



**THE UNIVERSITY of TEXAS SYSTEM**  
**FOURTEEN INSTITUTIONS. UNLIMITED POSSIBILITIES.**

**FY 2021 Holiday Schedule**

<b>Date</b>	<b>Day</b>	<b>Holiday</b>	<b>System Administration Status</b>
September 7, 2020	Monday	Labor Day	Closed
November 26, 2020	Thursday	Thanksgiving Day	Closed
November 27, 2020	Friday	Friday After Thanksgiving	Closed
December 23, 2020	Wednesday	Winter Break	Skeleton Workforce Required
December 24, 2020	Thursday	Christmas Eve	Closed
December 25, 2020	Friday	Christmas Day	Closed
December 28, 2020	Monday	Winter Break	Skeleton Workforce Required
December 29, 2020	Tuesday	Winter Break	Skeleton Workforce Required
December 30, 2020	Wednesday	Winter Break	Skeleton Workforce Required
December 31, 2020	Thursday	Winter Break	Skeleton Workforce Required
January 1, 2021	Friday	New Year's Day	Closed
January 18, 2021	Monday	Martin Luther King, Jr., Day	Closed
May 31, 2021	Monday	Memorial Day	Closed
Floating Holiday			

**Holiday Leave**

Employees who are appointed to work at least 20 hours per week for a period of at least 4.5 continuous months are eligible for holiday leave. Holidays are compensated at 8 hours per day for full-time employees. Part-time employees receive holiday pay proportionate to the number of hours appointed to work weekly. The state legislature determines the number of holidays observed by all state agencies and institutions of higher education. The total number of holidays consists of various national and state holidays which fall on a weekday; holidays that fall on a weekend are not included.

**Skeleton Workforce Required**

Offices must remain open and sufficiently staffed to conduct official business.

**Floating Holiday**

Depending on the number of holidays within a fiscal year, a floating holiday may be included in the holiday schedule. If included in the holiday schedule, full-time employees will receive 8 hours of floating holiday leave per award. Part-time employees will receive a proportionate amount based on the number of hours appointed to work weekly.

**Holiday Compensatory Time**

Employees who work on a holiday will receive equivalent time off categorized as holiday compensatory time. Earned holiday compensatory time may be used as leave within the 12-month period following the holiday worked.

**Optional Holidays**

The legislature has designated Rosh Hashanah, Yom Kippur, and Good Friday as optional holidays. A holiday pay-eligible employee may observe optional holidays by working on any holiday in which a skeleton workforce is required or by using applicable accrued leave.