POLICY 1.22 – Advisory Committee on Parking & Traffic (ACPT) and Parking Appeals Committee

Policy Category: General
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ADVISORY COMMITTEE ON PARKING AND TRAFFIC

1.00 The Advisory Committee on Parking and Traffic was established by the Board of Governors to advise the Vice-President (Operations & Finance) on campus parking and traffic matters.

2.00 It shall be the responsibility of the Committee to advise and make recommendations to the Vice-President (Operations & Finance) on the following:

(a) campus parking and traffic issues, regulations and policies;

(b) new construction projects which have campus parking and traffic implications; and

(c) the Parking and Traffic Regulations and any amendments thereto.

3.00 The Committee will be involved at the project planning stage of any construction project which has parking and traffic implications.

4.00 The composition of the Advisory Committee on Parking and Traffic will be:

(a) Members (and one alternate in each case) shall be appointed as follows:

- 2 members of the Faculty of the University named by the Faculty Association;
- 1 member of staff named by the Professional & Managerial Association;
- 1 member of staff named by the Staff Association;
- 1 member of staff named by the Unions
- 1 graduate student of the constituent University, named by the Society of Graduate Students;
- 3 undergraduate students of the constituent University, named by the University Students’ Council;

(b) Ex officio members:

- The Manager of the University Police Department, or designate
- The Associate Vice-President (Human Resources) or designate

(c) Resource persons:

- The Associate Vice-President (Finance & Facilities) or designate
- The Manager of Parking Services
4.01 The membership year shall be from July 1 - June 30.

4.02 Members of the Committee, other than ex officio members, will hold office for two-year terms and will not be eligible for reappointment for more than two consecutive terms (four years), but will be eligible for reappointment following a lapse of two years after the expiration of the second of two consecutive terms.

4.03 The Committee will elect a Chair and a Vice-Chair annually from among the members.

4.04 All members shall have the right to move/second motions, to participate in discussion, and to vote.

4.05 Six (6) members shall constitute a quorum.

PARKING APPEALS COMMITTEE

5.00 There shall be a Parking Appeals Committee with the following terms of reference:

(a) To make decisions on all appeals against tickets issued on University property;

(b) To make recommendations to the Advisory Committee on Parking and Traffic, as may be appropriate, for changes to the Parking Regulations.

6.00 The composition of the Parking Appeals Committee will be six members appointed annually as follows:

- 1 member of the Faculty of the University named by the Faculty Association;
- 1 member of staff named by the Professional & Managerial Association;
- 1 member of staff named on a rotating basis by the Staff Association;
- CUPE Local 2361 (Facilities Management), and CUPE Local 2692 (Food Services);
- 1 graduate student of the constituent University, named by the Society of Graduate Students; and
- 2 undergraduate students of the constituent University, named by the University Students’ Council

6.01 The membership year shall be from July 1 - June 30.

6.02 Members of the Committee will hold office for two-year terms and will not be eligible for reappointment for more than two consecutive terms (four years), but will be eligible for reappointment following a lapse of two years after the expiration of the second of two consecutive terms.

6.03 The Committee will elect a Chair and a Vice-Chair annually from among the members.

6.04 Three (3) members shall constitute a quorum.

6.05 All members must vote on all appeals.