TO: University Employees
FROM: Denise Szelest, Director of Human Resources Management

Below are the dates for official State holidays from September 2020 through August 2021. A few special notes:

**Holiday Leave Eligibility:**
- Employees must be covered by time and attendance rules.
- Only UUP calendar year and college year employees (not academic employees) are eligible for holiday leave.
- Part-time employees’ regular schedule must include a holiday to receive holiday leave pay.
- Classes may be in session on some holidays.

**Election Day:** UUP calendar year or college year employees* will observe Election Day on Friday, November 27, 2020 (the day after Thanksgiving) as designated by the President. MC, CSEA and PEF employees have Election Day as a floating holiday and may observe the holiday on or after Tuesday, November 3, 2020, subject to supervisory approval.

**Day After Thanksgiving:** For MC, CSEA and PEF employees liberal leave will be in effect but such employees may be not required to take this day off. As noted above, this is the designed Election Day holiday for UUP represented employees.

**Lincoln’s Birthday:** This is a floating holiday. Employees may observe this holiday on or after February 12, 2020, subject to supervisory approval.

**Independence Day:** For those whose work schedule does not include Sunday this holiday will be observed on Monday, July 5, 2020.

**Saturday Holiday:** Eligible employees to be granted a compensatory day off for use within one year of the holiday with supervisory approval.

All employees eligible for holiday leave shall be provided a day off at a later date if required to work on an official state holiday. Holiday time earned must be used within one year.

<table>
<thead>
<tr>
<th>Labor Day</th>
<th>Columbus Day</th>
<th>Election Day</th>
<th>Veterans Day</th>
<th>Thanksgiving Day</th>
<th>Christmas Day</th>
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<tr>
<th>New Year’s Day</th>
<th>Martin Luther King Jr. Day</th>
<th>Lincoln’s Birthday</th>
<th>Washington’s Birthday</th>
<th>Memorial Day</th>
<th>Juneteenth</th>
<th>Independence Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/1/2021 (Fri)</td>
<td>1/18/2021 (Mon)</td>
<td>2/12/2020 (Fri) 2/15/2021 (Mon)</td>
<td>5/31/2021 (Mon)</td>
<td>06/19/2021 (Sat)</td>
<td>7/5/2021 Observed (Mon)</td>
<td></td>
</tr>
</tbody>
</table>

Questions should be directed to Time Records: timerecords@albany.edu or (518) 437-4700.