Dear Members of the Kent State University Community,

As we continue to enjoy this warm Northeast Ohio fall season, we all know that winter is coming!

While the safety of our people is our priority, in general the university does not close or cancel classes because of cold weather, winter ice and/or snow. However, on rare occasions, weather conditions may delay or cancel classes or close a campus. Each of Kent State’s campuses will follow the general guidelines below, but each campus makes its own decision based on weather conditions near its campus.

When inclement weather threatens or extreme cold prevails, we expect to announce our actions by 5:30 a.m. for morning and all-day cancellations, 10 a.m. for afternoon classes and 3 p.m. for evening classes. In general, our decision will be guided by the condition of major roadways leading to campus, by the condition of campus roadways and sidewalks, and by our ability to plow our parking lots. For extreme cold, we will delay or cancel when the wind chill reaches (or is predicted to reach) -20 degrees Fahrenheit for an extended period.

There are three ways to learn about delays, class cancellations or campus closings:

- **Flash ALERTS** message and FlashLine email. You can subscribe to Flash ALERTS at [www.kent.edu/flashalerts](http://www.kent.edu/flashalerts).
- Check Kent State’s Advisory webpage for a full list of campus closures. A red bar containing an announcement also will appear at the top of each campus’s homepage if there is a cancellation or closing at that location.

Please keep in mind:

- **For online or remote format classes**: In the rare instances of a campus closure, all classes offered online or in remote formats will continue as usual.
- **For in-person classes**: In the event of a campus closure, in-person classes will not meet in person and may be canceled, but instructors teaching in person have the option to conduct a synchronous remote session or assign appropriate asynchronous
Instructors should include a statement in their syllabus regarding expectations in the event of campus closure and inform students before the class is scheduled to begin on the day of the closure by email or BlackBoard/Canvas announcements about the expectations for their participation during the closure.

Students who are unsure about whether a class will meet synchronously or if there is an assignment should email their instructor.

Students in special classes, such as clinical rotations, should consult with their dean on the appropriate procedures for an early morning delay or cancellation.

- **Staff members:** Unless otherwise announced, when classes are canceled, university services remain open. This means that staff members are expected to report to work as usual.

- **Employees and commuting students** should always use sound personal judgments regarding the safety of their travel when deciding whether or not to report to work or classes. Students must arrange to make up missed work promptly; university leave policy governs the reporting and recording of work absences.

- A closing order from the Governor’s Office applies to state office buildings and other state employees in the field. **Colleges and universities do not fall into this category.**

- We understand that on bad weather days some areas on campus may require additional attention. Please help identify those areas on the Kent Campus by calling 330-672-2345.

Please be safe as you travel this winter. And go Flashes!

Sincerely,

Melody Tankersley, Ph.D.
Senior Vice President and Provost

Mark M. Polatajko, Ph.D., CPA
Senior Vice President for Finance and Administration