



Executive Vice President for Administration and
Finance and Chief Financial Officer
July 10, 2024

A. PURPOSE

The purpose of this policy is to establish standards for the operation of bicycles and motorized and non-motorized personal transport devices to promote the safety and security of individuals and University property as part of an active transportation system.

B. AUTHORITY

[Code of Virginia Section 23.1-1301, as amended](#), grants authority to the Board of Visitors to make rules and policies concerning the institution. Section 7.01(a)(6) of the [Board of Visitors Bylaws](#) grants authority to the President to implement the policies and procedures of the Board relating to University operations.

[Code of Virginia Section 15.2-1720, as amended](#). Localities authorized to license bicycles, electric power-assisted bicycles, mopeds, and electric personal assistive mobility devices; disposition of unclaimed bicycles, electric power-assisted bicycles, mopeds, and electric personal assistive mobility devices

[Code of Virginia Section 46.2-100, as amended](#). Motor Vehicles, -a
earphones

[Code of Virginia Section 46.2-904, as amended](#). Use of roller skates and skateboards on sidewalks and shared-used paths; operation of bicycles, motorized skateboards or foot-scooters, motor-drive cycles, electric power-assisted bicycles, and electric personal assistive mobility devices on sidewalks and crosswalks and shared-use paths; local ordinances

[Board of Visitor Policy 1602, Disposition of Abandoned or Unclaimed Property](#)

Recreational Use – Any use of a bicycle or PTD covered in this policy when operated for purposes other than commuter transit.

Site-furnishings – Elements of hardscape, paths, paving, foundations, trash receptacles, benches, landscaping, trees and vegetation, facilities, poles, posts, railings, ramps, artwork, and uninhabited extensions of buildings.

D. SCOPE

This policy applies to all employees, students, volunteers, and visitors to the institution. Employees include all staff, administrators, faculty, full- or part-time, and classified or non-classified persons who are paid by the University. Students include all persons admitted to the University who have not completed a program of study for which they were enrolled; student

- iii. Use in Buildings – Bicycle and PTD riding is prohibited in all University buildings, facilities, garages, parking lots, and loading zones. These devices (with the exception of skateboards) may not be walked through these buildings or facilities, except for direct access to and from approved spaces.
- iv. Traffic Rules – Bicycles and PTDs must follow all posted signage across University property and rules set forth in this policy. All riders must abide by all Virginia Code Traffic rules and Police Department direction anywhere on University property.
- v. Lights, Headphones and Helmets – Virginia Code requires bicycles and certain PTDs be equipped with and use front and rear lights between the hours of dusk and dawn (Virginia Code § 46.2-1015). It is recommended that all riders wear some functioning lighting device when riding between the hours of dusk and dawn. Headphones (earbuds and earphones) shall not be worn in more than one ear when riding any device on University property. Virginia Code prohibits bicycle and PTD riding with earphones on or in both ears on highways in the Commonwealth (Virginia Code § 46.2-1078). The use of any handheld device in-hand on University property while riding a bicycle or PTD is prohibited. Although helmet use is not required when riding on University property, riders are strongly encouraged to wear a helmet whenever operating a bicycle or PTD.
- vi. Maximum Speed and Dismounting – Riders should maintain appropriate speeds so as to not endanger the safety of themselves or anyone around them. All riders shall

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- a valid permit purchased from the Office of Transportation and Parking Services and be parked in the appropriately designated parking area (See Parking Regulations).
- ii. Mopeds are not allowed to be locked to bike racks.
- iii. As licensed vehicles, mopeds must be driven on the roadway and are not allowed to be ridden on pathways and sidewalks.

2. Permitted and Prohibited Parking Areas and Behavior

a. Bicycles

- i. Bicycles must only be locked to bike racks.
- ii. Bicycles shall not take up mridn (p)-5.217 tTd(n (p)-3.3 (dt-0.)-0.7 ()]T0.002 Tct6n20.359 f6 (p)-320.6

4. Lost, Stolen, Relinquished, and Abandoned Bicycles and PTDs
 - a. If a bicycle or PTD is suspected lost or stolen, the University Police Department should be contacted with identifying information.
 - b. If what appears to be a lost or stolen bicycle or PTD is found, the University Police Department

- b. The University Police Department, the Outdoor Adventure Program, and the Office of Transportation and Parking Services are responsible for promoting adherence to traffic rules, regularly demonstrating proper security techniques, and promoting safe and responsible bicycle and PTD use on University property through specific events, programs, and campaigns.

G. RECORDS RETENTION

Records of abandoned bicycles or PTDs are retained for three years and then destroyed in accordance with the [Commonwealth's Records Retention and Disposition Schedule \(Schedule 117, Series 012300\)](#).

H. RESPONSIBLE OFFICER

Director of Transportation and Parking Services

I. RELATED INFORMATION

[2010 ADA Standards for Accessible Design](#)

[Consumer Product Safety Commission Hoverboard Safety Alert](#)

[Board of Visitors Policy 1602 – Disposition of Unclaimed or Abandoned Property](#)

[University Policy 1002 – Code of Ethics](#)

[Old Dominion University Parking and Traffic Regulations](#)

/s/ Garrett Shelton
Responsible Officer

July 10, 2024
Date

/s/ Donna W. Meeks
Chair, Policy Review Committee (PRC)

April 9, 2024
Date

/s/ Chad A. Reed
Responsible Oversight Executive

July 10, 2024
Date

/s/ Allen T. Wilson
University Counsel

July 10, 2024
Date

/s/ Brian O. Hemphill, Ph.D.
President

July 10, 2024
Date