

Procedure IV.4000.G.a, Holidays

Associated Policy

Policy IV.4000.G, Holidays

Procedure

Eligible full-time employees will be paid for holidays at their current rate of pay. The specific dates of the holidays are listed in the academic calendar. Approved holidays include:

Labor Day	Spring Break
Thanksgiving Break	Spring Holiday
Winter Break	Memorial Day
Martin Luther King, Jr. Day	Juneteenth National Independence Day
	Independence Day

When an employee requests to observe another federal or religious holiday that is not listed as a College holiday, the employee may use their available personal business leave or vacation leave in order to be paid for this absence.

Date of SLT Approval	December 7, 2021
Effective Date	February 1, 2022
Associated Policy	Policy IV.4000.G, Holidays
Primary Owner of Policy Associated with the Procedure	Vice Chancellor, Human Resources, Organizational and Talent Effectiveness
Secondary Owner of Policy Associated with the Procedure	Vice President, Human Resources
