

MEMORANDUM

November 2014

Re: EMERGENCY SCHOOL CLOSING INFORMATION

In case of extreme snowfall, other hazardous weather or situations, Mount Mary University will contact the local media to indicate that classes have been canceled and the University closed. Decisions about evening classes will ordinarily be determined in the afternoon. Mount Mary administration will post to *My Mount Mary* and notify local radio and television stations as soon as possible when evening classes are not being held.

Up-to-date information will be available on *My Mount Mary* and through the RAVE Emergency Alert System. Recommended radio and television stations to listen to are: WTMJ (620 AM), WISN (1130 AM), WKTU (94.5 FM), WKLH (96.5 FM), and WMIL (106 FM). Recommended television channels are 4 (www.todaystmj4.com), 6 (myfoxmilwaukee.com); 12 (www.wisn.com) and 58 (www.cbs58.com).

PLEASE DO NOT CALL THE UNIVERSITY FOR INFORMATION ABOUT WEATHER RELATED SCHOOL CLOSINGS.

If there should be a weather emergency in effect at 7:00 a.m. on an examination day, all daytime (8:00 a.m.--4:30 p.m.) examinations will automatically move to the day following the last day of exams. Separate *My Mount Mary* and media announcements will be made regarding evening classes. Friday and Saturday will be used, if necessary, to complete the exam schedule.

Please keep in mind that the emergency school closing policy pertains to situations that may be unrelated to weather, e.g., broken water pipes or heating system, or flooding.

When classes are canceled, the University will be closed.

Please share this information with colleagues in your area.

/jsm