

Weather Emergency Policy

In an effort to clear accumulated snow from major walkways and parking lots and to address other weather-related conditions that could potentially disrupt campus operations, the University has established the Weather Emergency Policy.

The administration will declare a weather emergency based on information provided by weather forecasting services. A weather emergency declaration may occur prior to any snow fall or weather-related activity. The declaration will include an approximate termination time and date. Upon declaration of a weather emergency, the Executive Director of Facilities and Director of Public Safety will be notified.

A weather emergency declaration will not cancel University classes. Class schedules will be addressed through initiation of the Weather Emergencies Assessment Plan (see below).

The Public Safety Director will initiate the Weather Emergency Notification Plan upon consultation with the Vice President for Administrative and Fiscal Affairs and the Executive Director of Facilities.

Weather Emergency Notification Plan

Public Safety Dispatch will:

- Contact all residence halls to make announcements regarding parking lot closures and use of the snow walk routes. Vehicles must be moved to designated lots. Violators will be subject to ticketing and towing.
- Send an electronic mail message (All Users) advising of the declared weather emergency including above information.
- Provide information to the residence hall directors and building administrators on how to access the weather emergency website.

The Electronic Security Services manager will update the University's weather emergency website as necessary. This website will provide information for snow walk routes and emergency parking instructions.

Weather Emergencies Assessment Plan

Upon one-half inch of falling snow or any other perceived weather-related hazard, the police supervisor on duty will contact the Director of Public Safety. The Director of Public Safety will initiate the Weather Emergency Assessment Plan when appropriate. The Weather Emergency Assessment Plan begins the contact procedures with key University administrators to assess current weather hazards including fallen and anticipated snow. Class schedules will be addressed at this time.

Snow Removal Plan

As part of the Weather Emergency Assessment Plan, the Director of Grounds Maintenance is notified. The Director of Grounds Maintenance will initiate the snow removal plan when appropriate. Snow removal will be completed in sectors based on immediate University priorities and the snow walk route plan.

Responsible Office:	Public Safety – 610-436-3478
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Approved By:	Mark P. Mixner, Vice President for Administrative and Fiscal Affairs
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