MICROMOBILITY TRANSPORTATION DEVICE POLICY

The University of North Carolina at Greensboro (the “University”)

Approved by __________, [Date of Approval]
Revised [Date of Revision]

1. Purpose

This policy establishes requirements that govern the safe operation and use of bicycles, electric bicycles, scooters, electric scooters, skateboards, hoverboards, roller skates or other similar Micromobility Transportation Devices on University Property in order to protect riders of these devices, pedestrians, people with disabilities and property. The use of Micromobility Transportation Devices on University Property provides an opportunity for the University community to live, work and learn in a safe environment, with multiple alternative transportation options available. The policy seeks to encourage the safe use of Micromobility Transportation Devices, to establish and encourage patterns of behavior that prevent injury and loss of life or property, and to provide direction for effective monitoring of compliance with the policy.

2. Scope

This policy applies to all users of Micromobility Transportation Devices on University Property, including University students; University community members (i.e. faculty, staff, and contractors); and visitors, whether using a personally-owned device or one owned by a Micromobility Service.

3. Definitions and Roles and Responsibilities

3.1 Definitions

3.1.1 Abandoned Device: Any Micromobility Transportation Device which has remained in the same location on University Property for two weeks or more and which also has any combination of missing or broken parts, cobwebs, flat tire(s), a rusted chain or other indications of neglect or disrepair.

3.1.2 Bicycle: a non-motorized vehicle with two (2) or three (3) wheels tandem, a steering handle, one (1) or two (2) saddle seats, and pedals by which the vehicle is propelled, or an electric assisted bicycle, as defined in G.S. 20-4.01(7a). (1977, c. 1123, s. 1; 2016-90, s. 13(c)).

3.1.3 Grinding: Frictional contact between any part of a skateboard or other Personal Transportation Device and a hardscape or landscape improvement such as a ledge, railing, step, plant or branch.
3.1.4 **Improperly Parked Device:** Any Micromobility Transportation Device parked or left on University Property which is not located at a designated bicycle rack or in a parking zone, including but not limited to devices impeding or interfering with access to or use of spaces, or devices attached to benches, light poles, signposts, railings, stairwells or trees.

3.1.5 **Micromobility Service:** A publicly offered transportation service that enables a person to obtain short-term access by reservation for point-to-point trips on a Bicycle or Micromobility Vehicle.

3.1.6 **Micromobility Transportation Device (MTD’s):** Any small, low-speed, human-or electric-powered transportation device or vehicle, including bicycles, scooters, electric-assist bicycles, electric scooters (e-scooters), and other small, lightweight, wheeled conveyances or other devices given this designation by the University, including but not limited to hoverboards, skateboards, roller skates and inline skates.

3.1.7 **Micromobility Transportation Device Review Board:** A board established by the University and comprised of representatives from the University departments or offices named as having roles and responsibilities under this Policy, in addition to representatives from Emergency and Risk Management, the Environmental Health and Safety Department, Facilities Design and Construction and the Office of Sustainability, and which makes certain determinations regarding this Policy.

3.1.8 **Micromobility Vehicle:** A lightweight, electric-powered vehicle with a power supply of less than 750 watts, including electric assisted bicycles and standup electric scooters, but excluding motorcycles, mopeds, golf carts or similar vehicles.

3.1.9 **Sidewalk:** The part of a street or a pathway improved for pedestrian traffic.

3.1.10 **Street:** The entire width between property lines of every way or place of whatever nature, when any part thereof is open to the use of the public as a matter of right for the purpose of vehicular traffic.

3.1.11 **University Property:** The University campus and any other property allocated to or operated, leased, managed, or controlled by The University of North Carolina at Greensboro or any component or affiliated entity thereof, including but not limited to buildings, streets, sidewalks, pathways, parking areas or other grounds.

3.2 **Roles and Responsibilities**

3.2.1 **Facilities Operations:** Responsible for coordination with POCAM to remove Improperly Parked Devices on University Property and for coordination with UNCG Police to protect University buildings and property from damage by users of MTD’s.

3.2.2 **Housing and Residence Life:** Responsible for coordination with POCAM to remove Improperly Parked Devices within or immediately surrounding residence halls and for coordination with UNCG Police to protect residence halls and property from damage by users of MTD’s.

3.2.3 **Human Resources Department:** Responsible for applying appropriate disciplinary action commensurate with the offense for confirmed policy violations by University
employees and contractors and responsible for determinations for employees’ medical or disability accommodations for devices, when the need for a mobility accommodation is not obvious.

3.2.4 **Micromobility Service**: Any Micromobility Service licensed to deploy or allow its registered users to operate on University Property shall require its users to abide by the provisions of this policy and other applicable traffic regulations. It shall coordinate with the University to monitor and report user violations and cooperate with the University on user education and enforcement.

3.2.5 **Micromobility Transportation Device Review Board**: The board makes determinations regarding 1) requested exceptions to this Policy, 2) allowable parking zones on University Property for devices owned by a Micromobility Service, 3) and establishment of slow-ride or no-ride areas for MTD’s.

3.2.6 **Office of Accessibility Resources and Services (OARS)**: Responsible for determinations for students’ and visitors’ medical or disability accommodations for devices, when the need for a mobility accommodation is not obvious.

3.2.7 **Office of Student Rights and Responsibilities**: Responsible for review and enforcement of student code of conduct violations associated with this Policy, after referral from Parking Operations and Campus Access Management (POCAM), UNCG Police or other University office.

3.2.8 **Parking Operations and Campus Access Management (POCAM)**: Responsible for the oversight of any Micromobility Service licensed to operate on University Property; the registration of personally owned Bicycles and Micromobility Vehicles; the regulations governing the use, parking and storage of MTD’s outside of University buildings; the enforcement of parking violations; the ticketing, removal or relocation of Improperly Parked Devices; the removal, temporary impoundment and disposal of Abandoned Devices; and making determinations related to termination or suspension of permission for a user in violation of this Policy to continue operating one or more types of MTD’s on University Property.

3.2.9 **UNCG Police**: Responsible for enforcing and reporting moving violations and/or other life safety issues for users of MTD’s and for ensuring Policy compliance related to 1) damage to University buildings and property by users of MTD’s and 2) unauthorized electrical usage in University buildings to charge personally-owned Micromobility Vehicles.

4. **Policy**

4.1 **Authorization**

4.1.1 Only those Micromobility Services permitted by the City of Greensboro and licensed by the University to provide service are authorized to deploy Bicycles or Micromobility Vehicles or allow their users/riders to operate on University Property.
4.2 Operating or Moving Rules of Use for Micromobility Transportation Devices

4.2.1 Users/riders shall exercise due care and reasonable caution to prevent injury to others, to self, or property. Reckless operation whereby the rider upholds no concern for the safety of others, constitutes a violation of acceptable use. In particular, users/riders shall:

a. Yield to pedestrians and individuals using wheelchairs;

b. Pass only when it is safe to do so and pass to the left when passing any other user on the same surface; and

c. Shall avoid heavy pedestrian environments that overflow sidewalks (e.g. large events and class changes).

4.2.2 Allowable Areas of Use – Table 1 below illustrates where users/riders are permitted to operate certain types of Personal Transportation Devices for point-to-point transportation purposes on University Property:

<table>
<thead>
<tr>
<th>Table 1</th>
<th>Streets</th>
<th>Sidewalks</th>
<th>Buildings</th>
<th>Parking Lots &amp; Decks</th>
<th>Grounds &amp; Other Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>User-owned Bicycles and Micromobility Vehicles</td>
<td>✔️ a</td>
<td>☐ b</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Micromobility Vehicles owned by a Micromobility Service</td>
<td>Only on designated streets</td>
<td>☐ b</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>User-owned MTD’s which are NOT Bicycles or Micromobility Vehicles</td>
<td>☐</td>
<td>✔️</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Devices required for a medical condition or disability</td>
<td>☐ c</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
</tr>
</tbody>
</table>

a. If device is properly equipped to safely operate on streets

b. Prohibited except in areas designated by the University and marked accordingly with signage

c. Except at designated street crossings and other on-street areas where pedestrians are allowed to safely walk

4.2.3 Users are strongly encouraged to wear a helmet, and when operating in low or no light conditions to wear reflective apparel that will make them visible and equip devices with reflectors and lights that are visible from the front and rear.
4.2.4 Users shall obey all State and other applicable traffic regulations, such as riding only on the right side of the road, stopping at traffic signals and stop signs, and yielding to pedestrians, which are in full force and effect on University Property.

4.2.5 While operating on streets, users of Bicycles and Micromobility Vehicles must travel in the same lane of travel and direction as motor vehicles and should use designated bike lanes, where available.

4.2.6 Users shall not engage in acrobatics of any kind nor wear or use headphones, earphones or cellular phones while operating such devices, unless stationary and required for navigational purposes.

4.2.7 Obstacle riding or other acts or maneuvers which may endanger the operator or others or damage property is prohibited. Obstacles such as university monuments, retaining walls, staircases, ledges, handrails, benches, brick patios, curbs, flower planters and other structures shall be off limits to riders due to the inherent destruction of property that may result from such activities, and to prevent injury to pedestrians. Certain obstacles may be set up by the University for permitted use outside of parking and pedestrian areas and will be clearly marked for use by riders.

4.2.8 Grinding shall be prohibited in order to avoid damage to property.

4.2.9 Users of a Micromobility Service device may operate (ride) only in designated operating areas and in accordance with the slow and no-ride zones, as defined by the vendor’s service maps.

4.3 Parking, Registration and Maintenance Rules for Micromobility Transportation Devices

4.3.1 Micromobility Vehicles owned by a Micromobility Service shall only be parked in parking zones designated by the University and marked for such purpose. The user shall park the vehicle upright in an available parking zone, and if a specific zone is full, the user shall proceed to a parking zone that has availability.

4.3.2 Bicycles and MTD’s parked outdoors on University Property shall be on a designated bicycle rack or parking zone or shall be considered an Improperly Parked Device. Personally owned Bicycles and MTD’s shall not be parked in a parking zone designated for use by a Micromobility Service or shall be considered an Improperly Parked Device.

4.3.3 Parking or storing Bicycles or Micromobility Vehicles in any University building is prohibited, other than in areas designated specifically for this purpose or where otherwise permitted by the University.

4.3.4 Abandoned Devices are not permitted on University Property, whether in a designated bicycle rack, parking zone or elsewhere, and are subject to removal, temporary impoundment and disposal, with proper notice and in accordance with established standard operating procedures.

4.3.5 University students, employees and contractors who own and operate Bicycles and Micromobility Vehicles on University Property are strongly encouraged to register their
device with POCAM. POCAM can assist registrants with locating and retrieving lost, stolen or impounded devices.

a. Registrants must keep the registration permit displayed in the proper location.

4.3.6 Owners of MTD’s are responsible for keeping their device in good working order and not abandoning their devices on University Property.

4.3.7 Charging a Micromobility Vehicle in any University electrical outlet is prohibited, without express written permission from the University or in an area designated specifically for this purpose.

5. Compliance and Enforcement

5.1 Parties Responsible for Compliance and Enforcement

5.1.1 POCAM is responsible for the enforcement of MTD parking violations; the ticketing, removal or relocation of Improperly Parked Devices; and the removal, temporary impoundment and disposal of Abandoned Devices. POCAM is also responsible for ensuring policy compliance by any Micromobility Service licensed to operate on University Property. In particular, POCAM shall ensure that University students and community members have a reliable mechanism by which to report parking violations for personally owned MTD’s and those owned by a Micromobility Service and that the vendor relocates the reported device within the allotted time specified in its license agreement with the University.

5.1.2 UNCG Police is responsible for enforcement of moving violations and/or other life safety issues for users of MTD’s. In addition to applying appropriate law enforcement measures, the UNCG Police shall report moving violations to the appropriate University division, including the Office of Student Rights and Responsibilities for student violations and the Human Resources Department for University employee and contractor violations. UNCG Police should also report moving violations and accidents involving Bicycles or Micromobility Vehicles owned by a Micromobility Service to that Micromobility Service. UNCG Police is also responsible in cooperation with Facilities Operations and Housing and Residence Life to ensure compliance related to 1) damage to University buildings and property by users of MTD’s and 2) unauthorized electrical usage in University buildings to charge personally-owned Micromobility Vehicles.

5.1.3 A Micromobility Service licensed to operate on University Property is responsible for holding its users accountable for abiding by the terms of its rental agreement; for moving violations; for parking violations; and for violations of this Policy, University regulations or other traffic regulations. If a user is reported and confirmed to be in violation of any of the above, the Micromobility Service shall take action to contact the user and issue the appropriate education, warning, fine, and/or account suspension, whether temporary or permanent, depending upon the severity of the violation and number of previous violations.
5.2 Policy Violations and Disciplinary Procedures

5.2.1 Any violation of this policy by a University student is subject to the Student Code of Conduct in the Student Policy Handbook. For employees, violation of this policy will be subject to consideration as "misconduct" under EHRA policies (faculty and EHRA non-faculty) or "unacceptable personal conduct" under SHRA policies, including any appeal rights stated therein.

5.2.2 If violation of the policy also results in a violation of law, the violation may also be referred for criminal or civil prosecution.

5.2.3 Violations of this policy may result in termination or suspension of permission for a user to operate one or more types of MTD’s on University Property, where such action is reasonable to protect the safety of others and/or property.

5.2.4 Improperly Parked Devices are subject to ticketing, removal or relocation.

5.2.5 Abandoned Devices are subject to removal, temporary impoundment and disposal, with proper notice and in accordance with POCAM’s established standard operating procedures.

5.3 Determination of Eligibility and Exceptions

5.3.1 The University reserves the right to make final determination and approval of requested medical or disability accommodations for devices or exceptions to this policy.

a. Final determinations for medical or disability accommodations for devices will be made by the Office of Accessibility Resources and Services (OARS) for students and visitors and by the Human Resources Department for employees, when the need for a mobility accommodation is not obvious. A single appeal to the Associate Vice Chancellor and Dean of Students for Student Affairs, or designee, for students is allowed, and similarly for employees and contractors to the Vice Chancellor for Finance and Administration, or designee. The decision of the respective Vice Chancellor, or designee, may not be appealed.

b. Exceptions to this policy may be requested in writing to the Micromobility Transportation Device Review Board, summarizing the nature and the reason for the exception. Final determinations will be made by this board.

6. Additional Information

6.1 Supporting Documents

- Regulations Governing Traffic, Parking, and the Registration of Vehicles for the University of North Carolina at Greensboro
- Using Your Bicycle on Campus

6.2 Related Policies

- Student Code of Conduct
6.3 Resources

- City of Greensboro Department of Transportation: E-Scooters and Micromobility
- City of Greensboro Code of Ordinances, Chapter 16, Article V – Bicycles and Micromobility Vehicles

6.4 Approval Authority

[Chancellor, Board of Trustees, etc.]

6.5 Contacts for Additional Information and Reporting

- Responsible Executive:
  Scott Milman
  Associate Vice Chancellor for Campus Enterprises and Real Estate
  336.334.5197
  slmilman@uncg.edu

- Responsible Administrator:
  Parking Operations and Campus Access Management (POCAM)
  336.334.5681
  parking@uncg.edu

- [Other Contacts: insert title/office, phone, email]