



## Campus Transit

### Policy Statement

The Campus Transit System is a unit of Auxiliary Services, providing transportation services throughout the University campus and surrounding area. Like all units of Auxiliary Services, the Campus Transit system derives its authority to operate from University System of Georgia's Board of Regents policy 7.2.2.

Bus and disabled transportation services are provided on a no-fare basis. Regular route services provided by Campus Transit are available to all. Through an agreement between the University and the Athens-Clarke government, students, staff and faculty may also ride Athens Transit buses fare-free.

The Campus Transit System is funded by a Transportation fee paid by students. The fee amount is set by the University's Mandatory Fee Committee and must be approved by the Board of Regents.

### Responsibilities

**Responsible University Senior Administrator:** Vice President for Finance & Administration

**Responsible University Administrator:** Associate Vice President Auxiliary Services

**Policy Owner:** Director, Auxiliary Services

**Policy Contact:** Don Walter, Director – Transportation and Parking

**Phone Number:** 706-369-6228

### Record Retention

The Finance and Administration Auxiliary Services Division complies with the University of Georgia Business and Finance Records Retention Schedule in accordance with the guidelines adopted by the USG Board of Regents Records Retention Practices.

### FAQs

- How are bus stop locations established? UGA Campus Transit establishes bus stops based on traffic patterns, rider needs, and proximity to other bus stops. New stops are established by identifying areas of campus growth (via the building of new buildings and parking lots), and from suggestions made by students, staff or faculty. Proposed new stops are evaluated for viability based on projected usage.
- Existing stops are routinely evaluated for utilization, and based on measured usage may be altered or abandoned.
- How are disabled riders accommodated? All UGA Transit buses are accessible by those with disabilities. For those with special needs, UGA Transit operates an on-call curb-to-curb van service. This service is available for those with documented medical needs, or those referred by the UGA Disability Resource Center.

- How are bus routes set? UGA Campus Transit operates fixed route buses to service both the main areas of campus and the Health Sciences Campus. New routes are established by identifying areas of Campus growth (via the construction of new buildings and parking lots), and from suggestions made by students, staff or faculty. Proposed new routes are evaluated for viability based on projected volume of ridership. Existing routes are routinely evaluated for utilization, and based on measured ridership may be altered or abandoned.
- How are hours of operation determined? UGA Campus Transit operates 24 hours per day during the week. The number of vehicles in operation at any given moment is based on average measured ridership. During peak hours, more buses may be in operation, and during early morning hours fewer buses may be in operation. Service on the weekend is based on usage and customer feedback.
- How are personal items left in vehicles treated? UGA Campus Transit operates an informal “lost-and-found” locker. If something is lost on a bus it can be claimed by contacting the Transit offices.
- How does Campus Transit operate in during inclement weather? During inclement weather, UGA Campus Transit operates based on the University wide policy. If it is announced that UGA is closed, no transit services will be in operation. If it is announced that UGA will close early, Campus Transit will operate vans and buses for one hour after the announced closing time. If it is announced that UGA will open late, Campus Transit will begin operating vans and buses one hour before the announced university opening time. In the case of a tornado warning, all transit services will cease, and drivers are instructed to pull their vehicles over immediately, and evacuate to the nearest tornado shelter. Services will resume as quickly as possible when the “all clear” is sounded.

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#### Related Information

For more information, please see our website: <http://www.transit.uga.edu>. Please see the “Auxiliary Services – Authority to establish and operate” policy for more information about Auxiliary Services. For more information about the UGA Disability Resource Center, please see their website at <http://drc.uga.edu>.

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#### Policy Dates

Effective Date: 10/15/2012

Date Last Updated: 6/17/2016

Date of Last Review: 6/7/2018

Date of Approval: 6/17/2016