

TO: UWG Faculty & Staff
FROM: Christina Brogdon, Assistant Vice President of Human Resources
DATE: November 6, 2018
SUBJECT: HOLIDAY SCHEDULE–CALENDAR YEAR 2020

The University System of Georgia allows for twelve (12) official paid holidays per year. Some holidays are standardized by the Academic Calendar while others are “...observed in accordance with the rules and regulations set forth by the respective institutions”¹. The approved holiday schedule for calendar year 2020 is as follows:

2020 HOLIDAY SCHEDULE

Holiday	Observance Date	Day
New Year’s Day	January 1	Wednesday
Martin Luther King, Jr. Day	January 20	Monday
Memorial Day	May 25	Monday
Independence Day	July 3	Friday
Labor Day	September 7	Monday
Thanksgiving	November 26	Thursday
Thanksgiving	November 27	Friday
Reduced Services Day*	December 23	Wednesday
Christmas	December 24	Thursday
Christmas	December 25	Friday
Winter Holiday	December 28	Monday
Winter Holiday	December 29	Tuesday
Winter Holiday	December 30	Wednesday
Reduced Services Day*	December 31	Thursday

***Reduced Services Schedule:**

The institution **will be open** on these days; however, we will operate on a reduced level. Annual leave and comp time will be granted at the discretion of the supervisor. Offices that choose to close during this time will be required to designate another office to accept emergency phone calls and will need to determine a designee who will handle responses.

Faculty:

- 10-Month Faculty: Faculty members with a 10-month designation **do not** accrue annual leave hours and **will not** be required to take leave at during the designated dates listed above.
- 12-Month Faculty: Faculty members with a 12-month designation **do** accrue annual leave hours and **are** required to take appropriate leave during the designated dates listed above.

¹ [Board of Regents Policy Manual | University System of Georgia
http://www.usg.edu/policymanual/section8/C224/#p8.2.6_holidays](http://www.usg.edu/policymanual/section8/C224/#p8.2.6_holidays)