

**SEVERE WEATHER  
DECISION MAKING PROCEDURES  
University Closures**

**General Policy Statement:** The closure of the Indiana State University campus is expected to be a rare event. It is the intent to base the decision primarily on the conditions in the immediate vicinity of campus. Faculty and staff at a distance must make individual decisions regarding the wisdom of commuting under severe weather conditions.

**Faculty is expected to provide reasonable accommodations to students who are unable to attend class due to severe weather conditions.**

1. If severe weather is forecasted for the following day, the Director of Public Safety will contact the Provost and Sr. Vice President for Finance and Administration or his/her alternate by 10 p.m.
2. At 4 a.m., the Director of Public Safety will check the Weather Channel and/or National Weather service for an updated forecast.
3. If the situation warrants, the Director of Public Safety will contact:
  - Stephanie Krull Facilities Management-Grounds
  - State Police (road info)
  - Vigo County Sheriff Dept.
  - Vigo County School Corporation Support & Transportation
  - Bryan Driskill, Street Commissioner (during office hours)
  - John Norton, Street Dept. Foreman on call (after office hours emergencies)
  - Tyceson Gehring, Street Dept. (2<sup>nd</sup> contact, after office hours)
  - Dorene Hojnicky, Vigo County Emergency Management
  - Bryan Duncan and Jim Jensen, Facilities Management
4. The Director of Public Safety and the Provost will confer following these contacts and reach a recommendation regarding facility closure. This recommendation will be based on:
  - the amount of snow/ice both on the ground and predicted
  - the wind conditions that are accompanying the precipitation
  - the time of day the weather event occurs
  - the road conditions on campus as well as throughout the City and County
  - the ability of our Grounds crew as well as City and County highway departments to keep roads passable
  - whether a state of emergency has been declared in Vigo County closing all roads
5. The Provost will phone the President and advise her of the recommendation.
6. The Provost will inform the University Marketing, Marketing, and Communication (VPEMMC) of the President's decision.
7. In the event the University is closed the following individuals and offices to be contacted by Media Relations who will also notify the appropriate media outlets:

- ISU Information Line 237-7777
- Campus Switchboard 237-6311
- Information Center 237-3999
- Public Safety 237-5555
- H.R. Director
- Teresa Exline
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- Santhana Naidu

8 If the decision is made to close campus, closure will occur for a twelve hour period. At hour eight of the closure period or no later than 8:00 pm, the decision will be made whether to extend the closure for an additional twelve hours.

## **SEVERE WEATHER POLICY**

**General Policy Statement:** The closure of the Indiana State University campus is expected to be a rare event. It is the intent to base the decision primarily on the conditions in the immediate vicinity of campus. Faculty and staff at a distance must make individual decisions regarding the wisdom of commuting under severe weather conditions.

Faculty is expected to provide reasonable accommodations to students who are unable to attend class due to severe weather conditions.

Recommendations regarding possible campus closure will be based on:

- the amount of snow/ice both on the ground and predicted
- the wind conditions that are accompanying the precipitation
- the time of day the weather event occurs
- the road conditions on campus as well as throughout the City and County
- the ability of our Grounds crew as well as City and County highway departments to keep roads passable
- whether a state of emergency has been declared in Vigo County closing all roads

If the decision is made to close campus, closure will occur for a twelve hour period. At hour eight of the closure period or no later than 8:00 pm, the decision will be made whether to extend the closure for an additional twelve hours.