

Lee, Lori

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**From:** Lee, Lori  
**Sent:** Tuesday, September 13, 2011 3:01 PM  
**To:** Killingsworth, Brenda; McKinnon, Hunt; Sprague, Mark; Walker, Marianna  
**Subject:** item 3 for discussion on 9-19 at 10 am - Adverse Weather policy  
**Attachments:** Adverse Weather Policy final draft - Sept 12 2011.doc

Faculty Officers – See below 3<sup>rd</sup> item of business that will be discussed at Monday's 10 am meeting.  
Thanks! - Lori

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**From:** Walker, Marianna  
**Sent:** Tuesday, September 13, 2011 2:39 PM  
**To:** Koch, Bill; Sheerer, Marilyn  
**Cc:** Lee, Lori  
**Subject:** Re: Adverse Weather policy

Thanks Bill. We will look at this and will get back to you. Since there is already a resolution in place, we should follow that; however, if the language needs to be clearer, this must go to the Calendar Committee. I will let you know how we will proceed and if I need to charge the committee with this new language.

Marianna

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**From:** "Koch, Bill" <[KOCHW@ecu.edu](mailto:KOCHW@ecu.edu)>  
**Date:** Tue, 13 Sep 2011 14:36:27 -0400  
**To:** "Sheerer, Marilyn" <[SHEERERM@ecu.edu](mailto:SHEERERM@ecu.edu)>, Marianna Walker <[walkerm@ecu.edu](mailto:walkerm@ecu.edu)>  
**Subject:** RE: Adverse Weather policy

Marianna,

I apologize for not sending this to you sooner for your comments. Frankly, I just forgot this section was in the document. I think HR put it in there to include something about classes and solicit comments (almost as a question), but then we didn't distribute the draft widely to the academic areas.

I attached the draft adverse weather policy to this email and Dr. Sheerer's email on adverse weather can be found below this email as a reference. My feeling is that we could use the language from Faculty Senate Resolution #06-14, reference the resolution with the current policy language (or some modification) or simply state something to the effect of, "academic activities and coursework will be handled in accordance with FS Resolution #06-14".

Let us know what you and the officers believe is the best way to go forward. Thanks.

Bill

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Please be reminded of the following policy pertaining to the make-up of classes:

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**Policy for making up missed class days (Faculty Senate Resolution #06-14)**

Partial missed days should not be made up. Entire missed days should be made up (in



keeping with the 750 minutes per credit hour requirement set by the UNC General Administration)

Designated make-up days for Fall Semester

Make-up days should be used in the following order: Reading Days at the end of the semester; Tuesday of Fall Break; Monday of Fall Break; Wednesday before Thanksgiving.

Designated make-up days for Spring Semester

Make-up days should be used in the following order: Reading Days at the end of the semester; Good Friday.

If additional make-up days are needed, the Executive Council in conjunction with the Calendar Committee will decide how to make them up.

Suggestions on how to make up missed time

By meeting at the usual class time on the designated make-up days (avoid giving tests on these days) or by some activity relevant to the class (outside the usual class time, but not necessarily on the designated make-up days, as decided by the instructor following whatever procedures have been adopted by the unit).

Thank you,  
Marilyn Sheerer  
Provost

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**From:** Sheerer, Marilyn  
**Sent:** Tuesday, September 13, 2011 6:35 AM  
**To:** Walker, Marianna  
**Cc:** Koch, Bill  
**Subject:** Adverse Weather policy

Marianna,

At the EC meeting yesterday, Bill Koch shared a draft of a policy on adverse weather and emergency closings. By copy of this email, I'm asking him to send you the draft policy so that you and the officers can review the section 6.4. This section applies to class cancellations, etc.

Please let us know if you are okay with the wording there. It should probably mirror the Faculty Resolution I sent out earlier.

Marilyn