Holiday and Season Days – Flint, Calendar Year 2014

The information below, regarding extended hours exceptions, holidays, season days and days of special observances, is designed to assist UM-Flint departments and employees in their planning efforts for the remainder of this year and the coming year.

It is important to remember that all offices need to observe their normal schedules except for the days listed below. Deans, directors and supervisors are strongly encouraged to make every effort to grant vacation requests during the holiday season, to the extent that the department hours of operation and needs are met.

The schedule for the remainder of 2013, and all of 2014, is as follows:

(To view the Academic Calendar for class dates and related closings, please visit http://www.umflint.edu)

Fall Semester 2013:

- Monday, September 2, 2013 – Closed in observance of Labor Day (Holiday)
- Wednesday, November 27, 2013 – Offices close at 5pm
- Thursday and Friday, November 28 and 29, 2013 – Closed in observance of Thanksgiving (Both days are considered Holidays)
- Monday, December 23, 2013 – Offices close at 5pm
- Tuesday, December 24, 2013 – Offices close at 4pm
- Wednesday, December 25, 2013 - Closed in observance of Christmas (Holiday)
- Thursday, December 26, 2013 – Closed for Season Day*
- Friday, December 27, 2013 – Closed for Season Day *
- Monday, December 30, 2013 – Closed for Season Day*
- Tuesday, December 31, 2013 – Closed for Season Day*
- Wednesday, January 1, 2014 – Closed in observance of New Year’s Day
- University is OPEN for business on Thursday, January 2, 2014

Winter Semester 2014:

- Wednesday, January 1, 2014 - Closed in observance of New Year's Day
- University is OPEN for business Thursday, January 2, 2014
- Monday, January 20, 2014 – Martin Luther King Observance Program
- Monday, March 3 to March 9, 2014 - Spring Break, offices close at 5pm this week

Spring Semester 2014:

- Monday, May 26, 2014 – Closed in observance of Memorial Day (Holiday)

Summer Semester 2014:

- Friday, July 4, 2014– Closed in observance of Independence Day (Holiday)

Fall Semester 2014:

- Monday, September 1, 2014– Closed in observance of Labor Day (Holiday)
- Wednesday, November 26, 2014 – Offices close at 5pm
- Thursday and Friday, November 27 and 28, 2014 – Closed in observance of Thanksgiving (Both days are considered Holidays)
- Monday, December 22, 2014 – Offices close at 5pm
- Tuesday, December 23, 2014 – Offices close at 5pm
- Wednesday, December 24, 2014 – Offices close at 4pm
Thursday, December 25, 2014 - Closed in observance of Christmas (Holiday)
Friday, December 26, 2014 – Closed for Season Day*
Monday, December 29, 2014 – Closed for Season Day*
Tuesday, December 30, 2014 – Closed for Season Day*
Wednesday, December 31, 2014 – Closed for Season Day*
Thursday, January 1, 2015 – Closed in observance of New Year’s Day

University is OPEN for business on Friday, January 2, 2015

*Season Days – Employees who work on a Season Day will receive an equivalent amount of vacation hours as an addition to their vacation accrual. They may then schedule this vacation time at anytime during the year by requesting vacation time through their appropriate supervisor. Please see the Standard Practice Guide 201.26-1 located at http://spg.umich.edu/policy/201.26-1 for additional information.

Employees in bargaining units observe Holidays and Season Days as indicated in their respective collective bargaining agreements.

Because other days may be of more significance than a University-designated holiday, a staff member may request approval to substitute up to three (3) holidays of his/her choice for any three (3) University holidays. Written request of substitution(s) for the upcoming fiscal year must be given to the immediate supervisor on or before July 1st of that year.

A reminder notice of these days will be sent from the Flint - Human Resources Office one week prior to each observance. Any questions regarding scheduling, flex time, impact on union employees or offices with 24/7 shifts should be directed to the Flint - Human Resources office at 762-3150.