## Western New England University Exempt and Non-Exempt Staff Holiday Schedule Fiscal Year 2018-2019

Independence Day Wednesday, July 4 Closed

Labor Day Monday, September 3 Closed

Columbus Day Monday, October 8 Closed

\*Veterans Day Observed Monday, November 12 Offices Open

Thanksgiving \*\*
Thursday, November 22
Closed

Christmas\*\* Tuesday, December 25 Closed

New Years Tuesday, January 1 Closed

\*Martin Luther King Jr. Day Monday, January 21 Offices Open

\*Presidents' Day Monday, February 18 Offices Open

> Memorial Day Monday, May 27 Closed

The necessary activities of certain offices/departments may require them to remain open on holidays when the University is otherwise closed. When this occurs, persons working in these areas will be given their Holidays as arranged with their supervisors.

<sup>\*</sup>Veteran's Day (observed November 12, 2018), Martin Luther King Jr. Day (January 21, 2019) and Presidents' Day (February 18, 2019) are considered "floating holidays"; they may be taken on the designated date or at another time, as arranged with the supervisor. Floating holidays must be taken in the calendar year in which they occur.

<sup>\*\*</sup> During the 2018-2019 academic year, the President has determined that the University will be closed for the Thanksgiving Recess on November 21 and 23, and for the Winter Recess December 24, and 26 – 31. These days are in addition to the designated holidays of November 22, December 25, and January 1.