



SAN FRANCISCO STATE UNIVERSITY

SAN FRANCISCO STATE UNIVERSITY HOLIDAY SCHEDULE 2008 - 2009

2008

<u>DAY</u>	<u>MONTH</u>	<u>DATE</u>	<u>HOLIDAY</u>	<u>CAMPUS STATUS</u>	<u>FOOTNOTE</u>
Friday	July	04	Independence Day	Closed	1
Monday	September	01	Labor Day	Closed	1
Tuesday	September	09	Admission Day	Open	2
Monday	October	13	Columbus Day	Open	2
Tuesday	November	11	Veterans' Day	Closed	1
Thursday	November	27	Thanksgiving Day	Closed	1
Friday	November	28	Observe Columbus Day	Closed	1
Thursday	December	25	Christmas Day	Closed	1
Friday	December	26	Observe Lincoln's Birthday	Closed	1
Saturday	December	27	Campus Closure	Closed	3
Sunday	December	28	Campus Closure	Closed	3
Monday	December	29	Observe Washington's / President's Day	Closed	1
Tuesday	December	30	Observe Admission Day	Closed	1
Wednesday	December	31	Campus Closure	Closed	4

2009

<u>DAY</u>	<u>MONTH</u>	<u>DATE</u>	<u>HOLIDAY</u>	<u>CAMPUS STATUS</u>	<u>FOOTNOTE</u>
Thursday	January	01	New Year's Day	Closed	1
Monday	January	19	Martin Luther King Day	Closed	1
Thursday	February	12	Lincoln's Birthday	Open	2
Monday	February	16	Washington's BD/President's Day	Open	2
Tuesday	March	31	Cesar Chavez Day	Closed	1
Monday	May	25	Memorial Day	Closed	1
Friday	July	03	Observe Independence Day	Closed	1
Monday	September	07	Labor Day	Closed	1
Wednesday	September	09	Admission Day	Open	2
Monday	October	12	Columbus Day	Open	2
Wednesday	November	11	Veterans' Day	Closed	1
Thursday	November	26	Thanksgiving Day	Closed	1
Friday	November	27	Observe Columbus Day	Closed	1
Friday	December	25	Christmas Day	Closed	1
Saturday	December	26	Campus Closure	Closed	3
Sunday	December	27	Campus Closure	Closed	3
Monday	December	28	Observe Lincoln's Birthday	Closed	1
Tuesday	December	29	Observe Washington's / President's Day	Closed	1
Wednesday	December	30	Observe Admission Day	Closed	1
Thursday	December	31	Campus Closure	Closed	4

With the implementation of AB 720 – **Veterans Day Observance** – Assembly Bill (AB) 720 added Section 89005.7 to the Education Code requiring the California State University (CSU) to observe November 11, as a holiday and to close the university on that day. When November 11 falls on a Sunday, the CSU shall observe the following Monday as the Veterans Day holiday. When November 11 falls on a Saturday, the CSU shall observe the preceding Friday as the Veterans Day holiday.

Personal Holiday: One each calendar year. It is to be scheduled with the approval of the supervisor. The Personal Holiday must be taken before the end of the calendar year (prior to January 1 each year), or the holiday is forfeited.

Excess Vacation Hours: Collective Bargaining Agreements and CSU practice require vacation accumulation in excess of the maximum hours allowed be forfeited as of January 1 each year. Maximum hours allowed are posted on individual leave accrual statements available through the HR Website: <http://www.sfsu.edu/~hrwww/>

Footnotes:

1. **Holiday.** The University will be closed. Only the minimum number of personnel essential to staff necessary services are required to work. Non-exempt employees working this day will receive compensatory time off (CTO) which may be used at a later time with the approval of the supervisor; or cash payment as determined by the appropriate administrator. An employee must be in pay status on the day the holiday is officially observed to be entitled to the holiday.
2. **The University will be open.** Holiday rescheduled in accordance with Collective Bargaining Agreements and Title 5, Section 42920. Employees will not receive holiday pay for working on this day. An employee must be in pay status on the day the holiday is officially observed to be entitled to the holiday.
3. **The University will be closed.** See provisions of applicable collective bargain agreements.
4. **The University will be closed.** Employees may use Vacation, CTO, Personal Holiday or dock time. Applicable collective bargaining agreements may provide additional provisions. An alternative work assignment, in the form of campus safety training, will be made available to employees who do not have adequate leave or do not wish to take this day off. Such employees should contact their supervisors for further information.

The campus will be closed Thursday, December 25, 2008, through Thursday, January 1, 2009, and will reopen on Friday, January 2, 2009. The December pay warrants will be distributed to employees on January 2, 2009 at 9:00 a.m. For employees with Direct Deposit, payment will post January 2, 2009.