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DATE: May 3, 2019

TO: All Regular Part-Time and Full Time Staff

FROM: Brandi Hansen, Director of Human Resources

RE: Holidays or Non-Work Days for FY'20 (July 1, 2019, through June 30, 2020)

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. This schedule should help you with your long-range planning.

July 4	Independence Day
September 2	Labor Day
November 27	One Day for Veteran's Day
November 28 and 29	Thanksgiving
December 9-January 3	One Day Designated by the President*
December 24	Christmas Eve Day
December 25	Christmas Day
January 1	New Year's Day
April 10	Good Friday
April 13	Day Designated by the President
May 25	Memorial Day

\*The employee will schedule this day off with their supervisor. It **must** be taken between December 9, 2019, and January 3, 2020.