



**SOUTHERN UTAH UNIVERSITY**  
**Policies and Procedures**

**Policy # 8.2.5**  
**Date Approved: 07/27/90**  
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**Reviewed w/no Changes:**  
**Office of Responsibility: VPFA**  
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**SUBJECT: HOLIDAYS**

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- I. **PURPOSE:** To identify holidays for salaried employees under regular University appointment.
- II. **POLICY:**
- A. Each year, the President determines the approved holidays of the University in accordance with Board of Regent policy R821, not to exceed twelve days. The following named days are usually considered as holidays for salaried employees under regular University appointment
- 1) New Year's day (January 1)
  - 2) Martin Luther King Jr. day (Third Monday in January)
  - 3) President's day (Third Monday in February)
  - 4) Memorial day (Last Monday in May)
  - 5) Independence day (July 4)
  - 6) Pioneer day (July 24)
  - 7) Labor day (First Monday in September)
  - 8) Thanksgiving day (Fourth Thursday in November)
  - 9) Day following Thanksgiving
  - 10) Christmas day (December 25)
  - 11) Two additional days (as declared by the President in consultation with the President's Council)
- B. When a holiday falls on a Saturday, the previous Friday will be the day off. When a holiday falls on Sunday, the following Monday will be the day off.
- C. Employees of departments whose operation requires their services on prescribed holidays shall be given another day off within the same work week.