

CAMPUS CLOSURE POLICY

APPROVAL AUTHORITY	Board of Directors
RATIFIED BY	Board of Directors
RELATED DOCUMENTS	

PURPOSE

This policy outlines the responsibilities and expectations of the Society and its staff during campus closures.

1. General

- 1.1. In the event of a campus closure, the SUS office will not be open and no director or staff will be required to come in to that campus.
 - 1.1.1. If one campus is closed but the other is open, then the SUS office in the open campus will remain so and all staff and directors who usually work from the open office will be required to maintain their normal schedules.
- 1.2. If the closure occurs on the day of and at the campus where a Board meeting was scheduled, the Board meeting is automatically cancelled and may be rescheduled at the VPI's discretion, or of a delegate, in consultation with the Board Chair.

2. Contracts & Pay

- 2.1. The Society will honour all contracts and salaries during campus closure periods.