

ANNUAL REPORT

Parking and Traffic

**University of North Alabama
Florence, Alabama**

Jonathan Shane Welker

Committee Chair

August 12, 2024

Date submitted

Submitted to: Dr. Lee Renfro
Chair, Shared Governance Executive Committee

UNIVERSITY OF NORTH ALABAMA

ANNUAL REPORT 2023-2024

I. Executive Summary

II. The Committee's Charge (from the Shared Governance Document)

The Parking and Traffic Committee's charge is as follows:

1. To serve as an advisory committee in areas including parking planning, allocation, and enforcement
2. To provide a system of appeals for those receiving traffic citations
3. To serve as a hearing tribunal by hearing appeals and rendering decisions
4. To hold hearings as regularly as possible to ensure the expeditious processing of appeals
5. To review and recommend changes to parking and traffic policies, reserved parking space policies, and the parking fee and fine structure at the University as appropriate
6. To forward to the Vice President for Student affairs for action any decision made by the Parking and Traffic Committee
7. To gather and review information on University parking planning, allocation, and enforcement and related areas and assess University performance in these areas in the light of information obtained
8. To propose changes in University parking planning, allocation, and enforcement and related areas
9. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations"
10. To submit a final written report electronically by the first day of fall semester to the Vice President for Student Affairs with a copy sent to the Chair of the SGEC

III.
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The Committee met on the following dates:

The committee meeting date was September 7, 2023. All other committee business was handled via email.

- IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?
1. To serve as an advisory committee in areas including parking planning, allocation, and enforcement
 - a. The committee acted in an advisory role by recommending an updated parking map.
 2. To provide a system of appeals for those receiving traffic citations
 - a. The committee reviewed all submitted appeals.
 3. To serve as a hearing tribunal by hearing appeals and rendering decisions
 - a. The committee regularly reviewed appeals as submitted and made decisions regarding them.
 4. To hold hearings as regularly as possible to ensure the expeditious processing of appeals
 - a. The committee regularly reviewed appeals as submitted and provided feedback in a timely manner.
 5. To review and recommend changes to parking and traffic policies, reserved parking space policies, and the parking fee and fine structure at the University as appropriate
 - a. The committee recommended making the calendar pertaining to official use of parking spaces public.
 - b. The committee recommended updating the parking map.
 6. To forward to the Vice President for Student affairs for action any decision made by the Parking and Traffic Committee
 - a. Any actions or decisions were forwarded to the Vice President for Student Affairs
 7. To gather and review information on University parking planning, allocation, and enforcement and related areas and assess University performance in these areas in the light of information obtained
 - a. The committee reviewed comments of stakeholders relating to campus-wide parking issues
 8. To propose changes in University parking planning, allocation, and enforcement and related areas
 - a. The committee proposed minimal changes.
 9. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations"
 - a. The committee handled all duties as assigned, and that fell under its charge.
 10. To submit a final written report electronically by the first day of fall semester to the Vice President for Student Affairs with a copy sent to the Chair of the SGEC
 - a. The committee chair submitted a final report on August 12, 2024.

V. What were the Committee's formal recommendations?

1. Recommendation to update campus parking map.

VI. What does the Committee plan to accomplish?

A. In the coming year?

1. The committee plans to continue to fulfill its charge to the best of its abilities.

B. In future years?

VII. What are the Committee's weaknesses?

1. The committee needs to have updated campus mapping for parking.
2. The committee has minimal abilities outside of advising.

A. What can the Shared Governance Committee help you do to address the weaknesses?

VIII. Comments

Parking complaints received this year were largely from faculty unable to park directly next to their buildings. This was due to (1) fewer spots than they would prefer, (2) fewer faculty designated spots than they would prefer, or (3) spots being occupied by individuals in an official capacity.