# 2017 CSUSB EMPLOYEE CALENDAR

JANUARY					FEBRUARY						MARCH									
s 1	M 2	3	<b>4</b>	5	6	<sup>s</sup> 7	S	М	Т	1	2	3	<b>4</b>	S	М	Т	1	2	3	\$ <b>4</b>
Rampus Closed	New Year's Day Observed	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	Pay Day	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25
29	30	31 Pay Day					26	27	28					26	27	28	29	30 Pay Day	31 César E. Chavez	
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9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23 4/10 Schedule Offices Closed	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	
30								Memorial Day		Pay Day									Pay Day	
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Convocation

Holidays

Pay Days

4/10 Schedule

VAC/CTO/PH

CAL STATE SAN BERNARDINO

### 2017

## **Employee Holiday Schedule**

### **PERSONAL HOLIDAY**

The holidays listed are in addition to the *personal holiday* which every employee receives each January 1, and which does not carry forward if not used by December 31 of each year.

Please enter your **personal holiday** into the myCoyote absence management system on or before December 31, 2017.

Date	Holiday	Date Observed
January 1	New Year's Day 2017	January 2
January 16	Martin Luther King, Jr.	January 16
March 31	César E. Chavez	March 31
May 29	Memorial Day	May 29
July 3		Campus Closed (Use Personal Holiday, Vacation, or CTO Hours)
July 4	Independence Day	July 4
September 4	Labor Day	September 4
November 11	Veteran's Day	November 10
November 23	Thanksgiving Day	November 23
November 24		Campus Closed (Use Personal Holiday, Vacation, or CTO Hours)
December 25	Christmas Day	December 25
December 26	Lincoln's Birthday	Rescheduled Holiday (February 13)
December 27	Washington's Birthday	Rescheduled Holiday (February 22)
December 28	Admission's Day	Rescheduled Holiday (September 8)
December 29	Columbus Day	Rescheduled Holiday (October 9)
January 1	New Year's Day 2018	January 1, 2018

#### **PAY DAY SCHEDULE**

Month	Pay Period	Issue Date
January	1/1 - 1/31	1/31/17
February	2/1 - 3/1	3/1/17
March	3/2 - 3/31	3/30/17
April	4/1 - 5/1	5/1/17
May	5/2 - 5/31	5/31/17
June	6/1 - 6/30	6/30/17
July	7/1 - 8/1	8/1/17
August	8/2 - 8/31	8/31/17
September	9/1 - 9/30	9/29/17
October	10/1 - 10/31	10/31/17
November	11/1 - 11/30	11/30/17
December	12/1 - 12/31	12/29/17