

ISU Emergency Closing

Frequently Asked Questions

1. Was the university closed Thursday, August 12, due to severe weather or emergency situation?

The university closed due to limited Ames city water service and the boil order on campus and in Ames. The situation on August 12 is related to an emergency and not severe weather.

Note: The University was not closed on Wednesday, August 11, and the state's [Severe Weather/Emergency Policy](#) is applicable to employee absences on Wednesday.

2. Do I get paid if the university is closed because of an emergency situation?

Consistent with guidance from the Department of Administrative Services, if the university is closed because of an emergency that is not weather-related, employees will remain in pay status. However, those employees who are not required to report during the emergency must remain available during their regularly scheduled hours. This means each employee must provide his or her employing department with a phone number or contact where he or she can be reached.

3. What happens if the university is able to open mid-day?

Departments may call in the appropriate personnel to resume operations.

4. What if I had vacation scheduled or if I was on sick leave at the time there is a non-weather related emergency closing? Do I get credit in my vacation or sick leave bank because other employees will get paid for that time even though they're not working?

No, during emergency closings, employees stay in pay status because they are considered to be available to work at any time during their normally scheduled hours. If an employee is on vacation or sick leave, you are not available for work and requests to take vacation or sick leave prior to an emergency closing being declared, this employee will be charged with this leave time as they would not be available for work.

5. What is considered an "emergency" for purposes of the emergency closing period?

An emergency condition exists when the facility is unsafe for normal business operations due to an environmental hazard, a structural failure, or a mechanical condition that would threaten the health and safety of employees. A closing that occurs merely because of severe weather is not considered an emergency closing under this definition.

6. What if my duties were considered essential and I had to report to work. How will I be compensated?

Those employees that were required to report during the emergency closing will be paid using normal university policies and per the collective bargaining agreement as applicable.