

## DEPARTMENT OF PUBLIC SAFETY

The primary goal of the Roger Williams University Department of Public Safety is to maintain a safe and secure campus for all students, faculty and staff. The Roger Williams University Department of Public Safety is organized under the Vice President for Student Affairs. The Department strives to provide quality security, safety and crime prevention services that meet the needs and standards of a progressive academic institution. Public Safety Officers provide a 24-hour, seven-day-a-week service consisting of limited access control, vehicular patrol, foot patrol and bicycle patrol. Officers do not carry firearms nor do they have police powers of arrest. However, the Department of Public Safety works closely with state and local police in matters of mutual concern.

Roger Williams University Department of Public Safety also has close and highly effective working relationships with a myriad of other organizations, on and off campus. Working closely with the Dean of Student Affairs, Department of Residence Life and Housing, Department of Student Programs and Leadership, Department of Health Services, Office of Facilities Management, and Student Senate, the Department of Public Safety endeavors to meet the needs of the student population. Additionally, well-established relationships with local, state and federal agencies enhance campus security and law enforcement operations.

The Department consists of the Bristol Campus Public Safety Officers, the Providence Metropolitan Center Public Safety Officers and Passenger Shuttle Operators. The Department of Public Safety provides a shuttle service on the Bristol campus for those students desiring an ride between parking areas, residence halls, classrooms, libraries or other on-campus facilities.

**Maintaining a safe and secure campus is not the sole responsibility of the Department of Public Safety. We encourage all individuals who are on this beautiful campus to be conscious of their surroundings and assist in making security and safety a matter of routine in their activities.**

The Department of Public Safety can be reached at any time by calling (401) 254-3611. On-campus emergencies should be reported by calling extension 4357 (HELP) from any on-campus telephone.

## PARKING AND TRAFFIC:

### PREMISE

See the RWU website <http://www.rwu.edu/about/administration/publicsafety/parking/> for the latest updated version of rules and regulations.

Parking rules and regulations establish standards for the administration and enforcement of campus parking at Roger Williams University. The **privilege** of parking at Roger Williams University comes with the responsibility of adhering to the rules and regulations published herein. Assignments of parking areas are designed to provide maximum safety and utility for students, employees, and visitors, to protect University property and expedite University business. Parking on campus is at your own risk. ***Students and employees are responsible for being familiar with the parking rules and regulations. A failure to know does not constitute a defense.***

The term "Campus", for the purpose of these regulations, encompasses all Roger Williams University property, including the Almeida Complex, the North Campus area, all parking lots and the Baypoint Residence and Conference Center.

**The Department of Public Safety Traffic Control Office will issue parking permits for a fee of \$135.00 each to authorized individuals.** Undergraduate students will be limited to one active permit. A new parking permit must be obtained each academic year. A parking permit can be obtained upon completion of a web-based parking permit application (<http://rwu.t2hosted.com/>). Persons applying for a parking permit must have a valid driver's license and the vehicle for which a permit application is submitted must have a valid registration, liability insurance, and a current safety inspection sticker, as required by the state in which the vehicle is registered. A university official may request verification/inspection of these documents at any time. A valid photo ID and vehicle registration must be provided in order to pick up a permit. Parking permits will be able to be picked up at the Campus Recreation Center during the first week of school after which they may be picked up at the main gate Information Center. Public Safety can remove old permits upon request.

Permits are unique to each vehicle and are, therefore, non-transferable.

**Students, employees, and visitors park at Roger Williams University at their own risk and without any liability to the University. Roger Williams University assumes no responsibility or liability for fire, theft, damage to or loss of any automobile or any article left therein. Only permission to park is granted and no bailment is created.**

### GENERAL REGULATIONS

- Permit Required:** All cars parked on the Roger Williams University campus that are owned or operated by employees or students of the University must have a parking permit affixed permanently to the outside lower left corner of the windshield (driver's side). All cars without valid parking permits or permits not properly displayed may be ticketed and fined at least \$30.00 and/or towed at owner/operator expense. Students may not obtain a permit for a vehicle that is registered to another student or another student's family/guardian.
- Visitors:** All visitor vehicles are required to have a valid Roger Williams University one day parking pass displayed at all times. Passes are available at the main gate and are valid on the date of issue only. Visitors who will be staying on campus overnight are required to be signed in by the student they are staying with as outlined below under "Guest Parking".

3. **Unregistered Vehicles:** All vehicles not registered with Public Safety that have received 3 or more tickets are subject to being booted and/or towed in order to ascertain the owner/operator.
  - a. The vehicle will be booted unless there are no boots available, in which case it will be towed.
    - i. The owner/operator is responsible for all towing and/or storage fees and must settle all such debts directly with the towing company.
  - b. A valid photo ID and vehicle registration is required to have the boot removed from the vehicle.
    - i. If the vehicle belongs to a guest, the guest must identify the student he/she is visiting and that student must verify that he/she is responsible for the guest.
  - c. Failure to produce proper ID and/or identify or verify the student sponsor may subject the violator to the following:
    - i. Vehicle not being released;
    - ii. Revocation of future parking privileges if an RWU student;
    - iii. Guests will be issued a citation for trespass and filed with the Bristol Police, in accordance with Rhode Island laws and regulations;
    - iv. Referral to the Office of Student Conduct and Community Standards; or
    - v. Additional sanctions
  - d. Should the vehicle be found to belong to a freshman student all violations will be \$100.00. Resident freshman students who receive 4 violations in their freshman year will be unable to obtain a pass during their sophomore year.
  - e. A booted vehicle that has been left unclaimed for a period of seven (7) days or longer shall be subject to towing at the owner/operator expense.
4. **Enforcement:**
  - a. Permit color zone regulations are enforced 7:00am to 5:00pm, Monday through Friday
    - i. Exceptions to this rule are Lot 1, handicapped spaces, "Fire Lanes", and "No Parking Zones" which are enforced at all times.
    - ii. Vehicles must be moved to their designated parking areas prior to 7am Monday through Friday. Vehicles not moved will be considered in violation and will be subject to ticketing and fines and/or towed at owner/operator expense.
  - b. Officers are authorized to issue citations 24 hours a day, 7 days a week. All parking regulations are in effect during move in/out, mid-terms, and finals.
  - c. Public Safety Officers are authorized, but not limited, to perform the following:
    - i. Ticket, tow, or immobilize vehicles that violate these regulations.
    - ii. Ticket, tow, or immobilize vehicles based on information relayed by other officers.
    - iii. Stop vehicles in violation of these regulations. However, Public Safety Officers are not authorized to engage in vehicle pursuits.
    - iv. Immobilize or take the keys to vehicles operated by persons endangering the welfare of others.
    - v. Immobilize or tow vehicles as requested by the Bristol or Portsmouth Police Departments.
    - vi. Deny access to any non-registered guest
5. **Regulation Parking Space:** A parking space is designated by two white or yellow painted lines. Double parking is not authorized. Only one vehicle shall be parked in each designated space. Vehicles shall not be parked in a manner blocking other cars, walkways, dumpsters, doorways, delivery entrances and emergency vehicle access, and are subject to towing at the owner/operator expense.
6. **No Parking Zones:** "No Parking Zones" include all areas that are not within the marked boundaries of a parking space. This includes, but is not limited to, yellow curbed areas, cross walks, entrances and exits, sidewalks, grass areas, both sides of the roadway around Bayside, the Bayside Arch and Quad areas, and along curbed areas without marked spaces. Parking for any amount of time in a "No Parking Zone" will not be tolerated.
7. **Fire Lanes:** "Fire Lanes" include all areas that are not within the marked boundaries of a parking space that impedes emergency vehicle access. This includes, but is not limited to, marked fire lanes, roadways, and parking in such a manner as to obstruct access within a parking lot. Parking for any amount of time in a "Fire Lane" will not be tolerated. Vehicles found in violation will be ticketed and fined \$100 and/or towed at owner/operator expense.
8. **Authorized Parking Areas:** Please read the following information carefully. Authorized parking areas are based on the permit color assigned to each vehicle. The following guidance is provided:
  - a. Resident students living in Maple, Cedar, Willow Halls, Stonewall Terrace and Bayside Courts will be issued orange permits and assigned parking in Lots C, K, L, M, or J.

- b. Non-resident (those not living on University owned property) commuter students will be issued a green permit and assigned parking in lots A, H, I, and J.
- c. Undergraduate students residing in the Almeida and Baypoint will be issued purple permits and will be designated as resident commuters. Resident commuters will be issued a purple permit for J lot only.
- d. A map can be found on the RWU website under the parking section of Public Safety.
- e. No guarantee is made or implied as to the availability of any particular parking spot. Parking is on a first come, first serve basis. \*\*

<b>Lot</b>	<b>Permit Color</b>	<b>Description</b>
A	Green/Red or Blue	Lower Old Ferry Road (card access only)
C	Orange	In front of Willow 5, 4, 2, and 1
F	Silver	North Lot (except front row along roadway and west front corner reserved for Faculty and Staff)
H	Green, Silver	Lower Bayside (downhill from Lot I)
I	Green, Silver	Upper Bayside (along roadway)
J	Any Color, Guest	Parking Deck, North of North Campus Classroom and small lot in front of North Campus Classroom (except for the right side of the 1 <sup>st</sup> floor of the parking garage reserved for Faculty and Staff)
K	Orange	Bayside Whitecap
L	Orange	Top of Bayside Whitecap
M	Orange	Between Bayside Tidewater and Seabreeze
ALM	Any Color	Entire Almeida Complex. Vehicles must have a valid permit
BP	Any Color	All of the Baypoint area. Vehicles must have a valid permit

\*\* Subject to change without notice

***Students who change residence halls must update their information to allow access to the lots assigned for their new living area.***

- 9. **Freshman Vehicles:** Resident freshmen students are not authorized to have or operate vehicles on campus at anytime. All first year resident students are considered freshmen regardless of academic standing. Vehicles belonging to or operated by resident freshmen students that approach the main gates or attempt to enter campus will be considered in violation of this policy. Additionally, vehicles belonging to resident freshmen students that are parked on campus will be considered in violation of this policy. Freshman being held in violation will be cited each time found on campus for \$100.00. Freshmen who receive more than four (4) parking tickets will be denied parking privileges in the future.
- 10. **Guest Parking:** Students wishing to have a guest on campus must register through the MvRWU website under the links tab 'Resident Life Guest Pass'. All information must be correctly entered into the online form. Guest passes with handwritten information will not be accepted. Failure to notify Public Safety will result in the guest not being allowed on campus. Guests must report to the main gate Information Center with their student host to have their guest pass validated and to obtain a parking pass. The guest will need to bring with them a valid picture identification and proper vehicle registration of the vehicle. Guest passes are only valid for three days. The student being visited is responsible for all parking and traffic violations attributable to the guest. Guests may park in a visitor spot until the guest is properly registered. Guests are authorized to park in J lot only.
- 11. **Motorcycles:** Motorcycles, mopeds and other motorized vehicles with fewer than four (4) wheels shall be parked in designated areas in Lot C, at Almeida, or as designated by the Transportation and Parking Office. Violators may be ticketed with a fine of at least \$30.00 and/or towed at owner/operator expense.
- 12. **Load/Unload Pass:** The Student Affairs Committee and the Department of Public Safety understand that parking is sometimes difficult on campus and it is occasionally necessary to load or unload belongings to and from a vehicle. In order to prevent ticketing at these times and denial upon an appeal, students **must** get a 20 minute load/unload pass at the main gate Information Center. Load/unload passes are available 24 hours a day. Students are reminded that while Public Safety Officers are friendly and helpful, there are some circumstances that prevent them from issuing a temporary pass, i.e. when a freshman car is brought on campus.
- 13. **Short Term Parking:** There are several short term (30 minutes or less) parking spaces located throughout campus. Students with a valid RWU parking permit are authorized to use these spaces, but must adhere to the time limitations.
- 14. **Carpool Parking Areas:** There are several carpool parking spaces located throughout campus. Students are not authorized to park in these spaces at any time while color zone regulations are in effect.
- 15. **Handicap Parking:** Throughout the campus there are designated handicapped parking spaces available for students, employees, or visitors requiring handicapped parking. *A certified handicapped parking permit issued by the state in which the motor vehicle is registered is required*, in addition to a parking permit or visitor pass, for handicapped parking on campus. **Students having a state issued handicap placard must register it with the Parking and Transportation Office.** Once a

handicap permit is registered and verified the student may park in any regulation parking space available. All unauthorized vehicles will be ticketed with a fine of \$100.00 and/or towed at owner/operator expense. In addition, anyone found to be fraudulently using a handicap placard or plate will be subjected to a hearing with the Office of Judicial Affairs. Note: This violation does not qualify for an appeal. *The Department of Public Safety cannot authorize parking in a handicapped parking space.*

16. **Lot Closures:** Public Safety may occasionally need to restrict parking in a particular Lot(s) for a special event. These restrictions will be announced via publication in the RWU Daily Dose and via signs placed at the entrance to the affected Lot(s). Vehicles left in the lot after the lot closure has taken effect will be considered to be in violation.
17. **Parking Bans:** In emergencies, the Director of Public Safety may temporarily impose parking limitations. These limitations will be announced via University-wide email, voicemail, radio (WQRI 88.3 FM) and signs placed at the entrance to campus. Emergency closure information may also be obtained by calling (401) 254-4400 or extension 4400 from on campus. Vehicles found in violation of these limitations are subject to ticketing and fines and/or towing at owner/operator expense.
18. **Medical Escorts:** Escorts are available for students who have a medical necessity. Students needing medical escorts must notify the Parking and Transportation Office in writing. Escorts may either be by University Shuttle or a Public Safety patrol vehicle. Escorts will be available to and from class, as well as, to his/her vehicle. Students are still required to park in their designated lot.
19. **Rides:** Students wishing a ride from the parking lot to elsewhere on campus or vice versa must utilize the University Shuttle during its operating hours. Public Safety may not provide rides after hours. It is the student's responsibility to arrange for transportation after the shuttle hours.
20. **Temporary Parking Passes:** Temporary Parking Passes may be obtained at the main gate Information Center on an individual basis. Students who are authorized a permanent pass but are using another vehicle on a short-term basis must get a temporary permit. Temporary permits are available 24 hours a day.
21. **Student Employees:** Resident students who are employed by the University will not be issued staff permits.
22. **Disabled Vehicles:** If a student or guest's vehicle becomes disabled for any reason (i.e. mechanical failure, flat tire or injury rendering the operator unable to drive) the owner/operator must notify Public Safety immediately. The owner/operator is responsible for having the vehicle moved or towed as soon as possible. Public Safety reserves the right to have a vehicle towed at the owner/operator expense if the vehicle is leaking fluids or causing a dangerous situation. Any motor vehicle parked on Roger Williams University property that causes a dangerous or hazardous situation or requires removal due to a University authorized parking ban will be towed at owner/operator expense if the owner cannot be notified in a reasonable and timely manner.
23. **Emergency Removal:** Any motor vehicle that requires removal due to an unforeseen circumstance (i.e. facilities needs access to a building or a maintenance emergency) will be towed at no expense if the owner cannot be notified.
24. **Revocation of Privileges:** Parking privileges may be denied, revoked or suspended for any of the following reasons:
  - a. As a result of a judicial hearing or sanction imposed by the Department of Public Safety;
  - b. Upon receiving four violations within a semester (violations received during the winter intersession are applied to the spring semester and violations received during the summer are applied to the fall semester);
  - c. Using a permit on a vehicle other than for which it was registered;
  - d. Falsifying an application, permit or obtaining a permit under false pretenses;
  - e. Failure to return a revoked permit to the Department of Public SafetyA revocation of parking privileges will normally be accompanied by a ban from driving the vehicle or any other vehicle on campus for the duration of the loss of privilege. The Department of Public Safety will give written notice of such suspension, any other sanction and a deadline for returning the parking permit to Public Safety. A \$100.00 fine will be assessed to the student's account for failure to return the parking permit to the Department of Public Safety during the allotted time. An additional fine of \$100.00 will be assessed to the student's account for each additional parking violation received during the student's parking revocation period. The vehicle will also be subject to the additional expense of ticket and/or towing at the owner's/operator's expense. *The revocation period lasts for four academic weeks from the date that the parking permit is returned to the Department of Public Safety and will automatically reset with any additional violations received during the revocation period.* At the conclusion of the revocation period, students will be required to apply for a new permit and will be subject to the permit application fee.
25. **Additional Sanctions:** Should a traffic violation warrant additional sanctions, a report will be submitted to the University Judicial Officer for adjudication. Such violations include, but are not limited to: driving on sidewalks, grass or other non-roadways, speeding or reckless driving, traveling the wrong direction on a one way road, operating a vehicle in a manner that endangers others, and failure to obey other traffic control signs.
26. **Speed Limit:** The posted speed limit on campus is 15 miles per hour. A ticket for a violation of excess speed may be issued to the student after the violation has occurred. The determination of excess speed is subject to the officer's reasonable discretion. An actual rate of travel is not required.
27. **Violations and Fines:** Any violation of this policy is subject to the following:
  - a. Ticketing and fines

- b. Towing
- c. Immobilization with a boot
- d. Referral to Judicial Affairs
- e. Additional fines and/or sanctions by the University

Fee	Offense
\$30.00	Parking/Moving Violations
\$100.00	Freshman Car Violation
\$80.00	Boot Removal Fee
\$75.00	Parking under Bayside Quad Arches or within the Quad itself
\$100.00	Parking in a Handicap Spot
\$100.00	Revoked Privileges
\$100.00	Fire Lane

\*Subject to change without notice

- 28. **Jumpstarts/Lock Outs:** For safety and liability reasons, the Department of Public Safety does not jump start vehicles nor does Public Safety have the ability to unlock any vehicles. It is the owner/operator responsibility to arrange for such services.
- 29. **Revenues:** Revenues collected for permit fees and parking violations are credited to the General Fund that contributes to the maintenance, improvements and additions to existing parking areas and the regulation of parking and traffic throughout campus.
- 30. **Park at Own Risk:** Students, employees, and visitors park at Roger Williams University at their own risk and without any liability to the University. Roger Williams University assumes no responsibility or liability for fire, theft, damage to or loss of any automobile or any article left therein. Only permission to park is granted and no bailment is created.

## WINTER PARKING BAN POLICY

### Purpose:

Roger Williams University makes every attempt to remove snow from parking lots, sidewalks and entrances to buildings during and after winter storms. Due to the prospect of fast-changing weather in New England; a Winter Parking Ban (**WPB**) is essential for efficient and timely snow removal and for the University to conduct its important daily mission. **The WPB will begin at the first "declared" snowstorm in November or automatically on December 1 and runs nightly from midnight to 7 AM and will remain in effect until March 31 of the following year. Violation of the Winter Parking Ban Policy may result in ticketing and or towing.**

### Normal Winter Parking Ban (NWPB) Implications for Student Parking:

Once the NWPB begins, it will operate nightly, from midnight to 7 AM until March 31. During the NWPB, overnight student parking is authorized only in On-Campus Resident parking lots or spaces (Orange Permit required), J Lot (near Parking Garage) and or the first or second level of the Parking Garage.

### Extended Winter Parking Ban (EWPB) Implications for Student Parking:

Once the WPB begins, and there is an expected snow emergency, a EWPB may be placed in effect from **midnight to 7 AM or hours extended as needed for the expected snow emergency.** During the EWPB, overnight student parking is authorized only in the following On-Campus Resident parking lots or spaces (Orange Permit required): Lots H and I (near Bayside and located off North Campus Road), Lot J (near Parking Garage) and the first and second level of the Parking Garage. **During the EWPB parking is prohibited in the On-Campus Resident Parking Lots in the vicinity of Stonewall and Willow Residence Halls (Lot C and Lot 26) and in the vicinity of Bayside Circle (Lots K, L & M).**

### Prohibited Overnight Parking Lots or Spaces

During the WPB (NWPB or EWPB) students are prohibited parking in any Faculty, Staff or Visitor parking lot or spaces, Inner Campus non-resident parking spaces, Lot A (Commuter or Lower Ferry Road Parking Lot), Lot F (North Lot or Law Student Parking Lot), Lot G (Law Student Parking Lot) and the Parking Garage roof deck or third level.

### Overnight Parking for Commuter or Graduate Students (Green Permits), Resident Commuters (Purple Permits), Law Students (Silver Permits) or Visitors (Yellow Permits):

Once the WPB begins, any overnight parking on the main campus by Commuter or Graduate Students, Resident Commuters, Law Students or Visitors shall be in the first or second level of the Parking Garage and then J Lot.

### Leaving Vehicles on Campus during Break Periods or any Extended Time during the WPB:

Any permitted or registered vehicle left on campus during the WPB for any extended period (more than one day or during winter or spring break periods) must be parked in the first or second level of the Parking Garage and registered with the Department of

Public Safety. This policy includes, Athletic Teams, Students, Faculty or Staff and who are traveling during the WPB.

### **APPEALING A PARKING VIOLATION**

The Student Senate adjudicates student parking appeals. Should a student wish to appeal a parking ticket, the student must complete a Parking Appeals Application, which is available at the Student Senate Office, and place it in the Parking Appeals Committee mailbox in the Senate office by 5:00 pm on or before the fourteenth (14th) day after the ticket was issued. If the appeal is for a ticket received by a guest, the student whom the guest was visiting must file the appeal. Appeals filed by guests will be denied without being heard. Revocation of parking privileges is not subject to appeal, only individual tickets. The following procedures are to be followed when submitting an appeal:

#### **Definitions:**

1. Parking Appeal Form (Section I) - the sheet that contains all the questions about the appeal (name, date, make model and year of vehicle, etc.). This form may be obtained at the Student Senate Office. This form should be printed neatly or typed.
2. Explanation (section II) - the detailed explanation of the circumstances appelland, surrounding the ticket. This must be typewritten and attached to the Parking Appeals Form and should be limited to one page.
3. Map - will be provided with the Parking Appeal Form. The student appealing the ticket should clearly mark where he or she was parked at the time the ticket was issued.
4. Parking/Appeal Application - the Parking Appeal Form, Explanation, and Map constitute the Parking/Appeal Application.
5. File/Received - in the Student Affairs Committee mailbox in the Senate Office by 5:00 pm on or before the fourteenth (14th) day after the ticket was issued.

#### **Procedure:**

1. Appeals must be filed/received no later than 2 weeks (14 days) after the date the ticket was issued. No late appeals will be accepted. There are no exceptions. The two-week time period runs only while classes are in session for the Fall and Spring terms.
2. Parking Appeals Forms (Section I) can be obtained in the Student Senate office (Campus Recreation Center). The appeal form must be NEATLY printed or typed and fully legible.
3. All parking appeal Explanations (Section II) must be typed, should be limited to one page and attached to the appeal form. **Hand written or printed explanations will be denied without being heard.**
4. All appeals must be complete. Incomplete appeal applications will not be considered. A complete application consists of:
  - Completed Parking Appeal Form (Section I) neatly printed or typed.
  - Type written, detailed Explanation (Section II) of the appeal not to exceed one page in length.
  - Map of the RWU parking lots, clearly marked by the appelland with the approximate location of the vehicle at the time the ticket was issued.
5. All valid Parking/Appeal Applications will be read, discussed, and voted on by the Parking Appeals Committee within two weeks from the date received. Appeals filed two weeks before finals or during the Winter/Summer sessions will be held until the Parking Appeals Committee reconvenes at the start of the next semester.
6. All decisions will be mailed to the appelland at the address given on the appeal form.
7. All decisions of the Parking Appeals Committee are final. There are no exceptions. Decisions cannot be appealed nor can the same ticket be re-appealed.

### **BICYCLE, ROLLER BLADE & SKATEBOARD POLICY**

Skateboarding, biking, and use of roller blades on campus are allowed for responsible recreation and transportation purposes. However, the performance of "stunts" is not allowed on campus for safety reasons. Students are encouraged to continue to use skateboards for transportation around campus provided they exercise necessary caution for personal and pedestrian safety. A student who is using a skateboard or roller blades for transportation may continue to do so even when passing by restricted areas provided the primary purpose remains transportation. Any discourse between students, public safety and administrators regarding potential violations of the revised policy must be conducted in a civil and respectful manner.

### **SHUTTLE SERVICE**

The University provides scheduled shuttle service to enhance the quality of life for students and the University community. This free service, scheduled and operated by the Department of Public Safety provides transportation to and from classes during the week. There is a shuttle that operates on Wednesdays for shopping in the Town of Bristol. Shuttle service may be suspended with or without warning due to inclement weather or other unforeseen circumstances.

Shuttle schedules are posted at all shuttle stops and various locations throughout campus or can be obtained from the Shuttle Service webpage at:

<http://www.rwu.edu/about/administration/publicsafety/transportation/hours.htm>

### **Weekend and Holiday Transportation**

Saturday, Sunday and Holiday service provides transportation between the main campus, Almeida, Baypoint, and the town of Bristol starting at 10:00 AM.

### **Transportation to Public Transportation**

Shuttle service to Providence Amtrak, Bonanza/Peter Pan, Greyhound Bus Terminals and T.F. Green Airport is offered on Friday afternoons. Students have to sign up for this service at the Public Safety Office prior to 3:00 PM on Thursday. This service is cancelled if there are no signups. Students are responsible for their own return transportation to the campus.

### **Shopping Service to Seekonk Square**

Shuttle service to Seekonk Square is provided on Saturdays. This service is provided on a first-come basis. The shuttle will only pick up at Seekonk Square if they have dropped students off. Students are responsible for making sure they are on board by the last shuttle back to campus. If a student misses the last shuttle back it is their responsibility to arrange for transportation back to campus.

### **University Closing Transportation**

When the residence halls close for holidays or university breaks, shuttle service is available to Providence Amtrak, Bonanza/Peter Pan, Greyhound Bus Terminals, T.F. Green Airport and the New London Ferry Terminal for those students who sign up. Advance sign-up is required to accommodate planning and reservation processing. There is a set schedule for this transportation. The transportation schedule will be announced in the RWU Daily Dose and MyRWU prior to the date of departure. Reservation sign ups must be emailed to [ShuttleService@rwu.edu](mailto:ShuttleService@rwu.edu). A reply email will be sent back confirming the time of departure from campus.

### **Return Transportation**

Return transportation is provided on those Sundays when the residence halls reopen after a major break starting at TF Green Airport and stopping at the Providence train and bus stations. Scheduled times will be announced in the RWU Daily Dose prior to the date of scheduled return. Return transportation from the New London Ferry is at 5:00 PM and is a non-stop express service back to the University. Students can email request for pickup by providing their name, schedule time of arrival, flight, train, bus trip number. Email requests will not be answered after 12:00 PM on the Friday before the Sunday of the University reopening. Any questions or comments concerning the shuttle service can be emailed to: [ShuttleService@rwu.edu](mailto:ShuttleService@rwu.edu).

## **WEAPON-FREE CAMPUS POLICY**

It is the University's policy that no employee, student, visitor, guest, contractor or subcontractor on Roger Williams University property shall carry or possess a prohibited weapon on or about his or her person whether visible or concealed, nor shall any person possess such a prohibited weapon in or on Roger Williams University or leased grounds, parking areas, buildings, structures or other property. This weapon-free policy extends to bar the possession of prohibited weapons in any person's room, office, workplace, or locker, as well as in any person's vehicle if located on university property. The application of this policy as to law enforcement officers is addressed below.

### **PROHIBITED WEAPONS**

The term "prohibited weapons" as used in this weapon-free campus policy shall include any firearm as defined in Rhode Island General Laws {11-47-2 (3)}, any explosive or noxious substance as defined in Rhode Island General Laws {11-47-21}, and any non-firearm weapon or instrument described or identified in Rhode Island General Laws {11-47-42}, and this includes a knife with a blade longer than three inches. The Term "prohibited weapon" shall not however include "mace" or any other similar non-lethal noxious substance, liquid, or spray when carried by any person for his or her protection or for the protection of others.

### **APPLICATION TO LAW ENFORCEMENT OFFICERS**

Law enforcement officers carrying firearms who are on University property in an official capacity and in the performance of their duties shall be exempt from the provisions of this policy. Law enforcement officers meeting the criteria of Rhode Island General Laws {11-47-9} who are off duty shall be permitted to possess a firearm while attending classes, meetings, or seminars on University owned property only if they have given advance written notice to the Roger Williams University Director of Public Safety.

### **VIOLATION OF WEAPON-FREE POLICY**

Any student or employee determined under applicable student judicial or conduct code procedures or employee personnel policies to have violated this weapon-free policy shall be subject to appropriate University disciplinary sanctions. Any person who is not an employee or student, determined to have violated this weapon-free policy may be barred from entering University property. The University also reserves the right to refer any violations of this policy to appropriate law enforcement agencies to investigate for possible violation of state and federal laws.