

The University Senate of Michigan Technological University

PROPOSAL 2-95

UNIVERSITY CLOSURE GUIDELINES

(Voting Units: Full Senate)

Michigan Technological University is a public trust and as such is committed to providing its services without interruption.

1. Closure Declaration

Examples might include but are not limited to:

- prolonged power outage
- prolonged loss of heating capability
- closure of main highway due to inclement weather

- a. The President, Executive Vice President/Provost or their designated representative may issue declaration.
- b. Communication Services provides notification through local media, i.e., radio and newspaper.
- c. Pay Policy: Many employees will be allowed to go to work or stay home with pay. Operational and other employees required to stay or report to work will receive equal time off at a later date at the convenience of their respective department. Faculty and students will be excused from reporting to class.

2. Weather Advisory

A weather advisory period may be declared for extreme weather conditions that affect transportation to and from work by students, faculty, and staff.

- a. The President, Executive Vice President/Provost, or their designated representatives may issue a weather advisory.
- b. Communication Services provides notification through local media, i.e., radio.
Example:
"MTU has issued an advisory to its students, faculty, and staff to use their own judgment in determining if they will attend class or work as scheduled. Faculty and staff must report to their immediate supervisor if they decide to remain home or leave work early."
- c. Student Absence Policy: Students will be excused from reporting to class.
- d. Pay Policy: Staff will be allowed to use vacation time or time without pay to account for the lost hours.

Proposal Approved by Senate: November 30, 1994