

LINCOLN UNIVERSITY

Policy:	Scooter and Personal E-Device Use and Safety Policy
Policy Number:	HRM-139
Effective Date:	September 2025
Revisions:	N/A
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Review Officer(s):	Office of Human Resources, Vice President, General Counsel & Secretary to the Board of Trustees
Status:	Approved by the President and LU Board of Trustees

I. Purpose

This policy outlines the safe and responsible use of personal and university-issued scooters on campus. The primary objective of this policy is to promote rider and pedestrian safety through clear expectations regarding scooter operation, helmet use, and conduct in shared spaces.

II. Applicability

This policy applies to all students, faculty, staff, contractors, and visitors who operate personal electric vehicles, electric scooters and other electric micro-mobility devices, such as hoverboards and electric and motorized skateboards ("scooter/s" or "micromobility product/s" or "micromobility device/s") on Lincoln University property.

This policy does not apply to electric wheelchairs, mobility scooters, or other electric mobility devices specifically designed for and used by an individual with a mobility-related disability.

III. Scooter Use Guidelines

A. Authorized Areas for Scooter Use

1. Scooters may only be operated on paved campus walkways, bike lanes, and other designated areas.
2. Riding scooters inside campus buildings or on stairways is strictly prohibited.
3. Riding scooters on roadways and parking lots designated for motor vehicles is strictly prohibited.
4. Scooters must always yield to pedestrians.

Enforcement Note: *The Department of Public Safety has the authority to enforce these rules, including impoundment of scooters and referral to Student Conduct, Human Resources, or other disciplinary processes.*

B. Helmet Use

1. Properly fitted helmets reduce the potential for fatalities and injuries and are strongly recommended for all riders.
2. Lincoln University HIGHLY RECOMMENDS that all riders:
 - a. wear a properly fitted helmet that meets [Department of Transportation \(DOT\)](#) or [Consumer Product Safety Commission \(CPSC\)](#) standards at all times when operating a scooter.
 - b. consider other protective gear as well such wrist guards, knee pads, and elbow pads.
3. Helmet use is required for employees or contractors operating scooters.

C. Safety and Rider Conduct

1. Speed and Control

- a. Riders must maintain safe speeds, not exceeding 10 miles per hour.
- b. Reckless behavior, including weaving through foot traffic or performing stunts, is prohibited.
- c. Scooters must be dismounted in crowded or congested areas when safe riding is not possible.
- d. Only one rider is allowed per scooter at any time.

2. Prohibited Rider Conduct

- a. Riding under the influence of alcohol or drugs is strictly prohibited.
- b. Use of headphones, earbuds, or mobile devices while riding is not permitted.
- c. Personal scooters may not be stored or charged inside residence halls, academic buildings, or other indoor facilities, except in areas designated by Facilities Management and Environmental Health & Safety.

3. Scooter Parking

- a. Scooters must be parked in designated areas or neatly out of the way of pedestrians, walkways, ramps, and building entrances.
- b. Improperly parked scooters may be removed or impounded by Public Safety.

IV. Additional Safety Recommendations

A. To further promote safety, riders are encouraged to:

- Wear reflective clothing when riding at night
- Use hand signals when turning or stopping
- Inspect their scooter before riding (brakes, tires, and lights)
- Refrain from riding at night on scooters that are not equipped with a headlight and reflectors
- Refrain from using scooters in inclement weather; e.g., rain, snow or ice
- Scooter and micromobility device use may be temporarily restricted or suspended during periods of inclement weather (including snow, ice, heavy rain, or other conditions deemed unsafe). The Department of Public Safety and Facilities Management are authorized to determine when such restrictions apply.

B. The University encourages riders to follow recommendations of the Consumer Protection Safety Commission (CPSC) as follows:

1. Collisions with motor vehicles and control issues are leading hazards, the (CPSC) urges riders to do the following:
 - a. Watch CPSC's [PSA on safe riding](#).
 - b. Always wear a bicycle helmet when riding to protect your head in a fall.
 - c. Before riding, make sure to check for any damage, which includes examining the handlebars, brakes, throttle, bell, lights, tires, cables and frame.
 - d. See and be seen. Most deaths involve motor vehicles. Many micromobility products are small, quick, and quiet, making it difficult for others to spot you, especially in parking lots and structures.
 - e. Expect vehicle drivers and pedestrians not to see you; slow down and stay aware of your surroundings.
 - f. Use the bell/horn to alert others.

- g. Do not make abrupt, unpredictable movements.
 - h. Beware of obstacles. E-scooters have small tires, so objects and uneven surfaces can cause them to stop suddenly, throwing you off.
 - i. Always keep both hands on the handlebars and keep items off the handlebars.
 - j. Slow down and lean back when you have to ride over bumps.
 - k. Never ride under the influence of alcohol or drugs.
 - l. Only one person per scooter; additional riders can increase the risk and severity of collisions.
2. Riders should take these steps to prevent fires with micromobility devices:
- a. Only use micromobility devices that have been designed, manufactured, and certified for compliance with the applicable consensus safety standards.
 - b. Always be present when charging micromobility products, never while sleeping, and only use the supplied charger.
 - c. Only use an approved replacement battery pack.
 - d. Follow the manufacturer's instructions for proper charging and unplug the device when done.
 - e. Never use a micromobility device with a battery pack that has been modified/reworked by unqualified personnel or with re-purposed or used cells.
 - f. NEVER throw lithium batteries into the trash or general recycling. Instead, take them to your local battery recycler or hazardous waste collection center.
 - g. Follow all manufacturer directions, review the safety information, and identify weight and age limits for the micromobility device.

V. University Disclaimer

Lincoln University disclaims responsibility for injuries, damage, or thefts related to scooter use. Operators are solely responsible for their conduct and safety. By riding on campus, individuals acknowledge and accept these conditions.

Lincoln University does not insure personal micromobility devices. Riders are responsible for their own property protection and liability coverage.

Violations of this policy may result in referral to the Student Code of Conduct (for students), Human Resources (for employees), or other applicable University processes.

Note:

A review informed this Scooter and Personal E-Device Use and Safety of comparable university scooter policies. A summary of that benchmarking is available upon request. The University reserves the right to change, amend, add to or delete in whole or in part the " Scooter and Personal E-Device Use and Safety" Policy.