



CSU Bakersfield

Business and Administrative Services

Office of Human Resources


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Memorandum

DATE: September 24, 2015

TO: All Staff

FROM: Kellie Garcia, Associate Vice President
Human Resources & Administrative Services 

SUBJECT: Holiday Calendar 2016/2017

<u>Holiday</u>	<u>Classes Scheduled</u>	
July 04, 2016	Independence Day	No
Sep. 05, 2016	Labor Day	No
Nov. 11, 2016	Veteran's Day	No
Nov. 24, 2016	Thanksgiving Day	No
Nov. 25, 2016	Lincoln's Birthday - Moved	No
Dec. 26, 2016	Christmas Day - Observed	No
Dec. 27, 2016	President's Day - Moved	No
Dec. 28, 2016	Admission Day - Moved	No
Dec. 29, 2016	Columbus Day - Moved	No
Dec. 30, 2016	Campus Closed*	No
Jan. 02, 2017	New Year's Day - Observed	No
Jan. 16, 2017	Martin Luther King, Jr.'s Birthday	No
Mar. 31, 2017	Cesar Chavez Day	No
May 29, 2017	Memorial Day	No

Each employee is entitled to one Personal Holiday, which must be taken on one day during the 2016 calendar year. If the employee fails to take the Personal Holiday before the end of the year, the holiday is forfeited.

- ◆ Lincoln's Birthday is observed Friday, February 12, 2016; the holiday credit will be observed Friday, November 25, 2016.
- ◆ President's Day is observed Monday, February 15, 2016; however, classes are in session on this date, and therefore, the holiday credit will be observed on Tuesday, December 27, 2016.
- ◆ Admission Day is observed Friday, September 9, 2016; the holiday credit will be observed on Wednesday, December 28, 2016.
- ◆ Columbus Day is observed Monday, October 10, 2016; however classes are in session on this date, and therefore, the holiday credit will be observed on Thursday, December 29, 2016.

***Please note that Friday, December 30th is not a covered holiday. You may use vacation, Compensatory Time Off (CTO) or your personal holiday to cover this day.**

THE HOLIDAY BREAK WILL BE FROM DECEMBER 26, 2016 THROUGH JANUARY 2, 2017