



Employee Parking Fee Policy

Purpose:

Fond du Lac Tribal & Community College will collect parking fees from all employees as mandated in Minnesota State Board Policy 5.11, Tuition and Fees and Associated Procedure 5.11.1.

Policy Language:

Mandatory Fees. Mandatory fees are in statute or policy and are required to be charged at all colleges and universities. All mandatory fees must be at or below Board specified maximums.

Subpart B. Parking Fees.

1. Colleges and universities shall develop a policy to charge parking fees to generate revenue for parking lot construction, improvements and maintenance, and parking enforcement, pursuant to *Minnesota Statutes §136F.67*.
2. The president shall determine the fees. Students shall pay an amount that is equal to or less than that paid by the colleges and universities' employees for the same type of parking (e.g. reserved, general, etc.).
3. Colleges and universities have the option to collect fines and towing fees for parking violations pursuant to *Minnesota Statutes §136F.53*.

Employees are required to pay parking fees each semester via a pre-tax payroll deduction. Fond du Lac Tribal and Community College does not issue permits. Parking availability is not guaranteed; however, the College does have ample parking space for students, employees, and the public.

All persons operating motor vehicles on college property shall do so at their own risk.

Parking fees:

All employees with an active fall or spring assignment at the time of fee payment in March and November will have a pre-tax payroll deduction taken:

Full-time employees - \$30 per fall and spring semester (based on \$2 X 15 full-time credits)

Part-time employees – pro-rated based on assignment

TPT/Adjunct fees are based on credits, rounded up to the nearest dollar.

Does This Policy Have a Procedure?

Yes - Imbedded within the policy.

List Related Policies, Procedures or Forms:

Minnesota State Board Policy 5.11

Minnesota State Board Policy 5.11.1

Date Policy was Originally Adopted: November 2016
Responsible Division/Author: Human Resources/EHRO
Revision Date(s): February 2024