

- (A) Closure of the college due to inclement weather or other emergencies will be at the discretion of the college's president. On days when the college is closed because of inclement weather or other emergencies, some very important work may be necessary to ensure the safety and normal operation of the campus. While this generally applies to the maintenance staff, the nature of the services and customers may require others to report. The president and chief financial officer/treasurer will coordinate such activities. Irregular hours may be necessary for some employees. Wages/compensation for this work is addressed in paragraph (A) of rule 3358:17-25-01 of the Administrative Code.
- (B) In cases of inclement weather or other emergencies, the president may decide that the college will be closed to students but all employees are expected to report. Those who cannot report must use accumulated personal leave or vacation leave. Time off without pay will be permitted only as a last resort.
- (C) If the college closes due to weather-related emergencies, employees will be paid for the hours they were scheduled to work that day and do not have to utilize vacation or personal leave.

Effective: 03/21/2015

CERTIFIED ELECTRONICALLY

Certification

03/12/2015

Date

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