



CSU Bakersfield

Business and Administrative Services

Office of Human Resources


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Memorandum

DATE: October 6, 2016

TO: All Staff

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

SUBJECT: Holiday Calendar 2017/2018

| | <u>Holiday</u> | <u>Classes Scheduled</u> |
|----------------------|------------------------------------|--------------------------|
| July 04, 2017 | Independence Day | No |
| Sep. 04, 2017 | Labor Day | No |
| Nov. 10, 2017 | Veteran's Day - Observed | No |
| Nov. 23, 2017 | Thanksgiving Day | No |
| Nov. 24, 2017 | Lincoln's Birthday - Moved | No |
| Dec. 25, 2017 | Christmas Day | No |
| Dec. 26, 2017 | President's Day - Moved | No |
| Dec. 27, 2017 | Admission Day - Moved | No |
| Dec. 28, 2017 | Columbus Day - Moved | No |
| Dec. 29, 2017 | Campus Closed* | No |
| Jan. 01, 2018 | New Year's Day | No |
| Jan. 15, 2018 | Martin Luther King, Jr.'s Birthday | No |
| Mar. 30, 2018 | Cesar Chavez Day - Observed | No |
| May 28, 2018 | Memorial Day | No |

Each employee is entitled to one Personal Holiday, which must be taken on one day during the 2017 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 Monday, February 13, 2017; the holiday credit will be observed Friday, November 24, 2017.
- ◆ President's Day is observed Monday, February 20, 2017; however, classes are in session on this date, and therefore, the holiday credit will be observed on Tuesday, December 26, 2017.
- ◆ Admission Day is observed Friday, September 8, 2017; the holiday credit will be observed on Wednesday, December 27, 2017.
- ◆ Columbus Day is observed Monday, October 9, 2017; however, classes are in session on this date, and therefore, the holiday credit will be observed on Thursday, December 28, 2017.

***Please note that Friday, December 29th 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 25, 2017 THROUGH JANUARY 1, 2018