



Section: General Policies

Subject: Parking

Retrieval No. 60109
Page No. 1 of 2
Date July 26, 2006
Supersedes N/A

Purpose

The purpose of the Parking policy is to establish rules and guidelines for the Mississippi Institutions of Higher Learning (IHL) complex. Guidelines are established to address parking privileges in the parking garage and the ring road encircling the campus.

Any motorized vehicle operated on the campus must follow all state traffic rules and regulations. This policy is applicable to all vehicles including two-wheeled vehicles.

Guidelines for Reserved Parking

- Reserved parking assignments will be made for the parking garage only. All other legal parking locations will be on a first come basis except when reserved parking for special guests is authorized.
- Parking locations will be assigned by the Department of Human Resources in the following priority order:
 - Board of Trustees of Institutions of Higher Learning,
 - Commissioner and Assistant Commissioners of the IHL Executive Office,
 - IHL Motor Pool Vehicles,
 - Directors of departments at IHL and Commissioners of other agencies housed on the IHL campus, and
 - All other employees based on length of employment at IHL.
- Parking is prohibited in any spaces marked as no-parking space.
- Handicapped parking spaces may only be occupied by vehicles with appropriate handicap stickers.

Twelve parking spaces have been reserved in the parking garage for the Board of Trustees. These spaces will be provisionally assigned to employees working on campus. Employees who are provisionally authorized to park in these spaces will be required to move their vehicles on any and all Board meeting days and when Board members notify the Commissioner's office they will be visiting the campus.

During Board meeting days, parking spaces in the front of Paul B. Johnson Jr. Building will be reserved for the Institutional Executive Officers.

Any employee who currently has parking privileges in the parking garage will maintain that privilege. The priority order will apply as vacant positions become available. Any employee who receives a provisional assignment in a Board of Trustees' parking location will not lose his/her right to a reserved space when one becomes available.

The IHL Executive Office will not be responsible for any damage to vehicles parked on the campus. The campus has gates at both entrances which will be locked from 10:00 p.m. to 6:00 a.m. each day.



Retrieval No.	60109
Page No.	2 of 2
Date	July 26, 2006
Supersedes	N/A

Employee identification cards are provided which may also be used to open the gates during those hours.

The parking policy will take effect immediately.