

UConn Library Emergency Closing Policy

Title:	UConn Library Emergency Closing Policy
Policy Owner:	UConn Library
Applies to:	Faculty, Staff, Students, Others
Location Applicability:	All Libraries Except UConn Health and Law
Effective Date:	October 1, 2024
Contact Information:	homer@uconn.edu

PURPOSE

During inclement weather or emergency situations at UConn, the safety of our students, staff, faculty, and visitors is paramount. The UConn Library is not a designated campus Emergency Support Service, but the flagship location of the UConn Library system, Homer Babbidge Library, is an important physical resource to the Storrs campus student population. Usage statistics show there are significant numbers of students who occupy Homer Babbidge Library during times when UConn is closed. Consequently, Homer Babbidge Library may remain open either on its normal or an adjusted schedule when other Storrs campus units are closed.

This policy provides information on how the UConn Library manages its facilities, particularly Homer Babbidge Library, in case of inclement weather or emergency situations. Additionally, this policy describes how students, student employees, staff, faculty, and visitors are notified of UConn Library facilities hours during campus closures.

POLICY STATEMENT

Decisions on operating procedures around opening and closing of the Homer Babbidge Library are made by the Dean of the Library in consultation with the Assistant Dean for Library Administration and the Associate University Librarian for Academic Engagement through the consideration of the conditions and circumstances for weather or emergency events. In the absence of the Dean the final decision is made by the Assistant Dean for Library Administration.

Informed by UConn communications and current and forecasted conditions, the decision to open or close Homer Babbidge Library considers:

- Whether patrons and employees can safely travel to and from campus

- Whether patrons and employees can safely access Homer Babbidge Library
- The academic schedule of the university

If Homer Babbidge Library remains open during winter or emergency conditions, building security staff will be on duty. Other services, including the iDesk, will be closed or if safe to do so, minimally staffed.

EXEMPTION FOR REGIONAL AND SPECIAL LIBRARIES

Regional campus libraries: Avery Point, Hartford, Stamford, and Waterbury, as well as our special libraries: Archives & Special Collections, Pharmacy, and Music will follow the University's closures by campus directives unless there are extenuating rare circumstances that require them to remain open. Health Sciences and Law Libraries are not covered by this policy.

NOTIFICATION

Homer Babbidge Library building hours will be communicated via the UConn Library website, social media, all-staff email, and Slack. Regional and special library building hour changes will be communicated by the directors of each library or the Communication & Marketing unit. Announcements about closing or an adjusted building schedule will be made as soon as feasible. When conditions change rapidly or unexpectedly, the UConn Library will make or update decisions on short notice.

RELATED PROCEDURES AND POLICIES

<https://policy.uconn.edu/2011/10/27/emergency-closing-policy-2010-2011/>
<https://alert.uconn.edu/emergency-closing-policy>