

PPP-28 Inclement Weather Policy

East Tennessee State University will generally remain open during periods of inclement weather. The President (or appointed representative) may officially close or suspend selected activities of the University because of extreme weather conditions. When a decision to close is reached, the notice will be posted on GoldAlert, the University's main web page, and campus and local radio and TV stations will be notified. This policy applies to the main campus as well as both Kingsport Centers and the Nave Center in Elizabethton. Classes at the Sevierville campus follow the weather delays and closings of the Walters State Sevierville campus.

Asynchronous online courses are not affected by university schedule changes due to inclement weather. The instructor in an online course is responsible for any modifications in course deadlines, assignments, or other requirements in an online course. Students should contact their instructor for guidance in these situations.

Synchronous online courses (Wimba and ITV Streaming Sections) follow the announced schedule changes due to inclement weather.

If the University is officially closed, certain essential activities such as campus dining, facilities management and public safety will continue to operate. When the University is officially closed, its policy of PPP-14 Days of Administrative Closing will apply for staff exempt and staff nonexempt employees.

In the event of inclement weather when the University remains open, all faculty, administrators and staff will be expected to make every reasonable effort to maintain their regular work schedules, but are advised to avoid undue risks in traveling. Employees who anticipate arriving late or not arriving at work at all should notify their immediate supervisors. Employees have the option of charging their time off to annual leave or leave without pay, or with approval they may make up their lost work hours.

In the event of a delayed opening, the President (or appointed representative) will determine a specific time of opening and that information will be distributed to the campus community through GoldAlert, the home page and the local media. All staff are expected to report to their specific work location by the set opening time. Students are expected to report to their regularly scheduled class only if there are 30 or more minutes remaining in the session. For example, if a delayed opening is set for 10 a.m. students who have classes from 9:45 a.m. to 11:05 a.m. should report to that class at 10 a.m. Students who have classes from 9:20 a.m. to 10:15 a.m. should not report to class. In a delayed opening, all classes scheduled prior to the set time of opening and those that have less than 30 minutes remaining after the set opening time are cancelled for the day.

If the university closes early, all instruction concludes at the designated time and should not extend beyond that time.

Students will be responsible for any academic work they miss due to absences caused by severe weather conditions. It is the individual student's responsibility to take the initiative to make up any missed work, and it is the instructor's responsibility to provide a reasonable opportunity for students to complete assignments or exams missed due to such absences. Faculty members have discretion in determining whether an additional session will be added for the class or if additional work is assigned due to the closure or delayed opening.

* University School follows the Johnson City School System schedule as it relates to inclement weather unless the Johnson City School System is not in session. When that occurs, University School follows ETSU's class schedule. Little Bucs child care follows ETSU class schedule changes. The ETSU Child

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Study Center follows the ETSU administrative offices schedule with the following exception: If ETSU administrative offices must report to work after 8:00 a.m. or any delay up to 10:00 a.m. the Child Study Center opens at 10:00 a.m.

Off-campus sites and cohort programs meeting in school or community college facilities will follow the inclement weather policies of the local school system or community college in which the class is held.

ETSU medical, nursing, and other health sciences center clinics will work directly with affected students regarding their responsibilities during periods of inclement weather.