

Notification of campus closings will come via the **SHU Alerts system**. Local media outlets, internal e-mail systems, internal voice mail systems, main campus hotline, the web page, MySiena, and the Campus Safety @ Siena Heights Facebook page are also venues used for notification when a campus is closed. The SHU Alerts system is designed to provide instantaneous notification for all Siena Heights University campuses.

WEATHER RELATED CLOSING

In anticipation of the possibility of cancelling classes and/or closing the university because of bad weather, the guidelines below will be followed:

1. The primary source of weather and road conditions for the Adrian campus will be the radio and TV stations listed below. In addition, the university has established a phone service: **517-264-7900**.
2. For the Adrian campus the Dean of the College of Arts and Sciences (or a designate) will determine whether or not to cancel classes and/or close the university. The Vice President will consult with the President if possible.
3. For the off-campus centers the Director of the Center will make the decision to cancel classes and/or close the center. The community college based centers will cancel classes and/or close when the community college does so. The Director of the Metro Detroit Center will determine and communicate the stations to be used in case of such a decision for that Center.
4. If a decision is made to cancel classes and/or close the Adrian Campus of the university, the Dean of the College of Arts and Sciences (or a designate) will issue a SHU Alert, inform local media outlets, utilize the internal e-mail systems, internal voice mail systems, main campus hotline, the web page, MySiena, and the Campus Safety @ Siena Heights Facebook page. When announcing class cancellations or university closings, it will be specified that **only the Adrian Campus** is affected. It will also be announced that the cancellation or closing is for the current day only.
5. Please tune into the radio and television stations listed below. If possible, a decision will be made by 6:30 am or the daytime classes and by 2:30 pm for the evening classes. If you choose to call 517-264-7900, it would be best to do so after 7:00 am for daytime classes and 3:00 pm for evening classes.
6. Please note that it is not possible to contact most of the stations to cancel classes on Saturday. The SHU Alerts system, University Information Hotline (517-264-7900), web page, MySiena, and the Campus Safety @ Siena Heights Facebook page will be used to make the announcement if all classes are cancelled on a Saturday. Because a Saturday class usually represents one-fourth or more of the course, it would be unusual to cancel these classes.

University Information Hotline: 517-264-7900

List of Radio and Television Stations

City	Station	Call number of station
Adrian	WABJ/WQTE	AM1500/FM95
Adrian	WLEN	FM 103.9
Toledo	WTOL	Channel 11 CBS
Toledo	WTVG	Channel 13 ABC

Remember to sign up for SHU ALERTS, Siena Heights University's state-of-the-art notification system which instantly sends emergency messages. For more information check it out at

<http://www.sienaheights.edu/CampusSafety.aspx>

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