3354:1-41-02.3 College holidays procedure.

(A) The following days are observed by the College as holidays:

(1) New Year's Day
(2) Martin Luther King Day
(3) Memorial Day
(4) Independence Day
(5) Labor Day
(6) Veteran's Day
(7) Thanksgiving Day
(8) The day after Thanksgiving
(9) Christmas Eve
(10) Christmas Day
(11) New Year's Eve

(B) If a holiday should fall on a Saturday, the Friday immediately preceding shall be observed as the holiday. If a holiday should fall on Sunday, the Monday immediately succeeding shall be observed as the holiday, except that whenever Christmas Day and New Year’s Day fall on a Saturday or Sunday, the College will determine (no later than March 31st) when said holidays will be observed.

(C) Full time employees will receive their regular compensation on any day observed by the College as a holiday.

(D) The President or the President's designee is hereby directed to take all steps necessary and appropriate for the effective implementation of this policy.

Effective date: November 7, 2011
Prior effective date: December 15, 2005
Procedure amplifies: 3354:1-41-02