I am very pleased to inform you that President Ensign has authorized the continuation of the additional paid holidays for the 2019 – 20 fiscal year. In addition to providing the employees of the campus community with extended time to refresh and spend time with family and friends, these closings will also afford an opportunity for significant energy savings. The decision to authorize additional days takes into account the day of week upon which the holidays fall; coordination with the academic calendar; and energy savings to the college. We hope that each of you will enjoy the opportunity for the additional downtime during the coming year.

The college will be observing the following holidays during the 2019-20 fiscal year.

- Thursday, July 4, 2019: Independence Day
- Friday, July 5, 2019*: Additional Paid Closing Day*
- Wednesday, November 27, 2019*: Additional Paid Closing Day*
- Thursday, November 28, 2019: Thanksgiving Day
- Friday, November 29, 2019: Friday after Thanksgiving Day
- Monday, December 23, 2019*: Additional Paid Closing Day*
- Tuesday, December 24, 2019*: Additional Paid Closing Day*
- Wednesday, December 25, 2019: Christmas Day
- Thursday, December 26, 2019: Day after Christmas Day
- Friday, December 27, 2019: Additional Holiday
- Saturday, December 28, 2019: Additional Holiday
- Sunday, December 29, 2019: Additional Holiday
- Monday, December 30, 2019: Additional Holiday
- Tuesday, December 31, 2019: Additional Holiday
- Wednesday, January 1, 2020: New Year’s Day
- Thursday, January 2, 2020*: Additional Paid Closing Day*
- Friday, January 3, 2020*: Additional Paid Closing Day*
- Monday, May 25, 2020: Memorial Day
- Three Floating Holidays

New employees are eligible for:

- Three floating holidays if start date is prior to September 1st
- Two floating holidays if start date is prior to December 1st
- One floating holiday if start date is prior to March 1st

Minimal staffing during holidays may be required in certain departments. Supervisors may also require employees to work hours other than those normally scheduled. If a nonexempt employee is required to work on a college holiday, he or she will be paid in accordance with the holiday pay policy in the Employee Handbook.

Non-exempt employees who are required to work on the additional paid closing days* will receive double time for any hours worked.

Please note that all departments will be open on Labor Day, Monday, September 2, 2019.