## WICU Human Resources

To: All Staff

## Re: 2021 Observed Holiday Calendar

New Year's Day
Martin Luther King Jr. Day
President's Day
Good Friday
Memorial Day
Independence Day (Observed)
Labor Day
Columbus Day
Election Day
Veterans Day
Thanksgiving Day
Christmas Day (Observed)
New Year's Day (Observed)

Friday, January 1, 2021 Monday, January 18, 2021 Monday, February 15, 2021 Friday, April 2, 2021 Monday, May 31, 2021 Monday, July 5, 2021 Monday, September 6, 2021 Monday, October 11, 2021 Tuesday, November 2, 2021 Thursday, November 25, 2021 Friday, December 24, 2021 Friday, December 31, 2021

Please be advised the University will be closed on January 18, 2021 in observance of Martin Luther King Jr. Day and on Monday, February 15, 2021 in observance of President's Day. All personnel will be off with the exception of Security and Power Plant staff.

Classes will be in session on Columbus Day, Election Day and Veteran's Day. Classified staff with the exception of Medical Services, Mail Room, Public Safety, Power Plant and essential Facilities personnel have the option of working on these days.

The University offices will be closed from Monday, December 27, 2021 through Friday December 31, 2021. Only essential employees will be permitted to work during this period. The four days (Monday, December 27<sup>th</sup> through Thursday, December 30<sup>th</sup>) may be charged to vacation leave, administrative leave, or compensatory time. An employee may also elect not to be paid. AFT employees may utilize PLB days.