

Holiday Schedule 2023

Holidays

New Year's Day
Martin Luther King Jr. Day
Memorial Day
Juneteenth
Independence Day
Labor Day
Thanksgiving Day
*Day after Thanksgiving (Employees covered
By AFSCME & PSSU only
* Columbus Day (earned Oct 11)
Not covered by AFSCME or PSSU
Christmas Day
Veteran's Day (earned Nov 11)

University Closed

January 2 Monday
January 16 Monday
May 29 Monday
June 19 Monday
July 4 Tuesday
September 4 Monday
November 23 Thursday
November 24 Friday
November 24 Friday
December 25 Monday
December 26 Tuesday

Deferred Holidays

President's Day
Columbus Day (AFSCME & PSSU ONLY)

University Remains Open

February 20 Monday
October 9 Monday

All managers, administrators and non-instructional staff, except those assigned to the Physical Plant, CTC, Library, Public Safety and Residence Hall duties observe this schedule. Managers, administrators and department chairpersons are responsible for ensuring that each member of their non-teaching staff adheres to this holiday schedule; failure to do so could create an overtime and compensatory day-off requirement. All non-teaching staff must be granted the appropriate number of holidays, as well as Personal leave days, in accordance with Collective Bargaining Agreements and Personnel Policies.

The Director Facilities Management/Planning, Chief Information Technology Officer, Dean of Libraries, Director of Public Safety, and Dean of Students may schedule holidays for their non-instructional staff separately and in accordance with their operational requirements.

On those days listed as *Deferred Holidays – University Remains Open*, employees arrange with their supervisors for a day or days off which are mutually agreeable, giving due consideration to operational requirements. **Holidays do not carry over from one year to the next and must be used in the year in which they are earned. There are no exceptions.**

The administration reserves the right to reschedule any holidays in the event the academic calendar is changed.