



HUMAN RESOURCES MURRAY STATE UNIVERSITY

Interoffice Communication

Subject: Holiday Schedule for Fiscal Year 2009-2010

Date: May 4, 2009

To: University Faculty & Staff

From: Tom Hoffacker, Director
Human Resources

The following is the holiday schedule for the 2009-2010 fiscal year. This schedule applies to all faculty and staff except faculty members on 9-month contracts.

1. Independence Day Observed..... Friday, July 3, 2009
2. Labor Day..... Monday, September 7, 2009
3. Thanksgiving, Wednesday prior Wednesday, November 25, 2009
4. Thanksgiving Day Thursday, November 26, 2009
5. Thanksgiving, Friday following..... Friday, November 27, 2009
6. Christmas Eve Thursday, December 24, 2009
7. Christmas Day Friday, December 25, 2009
8. Christmas, Administrative Closure Day 1.. Monday, December 28, 2009
9. Christmas, Administrative Closure Day 2.. Tuesday, December 29, 2009
10. Christmas, Administrative Closure Day 3.. Wednesday, December 30, 2009
11. New Year's Eve Thursday, December 31, 2009
12. New Year's Day..... Friday, January 1, 2010
13. Martin Luther King, Jr.'s Birthday Monday, January 18, 2010
14. Spring Break, Day 1 Wednesday, March 24, 2010
15. Spring Break, Day 2 Thursday, March 25, 2010
16. Spring Break, Day 3 Friday, March 26, 2010
17. Memorial Day Monday, May 31, 2010

This schedule is established in accordance with policy number IV D in the Murray State University Personnel Policies and Procedures Manual. The calendar and policies are available at http://www.murraystate.edu/indir/hr/gen_inf.htm. Questions about this schedule should be addressed to Human Resources at 270-809-2146 or human.resources@murraystate.edu.

TH/tp