



HOLIDAY SCHEDULE

Date: February 12, 2016
To: All Department and Area Heads
From: Evelyn Miller-Suber, Director, Human Resources
Subject: 2016 - 2017 Holiday Schedule for Local 153- Secretarial and Clerical Staff

The following is the holiday schedule for the 2016 - 2017 Academic Year:

Monday	September 5, 2016	Labor Day (Designated Holiday)
Thursday	November 24, 2016	Thanksgiving Day
Friday	November 25, 2016	Day after Thanksgiving Day
Friday*	December 23, 2016	Christmas Eve Holiday
Monday*	December 26, 2016	Christmas Day Holiday
Tuesday*	December 27, 2016	Designated Holiday
Wednesday*	December 28, 2016	Designated Holiday
Thursday*	December 29, 2016	Designated Holiday
Friday*	December 30, 2016	Designated Holiday
Monday*	January 2, 2017	New Year's Day Holiday
Monday	January 16, 2017	Martin Luther King Jr. Birthday (Designated Holiday)
Monday	February 20, 2017	President's Day
Friday	April 14, 2017	Good Friday
Monday	May 29, 2017	Memorial Day
Tuesday	July 4, 2017	Independence Day

*The University's extended break will be from Friday, December 23, 2016 through Monday, January 2, 2017 in lieu of the December/January Floating Holidays. The normal University work schedules will resume on Tuesday, January 3, 2017.

In addition, full-time staff members may also elect the following:

Two (2) days to be taken as religious holidays or during the spring recess, in accordance with supervisor's approval and operating requirements of the department, and the applicable Collective Bargaining Agreement. **These Floating Holidays may not be taken in half-days or hours.**

***NOTE:** This schedule does **NOT** apply to Plant and Public Safety staff. Plant and Public Safety staff members should consult with their supervisors.

****PLEASE POST****