




To: USC Faculty and Staff

From: Elizabeth Garrett, Provost and Senior Vice President
for Academic Affairs 

Date: October 30, 2014

Subject: Class Continuity During the Home Football Game on Thursday, November 13, 2014

As I wrote you earlier, this year USC will host the game against the California Golden Bears on **Thursday, November 13, 2014**. As a follow-up to my memo on September 22, I would like to remind you about how we will work to minimize disruptions to normal university operations.

Class Schedules. USC **will not** cancel classes and does not anticipate making changes to class schedules for weekday games. Please note that:

- Students will be expected to attend and complete assignments as regularly required by the faculty.
- Libraries will remain open during normal operating hours.
- To the extent possible, general academic operations will proceed as normal during these game days.

Suggestions for Faculty. For faculty teaching during the late afternoon or evening hours on Thursday, November 13, the following are some options that may help accommodate students enrolled in such classes:

- Schedule an additional class period at some other point in the semester and thereby avoid holding your class on November 13. The administration of your school and the University Registrar will work with you to identify appropriate times for a makeup class and possible locations.
- Hold your class at a location other than the University Park Campus. The University Registrar will work with those schools offering a large number of classes in the evening to identify alternative locations at the limited number of available USC-owned locations.
- If your normal class schedule includes off-campus activities or work that can be done away from the campus, plan such an activity for this day.

Transportation and Parking. One of the most significant impacts to university operations will be the increased traffic, safety, and parking issues on the day of the game. Here are some notable considerations:

- **No tailgating** will be permitted on campus, unless it is an official university-sanctioned event.

- Game parking will generally not be permitted on campus on November 13, 2014 until after the close of business and the majority of staff, students, and faculty has left.
- The campus community is encouraged to use alternative transportation rather than drive to campus on game day.

Thank you for your flexibility and cooperation in helping the campus accommodate this important event. If you have any questions or suggestions for efforts we can take to mitigate disruptions to normal university operations, please feel free to contact the administration of your school.

cc: C. L. Max Nikias
Robert Abeles
Al Checcio
Todd Dickey
Tom Jackiewicz
Tom Sayles
Carol Mauch Amir
John Silvester
Academic Deans