



Category
INCLEMENT WEATHER – 2:10:05:00
Approval
Leadership Council Approved: March 2, 2017
Effective Date/Approved: March 2, 2017
Revised: December 12, 2005; February 20, 2007; December 9, 2016; March 2, 2017
Responsible Party: Vice President for Finance & Administration

I. PURPOSE

During inclement weather conditions when classes are canceled or opening late, students, faculty and staff should use their discretion when snow and icing conditions prohibit safe travel. Because weather conditions may vary in the college’s 11-county service area, students will not be penalized for being unable to attend classes provided make-up work is completed. Students are asked to limit their phone calls to the campus for the purpose of obtaining information about inclement weather conditions. College officials recommend that students listen to radio and television stations in their immediate communities or consult the Motlow State Community College website for information regarding cancellation or delay of classes.

II. CAMPUS DELAY OR CLOSING PROCES

The Vice President for Finance and Administration will monitor the weather conditions. If conditions appear to warrant the recommendation for delaying or closing all Motlow State Community College campuses, then the Vice President will call the President who will make the decision whether to delay or close. If the President makes the decision to delay or close, then the Vice President for Finance and Administration will call the Vice President for Marketing and Campus Activities to notify the appropriate media, to post on the college’s website, and to send the Motlow Alert to faculty, staff, and students.

III. RADIO & TELEVISION NOTIFICATIONS

- A. Information concerning day classes will be provided to radio stations in the service area as well as WSM Radio AM 650, Nashville and WAHR, WJAB, and WZYP, Huntsville stations. Television stations broadcasting Motlow’s inclement weather reports will be Nashville’s WSMV –TV (Channel 4), WTVF-TV (Channel 5), and WKRN-TV (Channel 2), Huntsville television stations broadcasting for Motlow College are WAAY-TV (Channel 31), WHNT-TV (Channel 19) and WAFF-TV (Channel 48). The Chattanooga viewing market will be covered by WDEF-TV (Channel 12) and WRCB (Channel 3). Information regarding class cancellation or delay is also listed on the Motlow State Community College web page, www.mscc.edu.
- B. In the event conditions warrant canceling both day and evening classes, the announcement will indicate that both day and evening classes are canceled. However, if a determination regarding evening classes cannot be made in the morning, an evening class announcement will be provided for broadcast to the same media between 4-4:30 p.m. and posted on the website.
- C. The information reported will state whether all classes or only early morning classes are canceled.

- D. If only portions of a day are cancelled, the information reported to the media will state the hour at which classes will proceed again, or the time at which time they will conclude. Any class attendance missed due to a closing will not be made up, but instructors may assign out-of-class assignments to keep students on schedule for course content completion.
- E. In the event that early morning classes are canceled, subsequent classes will run on the regular schedule. For example:
 - 1. MONDAY, TUESDAY, WEDNESDAY, THURSDAY CLASSES:
8:00 a.m. classes will not meet. Classes will meet beginning at 9:25 a.m. -- the second scheduled class, followed by subsequent classes as originally scheduled throughout the day.
 - 2. WEEKEND CLASSES (Friday, Saturday, and Sunday): The first scheduled class will not meet. Classes will meet beginning with the second scheduled class session and continue throughout the day.

Please consult your local media or the Motlow State Community College website for the start time of classes.

- F. Local conditions may affect opening at community-based teaching sites. Again, students should listen to local area radio stations or consult the Motlow State Community College website for information concerning these locations. TV monitors on the Moore County campus will carry weather updates and class schedules.