




OFFICE OF THE PROVOST AND
SENIOR VICE PRESIDENT FOR
ACADEMIC AFFAIRS

Shuster Hall, Room 381
250 Bedford Park Blvd West
Bronx, NY 10468

Phone: 718-960-8222
Fax: 718-960-8042
www.lehman.edu

TO: ALL Lehman Faculty and Staff

FROM: Peter O. Nwosu, Ph.D. 
Provost and Senior Vice President for Academic Affairs and Student Success

DATE: March 4, 2019

SUBJECT: Academic Calendar and Snow Closure: Plan to Make-Up Lost Instructional Time

Dear Colleagues:

The following information is intended to provide guidance on how to make up for lost classroom time resulting from the CUNY-wide Snow Closure on Monday, March 4, 2019, and the cancellation of classes at Lehman College. Our guiding principle in developing a plan to make up for lost classroom time is to provide you with as much flexibility as possible.

1. One option is to use an interactive online learning activity and/or other out-of-class assignments (i.e., library work, literature reviews, etc.) that ensure the complete delivery of all material associated with the learning objectives for each affected course. If you decide on this option, please **join your colleagues for an ONLINE Q&A session on *How to Use Technology to Catch up on Missed Classes*** with Olena Zhadko, Director of Online Education, **from 12:00 to 1:30 pm on Thursday, March 21, 2019**. You may connect from your computer or a mobile device. [RSVP to join the live session or to receive a replay](#). Related resources can also be found [online](#). For questions regarding the use of this option, please contact Dr. Zhadko @ olena.zhadko@lehman.cuny.edu.
2. For some courses, such as laboratories and clinical experiences, alternate plans that may require finding a space may need to be developed. If you decide on this option, please contact the Registrar's Office @ scheduling.registrar@lehman.cuny.edu. Staff members will work with instructors to find space during underutilized times.
3. Please note that the College is required by CUNY and NYSED to document the plans faculty members have developed and implemented in order to make up for lost instructional time resulting from inclement weather. Therefore, **all affected faculty members will need to provide their written plans to their Department Chair by March 31, 2019**. Department chairs are expected to work with their Deans to ensure that these plans fully accommodate the recovery of lost time and that they comply with University and State regulations.

Thank you for your help in ensuring that we continue to provide excellent academic experiences for our students.