The storm in November of 2014 was unprecedented in memory since the Blizzard of ’77 with regard to the number of consecutive days that classes were canceled. The deans gathered information quickly and found that many faculty had communicated with students on assignments to minimize the impact of the storm on class coverage. This line of communication also helped greatly to put together a plan for make-up classes before final exams, and some faculty utilized this time to ensure continuity and completion of material for their courses.

Moving forward, it is important that we formalize and standardize certain procedures and expectations for faculty to facilitate academic continuation in the event of campus closure:

1. Syllabi and assignments should be posted on D2L as the College’s learning management system. This can be accomplished individually by faculty or coordinated at the department level by administrative associates. Posting documents, spreadsheets, slide presentations, and videos is easy to do, and ensures that students have electronic access to course materials when classes are canceled or travel to campus is compromised.

2. Faculty should communicate by email to all students simultaneously regarding written assignments, readings, discussion groups, etc. This is most easily accomplished through D2L since the entire class list is an email user group.

3. Syllabi should contain information or a contingency plan for how to proceed in the event of class cancelation for inclement weather or other unforeseen circumstances.

4. Faculty should be familiar with the “Preparedness for Academic Continuity” document posted at www.canisius.edu/preparedness. Faculty are encouraged to plan procedures that would allow alternative communications in the event that the College internet service or phone system is inoperable.