

# Bowdoin College

## Memorandum

To: Bowdoin Campus Community

From: Tama Spoerri, Director of Human Resources

Date: November 2, 2009

Subject: 2010 Holidays

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Below are the approved Holidays for the 2010 calendar year.

### **Part of the 2009 Holiday Schedule**

*Thursday, December 31, 2009*

*New Year's Eve 2009 Holiday (observed)*

### **2010 Holidays**

Friday, January 1, 2010	New Year's Day
Monday, January 18	Martin Luther King Day
Monday, February 15	Presidents' Day (classes in session)
Monday, May 31	Memorial Day
Monday, July 5	Independence Day
Monday, September 6	Labor Day (classes in session)
Wednesday thru Friday, November 24-26	Thanksgiving Holidays (observed)
Friday, December 24	Christmas Eve Holiday
Monday, December 27	Christmas Holiday (observed)
Thursday and Friday, December 30-31	New Year's Eve and Day (observed)

### **Part of the 2011 Holiday Schedule**

*Saturday, January 1, 2011*

*New Year's Day 2011 Holiday  
(Observed in 2010)*

Over the course of the year, while the College's administrative offices may be officially observing a holiday (indicated above), employees in some offices may be required to work to support students, the academic program and/or a general business need (i.e. Labor Day, an observed New Year's Day, President's Day, Independence Day, etc.). In these instances employees are encouraged to save the holiday to be used at a later date with supervisory approval.

In addition, Academic year employees do not receive holidays that fall outside of the standard academic calendar that they are scheduled to work. Those with academic year assignments that end prior to commencement do not receive Memorial Day or Independence Day. Academic year employees who work beyond Memorial Day, do receive the holiday, however they do not receive Independence Day.

If you have any questions, please contact Human Resources.

Human Resources