



CALIFORNIA STATE UNIVERSITY, FULLERTON

Division of Human Resources, Diversity and Inclusion

Human Resources

P.O. Box 6806, Fullerton, CA 92834-6806 / Tel 657-278-2425 / Fax 657-278-7188

MEMORANDUM

DATE: November 24, 2015

TO: All Employees

FROM: Bea Maselli, Director, Payroll, Benefits & Retirement Services
Human Resources, Diversity and Inclusion

SUBJECT: 2016 Calendar Year Holiday Schedules

CSUF provides paid holidays as part of its comprehensive benefits package to support staff in their effort to balance work and family responsibilities. The 2016 calendar year holiday schedule is attached. As has been campus practice, we will observe some holidays on prescribed dates and others will be observed on dates that will allow a longer closure at Thanksgiving and over the December holiday period.

In December next year, the campus will be closed Monday, December 26, 2016 through Monday, January 2, 2017. As in prior years, employees are to use personal leave credits (vacation, CTO, or personal holiday) on December 29 and 30, 2016. Holiday pay practices are consistent with California State University policies and procedures as well as collective bargaining agreements.

Please direct all questions regarding this schedule to Payroll, Benefits and Retirement Services in the division of Human Resources, Diversity and Inclusion at (657) 278-2521.

Thank you.

THE CALIFORNIA STATE UNIVERSITY

Bakersfield / Channel Islands / Chico / Dominguez Hills / East Bay / Fresno / Fullerton / Humboldt / Long Beach / Los Angeles / Maritime Academy
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**CALIFORNIA STATE UNIVERSITY, FULLERTON
2016 CALENDAR YEAR HOLIDAY SCHEDULE**

DATE	DAY	HOLIDAY	CAMPUS STATUS
1/1/16	FRIDAY	NEW YEAR'S DAY	CLOSED
1/18/16	MONDAY	MARTIN LUTHER KING, JR. DAY	CLOSED
2/12/16	FRIDAY	LINCOLN'S BIRTHDAY (RESCHEDULED FOR OBSERVANCE ON FRIDAY, 11/25/16)	OPEN
2/15/16	MONDAY	WASHINGTON'S BIRTHDAY (PRESIDENTS' DAY)	CLOSED
3/31/16	THURSDAY	CESAR CHAVEZ DAY	CLOSED
5/30/16	MONDAY	MEMORIAL DAY	CLOSED
7/4/16	MONDAY	INDEPENDENCE DAY	CLOSED
9/5/16	MONDAY	LABOR DAY	CLOSED
9/9/16	FRIDAY	ADMISSION DAY (RESCHEDULED FOR OBSERVANCE ON TUESDAY, 12/27/16)	OPEN
10/10/16	MONDAY	COLUMBUS DAY (RESCHEDULED FOR OBSERVANCE ON WEDNESDAY, 12/28/16)	OPEN
11/11/16	FRIDAY	VETERANS DAY	CLOSED
11/24/16	THURSDAY	THANKSGIVING DAY	CLOSED
11/25/16	FRIDAY	LINCOLN'S BIRTHDAY OBSERVED (MOVED FROM FRIDAY, 2/12/16)	CLOSED
12/26/16	MONDAY	CHRISTMAS DAY OBSERVED	CLOSED
12/27/16	TUESDAY	ADMISSION DAY OBSERVED (MOVED FROM FRIDAY, 9/9/16)	CLOSED
12/28/16	WEDNESDAY	COLUMBUS DAY OBSERVED (MOVED FROM MONDAY, 10/10/16)	CLOSED
12/29/16	THURSDAY	CAMPUS CLOSURE EMPLOYEES MUST USE PERSONAL LEAVE CREDITS	CLOSED
12/30/16	FRIDAY	CAMPUS CLOSURE EMPLOYEES MUST USE PERSONAL LEAVE CREDITS	CLOSED
1/2/17	MONDAY	NEW YEAR'S DAY OBSERVED	CLOSED

HOLIDAY PAY PRACTICES ARE CONSISTENT WITH CALIFORNIA STATE UNIVERSITY
POLICIES AND PROCEDURES AS WELL AS COLLECTIVE BARGAINING AGREEMENTS.