

ARTICLE XII
HOLIDAYS

Section A: ADMINISTRATIVE HOLIDAYS

The University observes the following days as administrative holidays:

New Year's Day	Veterans Day
Martin Luther King, Jr. Day	Thanksgiving Day
President's Day (Third Monday in February)	Friday following Thanksgiving Day
Last Monday in May	Christmas Day
Day	One additional holiday in conjunction with Christmas Day and one additional holiday in conjunction with New Year's will be designated in 2012-2013; 2013-2014; 2014-2015
Fourth of July	
Labor Day	
Floating Holiday (In lieu of Spring Administrative Holiday)	

2. The Floating Holiday will be selected by the employee and approved by management. The Floating Holiday must be taken within each calendar year in one eight-hour block of time.

3. When a holiday falls on a Sunday, the following Monday is observed. When a holiday falls on a Saturday, the preceding Friday is observed unless an alternative day is designated by the University.

Section B: HOLIDAY PAY

1. An employee required to work the holidays of New Year's day, Thanksgiving and/or Christmas (including the additional day to the holiday) shall be paid at the time and a half rate for all hours actually worked. In addition, and at the option of the University, the employee shall receive either eight (8) hours compensatory time off or eight (8) hours of holiday pay at the regular straight time rate.
2. An employee required to work an administrative holiday other than New Year's day, Thanksgiving and/or Christmas (including the additional day to the holiday) shall be paid at the straight time rate for all hours actually worked. In addition, and at the option

of the University, the employee shall receive either eight (8) hours compensatory time off or eight (8) hours of holiday pay at the regular straight time rate.

Section C: SPECIAL OR RELIGIOUS HOLIDAYS

By charging time off to accrued vacation or leave without pay, an employee may observe a special or religious holiday if the University determines that work schedules permit.

Section D: ELIGIBILITY FOR HOLIDAY PAY

1. An employee on pay status for at least one-half (1/2) of the working hours of a month is eligible for holiday pay.
 2. To be eligible for holiday pay, an employee must have been on pay status on the employee's last scheduled workday before the holiday and first scheduled workday after the holiday. No employee shall receive holiday pay for any holiday which is immediately preceded by or followed by an unauthorized absence or a disciplinary suspension.
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