

# Stevenson University Emergency Snow Delay/Closing Guidelines 2024-2025

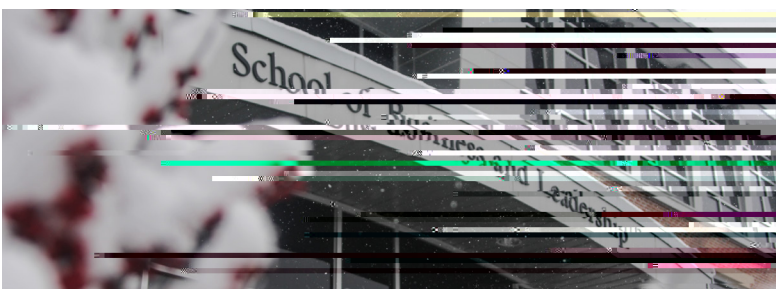
or cancelation of classes and events as well as the closure of campus during the weekdays (M-F) as well as weekends (Sat. & Sun). These conditions can include inclement weather, utility disruptions, or situations that pose an imminent danger to campus. Snow always presents special challenges, and the guidelines below are meant to help faculty, staff, and students prepare for potential delays or closing during the winter months.

## GENERAL CRITERIA FOR UNIVERSITY SNOW DELAYS OR CLOSINGS

early as possible (no later than 5 a.m.).

Since no two storms are alike, SU cannot predict specific road or weather conditions in all the areas from which faculty, staff, and students might commute.

You will need to plan accordingly for your commute based on the area and distance from which you drive. If you take public transportation, please be aware of its operating schedule and status.



## **FACULTY-SPECIFIC INSTRUCTIONS**

If SU is open, faculty are expected to hold class in accordance with the Class and Meeting Cancellation Policy and Procedures, posted on the SU Portal at \_\_\_\_\_ and on the Provost's Office Portal site (under Faculty/Staff Matters tab).

Faculty are expected to be flexible in allowing a student to make up for a weather-related absence.

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## **STAFF-SPECIFIC INSTRUCTIONS**

### **ESSENTIAL PERSONNEL REPORT TO CAMPUS**

When a closing or delay is announced, essential personnel (Campus Safety, Facilities, Transportation, Student Affairs, OIT, Auxiliary Services, Food Service, and Housekeeping) must report to work in accordance with a schedule and plan determined by their supervisors.

### **STAFF WORKING REMOTELY**

Other offices may need to designate personnel to work remotely in certain circumstances. Supervisors will inform their departments about any required remote work arrangements in the event of campus closings, delays, and other emergencies.

## **STUDENT-SPECIFIC INSTRUCTIONS**

### **RESIDENT STUDENTS**

Six snow dumping zones have been designated on the parking lots behind buildings 104, 105, 108, 110, 114, 116, and 120 on the South Campus. These areas are marked by blue SNOW ZONE signs. In the event of snow, students will need to move their cars from these SNOW ZONE areas to make room for snow clearing. Residence Life will let students know in advance via an email/text message when cars need to be moved before a snowstorm.

In the event of a closing, Dining Services will provide food for residents in Rockland Marketplace on a