

**Lehigh University**  
**2011-2012 Holiday Schedule**  
**University Police & Powerhouse Personnel**

<b>1</b>	<b>July 4, 2011</b>	<b>Monday</b>	<b>Independence Holiday</b>
<b>2</b>	<b>September 5, 2011</b>	<b>Monday</b>	<b>Labor Day</b>
<b>3</b>	<b>November 24, 2011</b>	<b>Thursday</b>	<b>Thanksgiving Day</b>
<b>4</b>	<b>November 25, 2011</b>	<b>Friday</b>	<b>Day After Thanksgiving</b>
<b>5</b>	<b>December 24, 2011</b>	<b>Saturday</b>	<b>Christmas Eve</b>
<b>6</b>	<b>December 25, 2011</b>	<b>Sunday</b>	<b>Christmas Day</b>
<b>7</b>	<b>December 31, 2011</b>	<b>Saturday</b>	<b>New Year's Eve</b>
<b>8</b>	<b>January 1, 2012</b>	<b>Sunday</b>	<b>New Year's Day</b>
<b>9</b>	<b>May 28, 2012</b>	<b>Monday</b>	<b>Memorial Day</b>
<b>10</b>	<i>Floating Holiday</i>		
<b>11</b>	<i>Floating Holiday</i>		
<b>12</b>	<i>Floating Holiday</i>		

This schedule is for fiscal year 2011-2012 only and is subject to change in future years. The 2011-2012 Holiday Schedule continues to provide 12 paid holidays for staff members. In some cases, Floating Holidays are scheduled by a supervisor to coincide with dates that staffing is not required in the department. In all other cases, the Floating Holidays may be taken at a time that is mutually agreeable to the supervisor and staff member.

Floating Holidays and vacation time continue to be available to provide paid time off for observation of religious or other special days. A minimum of one week's written notice should be provided when requesting time off for religious or other special days.

Those employees required to work on a specified University holiday will receive compensatory time off or overtime pay as per University policy **409 – *Holiday Pay for University Police and Powerhouse Personnel.***

If you have any questions concerning this schedule, please contact Human Resources at extension 83900.