



2023

HUMAN RESOURCES EMPLOYEE CALENDAR

JANUARY

S	M	T	W	T	F	S
	2 <small>New Year's Day Observed</small>	3	4	5	6	7
8	9	10	11	12	13	14
15	16 <small>Martin Luther King Jr. Day</small>	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31 <small>Pay Day</small>				

FEBRUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17 18 <small>Coyote Caretaker Day</small>	
19	20 <small>No Classes (campus open)</small>	21	22	23	24	25
26	27	28				

MARCH

S	M	T	W	T	F	S
			1 <small>Pay Day</small>	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30 <small>Pay Day</small>	31 <small>University Picnic</small>	

APRIL

S	M	T	W	T	F	S
						1 <small>Spring Break</small>
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY

S	M	T	W	T	F	S
	1 <small>Pay Day</small>	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19 20 <small>Commencement</small>	
21	22	23	24	25	26	27
28	29 <small>Memorial Day</small>	30	31 <small>Pay Day</small>			

JUNE

S	M	T	W	T	F	S
				1	2 <small>No Classes (campus open)</small>	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 <small>4:00 Work Week Pay Day</small>	

JULY

S	M	T	W	T	F	S
						1
2	3	4 <small>Independence Day</small>	5	6	7 <small>4:00 Work Week</small>	8
9	10	11	12	13	14 <small>4:00 Work Week</small>	15
16	17	18	19	20	21 <small>4:00 Work Week</small>	22
23	24	25	26	27	28 <small>4:00 Work Week</small>	29
30	31					

AUGUST

S	M	T	W	T	F	S
		1 <small>Pay Day</small>	2	3	4 <small>4:00 Work Week</small>	5
6	7	8	9	10	11	12
13	14	15	16	17 <small>Convocation</small>	18 <small>New Student Convocation</small>	19
20	21	22	23	24	25	26
27	28	29	30	31 <small>Fall Semester Pay Day</small>		

SEPTEMBER

S	M	T	W	T	F	S
					1	2 <small>No Classes (campus open)</small>
3	4 <small>Labor Day</small>	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29 <small>Pay Day</small>	30

OCTOBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31 <small>Pay Day</small>				

NOVEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10 <small>Veterans Day Observed</small>	11 <small>No Classes (campus open)</small>
12	13	14	15	16	17	18
19	20	21	22	23 <small>Thanksgiving Day</small>	24 <small>VAC/CTO/PH</small>	25 <small>No Classes (campus open)</small>
26	27	28	29	30 <small>Pay Day</small>		

DECEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16 <small>Fall Commencement</small>
17	18	19	20	21	22	23
24	25 <small>Christmas Day</small>	26 <small>Campus Closed</small>	27	28	29 <small>1/2 Day*</small>	30 <small>Pay Day</small>
31	1 <small>New Year's Day 2024</small>					

Campus Closed

Events

No Classes

Pay Days

VAC/CTO/PH

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

2023

HUMAN RESOURCES EMPLOYEE CALENDAR

WE DEFINE THE
Future

2022 Employee Holiday Schedule

Date	Holiday	Date Observed
January 1	New Year's Day 2023	January 2
January 16	Martin Luther King, Jr.	January 16
March 31	César E. Chavez	March 31
May 29	Memorial Day	May 29
July 4	Independence Day	July 4
September 4	Labor Day	September 4
November 11	Veterans Day	November 10
November 23	Thanksgiving Day	November 23
November 24	Campus Closed	Campus Closed (Use Personal Holiday, Vacation, or CTO Hours)
December 25	Christmas Day	December 25
December 26	Lincoln's Birthday	Rescheduled Holiday (February 12)
December 27	Washington's Birthday	Rescheduled Holiday (February 15)
December 28	Admission's Day	Rescheduled Holiday (September 9)
December 29	Columbus Day	Rescheduled Holiday (October 11)
January 1	New Year's Day 2023	January 1, 2024

PAY DAY SCHEDULE

Month	Pay Period	Issue Date
January	1/1 - 1/31	1/31/23
February	2/1 - 3/1	3/1/23
March	3/2 - 3/31	3/30/23
April	4/1 - 5/1	5/1/23
May	5/2 - 5/31	5/31/23
June	6/1 - 6/30	6/30/23
July	7/1 - 8/1	8/1/23
August	8/2 - 8/31	8/31/23
September	9/1 - 9/30	9/29/23
October	10/1 - 10/31	10/31/23
November	11/1 - 11/30	11/30/23
December	12/1 - 12/31	12/29/23

PERSONAL HOLIDAY

The holidays listed above 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, 2023**.