, Appendix Q
Traffic Rules & Regulations, Campus Police Officers, III-C, Page 2
Traffic Rules & Regulations, Parking Fines, III-C, Page 4
Scholarships to Area High Schools, III-A, Page 24
General Operating Trust Fund, III-D, Page 4

Board Approval

August 25, 1992
November 19, 1985