

Final Report for 2023-24 Academic Year

Committee Name: Parking Advisory Committee

Report Submitted: May 24, 2024

Chairperson: Craig Short, Assistant Vice President for Business Services

Committee members:

Faculty

1. Alex Gabbin, College of Business
2. Leslie Harlacker, Sociology and Anthropology
3. Cathy Snyder, College of Business
4. Paul Warne, Mathematics & Statistics
5. Janet Wigglesworth, Kinesiology
6. Michael Yankey, College of Business

Staff

1. Robin Bryan, AVP for Information Technology
2. Rose Gray, English Department (Co-Chair of Parking Appeals Committee)
3. Tish Leeth, Director of Cash and Investments
4. Ben Lundy, Field Operations Manager for Parking and Transit Services (ex officio)
5. Tony Matos, JMU Chief of Police
6. Gary Shears, Executive Director of Facilities and Construction
7. John Skelly, Off-Campus Life (Co-Chair of Parking Appeals Committee)
8. Bill Yates, Director of Parking and Transit Services (ex officio)

Students

1. Kathryn Manico
2. To be named
3. To be named

23/24 meeting dates:

- December 8, 2023 (virtual)
- March 29, 2024 (in-person with virtual option)

Outgoing committee members:

None at this time

Recommendations for incoming members:

Faculty members representing other colleges or areas of campus

Summary of committee business for 23/24:

December 8, 2023 meeting – regularly scheduled fall meeting

Comments from the chair on the following:

Item 1: Parking signs campus-wide replaced as part of the university's master signage plan

Item 2: Metered parking was transitioned to pay-by-plate at the start of the fall 2023 semester

Item 3: Funding approved to remove booths/islands in Warsaw Deck, 12 to 15 f/s spaces gained

New Business:

Item 1: Request from Parking and Transit to reallocate the back portion of D3 Lot for commuter use

Overview: Parking and Transit Services is seeking support from the committee to reallocate 80 spaces in D3 Lot for commuter student use. The spaces would be designated as part of adjacent commuter lot C12.

Relevant information:

- The section of D3 Lot requested for reallocation (80 faculty and staff spaces) is underutilized, with fewer than five vehicles parked on most days when no special events are taking place.
- The section of D3 Lot closer to Festival (105 faculty and staff spaces) almost never fills to capacity.
- The nearby Ballard Parking Deck has adequate space to accommodate any special event parking needs on days when parking demand is higher than usual.
- During basketball season, when approximately 40% of the Ballard Parking Deck is reserved on home game days for basketball season permit holders, the proposed reallocation of 80 spaces from D3 to C12 would help to offset any inconvenience to commuter students attending classes on East Campus.
- On days when other large-scale special events overlap with basketball home games, the availability of 80 additional commuter parking spaces in C12 could prevent the Ballard Parking Deck's non-reserved area from filling to capacity.

Recommendation:

The Parking Advisory Committee recommended reallocating the proposed portion of D3 Lot for commuter student use.

Item 2: Request from HDPT to eliminate 4 faculty/staff spaces in X Lot to improve traffic flow

Overview: The Harrisonburg Department of Public Transportation requests that four faculty and staff spaces in X Lot be eliminated in order to avoid blocking vehicular traffic when busses stage in front of Memorial Hall.

Relevant information:

- X Lot (18 faculty and staff spaces) consists of a single row of parking spaces directly adjacent to the bus lane in front of Memorial Hall, and is the last stop on HDPT's Inner Campus Shuttle (ICS) route.
- HDPT bus drivers regularly use the bus lane to stage and to take breaks during their shifts. As a result, as many as four buses queue up in the lane, unintentionally preventing vehicles from pulling out of parking spaces and exiting X Lot.
- Y Lot (63 faculty and staff spaces), the parking lot immediately adjacent to X Lot, has a minimum of 20 spaces available even at times of peak demand.

Recommendation:

The Parking Advisory Committee supported the elimination of four parking spaces in X Lot to facilitate bus traffic in front of Memorial Hall.

Item 3: Request from Talent Development for two reserved spaces in N Lot for faculty/staff attending training classes

Overview: "A majority of the Talent Development workshops are held in the Wine Price building. At times, we can have anywhere from 3 to 7 workshops in a single week. As the university continues to grow, parking has proven to be a challenge for our attendees. This challenge is not unique to us, I understand. However, I am hoping for a solution that will communicate to employees our understanding of the time they are sacrificing to come to training. We would like to designate 2 spots in Lot N for Talent Development visitors. Obviously, that will not solve the problem as we often have 25 people in a workshop at a time. But, it does let them know that we are doing everything we can to minimize the time they are spending away from their offices. This would be especially beneficial for those employees coming from East Campus who would find a walk to Wine Price to be unreasonable (and sometimes impossible). Because the spaces will remain vacant at times, I understand that you may not be able to grant my request. Please let me know if you need any other information. Thank you for sharing this with the Parking Advisory Committee." – Jennifer Testa, Director of Talent Development

Relevant information:

- N Lot currently consists of 45 faculty and staff spaces and two dedicated Aramark visitor spaces.
- N Lot currently fills to capacity on most weekdays.
- The Mason Street Parking Deck on North Campus regularly has in excess of 150 open faculty/staff parking spaces, even at times of peak demand, barring any large-scale events in the area.

Recommendation:

The Parking Advisory Committee declined to support the request, citing the fact that two spaces would be insufficient to meet the needs of Talent Development class attendees, and could potentially lead to further frustration on the part of attendees. The committee recommended that Talent Development class attendees continue to be directed to the Mason Street Parking Deck for reliable available parking.

Additional agenda items from committee members:

None

Meeting Adjourned

March 29, 2024 meeting – regularly scheduled spring meeting

Comments from the chair on the following:

Item 1: Reallocation of 80 spaces from D3 to C12 beginning spring 2024 generated no concerns

Item 2: Began emailing parking citations to university community on March 11, 2024

Item 3: University community will have opportunity to opt-in to receiving text messages soon

Item 4: SGA passed resolution requesting warnings only during the first week of each semester

New Business:**Item 1: Request from Residence Life for designated hall director spaces to serve Eagle and Shorts Halls**

Overview: From Kathleen Campbell, Director of Residence Life, “Please consider adding two reserved spaces for the Lake Area Hall Directors (Eagle and Shorts halls). These are the only 2 HDs that do not have assigned parking spots on campus. Eagle HD is a full-time staff member, and the Shorts HD is a graduate student. The creation of parking spots for these two HDs will create an equitable experience for all HDs on campus. Along with managing Eagle Hall with 434 residents and Shorts Hall with 211 residents, both of these Hall Directors, serve in an on-call role, serving as primary on-call person for the whole residential campus for multiple weeks during the year. If these spots were to be created, I would request them to be next to the Resident Adviser parking spots in F lot. HDs acknowledge that they would have to move their cars for football games, etc.”.

Relevant information:

- Currently, there are no reserved spaces for hall directors (HDs) in faculty and staff parking facilities.
- Quad area HDs do not have assigned parking spaces; rather, their permits allow them to park in faculty/staff lot K.
- Designated HD spaces are on Bell (2), Shenandoah (3), and Weaver (2) Service Drives, in C4 (1) and R6 (1) Lots, in Chappellear Service Area (7), and on Walnut Lane (1).

- For the spring 2024 semester, there are 17 student HDs and 6 professional HDs.
- Full-time professional HDs have access to all faculty and staff parking facilities and designated HD spaces throughout campus.
- Student HDs have access to designated HD spaces throughout campus (17 in total), all resident parking areas, and one faculty and staff parking lot proximate to their residence hall.
- At the request of Dr. Miller, resident advisers (RAs) were given a limited number of reserved spaces in several locations throughout campus to improve recruitment and retention beginning with the 2022-2023 academic year.

Recommendation:

The Parking Advisory Committee declined to support the request, citing the regular availability of parking in general faculty and staff spaces in F Lot.

Item 2: Request from [REDACTED] for additional accessible spaces in Burruss Service Area

Overview: See the attached request letter from [REDACTED]

Relevant information:

- Although a significant portion of the Burruss Service Area (formerly B Lot) was lost to the Carrier Library expansion and renovation project, the number of ADA spaces in the lot was unaffected (all 4 remain). The other 8 spaces in Burruss Service Area are designated for service vehicles.
- The 4 ADA spaces in the Burruss Service Area exceed the minimum number of ADA spaces required by law for the parking lot (state and federal law require 1 ADA space for a 12-space parking lot).
- In addition to the 4 ADA spaces in the Burruss Service Area, a total of 17 additional ADA spaces exist in nearby parking lots, including Miller Service Area, V Lot, Alumnae Service Drive, and the Holland-Yates Service Area.
- Currently, there are no reserved spaces on campus for staff members of a specific department.

Recommendation:

The Parking Advisory Committee recommended that the requestor be referred to the Office of Disability Services to inquire about what options may be available to accommodate their request before the reallocation of parking for additional accessible space is considered.

Item 3: Request from Faculty Senate to revisit the resolution seeking faculty/staff parking for graduate instructors

Overview: See the attached motion from the Faculty Senate

Relevant information:

- Under current parking policy, graduate students are eligible for the same parking privileges as undergraduate students.
- While the closest student parking lots to campus academic buildings fill to capacity on weekdays, several peripheral lots remain available to students at all times. At no time does all student parking on campus fill to capacity.
- Similar requests have been brought before the Parking Advisory Committee in spring 2017, spring 2018, spring 2019, and in a special session on November 18, 2021.
- In the fall of 2021, the Parking Advisory Committee declined to support the same motion from the Faculty Senate citing concerns about the fluctuating number of parking spaces needed to accommodate such a request, the impact on full-time faculty and staff members, and the desire to preserve parking equity among the student population.

Recommendation:

The Parking Advisory Committee recommended that Parking and Transit Services contact the Graduate School to obtain more specific information about their needs before making a determination, leaving the possibility open for a special meeting to consider the request further once additional information has been obtained.

Additional agenda items from committee members:

None

Meeting Adjourned**Projected meeting schedule for 24/25 academic year (dates and times, if possible):**

The Parking Advisory Committee typically meets once per semester. Bill Yates, Director of Parking and Transit Services, Rose Gray and John Skelly, Co-Chairpersons of the Parking Appeals Committee and Craig Short, Chairperson of the Parking Advisory Committee, receive suggestions for change through citation appeals and complaints. When there are sufficient agenda items to warrant a meeting, the group is called together. Therefore, I am unable to provide specific meeting dates. Meetings are typically held in October or November during the fall semester and again in March or April during the spring semester.

February 9, 2024

[REDACTED]

JMU Parking Authority
RE: Handicap Parking

To Whom It May Concern,

Greetings. I am [REDACTED] here at James Madison University. I would like to bring a parking issue to your attention.

I try to park at the Burruss Hall parking lot, that is next to [REDACTED]. Due to my multiple health conditions, I have a handicapped parking license on my vehicle. When school is in session there are not enough handicapped spots available in this Burruss parking lot. I work from [REDACTED] and I often need to walk from the parking deck or the handicapped spots near Alumnae Hall. When this happens, due to my [REDACTED] I barely can make it to the doors of [REDACTED]. I need to use [REDACTED] most days when there is no parking available at Burruss Hall.

Would it be possible to do any of the following ideas:

- Add more (two?) additional handicapped parking spots?
- Add one more parking spot and it be designated for the [REDACTED] handicapped staff so that I could park there?
- Add two more parking spots, one being handicapped and the other reserved only for a [REDACTED] staff?

I would like to thank you in advance for considering this request. I truly am concerned over the amount of walking needing to be done to get to my work area in [REDACTED]. I certainly would not mind the walk if I did not have the health issues I need to deal with. I look forward to hearing from you soon.

Respectfully Submitted,

[REDACTED]

Motion to Allow Faculty/Staff Parking Passes for JMU Graduate Students who are Instructors of Record

Whereas JMU Graduate Students who are Instructors of Record face a unique hardship in fulfilling their assigned teaching duties because student parking on campus fills quickly and remains full for much of the day;

Whereas graduate students at other institutions (e.g., UVA) who serve as instructors of record at JMU are able to secure faculty/staff parking permits, which puts our JMU Graduate Students at a disadvantage to their peer graduate student instructors from other institutions; and

Whereas current parking regulations forbid student access to faculty/staff permits regardless of context of role at the university ("Use of faculty/staff or visitor permits by students currently enrolled at James Madison University is strictly prohibited." p. 17, parking regulations posted here: <https://www.jmu.edu/parking/files/parking-regulations.pdf>)

Whereas the faculty/staff lots rarely fill to capacity, the total number of additional potential faculty/staff passes is small relative to current capacity (estimated < 40 additional passes), and because these graduate student instructors will only need the spaces on select times and days, thus the approval of faculty/staff parking permits will not create a significant change in available faculty/staff parking spaces;

Be it therefore resolved that a subset of JMU graduate students who are the instructor of record of a course at JMU are allowed to acquire faculty/staff parking permits on a semester-by-semester basis. Program directors and/or Area Unit Heads must verify that a graduate student who wishes to obtain a faculty/staff parking pass has primary teaching responsibilities as the instructor of record for a JMU course, as they would for other adjunct instructors wishing to obtain a faculty/staff parking pass.