

UTSA Holiday Schedule 2016-2017

Date	Holiday	Day
September 5, 2016	Labor Day	Monday
November 24, 2016	Thanksgiving Day	Thursday
November 25, 2016	Day after Thanksgiving	Friday
December 23, 2016	Winter Holiday (skeleton crew)*	Friday
December 26, 2016	Day after Christmas	Monday
December 27, 2016	Winter Holiday (skeleton crew)*	Tuesday
December 28, 2016	Winter Holiday (skeleton crew)*	Wednesday
December 29, 2016	Winter Holiday (skeleton crew)*	Thursday
December 30, 2016	Winter Holiday (skeleton crew)*	Friday
January 16, 2017	Martin Luther King, Jr. Day	Monday
May 29, 2017	Memorial Day	Monday
July 3, 2017	Day before Independence Day (skeleton crew)*	Monday
July 4, 2017	Independence Day	Tuesday

Texas Legislators designated 13 holidays for fiscal year 2016-2017. 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.