



## NATIONAL PARK COMMUNITY COLLEGE

### Memorandum

**To:** Faculty, Staff, and Students

**From:** Sally Carder

**Date:** November 18, 2009

**Re:** Inclement Weather

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National Park Community College will continue to address inclement weather situations similarly to past practices and consistent with the Governor's Policy Directive and the NPCC Board policy. The general policy is that NPCC does not close due to inclement weather if at all avoidable. However, the obligation to provide services to the citizens of the area must be balanced with the risk of danger to students and employees.

The President or the Executive Vice President will determine when the inclement weather policy is implemented based on area weather conditions. Local media, listed below, and NPCC's emergency notification system will be used to notify students and employees of policy implementation. The state policy provisions regarding late arrival and leave time will apply to NPCC employees.

In the event of early morning severe inclement weather conditions in the NPCC area, the President or Executive Vice President will determine whether to cancel classes or delay their start and will publicly announce between 6:00 a.m. and 6:30 a.m. if possible. If there is a delayed start, classes will begin at 10 a.m. with the classes as regularly scheduled at 10 a.m. The decision to declare the inclement weather policy into effect for evening classes will be made by mid-afternoon and announced between 3:00 p.m. and 3:30 p.m. if possible. Announcements affecting Saturday classes will be made between 7:00 a.m. and 7:30 a.m. when possible. Please announce the time schedule and stations to your classes.

In an effort to inform students, staff, and faculty of any college closing due to inclement weather, in addition to the emergency notification system, the following radio and TV stations will be notified:

#### **Radio**

|                     |   |
|---------------------|---|
| Hot Springs         | KLAZ 105.9 FM, KXOW 1420 AM, KQUS 97.5 FM |
| Hot Springs Village | KVRE 92.9 FM                              |

#### **Television**

|             |                 |
|-------------|-----------------|
| Little Rock | KATV Channel 7  |
|             | KTHV Channel 11 |
|             | KARK Channel 4  |