

Executive Vice Chancellor And Provost and Vice Chancellor for **Finance and Administration**

Holladay Hall Raleigh, NC

MEMORANDUM

TO: Deans, Directors, and Department Heads

Warwick A. Arden, Executive Vice Chancellor and Provost FROM:

Charles A. Maimone, Vice Chancellor, Finance and Administration Charles Mannine

Approved University Holiday Calendars for 2021 - 2023 SUBJECT:

DATE: February 3, 2021

For your reference, attached please find a copy of the university's approved 3-year rolling holiday calendar for the period 2021 to 2023. This 3-year rolling calendar includes the holiday calendars already approved for calendar year 2021, and a revised holiday calendar for 2022.

Please share this 3-year university holiday calendar for 2021 – 2023 with all faculty and/or staff within your colleges and divisions. As a reminder, the university's holiday schedules continue NC State's practice of scheduling winter break to allow for extended time off for most employees and to generate utility cost savings. Additional information can be found at https://hr.ncsu.edu/common-tasks/universityholidays-and-closings/.

Attachment: University Holiday Calendar

cc: W. Randolph Woodson, Chancellor Louis Hunt, Senior Vice Provost, Enrollment Management and Services Marie Williams, Associate Vice Chancellor, Human Resources