

## 2022-23 Holiday Schedule

Independence Day	Friday, July 1, 2022 and Monday, July 4, 2022
Labor Day	Monday, September 5, 2022
Thanksgiving	Wed., Thurs., & Fri., Nov. 23, 24, & 25, 2022
Christmas**	Monday, Dec. 19 – Thursday, Dec. 29, 2022
New Year's Day** ( <i>observed</i> )	Friday, December 30, 2022 (The College will re-open Monday Jan. 2, 2023)
Martin Luther King Day	Monday, January 16, 2023
Spring Break Friday	Friday, March 10, 2023
Easter	Friday, April 7, 2023 and Monday, April 10, 2023
Memorial Day	Monday, May 29, 2023

Summer hours: Beginning on May 13, 2022 and continuing through August 12, 2022, the College will close on Fridays at 1:00 p.m. with the following stipulations:

- Some essential personal may have to work later than 1pm and their schedules can be worked out with their supervisor for equal time to be taken earlier in the week.
- A lunch break **should not** be taken if an employee leaves at 1pm on Friday.
- While this is a benefit, exempt employees must make sure their responsibilities are met, which may require them to work longer hours throughout the week.

\*\*A schedule of coverage will be worked out department-by-department for the Christmas break by these departments having significant contact with the public: enrollment management, advancement, financial aid, and the business office.