Ohio University - Athens Campus  
Severe Winter Weather Procedures 2016-2017

In the event of a severe winter storm warning involving snow, ice, or wind chill, Ohio University will use the following procedure:

1. **Facilities Management & Safety and OUPD:** Will monitor weather conditions and upon receipt of a severe winter weather advisories and/or warnings will notify the Snow Advisory Team of current conditions.

2. **Snow Advisory Team:**
   - Will analyze the forecast and convene using conference call with the following attendees:
     - **Snow Advisory Team consists of:** SAVP for IT & Administrative Services, AVP Facilities Management & Safety, Director of Facilities Management, OUPD Police Chief, VP Finance & Administration, Dean of Students, Exec. Director Event Services, Director of Facilities for Intercollegiate Athletics, Emergency Programs Manager, Sr. Director of Communication Services, the Media Relations Manager from UCM and the City of Athens Service Safety Director.
     - Will make recommendations to Operating Status Team via email or by convening a conference call if conditions warrant
     - **Operating Status Team consists of (in addition to the Snow Advisory Team):** President, Provost, VP Finance & Administration, VP Student Affairs, Executive Dean Regional Campuses, Chair Faculty Senate, Director of Intercollegiate Athletics, Chief Marketing Officer, Chief Human Resource Officer.

3. **Critical Incident Response Team (CIRT):** CIRT will be notified of changes to the Operating Status via text message.
   - CIRT will convene as necessary via conference call to assist with messaging to campus or to provide other support.

**Considerations:**

1. **Only the President or designee has the authority to declare an emergency and change the Operating Status of the University** to “Closed” at the Athens campus, the satellite campuses, the regional campuses, and regional teaching sites. Authority to change the Operating Status for the regional campuses has been delegated to the individual campus deans who are responsible for making the notifications to the Executive Dean of the Regional Higher Education and University Communication & Marketing for public dissemination. Authority to change the Operating Status for the campus in Cleveland has been delegated to the Dean of the Heritage College of Osteopathic Medicine. Authority to change the Operating Status for the campus in Dublin has been delegated to the Deans of the College of Health Sciences and Professions and the Heritage College of Osteopathic Medicine who will consult and coordinate with a representative designated by the President of Columbus State Community College.
   - The President will declare an emergency and change the Operating Status of the University to “Closed” at the Athens Campus when Athens County has a Level 3 Snow Emergency.
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2. When the Operating Status of a campus changes to “Closed” or “Open”, the time shall be noted for payroll purposes.
   - Policy 40.051 (Compensation of Classified Employees During Declared Emergency) and the Bargaining Unit Contract may be referenced for questions related to compensation.
   - Delayed Opening implies a closure from a Payroll perspective.
   - Shifts for Bargaining Unit Employees (there are exceptions but these cover the majority): 5:00am-1:30pm, 6:00am-2:30pm, 7:00am-3:30pm, 4:30pm-1:00am, 9:00pm-5:30am

3. Beginning December 15th through March 15th there will be no parking during the hours of 1am-6am in designated Tier 1 Snow Emergency Parking Lots:
   - Lot 84 (Clippinger)
   - Lot 90 (Morton)
   - Lot 129 Convo Lower Outer Ring
   - Lot 134 (Walter)
   - Lot 154 (WUSOC)

4. During Academic Session the following buildings are normally kept open and given priority for snow removal when the University Operating Status is changed to “Closed”:
   - Baker University Center
   - Alden Library
   - Ping Recreation Center
   - Hudson Health Center
   - Parks Hall
   - Dining Hall facilities
   - Event driven priority

5. Class times for 2016-2017 Academic Year:
   - First Class Start/End Time: M, W, F  7:30am-8:25am
   - Last Class Start/End Time: M, W, F  7:30pm-8:50pm
   - First Class Start/End Time Tu, Th  7:30am-8:50am
   - Last Class Start/End Time Tu, Th  7:30pm-8:50pm

<table>
<thead>
<tr>
<th>Criteria for Weather Closing Athens Campus</th>
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<tbody>
<tr>
<td>Event Criteria</td>
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<tr>
<td>--------------------------------------------</td>
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<tr>
<td>Athens County Level 3 Snow Emergency</td>
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<tr>
<td>Prolonged wind chill forecast of -20°F or colder</td>
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