



Summary of Employee Benefits (Leave)

Holidays

DED (LOCAL)

Eligibility In order to be paid for a holiday, an employee must be on the payroll the day before and the day after the holiday. In cases of extended holidays, such as Christmas and mid-semester break, an employee must work two weeks following the holiday to be eligible for holiday pay.

Benefits All full-time employees, other than teaching faculty, receive holidays as outlined in the official master calendar. Employees who work less than 12 months receive fewer holidays. All faculty employees will observe the holidays specified for faculty in the master calendar.

Accrual Effective first day of employment

Cost to Employee None
