

San Jose State University Research Foundation

DATE: November 29, 2021
TO: SJSU Research Foundation Employees
FROM: Ranjit Kaur, Director, Human Resources
SUBJECT: **2022 HOLIDAY SCHEDULE**

This is the official holiday calendar for the San José State University Research Foundation for 2022. Please refer to the Employee Handbook for holiday pay eligibility requirements.

<u>DATE</u>	<u>DAY</u>	<u>HOLIDAY</u>
January 17	Monday	Martin Luther King, Jr. Day
March 31	Thursday	Cesar Chavez Day
May 30	Monday	Memorial Day
June 20	Monday	Juneteenth Observed
July 4	Monday	Independence Day
September 5	Monday	Labor Day
November 11	Friday	Veterans Day
November 24	Thursday	Thanksgiving Day
November 25	Friday	Foundation Holiday
December 26	Monday	Christmas Day Observed
December 27	Tuesday	Foundation Holiday
December 28	Wednesday	Foundation Holiday
December 29	Thursday	Foundation Holiday
December 30	Friday	Central Office Closure Day*
January 2	Monday	2023 New Year's Day Observed

*The Central Office is located at 210 North 4th Street. Central Office services will be closed for business during designated closure days. Designated 'Central Office Closure' days are **not** paid holidays. A benefited employee who does not work and wishes to receive pay for a 'Central Office Closure' day must use vacation hours.