

HOLIDAY SCHEDULE 2019

To assist you in your personal planning for the upcoming holidays, the following is a list of University holidays through New Year's Day 2020. All full-time employees are eligible for holiday pay; see Staff Handbook for additional information.

Martin Luther King, Jr. Day	Monday, January 21, 2019	University Closed
Good Friday:	Friday, April 19, 2019	University Closed
Memorial Day:	Monday, May 27, 2019	University Closed
July 4:	Thursday, July 4, 2019	University Closed
Labor Day:	Monday, September 2, 2019	University Closed
Veterans Day:	Monday, November 11, 2019	University Closed
Thanksgiving:	Wednesday, November 27, 2019 Thursday, November 28, 2019 Friday, November 29, 2019	University Closed University Closed University Closed
Christmas through New Year's Day:	Monday, Dec. 23 through Friday, Dec. 27, 2019 Monday, Dec. 30 through Wednesday, January 1, 2020	University Closed University Closed

Float Days --- Full-time staff employees receive 2 float days which must be taken anytime in the current calendar year (any float days not taken within the current calendar year will be forfeited). Please see Staff Handbook, page 45, for additional information.

All essential University functions must be maintained during the holidays and scheduling must be arranged within the department. The appropriate Vice President will work with staff to coordinate the schedule during these days and make provisions for affected staff to take other days off accordingly. Hourly employees in categories who are required to work on the holiday will be paid according to University Policy.

Note: The December pay date for monthly paid employees will be on Thursday, December 19, 2019. The hourly employee pay date for January 1, 2020, will be made on Tuesday December 31, 2019.