

C220: Holidays

Approved By: Faculty Senate

Effective Date: **Draft 2/15/16**

Responsible Faculty Committee: Policy Committee

Office Responsible for Administration: Office of the Provost or Chancellor for Health Sciences

Revisions to the Policy Rationale, Policy Statement, and Applicability sections of this document must be approved by the full Faculty Senate

POLICY RATIONALE

Holidays play an integral part in faculty and student lives. This Policy Document identifies the specific holidays observed by the University of New Mexico (UNM).

POLICY STATEMENT

The University of New Mexico observes the following specific holidays each year and most offices are closed during these holidays:

- Martin Luther King Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Winter break. The specific days observed as the holiday period are announced each year by the UNM Division of Human Resources. Four days during the Christmas, New Year season. These four days will be announced annually, based on the calendar and the needs of the University.

UNM respects the right of all students and faculty to observe religious holidays and will make reasonable accommodation, upon request, for such observances in accordance with Faculty Handbook Policy C260 "Religious Accommodations."

APPLICABILITY

All UNM academic faculty and administrators.

DEFINITIONS

No specific definitions are required for the Policy Statement.

Revisions to the remaining sections of this document may be amended with the approval of the Faculty Senate Policy and Operations Committee in consultation with the responsible Faculty Senate Committee listed in Policy Heading.

WHO SHOULD READ THIS POLICY

- [Faculty](#)
- [Department Chairs, academic deans and other academic administrators and executives](#)

RELATED DOCUMENTS

UNM Regents' Policy Manual [Policy 2.4](#) "Diversity and Campus Climate"
Faculty Handbook [Policy C260](#) "Religious Accommodations"
University Administrative Policies and Procedures Manual, [Policy 3405](#) "Holidays"

CONTACTS

[Direct any questions about this policy to the Office of the Provost or the Office of the Chancellor for Health Sciences.](#)

PROCEDURES

[No specific procedures at this time.](#)

DRAFT HISTORY

[February 15, 2016—Revised draft with Committee changes, next step Operations and Campus Review and Comment.](#)

January 14, 2016—Revised draft with Committee changes, next step consent agenda.

December 31, 2015—Revised draft in new format with addition for religious accommodations.

HISTORY

unknown

COMMENTS TO:
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