



## **Weather-Related School Closing Policy**

### **Riverland Policy #4.4**

#### **PURPOSE:**

Severe weather may result in transportation and safety problems for persons traveling to our campuses. Therefore, in agreement with the core values of Riverland Community College, this Weather-Related School Closing Policy equally values safety of students and employees; as well as recognizes effective College services must be maintained for our stakeholders.

#### **APPLICABILITY:**

The decision to close Riverland is based on weather information gathered from sources that include: MN Department of Transportation (MNDOT), State Patrol, local police agencies surrounding our campuses, and official weather forecasts.

In most cases, Riverland seldom cancels classes or closes. Students must make the decision to travel based on road conditions in their immediate area. Students and their instructors are responsible for making arrangements when weather causes students to miss class.

In the event of severe weather that could affect safety or access to the College, the President or designee has final authority to close the College (i.e., cancel classes and all non-essential activities/areas on campus). When a closure or reduction to normal hours is determined, the College will remain closed until the beginning of the next workday. This decision will include all campus locations (i.e., Austin, Albert Lea, and Owatonna).

The President or designee's decision will be communicated by the Communications departments. These notification efforts will be made to alert media and campus community by 6:00 AM on the day of closing. In the case of evening closures, notification will be made by 3:00 PM.

Weather-related school closures will be communicated on the Riverland website home page at [www.riverland.edu](http://www.riverland.edu) and sent out to subscribers of **STAR ALERT** (i.e., Emergency Text-Messaging and Email Notification System).

In addition, all weather-related school closings will also be communicated through the appropriate media outlets.

**SCOPE:** Riverland Employees, Students

#### **DEFINITIONS:**

**Cancellation of classes:** Cancellation of classes (off-campus or on-campus) means to cancel one, several, or all classes, at all Riverland locations in the absence of officially closing the entire College.

**Cancellation of non-academic activities:** Cancellation of non-academic activities refers to the cancellation of an event such as athletic events, theatrical productions, concerts, or workshops.

**College closure:** Closing the College means to cease all operations for all locations. Closing the College results in the cancellation of classes (off-campus or on-campus), student and staff activities and meetings. All general offices are closed. Only weather-essential employees must report to work during their regularly scheduled shifts.

**Delayed opening:** Delayed opening refers to opening all operations for all locations at a later time. Only weather-essential employees must report to work during their regularly scheduled shifts.

**DOES THIS POLICY HAVE A PROCEDURE? Yes**

**LIST RELATED POLICIES, PROCEDURES OR PLANS HERE:**

- **Minnesota State Board Policy 4.4**

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*Submit completed form and policy to the Cabinet Member responsible for the division affected by the proposal. This section to be completed by President's Office.*

**Date of Implementation:** February 15, 2019

**Date of Adoption:** February 14, 2019

**Responsible Division / Author:** President's Cabinet

**Date & Subject of Revisions:** 6/13/13, 2/14/19 removed media identifiers.