

CHSU Holidays

CHSU provides paid holidays to full-time employees. The University reserves the right to change the holiday schedule to meet the needs of the business. However, the following holidays are currently recognized:

- A. . New Year's Day
- B. Martin Luther King Jr. Day
- C. Presidents' Day
- D. Memorial Day
- E. Juneteenth Day
- F. Independence Day
- G. Labor Day
- H. Veterans Day
- I. Thanksgiving Day
- J. The Day after Thanksgiving
- K. Christmas Day
- L. Employee Anniversary
- M. Employee Birthday

One day to be taken during the month of an employee's anniversary; use it or lose it. Not to be used in any other month. One day to be taken during the employee's birthday month. The employee must be employed at CHSU for three years minimum to be eligible. Use it or lose it. Not to be used in any other month.

A total of 13 paid holidays

Winter Shutdown Holiday

Additionally, all offices of CHSU are closed December 26th through December 31st. This period is known as "Winter Shutdown." Winter Shutdown is considered paid holiday. Winter Shutdown is not considered vacation, and employees shall have no right to be paid out for such days upon separation from CHSU.

Holiday Observance

If a holiday falls on a Saturday, it will be observed on the preceding Friday. If a holiday falls on a Sunday, it will be observed the following Monday.

Holiday Pay for Employees on Leave of Absence, Vacation or Those Required to Work

If a holiday falls during any employee's approved vacation period or during an employee's use of sick leave and the employee would have otherwise been scheduled to work, the employee will be paid for the holiday and will not be charged a vacation or sick day.