



*Office of Human Resources*

**MEMORANDUM**

DATE: 11/22/19

TO: All UNC Faculty, Exempt Administrators, and Classified Staff

FROM: Marshall Parks, Director of Human Resources

SUBJECT: UNC Holiday Schedule for 2020

The State of Colorado identifies ten holidays for all government institutions. Rules provide for agencies to adopt an alternate holiday schedule. The University of Northern Colorado has traditionally subscribed to an alternate holiday schedule. Below is the holiday schedule for all UNC Employees for calendar year 2020.

<u>Date</u>	<u>Day</u>	<u>Holiday</u>	<u>University Access</u>
12/31/2019	Tuesday	President Admin Leave Day	Closed
1/1/2020	Wednesday	New Year's Day	Closed
1/20/2020	Monday	Dr. Martin Luther King Jr., Day	Closed
2/17/2020	Monday	Presidents' Day	Open
5/25/2020	Monday	Memorial Day	Closed
9/7/2020	Monday	Labor Day	Closed
10/12/2020	Monday	Columbus Day	Open
11/11/2020	Wednesday	Veterans Day	Open
11/26/2020	Thursday	Thanksgiving Day	Closed
11/27/2020	Friday	Substitute Presidents' Day	Closed
12/24/2020	Thursday	Substitute Columbus Day	Closed
12/25/2020	Friday	Christmas Day	Closed
12/28/2020	Monday	Substitute Independence Day	Closed
12/29/2020	Tuesday	Substitute Governor's Day (2019)	Closed
12/30/2020	Wednesday	President Admin Leave Day	Closed
12/31/2020	Thursday	Substitute Veteran's Day	Closed
1/1/2021	Friday	New Year's Day	Closed

Note: Departments that are required to maintain coverage during the above scheduled holidays may adopt an alternate holiday schedule for those employees required to work a holiday. Any variance from the designated University holiday schedule must be submitted to Human Resources. If you have any questions please contact Human Resources at 1-2718.