


University of  
**LOUISIANA**  
Monroe

**Office of the President**  
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PLEASE POST

DATE: April 1, 2018  
TO: Deans, Division and Department Heads  
FROM: Nick J. Bruno   
RE: ULM Employee Holiday Schedule

Act 139 of the 1991 Regular Session of the Legislature provides that each institution of higher education shall designate a maximum of fourteen (14) legal holidays per calendar year to be observed as University holidays instead of observing the same number of State designated holidays.

Accordingly, the following University holidays are designated for 2018-2019 and will be observed without regard to otherwise designated State Holidays.

<u>University Designated Holidays</u>	<u>2018-2019 Dates</u>	<u>Official State Holidays</u>	<u>University Closures*</u>
Independence Day	July 4	1	
Labor Day	September 3	1	
Fall Break	October 26*		.5*
Thanksgiving	November 21*		.5*
	November 22	1	
	November 23	.5	
Christmas/New Year	December 21	.5	
	December 24	1	
	December 25	1	
	December 26	1	
	December 27	1	
	December 28	.5	
	December 31	1	
	January 1	1	
Dr. Martin Luther King Day	January 21	1	
Mardi Gras	March 4*		1*
	March 5*		1*
Spring Break	April 19	.5	
	April 22	1	
	April 23*		1*
	April 24*		1*
Memorial Day	May 27	1	
		14	5*

Please make this information available to all employees within your unit.

Department heads are authorized to allow employees, where applicable, to work during holidays in lieu of using leave.

\*These are employee leave days, i.e., compensatory leave, annual leave or leave without pay as appropriate.

\*\*University offices will close at 1:00 pm on Wednesday, November 21, 2018, in observance of Thanksgiving break.

Winter session classes resume Wednesday, January 2, 2019.

All employees should report to work on Wednesday, January 2, 2019 following the Christmas and New Year break.