**Methods of Notification**

These are the methods used by the Stamford Campus to broadcast details of any closures or delays due to inclement weather:

1) UConn-Stamford web page: [http://stamford.uconn.edu](http://stamford.uconn.edu) Look for the “Alert Status” section. This is updated by Storrs in real-time.

2) Text messaging: go to [http://alert.uconn.edu](http://alert.uconn.edu) to sign up for text messages (small charge may be incurred).

3) UConn Emergency Number: 860-486-3768

**Guidance from the Office of the Provost (current as of 2/27/2015):**

- The University’s policy is to remain open when other CT state agencies are open. It is only in extraordinary circumstances and in close consultation with public safety and facilities personnel at all of the campuses that the University may make the decision to close in response to inclement weather.

- Faculty at all campuses must abide by the University’s decision to remain open. On those rare occasions when instructors cannot fulfill their teaching responsibilities, communication is critical. To that end, if you are not able to teach your class, either in person or virtually, please notify your students, your department head, and your dean as soon as possible.

- The decision to cancel your class should not be made in advance of the University’s determination about whether the University will be open and operating normally. The University communicates this decision by 5:00am on days when there is winter weather.

- The University academic calendar, located at [http://registrar.uconn.edu/academic-calendar/](http://registrar.uconn.edu/academic-calendar/), provides options for “emergency closing class make-up days.” Instructors who plan to use any of these times to make up a classes should inform their students as soon as possible to avoid scheduling conflicts. Instructors should also reserve a classroom through the Registrar’s Office. The Registrar’s Office can be reached at 860-486-3329 (NOTE: 203-251-8532 for the Stamford Campus).

- Faculty may also choose to cover missed course material using various hybrid and online options. These options can be done asynchronously at the convenience of both instructors and students, potentially preventing scheduling conflicts and lost class time. Already this year more than 150 faculty have taken advantage using these options with strong
success! We encourage you to think about embracing flexible options into your courses, and remind you that it is never too early to begin thinking about next year’s teaching. For more information regarding this option, please contact the Institute for Teaching and Learning at 860-486-6540 the ITL website http://itl.uconn.edu/a-flexible-teaching-option-for-overcoming-weather-challenges/.

**Guidance from the Campus Director**

If you choose to cancel a class, contact the Welcome Center at 203-251-8514 and let them know the details of the class so signs can be posted on the information board in the Concourse.

All students need to be notified by you via e-mail of your intentions to hold class or not. Remind them to continuously monitor HuskyCT for up-to-date information.

Instructors should also reserve a classroom through the Registrar’s Office. The Registrar’s Office can be reached at 203-251-8532 (Maxine) or at stamfordregistration@uconn.edu. If you wish to schedule a make-up class, please call the Registrar’s office for a room assignment. Again, call Maxine at 203-251-8532. Students should not be penalized if they cannot attend a make-up class.

If a closing or cancellation occurs during final exams, a make-up date will be announced.

Please share this information with your class through the semester, especially during winter months.

If you have any questions, please contact Jeff DeWitt, Associate Campus Director, at 203-251-8405.