

SOUTHWESTERN COMMUNITY COLLEGE	INSTRUCTIONAL DELAY-CANCELLATION OF CLASSES DUE TO ADVERSE WEATHER	Policy 5.02.05
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1. Under extreme/adverse weather conditions that may affect the personal safety of students, faculty, and staff, College and academic administration may cancel or delay the time for classes to begin.
2. If there is a decision to cancel or delay classes, all students and employees will be sent notifications via text, email and voice calls. Announcements will also be made over the local and regional radio and television stations, college website, and social media. No announcement will be made when the College holds classes as usual.
3. Each student and faculty member must evaluate individual circumstances to determine if it is safe to attempt to attend college that day.
4. Employee absences due to adverse weather conditions are covered in Policy 4.02.13 – Absences due to Adverse Weather in Chapter 4 of the Policies and Procedures Manual.
5. When instructional time is missed, for adverse weather or any other reason, make-up instructional activities that are comparable to the learning experience must be provided to students. The instruction may be made-up by rescheduling classes or by other alternatives, which may include extra assignments, individual conferences, online assignments, etc. Documentation must be completed in regards to missed instructional time and kept on file in the deans/director's office.

Cross Reference: 4.02.13 - Absences Due to Adverse Weather
5.02.05.01 – Delay – Cancellation of Classes Due to Adverse Weather

Adopted: July 1993

Revised: January 27, 2015
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