



*Office of Human Resource*

**MEMORANDUM**

DATE: 12/16/2024

TO: All UNC Faculty, Professional Administrative Staff, and Classified Staff

FROM: Robert Hepperle, Assistant Vice President of Human Resources

SUBJECT: UNC Holiday Schedule for 2024

The State of Colorado identifies twelve 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 2024.

<u>Date</u>	<u>Day</u>	<u>Holiday</u>	<u>University Access</u>
1/1/2024	<b>Monday</b>	<b>New Year's Day</b>	<b>Closed</b>
1/15/2024	<b>Monday</b>	<b>Dr. Martin Luther King Jr., Day</b>	<b>Closed</b>
2/19/2024	Monday	Presidents' Day	Open
5/27/2024	<b>Monday</b>	<b>Memorial Day</b>	<b>Closed</b>
6/19/2024	<b>Wednesday</b>	<b>Juneteenth</b>	<b>Closed</b>
7/4/2024	<b>Thursday</b>	<b>Independence Day</b>	<b>Closed</b>
9/4/2024	<b>Monday</b>	<b>Labor Day</b>	<b>Closed</b>
10/7/2024	Monday	Frances Xavier Cabrini Day/ Indigenous Peoples Day	Open
11/11/2024	Monday	Veterans Day	Open
11/28/2024	<b>Thursday</b>	<b>Thanksgiving Day</b>	<b>Closed</b>
11/29/2024	<b>Friday</b>	<b>Thanksgiving Friday</b>	<b>Closed</b>
12/23/2024	<b>Monday</b>	<b>President Admin Leave Day</b>	<b>Closed</b>
12/24/2024	<b>Tuesday</b>	<b>Substitute President's Day</b>	<b>Closed</b>
12/25/2024	<b>Wednesday</b>	<b>Christmas Day</b>	<b>Closed</b>
12/26/2024	<b>Thursday</b>	<b>Substitute Francis Xavier Cabrini Day</b>	<b>Closed</b>
12/27/2024	<b>Friday</b>	<b>Substitute Veterans Day</b>	<b>Closed</b>
12/30/2024	<b>Monday</b>	<b>Floating Governor's Holiday</b>	<b>Closed</b>
12/31/2024	<b>Tuesday</b>	<b>President Admin Leave Day</b>	<b>Closed</b>
01/01/2025	<b>Wednesday</b>	<b>New Year's Day</b>	<b>Closed</b>

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. Questions should be directed to Human Resources at 351-2718.