

HUMAN RESOURCES

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MEMORANDUM

TO: All Employees

FROM: Monica Ponce Monue Associate Vice President, Human Resources

DATE: November 17, 2023

SUBJECT: Holiday Calendar, January 2024 – December 2024

Below is the university's holiday schedule for the 2024 Calendar Year:

2024 Holidays:

Monday, January 1, 2024 Monday, January 15, 2024 Monday, April 1, 2024 Monday, May 27, 2024 Wednesday, June 19, 2024 Thursday, July 4, 2024 Monday, September 2, 2024 Monday, November 11, 2024 Thursday, November 28, 2024 *Friday, November 29, 2024* Wednesday, December 25, 2024 Thursday, December 26, 2024 Friday, December 27, 2024 Monday, December 30, 2024 Tuesday, December 31, 2024 New Year's Day Martin Luther King, Jr. Day (In lieu of Cesar Chavez Day) Memorial Day Juneteenth Day Independence Day Labor Day Veterans Day Veterans Day Thanksgiving Day <u>campus closed, not a holiday*</u> Christmas Day (In lieu of President's Day) (In lieu of Lincoln's Birthday) (In lieu of Admission Day) (In lieu of Indigenous People's Day)

* The campus will close on Thanksgiving Day and the day after Thanksgiving so employees can enjoy the holidays. **The day after Thanksgiving is a non-paid campus closure day. However, employees may exercise options that will allow them to be paid.** Each employee covered by a <u>collective bargaining agreement</u> should review the holiday article in their contract. After reviewing your contract, if you still have questions, please contact the office of Human Resources at <u>hrm@csudh.edu</u> or (310) 243-3771.

Religious Holidays:

To observe religious holidays not designated by the State of California as official holidays, employees may use accumulated leave time, i.e. vacation, personal holiday or compensatory time off. Within operational needs for the staffing of the department, supervisors are encouraged to permit employees to use such leave time for religious purposes.