

UTSA Holiday Schedule 2015-2016

Date	Holiday	Day
September 7, 2015	Labor Day	Monday
November 26, 2015	Thanksgiving Day	Thursday
November 27, 2015	Day after Thanksgiving	Friday
December 23, 2015	Winter Holiday (skeleton crew)*	Wednesday
December 24, 2015	Day before Christmas	Thursday
December 25, 2015	Christmas Day	Friday
December 28, 2015	Winter Holiday (skeleton crew)*	Monday
December 29, 2015	Winter Holiday (skeleton crew)*	Tuesday
December 30, 2015	Winter Holiday (skeleton crew)*	Wednesday
December 31, 2015	Winter Holiday (skeleton crew)*	Thursday
January 1, 2016	New Year's Day	Friday
January 18 2016	Martin Luther King, Jr. Day	Monday
May 30, 2016	Memorial Day	Monday
July 4, 2016	Independence Day	Monday

Texas Legislators designated 14 holidays for fiscal year 2015-2016. The total number of holidays awarded to state employees fluctuates annually because when typical holidays fall on Saturday or Sunday, they are not observed. Institutions of higher education may rearrange state holidays and establish their own holidays in order to provide more effective work schedules that are consistent with the academic calendar.

***Skeleton work crew days** : In accordance with the provisions of the Texas Government Code § 662.004 , a state agency must have enough employees on duty to conduct business during any holidays that UTSA selects that are not designated as "all (state) agencies closed."

An employee who serves as a member of a skeleton crew will be granted state compensatory time in lieu of the holiday in accordance to Chapter 4.27, section C. of the Handbook of Operating Procedures "State Compensatory Time". State compensatory time off must be scheduled within twelve (12) months following the workweek in which it was earned with the prior approval of the employee's supervisor.

State compensatory time may also be used to observe an additional religious holiday(s), or state or national holiday that is not officially observed by UTSA. The Texas Legislature has specified Rosh Hashanah, Yom Kippur, Cesar Chavez Day and Good Friday as optional holidays. Employees are entitled to observe these holidays provided that they work a skeleton crew holiday, or use accrued and available leave.