

April 11, 2013

TO: Dr. Mike Sherman
Senior Vice President, Provost and Chief Operating Officer

FROM: David J. Cummins 
Vice President for Finance and Administration/CFO

SUBJECT: Holiday Schedule 2013-2014 and Summer Hours 2013

HOLIDAY SCHEDULE 2013-2014

The Board of Trustees is asked to approve the following holiday schedule for the fiscal year 2013-2014 at their regular meeting, Wednesday, May 8, 2013.

- Thursday, July 4, 2013 Independence Day
- Monday, September 2, 2013 Labor Day
- Monday, November 11, 2013 Veterans' Day (Staff holiday – classes held)
- Thursday, November 28, 2013 Thanksgiving Day
- Friday, November 29, 2013 In honor and in lieu of Columbus Day (Monday, October 14, 2013)
- Tuesday, December 24, 2013 In honor and in lieu of Presidents' Day (Monday, February 17, 2014)
- Wednesday, December 25, 2013 Christmas Day
- Wednesday, January 1, 2014 New Year's Day
- Monday, January 20, 2014 Martin Luther King, Jr. Day
- Monday, May 26, 2014 Memorial Day

SUMMER HOURS 2013

Summer hours are scheduled for Monday, May 13 through August 23, 2013. This schedule includes a work day from 8:00 a.m. to 4:30 p.m. with a 30-minute lunch.