

**Western New England College  
Administrative and Classified Staff  
Holiday Schedule 2009-2010**

Labor Day  
Monday, September 7  
Offices Closed

Columbus Day  
Monday, October 12  
Offices Closed  
Law School Open

\*Veterans Day Observed  
Wednesday, November 11  
Offices Open

Thanksgiving Recess\*\*  
Wednesday, November 25 through Friday, November 27  
Closed

Winter Recess\*\*  
Thursday, December 24 through Friday, January 1  
Closed

\*Martin Luther King Jr. Day  
Monday, January 18  
Offices Open

\*Washington/Lincoln Day  
Monday, February 15  
Offices Open

Memorial Day  
Monday, May 31  
Offices Closed

Independence Day Observed  
Monday, July 5  
Offices Closed

\*Veteran's Day (Observed November 11, 2009), Martin Luther King Jr. Day (January 18, 2010) and Washington/Lincoln Day (February 15, 2010) are considered "floating holidays"; they may be taken on the designated date or at another time, as arranged with supervisor. Floating holidays must be taken in the calendar year in which they occur.

\*\* During the 2009-2010 academic year, the President has determined that the College will be closed on November 25 and 27, December 24, and December 26 through January 1. These days are in addition to the 10 designated holidays indicated above.

The necessary activities of certain offices/departments may require them to remain open on holidays when the College is otherwise closed. When this occurs, persons working in these areas will be given their Holidays as arranged with supervisors.

This Holiday Schedule does not apply to uniformed officers in the Department of Public Safety who work the "4 and 2" schedule.