 KANSAS HEALTH SCIENCE UNIVERSITY	Policy Title:	Inclement Weather Policy			
	Policy Sponsor(s):	Physical Operations & Security			
	Policy Type	Academic <input type="checkbox"/>	Non-Academic <input checked="" type="checkbox"/>	Page:	1 of 2
	Approval Date:	9/23/2020	Effective Date:	5/17/2023	Revision Date:

1. POLICY STATEMENT

Inclement weather occasionally affects Kansas Health Science University (KHSU)-Kansas College of Osteopathic Medicine (KansasCOM) students, classes, and campus events. Inclement weather ranges from winter to spring weather situations where KHSU-KansasCOM may need to close for several hours to several days due to severe weather or where those on campus may need to shelter temporarily until severe weather passes.

2. PURPOSE

This policy aims to inform students, employees, and visitors about weather-related situations.

3. APPLICABILITY

All KHSU-KansasCOM students, employees, and visitors.

4. DEFINITIONS

4.1 RAVE

RAVE Alert is a KHSU-KansasCOM mass notification system enabling Campus Security and Administrators to send instant messages concerning an ongoing emergency quickly and reliably and provide vital instructions and information concerning the emergency.

5. PROCEDURES

If an announcement is not made regarding the closing or delay of opening of KHSU-KansasCOM, students should assume that KHSU-KansasCOM is open and attend class at the regularly scheduled times.


5.1 Severe Spring Weather

Severe spring weather can strike at any time and affect those on campus. Due to the quickly emerging nature of these storms, RAVE Alerts will be used to notify students, employees, and others on the campus of an immediate severe weather threat. If you receive a notice regarding a tornado warning or similar severe weather warning, you should seek shelter immediately and remain there until an "all-clear" message is sent. While there is no guaranteed safe place in the event of a tornado, seek shelter in the best area you can find (such as a basement, first-floor hallway, or interior room).

5.2 Weather-Related Closings

KHSU-KansasCOM President and/or designee may declare KHSU-KansasCOM closed or delay opening due to inclement weather. In the event this should occur, a decision will be made no later than 7:00 AM and announced to the campus community.

Once a decision is made to cancel classes, all campus events are usually canceled as well. Any employees who wish to continue an event should contact their supervisor to decide whether the event will continue. TV and radio stations may not broadcast specific event information, so to find out whether an event will continue, check the KHSU-KansasCOM website.

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Typically, all university offices are closed once classes are canceled. Employees are usually not required to report to work during regular business hours when classes are canceled. Employees already at work when classes are canceled typically receive an email and/or an announcement from the RAVE Alert system notifying them that they may go home. However, it is advised that faculty and staff check the website to confirm whether they are required to report to work.

5.3 RAVE Alert System

The RAVE Alert system is the fastest source of weather alert notifications. KHSU-KansasCOM offers text messages and email alerts concerning weather closings or severe spring weather. All students and employees are automatically signed up for these alerts with their KHSU-KansasCOM email and have the option of adding their cellphone numbers as well. The RAVE alert system is only used to announce major campus closings or emergency-related campus emergencies and will not be used to communicate individual class cancellations or campus reminders.

5.4 KHSU-KansasCOM Website

This KHSU-KansasCOM homepage will provide detailed weather closings that are anticipated to last several hours or more. We encourage students and employees to check the homepage periodically for additional updates regarding events throughout the day.

5.5 Social Media

KHSU-KansasCOM announces information about campus closings and other emergency-related campus situations through its social media pages. Here is a list of these resources for announcements and updates:

- Facebook
- Twitter
- Instagram

5.6 Local Television & Radio Stations

Local TV and radio stations may provide announcements about KHSU-KansasCOM campus weather-related closings and other school closings in the area. We recommend consulting TV stations before radio as some do not broadcast closing information. We also recommend consulting more than one TV or radio station to confirm closings in case there is a delay in reporting or if a station reports incorrect information. TV and radio stations may not share event cancellation information, so checking the website for updates about KHSU-KansasCOM events is best.

6. RELATED DOCUMENTS

- Emergency Operations Plan (EOP)

7. CONTACTS

- Chief Financial Officer
- Executive Director for Facilities, Security, and Administrative Services