

Handbook of Operating Procedures

PERSONAL TRANSPORTATION RIDING DEVICES

A. Purpose

The University of Texas Rio Grande Valley (UTRGV) supports and seeks to encourage the use of personal forms of transportation by members of the UTRGV community, while at the same time ensuring a safe environment for pedestrians, reducing risks of personal injury for pedestrians or device riders, and avoiding damage to UTRGV facilities caused by inappropriate use. With these objectives in mind, the purpose of this policy is to provide guidance on the operation and use of personal transportation riding devices on property owned, leased, operated or controlled by UTRGV.

B. Persons Affected

This policy applies to all individuals, including without limitation employees, faculty, students, visitors, volunteers, contractors, or vendors in or on the premises and facilities owned, leased, operated, or otherwise controlled by UTRGV. This policy does not govern the use of personal transportation riding devices used by individuals with disabilities as a reasonable accommodation.

C. Policy

1. Use/Operation of Personal Transportation Riding Devices

- a. Personal transportation riding devices are to be used specifically for transportation from one campus location to another campus location, unless used as part of a UTRGV-approved competition or function.
- b. Individuals using a personal riding transportation device must:
 - i. Use their personal transportation device at reasonable, safe, and prudent speeds based upon conditions (including terrain);
 - ii. Use their personal transportation devices within their abilities, the requirements of this policy, and within the purpose and design of the device being used;
 - iii. Yield the right of way to pedestrians at all times;
 - iv. Comply with all official traffic-control devices and signs, including posted signs prohibiting riding in a particular designated location;
 - v. Maintain control at all times; and
 - vi. Exercise due care and reasonable caution to prevent injury to others, to self, or to property.
- c. Individuals using a personal transportation riding device shall dismount from the device and walk across all designated crosswalks, and shall dismount in areas that present

heightened risk of personal injury, including without limitation heavy pedestrian traffic, construction zones, steep grades, etc.

2. Prohibited Uses of Personal Transportation Riding Devices

- a. Personal transportation riding devices are prohibited from use on covered walkways, breezeways, and pedestrian bridges on all UTRGV campuses.
- b. Personal transportation riding devices are prohibited from use in the following manner:
 - i. Two or more abreast on any bicycle path or other pedestrian pathway, except as part of a UTRGV-approved competition or function;
 - ii. To carry more persons at one time than the number for which it is designed and equipped;
 - iii. Passing of pedestrians on walkways in a reckless manner;
 - iv. Attached in any manner to any moving motor vehicle, or cart; and
 - v. Used in conjunction with devices that can result in a distraction to the operator (e.g. cell phones, headphones, ear buds, iPads, etc.)
- c. It is prohibited for any personal transportation device user to engage in trick-riding on campus, e.g., any type of movement where the wheels of the personal transportation riding device are deliberately removed from contact with the surface in a repetitive procedure. No personally owned ramps, boxes, or other devices may be brought onto UTRGV property for use in trick-riding.
- d. Employees may not use their own personal transportation riding devices for conducting official University business.
- e. Personal transportation riding devices owned by a vendor and made available directly by the vendor to individuals, such as through scooter-sharing systems for short-term rentals, are prohibited in or on the property or facilities owned, leased, operated, or otherwise controlled by UTRGV unless the vendor has entered into a contract directly with UTRGV. These devices will be subject to immediate impound and an impound fee if discovered anywhere on University-controlled property.

3. Parking Requirements

- a. All bicycles shall be parked and properly secured at designated parking racks. All bicycles parked at any location on a UTRGV campus shall be parked at the risk of the owner and should be locked when unattended. Bicycles attached illegally to structures other than designated bicycle racks may be removed and impounded. Damage done to locks or bicycles during removal will be the responsibility of the owner.
- b. No personal transportation riding devices of any kind shall be left unattended or parked:
 - i. At, or attached to any fire hydrant, trees & bushes, standpipe, building service equipment or other safety device;

- ii. On or at ramps, stairwells, entrances or other facilities designated for persons with physical disabilities or in such a manner as to impede the free and clear use and egress of such facilities;
- iii. In the public areas of any building, including but not limited to, lobbies, hallways, stairwells, and classrooms; and
- iv. At an entrance or exit in such manner as to impede the free and clear use of such areas.

D. Procedures

1. Effective implementation of this policy relies on the courtesy, respect and cooperation of all members of the UTRGV community. Violations of this policy may be enforced by the UTRGV University Police or the Department of Environmental Health, Safety and Risk Management (EHSRM).
2. If someone is observed possibly violating this policy, an individual may inform the user of the personal transportation riding device and request compliance with this policy, or the individual may contact UTRGV University Police at 956-882-4911, or the Office of Institutional Compliance utilizing the on-line complaint process <http://www.utrgv.edu/compliance/>.
3. Where cases are referred to the Office of Institutional Compliance for resolution, such resolution may include additional referral to:
 - a. The Office of Human Resources when the concern is related to a staff person;
 - b. The Department Chair/Program Director when the concern is related to a faculty member;
 - c. The Office of the Dean of Students, or a designee of the office, when the concern is related to a student; or
 - d. Campus Auxiliary Services or a designee of the office, when the concern is related to vendors and contractors.
4. UTRGV reserves the right to impound any personal transportation riding device where it is deemed necessary to protect the safety and welfare of the public. Circumstances that may result in impoundment include, without limitation:
 - a. Use of the device in a manner that poses a threat to themselves;
 - b. Use of the device in a manner that poses a threat to the general public;
 - c. Parking the device in a location that is non-compliant with this policy; or
 - d. Chronic or flagrant disregard for the requirements of this policy.
5. UTRGV reserves the right to prohibit members of the UTRGV community from riding or using personal transportation riding devices on university premises, permanently or for a designated period of time, for chronic or flagrant violation(s) of this policy. Non-UTRGV students violating this policy may be escorted off campus and directed not to return unless

they are fully prepared to comply with all UTRGV policies. Repeated violations by non-students may result in a criminal trespass warning or other action as deemed appropriate.

6. UTRGV is not responsible for loss or damage of any kind resulting from impounding, storage, or sale of any personal transportation riding device under this policy.
7. All Texas state laws pertaining to personal transportation riding devices (e.g. bicycles) are in full force and effect on university premises. In particular, improper usage of such devices resulting in injury to other persons or property damage may subject the user to criminal prosecution or civil liability under applicable state law, in addition to any sanctions provided for under this policy.

E. Definitions

These definitions apply for the limited purposes of this policy and any rules or other UTRGV regulations associated with this policy.

1. Bicycle - A device propelled by human power upon which a person may ride having two tandem wheels either of which is more than 12 inches in diameter. It also includes any device generally recognized as a bicycle, although equipped with more than one front or rear wheel.
2. Hover board - A means of transport resembling a skateboard that travels above the surface of the ground, ridden in a standing position. Hover boards may also have wheels attached to them.
3. Personal Transportation Riding Device - Any assistive device that facilitates individual human transportation. Examples include, but are not limited to, roller skates, scooters, bicycles, skateboards, Segways, hover boards, and unicycles. Devices can be motorized or non-motorized. For the purpose of this policy, mopeds and motorcycles are considered motor vehicles and are not within the scope of this policy.
4. Roller skates - A device consisting of a shoe with a set of wheels attached for skating, or a metal frame with wheels attached that can be fitted to the sole of a shoe worn by a person. It includes in-line skates, rollerblades and every device generally recognized as roller skates.
5. Scooter - A personal transportation riding device consisting of two or more wheels affixed to a platform or footboard upon which a rider stands and which has a handle or other mechanism for holding or guiding the device. It also includes every device generally recognized as a scooter.
6. Segway - a two-wheeled motorized personal vehicle consisting of a platform for the feet mounted above an axle and an upright post surmounted by handles.
7. Skateboard - A personal transportation riding device consisting of two or more wheels affixed to a platform or footboard upon which a rider stands and which does not have steering capability similar to that of a bicycle or brakes, which operate on, or upon the wheels of the skateboard. It also includes every device generally recognized as a skateboard.
8. Unicycle - A vehicle that has a single wheel and is usually propelled by pedals.
9. University Premises - UTRGV campuses/sites and any other real property or structure located on real property owned, leased, operated or controlled by UTRGV.

10. UTRGV Community - all individuals, including without limitation employees, faculty, students, visitors, volunteers, contractors, or vendors in or on the premises and facilities owned, leased, operated, or otherwise controlled by UTRGV.

F. Related Statutes or Regulations, Rules, Policies, or Standards

[University of Texas System Board of Regents' Rules and Regulations Rule 30601, Discipline and Dismissal of Classified Employees](#)

[University of Texas System Board of Regents' Rules and Regulations Rule 80109, Parking and Traffic Regulations](#)

[UTRGV HOP Policy ADM 10-901, Campus Environmental, Health and Safety Program](#)

[UTRGV HOP Policy ADM 10-902, Parking and Traffic Regulations](#)

[UTRGV HOP Policy STU 02-100, Student Conduct and Discipline](#)

[UTRGV HOP Policy ADM 04-303, Discipline and Dismissal of Classified Employees](#)

[Texas Transportation Code, Chapter 551](#)

G. Dates Reviewed or Amended

Reviewed and amended (non-substantive) – March 24, 2025.