



## POLICIES and PROCEDURES

Responsible Unit	Safety & Security
Last Reviewed/Updated	1 May 2016
Approving Sector Head	Vice-President, Finance & Administration and CFO
Policy	<b>PARKING</b>

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1. Overall Board policy is that Acadia should be a walking campus and that parking should, as much as possible, be on the perimeter of the campus.
2. A parking committee exists containing representation from all employee groups as well as a student representative. The terms of reference of this committee are as follows:  
*To establish and enforce parking regulations on campus, bearing in mind that some roads on the campus lie within the jurisdiction of the Town of Wolfville.*
3. Day-to-day enforcement of parking regulations is the responsibility of the Acadia Safety & Security Department, under the direction of the Director of Safety & Security.
4. Parking Permits are issued through the Safety & Security Department, Room 519, of the Students Union Building. The “permit” system is one approved by the Parking Committee. All users of the campus parking areas must have a parking permit. This permit must be displayed such that it is clearly visible from the outside of the vehicle, at all times, when the vehicle it belongs to is parked in a campus parking area. Temporary parking permits (one day to one month) are available and parking meters are provided for those who desire short term parking.
5. To obtain a detailed outline of the Acadia University Parking Regulations and Policies, along with a campus map depicting authorized parking areas, you may:
  - (a) pick up a copy of the Parking Regulations when you purchase your parking permit
  - (b) telephone the Safety & Security Office (902-585-1103) and request that a copy of the Parking Regulations be sent to you through the inter-university mail, or
  - (c) log on to the Safety & Security Department home page at:  
<http://security.acadiu.ca/>
6. Any suggestions for improving parking administration at Acadia University should be forwarded to the Director of Safety and Security.
7. For clarification of any parking regulation or policy, 24 hours a day, contact the Safety & Security Department at the phone numbers listed in 5(b) above.