Office of Human
Resources

## Holiday Calendar 2023-2024

State law provides for seventeen (17) state holidays in FY 2024. Four (4) of the state holidays fall on weekends and cannot be substituted for other regular working days. The result is thirteen (13) observable holidays for FY 2024.

Under the provision of Article V of Senate Bill 5, 73 ${ }^{\text {rd }}$ Legislature, Regular Session, a state employee is entitled to observe optional holidays, such as Rosh Hashanah, Yom Kippur, and Cesar Chavez Day. Since the university is closed on scheduled holidays, employees who wish to take an optional holiday will be required to use vacation leave or compensatory time.

| Holiday | Dates | Days of the Week | Number of Days |
| :---: | :---: | :---: | :---: |
| Labor Day | 09/04/2023 | Monday | 1 |
| Thanksgiving Holidays | 11/23/2023-11/24/2023 | Thursday \& Friday | 2 |
| Winter Holidays | 12/25/2023-01/01/2024 | Monday - Monday | 6 |
| Martin Luther King, Jr. Day | 01/15/2024 | Monday | 1 |
| Spring Holiday | 03/29/2024 | Friday | 1 |
| Memorial Day | 05/27/2024 | Monday | 1 |
| Independence Day | 07/04/2024 | Thursday | 1 |

The nature of the responsibilities in certain areas requires someone to be on duty during the scheduled holidays. Those employees who work during a holiday period will be allowed compensatory time off at a later date. Department heads should contact the Office of Human Resources to discuss the procedures that need to be followed for compensatory time off.

