

**MEMORANDUM**

**TO:** All Employees

**FROM:** Monica Ponce *mp*  
Associate Vice President, Human Resources

**DATE:** January 5, 2023

**SUBJECT:** Holiday Calendar, January 2023 – December 2023

Below is the university's holiday schedule for the 2023 Calendar Year:

**2023 Holidays:**

Monday, January 2, 2023	(In lieu of New Year's Day)
Monday, January 16, 2023	Martin Luther King, Jr. Day
Friday, March 31, 2023	Cesar Chavez Day
Monday, May 29, 2023	Memorial Day
Tuesday, July 4, 2023	Independence Day
Monday, September 4, 2023	Labor Day
Friday, November 10, 2023	(In lieu of Veterans Day)
Thursday, November 23, 2023	Thanksgiving Day
<u>Friday, November 24, 2023</u>	<u>campus closed, not a holiday*</u>
Monday, December 25, 2023	Christmas Day
Tuesday, December 26, 2023	(In lieu of President's Day)
Wednesday, December 27, 2023	(In lieu of Lincoln's Birthday)
Thursday, December 28, 2023	(In lieu of Admission Day)
Friday, December 29, 2023	(In lieu of Indigenous People's Day)

\* The campus will close on Thanksgiving Day and the day after Thanksgiving so employees can enjoy the holidays. **The day after Thanksgiving is a non-paid campus closure day. However, employees may exercise options that will allow them to get paid.** Each employee covered by a collective bargaining agreement should review the holiday article in their contract. All of the CSU System contracts can be viewed at the following site: <https://www.calstate.edu/csu-system/faculty-staff/labor-and-employee-relations/Pages/collective-bargaining-agreements.aspx>. If you review your contract and still have a question, please contact your MPP manager who will provide you with assistance.

**Religious Holidays:**

To observe religious holidays not designated by the State of California as official holidays, employees may use accumulated leave time, i.e. vacation, personal holiday or compensatory time off. Within operational needs for the staffing of the department, supervisors are encouraged to permit employees to use such leave time for religious purposes.