

DATE: April 27, 2014  
TO: All Regular Part-Time and Full Time Staff  
FROM: Sandy Bruns, Director of Human Resources  
RE: Holidays or Non-Work Days for FY'14 (July 1, 2013, through June 30, 2014)

Following is the list of holidays or non-work days for regular part-time and full time staff in which the campus will be closed. If you are eligible for holiday pay, please indicate "Holiday" on your timesheet. This schedule should help you with your long-range planning.

July 4	Independence Day
September 2	Labor Day
November 28 and 29	Thanksgiving
December 23	One Day Designated by the President
December 24	Christmas Eve Day
December 25	Christmas Day
December 9-January 10	One day for Veteran's Day and One Day Designated by the President*
January 1	New Year's Day
April 18	Good Friday
May 26	Memorial Day

\*The employee will schedule these days off with their supervisor. They **must** be taken between December 9, 2013, and January 10, 2014.