



University of
Pittsburgh

School of Health and
Rehabilitation Sciences

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Attention SHRS Faculty, Staff and Students:

Keeping our University community members informed, prepared and safe is a top priority at the University of Pittsburgh. To further this goal, the University has adopted an updated interim [University-wide Closure and Class Cancellation Policy](#). This policy is categorized as interim until it has undergone the full policy procedures process outlined on the [Office of Policy Development and Management's website](#) to become permanent.

This update was developed with input from undergraduate and graduate student government boards, in addition to faculty and staff, working together and within our shared governance system.

Any change to normal operations will be announced through the University's Emergency Notification Service (ENS, [view instructions on subscribing](#)), in addition to the University website, the [University's Public Safety and Emergency Management website](#), [Facebook](#), [Twitter](#) and local media outlets.

The updated policy:

- Establishes a standard University-wide Closure and Class Cancellation Policy.
- Reviews that, in instances when the University is not closed during extreme weather or natural disaster, University members—all students, faculty and staff—should use their own responsible judgment in deciding whether they can safely commute to or around campus.

FACULTY:

1. If the University is closed and/or classes are cancelled:
 - Instructors should determine an appropriate method to make up missed course material.
2. If the University is open, but an individual faculty member uses their discretion and determines that they are unable attend class, the faculty should:
 - Notify the department, and
 - Determine an appropriate method to make up missed course material.

STAFF MEMBERS:

1. If the University remains open, but an individual staff member uses their discretion and determines that they are unable to arrive for their regular shifts, they should contact their supervisors to notify them of their inability to arrive on campus.

STUDENTS:

1. If the University remains open, but an individual student uses their discretion and determines that they are unable to arrive for a scheduled class, they should:
 - Contact the faculty member or instructor for that class as they would for other absences (e.g. if they are ill) outlined in the course syllabus.
 - Instructors should follow their course absence policy but should be as accommodating as possible in allowing the student to make up class work/missed course materials.
2. If a student is participating in an off-campus placement/practicum/internship/etc.:
 - The student should follow the placement location's operating status, assuming they are able to travel safely to the placement site.
 - i.e. if the University is closed and/or classes are cancelled, but the placement location is open, students should still report to their placement site.
 - If a student is unable to safely report to the placement location, they should notify their contact at the placement site to indicate that they will be unable to arrive.

Respectfully,



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