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EAST TENNESSEE STATE  
UNIVERSITY

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## **University Commons and Associated Greenspaces**

**Policy Name:** University Commons and Associated Greenspaces

## **Policy Purpose**

This policy specifies rules concerning the use of motorized and non-motorized vehicles and personal transportation devices (PTD's) and staking within the University Commons, Campus Center Quadrangle, and Culp Amphitheater areas and their associated greenspaces to protect and preserve the condition of these valuable campus assets.

## **Applicability**

This policy applies to all ETSU employees, students, visitors, and third-party vendors.

## **Responsible Official, Office, and Interpretation**

The Associate Vice President for Facilities Management is responsible for the review and revision of this policy. For questions about this policy, please contact the ETSU Office of Facilities Management. The Chief Operating Officer in consultation with the Office of University Counsel, has the final authority to interpret this policy.

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## Defined Terms

*A defined term has a specific meaning within the context of this policy.*

### ADA-Assisted Transportation Device

Any assistive technology device, motorized or non-motorized, that aids the movement of people with physical impairments. Includes, but is not limited to, wheelchairs, self-propelled wheelchairs, and ADA scooter devices.

### Motorized Vehicles and Personal Transportation Devices (PTDs)

Includes golf carts, utility vehicles, motorcycles, e-bikes, e-scooters, e-skateboards, Segways, mopeds, cars, trucks, or construction equipment, etc.

### Non-Motorized Personal Transportation

Includes any self-propelled, human-powered vehicles such as skateboards, scooters, skates, or bicycles, etc.

### Protective Measures

Use of non-marking tires or plywood sheeting or other similar materials to protect concrete surfaces from staining, marring, chipping, or general damage.

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### **Policy**

#### 1. Prohibited Usage

The use of motorized vehicles and motorized PTDs by ETSU faculty, staff, students, vendors, volunteers, and contractors is prohibited within the University Commons, the Campus Center Quadrangle, the Culp Amphitheater, and their associated greenspaces without prior approval from Facilities Management

#### 2. Exemptions

All ADA-certified Assisted Transportation Devices are exempt from this policy. The use of motorized vehicles and PTDs to provide transportation to disabled members of the campus community is permitted to ensure equal access in all areas under this policy.

#### 3. Non-Motorized Personal Transportation Devices

Non-motorized PTDs may be used in the University Commons, Campus Center Quadrangle, Culp Amphitheater, and their associated greenspaces in compliance with Public Safety policy.

#### 4. Ground Staking Prohibited

Due to potential damage to grass, turf, utilities, and irrigation systems, ground staking is prohibited within the University Commons, the Campus Center Quadrangle, the Culp Amphitheater, and their associated greenspaces. Other methods of securing tents and displays, etc., such as the use of sandbags, water barrels, etc., are to be substituted for staking.

#### 5. Access Routes

Access Routes through the University Commons, the Campus Center Quadrangle, the Culp Amphitheater, and their associated greenspaces, and the acceptable routes to traverse these areas can be found in **Appendix A**, below.

#### 6. Greenspace Maintenance Equipment

The use of lawn mowing and grounds maintenance equipment is allowed in the University Commons, the Campus Center Quadrangle, the Culp Amphitheater, and their associated greenspaces.

#### 7. Organized Event Usage

Organized use of the green spaces associated with the University Commons, the Campus Center Quadrangle, and the Culp Amphitheater must be reserved with the [Student Center Event Coordinator](#) prior to the event.

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### **Procedures**

#### **1. Use of Motorized Vehicles.**

- 1.1. Written approval for motorized vehicle usage within the University Commons, the Campus Center Quadrangle, the Culp Amphitheater, and their associated greenspaces can be obtained by submitting a work order to burtont@etsu.edu at Facilities Management for appropriate routing.
- 1.2. The work order must contain a plan outlining protective measures for concrete surfaces, impervious surfaces, and greenspace (lawn/turf areas).
- 1.3. The plan outlining protective measures requires approval by the Associate Vice President for Capital Planning and Facilities Services and the Director of Grounds.
- 1.4. The plan must contain the following:
  - 1.4.1. The type of motorized vehicle or construction equipment to be used;
  - 1.4.2. Details for protecting impervious surfaces and grassy areas from vehicular use;
  - 1.4.3. The day, time, and duration of use;
  - 1.4.4. The name, title, and telephone number of the contact person; and
  - 1.4.5. The reason or verification of the need to use motorized vehicles in these areas.

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## Applicable Forms and Websites

[Student Center Event Coordinator](#)

## Authority and Revisions

**Authority:** TCA § 49-8-203, et seq.

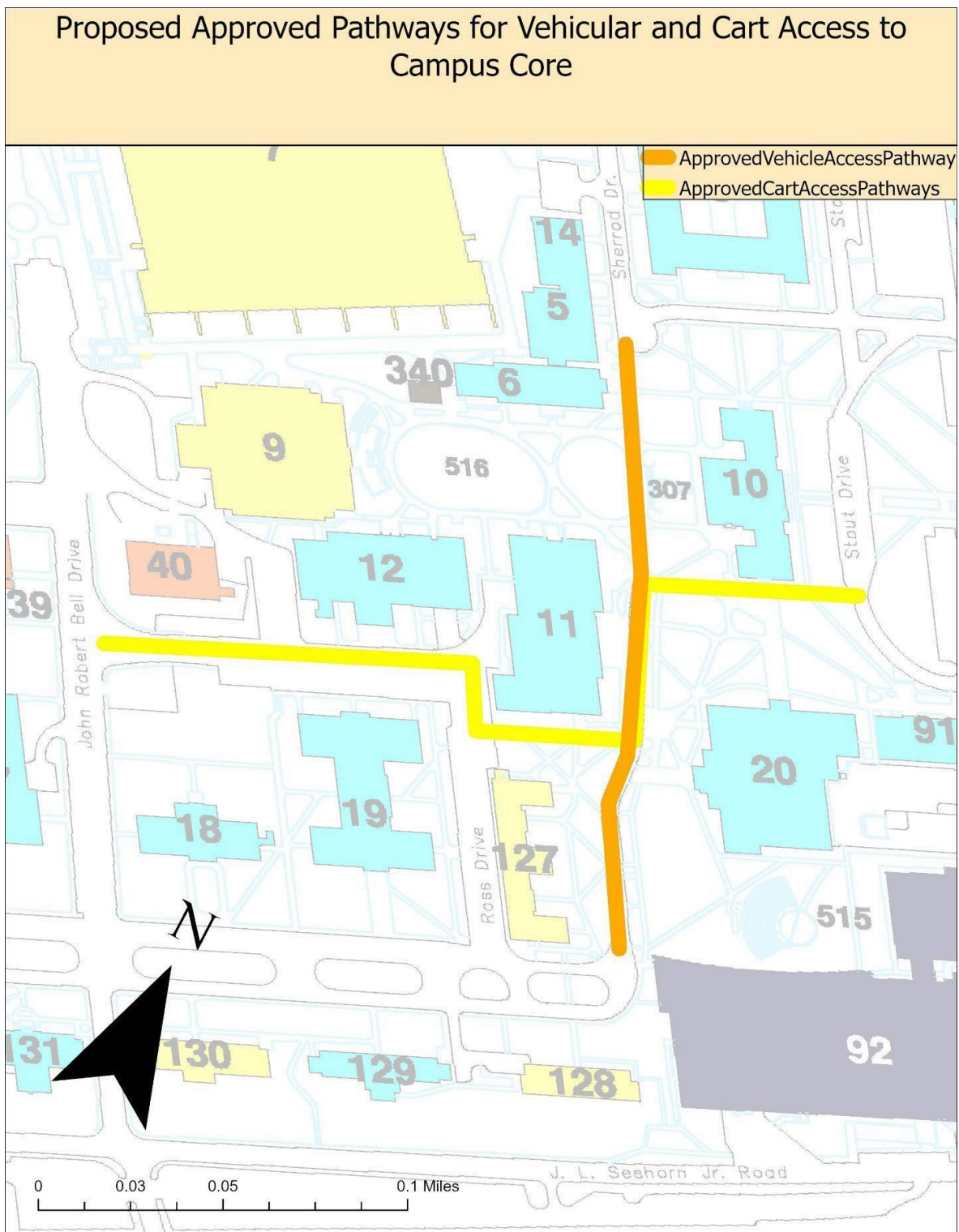
**Previous Policy:** N/A

The ETSU Board of Trustees is charged with policy making pursuant to TCA § 49-8-203, et seq. On March 24, 2017, the Board delegated its authority to ETSU's President to establish certain policies and procedures for educational program and other operations of the University, including this policy. The delegation of authority and required process for revision to this policy can be found on the [Policy Development and Rule Making Policy webpage](#).

To suggest a revision to this policy, please contact the responsible official indicated in this policy. Before a substantive change to the policy section may take effect, the requested changes must be: (1) approved by the responsible office; (2) reviewed by the Office of University Counsel for legal sufficiency; (3) posted for public comment; (4) approved by either Academic Council or University Council; and (5) approved by ETSU's President.

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## Appendix A



Policy Effective Date: 10/10/2022 • Policy Revised: Insert  
Procedures Effective Date: 10/10/2022 • Procedures Revised: Insert