

TO: All Employees

FROM: The Office of Human Resources

RE: Administrative Holidays – July 1, 2021 through June 30, 2022

The college holidays for FY 2021-2022 are as follows:

Monday	July 5
Thursday	November 25
Friday	November 26
Wednesday	December 22
Thursday	December 23
Friday	December 24
Monday	December 27
Tuesday	December 28
Wednesday	December 29
Thursday	December 30
Friday	December 31
Monday	January 17
Monday	May 30

The college will be open on Labor Day, and classes will be in session. However, effective July 1, 2021, employees are granted a floating holiday in recognition of the services provided on Labor Day. This floating holiday may be used at any time during the fiscal year (July 1, 2021 through June 30, 2022).

All college buildings will be closed during the winter holiday (December 22 – January 3). Administrative employees may be asked to work one or more of these days to complete essential year-end business. They will receive compensatory holidays at a time to be arranged with their supervisor.

On the reverse side, you will find a listing of important dates on the Administrative and Academic calendar for 2021-2022.

Please direct any questions regarding the holiday schedule to your supervisor or the Human Resources Office.

