



Holidays Policy

Full-time personnel are given paid time off for approved holidays. The following holidays are approved by the university:

- New Year's Day (2 workdays)
- Martin Luther King Jr. Day (third Monday of January)
- Presidents' Day (third Monday of February)
- Memorial Day (last Monday of May)
- Juneteenth (June 19)
- Independence Day (July 4)
- Pioneer Day (July 24)
- Labor Day (first Monday of September)
- Thanksgiving (2 workdays—Thursday and Friday)
- Christmas Day (2 workdays)

APPROVED: 14 Mar 2022

PRIOR VERSION: 1 Mar 2010

APPLICABILITY: This policy applies to all university organizations and personnel.

POLICY OWNER: Administration Vice President and CFO

RESPONSIBLE OFFICE: Human Resource Services

IMPLEMENTING PROCEDURES: [Holiday Procedures](#)

RELATED POLICIES:

- [Physical Facilities Policy](#)
- [Print-Mail Production Center Policy](#)
- [Staff Overtime Policy](#)
- [Student Employment Policy](#)
- [Student Health Services Policy](#)
- [Workweek for Employees Policy](#)