

Effective: February 25, 2019

Weather Delays and Cancellations

Approved: February 25, 2019 President's Cabinet
Revised: March 4, 2019 By President's Cabinet

Purpose

GENERAL INFORMATION

Millersville University recognizes that our commuting students, faculty and staff travel from a wide geographic area and that weather and road conditions can vary greatly throughout Central Pennsylvania. It is the intent of the University to remain open and adhere to full operations, including normal class schedules, whenever possible. Irrespective of the university's decision to suspend operations, cancel classes, or modify class starting/ending times, students, faculty and staff are urged to use their discretion and best judgement during severe weather conditions in deciding whether they can safely commute to work or classes.

In the event that the university remains open, any University staff member unable to reach campus is required to report off work and request leave, using established procedures. If an individual faculty member is unable to conduct class, then the faculty member should contact his or her College dean and department chair to report the class cancellation. Faculty are encouraged to arrange a system through email, Learning Management System (D2L) or other means for communicating to their students should it be necessary to cancel class.

Students should make every effort to notify an instructor in advance regarding their inability to travel to campus. If advance contact cannot be made, then students should speak to their instructors about their absence upon their return to campus. University administration requests that faculty respect students' judgment regarding safe travel and avoid penalizing students who miss class due to severe weather conditions. Whenever possible, students should be allowed to make up missed class material. Students should also be advised that faculty may deliver class material through alternative methods (e.g., D2L, Zoom, makeup sessions, etc.).

In the event of inclement weather or other unusual conditions, Millersville University may either be closed or announce a delay. The following policy applies to all University locations, including the main campus in Millersville and the MU-Lancaster site at 42 N. Prince St., Lancaster.

DELAYED OPENING

If a delay is announced, all classes scheduled to run in their entirety before the announced opening time are canceled. However, students should plan to attend all classes that begin at the announced opening time or would normally be in progress as of the announced opening time. On days when the University delays its opening, classes that are scheduled to meet for an abbreviated/partial period will meet at the discretion of the instructor. Students should assume their classes will meet unless otherwise informed by their instructors. Online classes are subject to the same policy as face-to-face classes.

For example, if the University announces a delay until 10 a.m.:
All classes regularly scheduled to end by 10 a.m. are canceled.
All classes regularly scheduled to start at 10 a.m. will be held.
All classes regularly scheduled to end after 10 a.m. will meet for a shortened session from 10 a.m. to their normal end times.

CLOSING

In the event that the University closes, all classes and University offices will close at the announced time.

For example, if the University announces that it will close at 5 p.m., any classes beginning at or after 5 p.m. will be cancelled for the day. Any classes in session at that time will be dismissed at 5 p.m.

The best way to find out about Delays / Cancellations is through MU Alert. Notices will also be posted to the Millersville homepage.