

Administrative & Administrative Support Staff with LESS Than 12-Month Appointments (academic year)

2026-2027

The following are the 2026–2027 Holiday Schedules. As always, essential services must continue during scheduled breaks, and some staff may need to work based on operational needs. Department Heads and Chairs should determine staffing coverage for essential services and communicate those arrangements with staff as far in advance as possible to ensure fairness and predictability.

Holiday	Day/Date
Labor Day (1 Day)	Monday, September 7, 2026
Thanksgiving (3 Day)	Wednesday, November 25, 2026 Thursday, November 26, 2026 Friday, November 27, 2026
Winter Break (8 Day)	Wednesday, December 23, 2026 - Friday, January 1, 2027
Martin Luther King, Jr. Day (1 Day)	Monday, January 18, 2027
Memorial Day (1 day, if scheduled to work)	Monday, May 31, 2027

Holiday Pay Guidelines

- Non-union hourly employees who work on an observed College holiday will receive time-and-a-half pay in addition to straight-time holiday pay.
- Non-union hourly employees may opt to take another paid day off during the same week. Hours worked on the holiday will count as overtime.
- Exempt (salaried) employees required to work on a College holiday will receive compensatory time off.

Holidays are considered paid holidays only if they fall within your regular work schedule.

Religious and Spiritual Holidays

Throughout the year, members of our community observe a variety of religious and spiritual holidays. In keeping with the College's commitment to inclusivity and respect, we share this information to support those celebrating these holidays.

How You Can Help:

1. Familiarize yourself with holidays using the [CRSL Calendar](#).
2. Minimize scheduling conflicts and provide appropriate foods during celebrations.
3. Staff may request time off through their managers, using personal time as needed.

For additional information, please visit the [Religious Life](#) page.

Recess Periods (7 days)	
Holiday	Day/Date
Fall Break (2 days)	Monday, October 12, 2026 Tuesday, October 13, 2026
Spring Break (5 days)	Monday, March 15, 2027 Tuesday, March 16, 2027 Wednesday, March 17, 2027 Thursday, March 18, 2027 Friday, March 19, 2027

Work Schedules for Academic Year Staff

39-Week Schedule: Monday, August 17, 2026–Friday, May 28, 2027

Other 9-, 10-, or 11-Month Schedules: Work schedule dates vary

If you have questions regarding holiday schedules, pay, or religious accommodations, please contact Human Resources or your Department Head

How pay for these holidays will work:

- Non-union hourly employees who work on an observed College holiday receive time-and-a-half pay in addition to straight-time holiday pay.
- Non-union hourly employees may choose to take another paid day off during the same week, with hours worked on the holiday counted as overtime.
- Exempt (salaried) employees required to work on a College holiday are granted compensatory time off.

Holidays are considered paid holidays only if they fall within your regular work schedule.

Religious and Spiritual Holidays

During the year, members of our community will observe various religious and spiritual holidays. In keeping with our values of inclusivity and respect, we share this notice to support those celebrating these holidays.

How You Can Help:

- Learn about holidays via the [CRSL Calendar](#).
- Minimize scheduling conflicts and offer appropriate foods during these times
- Request time off through managers; using personal time

For information about religious holidays, please visit the Religious Life page.