

February 4, 2020

To: Joe Harroz, President, The University of Oklahoma
From: Eric Conrad, Vice President and COO
Re: Tulsa Campus Closure due to Weather

University Operations has discussed the best process for determining when the Tulsa Campus should close due to severe weather. Weather that would necessitate the closing of campus would primarily include ice, snow and freezing temperatures in the winter months and the threat of tornadoes that can extend from spring to fall. The decision to close campus due to severe weather will be coordinated with a committee of administrators and staff on the Tulsa campus from OU-Tulsa President's Office, Environmental Health and Safety, University Operations, Leadership for both Norman and HSC programs in Tulsa, OU Physicians-Tulsa, Human Resources, Marketing and Communications, Student Affairs and OU-Tulsa Police. These committee members were identified in order to make an informed decision as it relates to the predicted severity of weather and the inherent risks to life safety (including personal injury for students, faculty, staff and visitors), as well as impact on classes, clinics, and campus facilities and infrastructure.

The President of OU-Tulsa will make the final decision to close campus based on the committee conversations and recommendations. If the President of OU-Tulsa is unavailable, the Emergency Response Director will make the final decision. The University President will be informed of the decision and then notifications will be sent to students, faculty, staff, patients, and other necessary University community members and media outlets.

The Campus Closure Committee consists of the following Tulsa campus administrators and staff:

- John Schumann – President, OU-Tulsa
- Jim Sluss – Associate Vice President for Academic Affairs
- Jonathan Joiner – Associate Dean Finance and Administration for SoCM and COO, OU-Physicians-Tulsa
- Rick Koontz – Associate Vice President and Emergency Response Director
- Bob Farringer – EHS and Emergency Response Coordinator
- Walter Evans – Chief of Police, OU-Tulsa Police Department
- Josh Davis – Executive Director, OU-Tulsa Student Affairs
- Tricia Rahal – Executive Director, OU-Tulsa Human Resources
- Tracy Kennedy – Assistant Vice President, Marketing and Communications

Regards,

Eric W. Conrad
Vice President for University Operations and COO

Cc: John Schumann, President, OU-Tulsa