



Employee Holiday and Work Schedule Information - Academic Year 2023 – 2024

**August 1, 2023**

**The College Will Be Closed:**

<b>Labor Day</b>	Monday, September 4, 2023
<b>Rosh Hashanah</b> There will be no classes after 4 pm on Friday, September 15	Saturday, September 16, 2023 Sunday, September 17, 2023
<b>Yom Kippur</b>	Monday, September 25, 2023
<b>Thanksgiving Holiday</b>	Thursday, November 23, 2023 Friday, November 24, 2023
<b>Day Preceding Christmas (Observed)</b>	Friday, December 22, 2023
<b>Christmas Day</b>	Monday, December 25, 2023
<b>College Designated Days Off Between Christmas and New Year’s Holidays</b>	Tuesday, December 26, 2023 Wednesday, December 27, 2023 Thursday, December 28, 2023
<b>Day Preceding New Year’s (Observed)</b>	Friday, December 29, 2023
<b>New Year’s Day</b>	Monday, January 1, 2024
<b>Martin Luther King Jr. Day</b>	Monday, January 15, 2024
<b>President’s Day</b>	Monday, February 19, 2024
<b>Good Friday</b>	Friday, March 29, 2024
<b>Memorial Day</b>	Monday, May 27, 2024
<b>Juneteenth</b>	Wednesday, June 19, 2024
<b>Independence Day</b>	Thursday, July 4, 2024
<b>Friday Closings During Summer Recess 2024</b> Full-time employees eligible for shorter hours (30-hour work week) will begin their shorter hour schedule effective Monday, May 20, 2024. Shorter hours end on Sunday, August 18, 2024.  The college will be open on: Friday, May 31, 2024 Friday, June 21, 2024 Friday, July 5, 2024	Friday, May 24, 2024 Friday, June 7, 2024 Friday, June 14, 2024 Friday, June 28, 2024 Friday, July 12, 2024 Friday, July 19, 2024 Friday, July 26, 2024 Friday, August 2, 2024 Friday, August 9, 2024 Friday, August 16, 2024
<b>Optional Holidays (Full-Time Staff and Administration Only)</b> The college will be open during these holidays. Employees may take a day off on the holiday with the approval of their supervisors.	
<b>Columbus Day</b>	Monday, October 9, 2023
<b>Election Day</b>	Tuesday, November 7, 2023
<b>Veterans Day (Observed)</b>	Friday, November 10, 2023
<b>Lincoln’s Birthday</b>	Monday, February 12, 2024
<b>Work Hours During Recess Periods (Full-Time Bargaining Staff Only)</b> Bargaining employees appointed to full-time staff positions on or after December 1, 1994 shall work 35 hours per week. Such employees shall become eligible to work 30 hours per week (shorter hours) during the following recess periods on the first day of the fiscal year (July 1 <sup>st</sup> ) following five years of continuous full-time service:	
<b>Winter Recess</b>	Thursday, December 21, 2023 through and including Wednesday, January 24, 2024.
<b>Spring Recess</b>	Monday, March 25, 2024 through and including Sunday, March 31, 2024.
<b>Summer Recess</b>	Monday, May 20, 2024 through and including Sunday, August 18, 2024.

**THIS SCHEDULE IS SUBJECT TO CHANGE DUE TO EVENTS BEYOND FIT’S CONTROL.**

**This information applies to all FIT and related auxiliary corporation employees.**

**Please contact the Office of Human Resources by visiting the [HR Solutions Center](#) with any questions.**