



Memorandum

December 6, 2011

To: All Faculty and Staff

From: Susan Benesch
Interim Director of Human Resources

Re: Calendar Year 2012 Holiday Schedule

Because the state permits an institution of higher education to use holidays on days other than those on which they actually fall (as noted below with an asterisk), the dates listed below are the legal holidays for CSU-Pueblo for calendar year 2012:

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| 1. | Monday, January 2, 2012 | New Year's Day |
| 2. | Monday, May 28, 2012 | Memorial Day |
| 3. | Wednesday, July 4, 2012 | Independence Day |
| 4. | Thursday, November 22, 2012 | Thanksgiving Day |
| 5. | Friday, November 23, 2012* | Martin Luther King, Jr. Birthday |
| 6. | Tuesday, December 25, 2012 | Christmas |
| 7. | Wednesday, December 26, 2012* | President's Day |
| 8. | Thursday, December 27, 2012* | Labor Day |
| 9. | Friday, December 28, 2012* | Columbus Day |
| 10. | Monday, December 31, 2012* | Veteran's Day |

As has been the custom, if the Governor grants state employees an administrative leave day in 2012, CSU-Pueblo will observe Monday, December 24th as an additional holiday.

New Year's Day 2013 falls on Tuesday, January 1 and will be observed on Tuesday, January 1, 2013. Therefore, staff will return to the regular work schedule on Wednesday, January 2, 2013.

Call the Human Resources Office at ext. 2441 with any questions you may have.