2017 Holiday Calendar

TO: **All Employees** **DATE:** **July 12, 2016**

FROM: **Windell Turner**

SUBJECT: 2017 SWCC Holiday Calendar

As each of you know, Southwest Virginia Community College operates with an alternate holiday schedule to accommodate our academic year calendar. The following is the 2017 holiday schedule.

Jan. 2017	**2**	New Year's Day (Observed)
May	**29**	Memorial Day (Observed)
July	**3**	8 hours additional holiday time
July	**4**	Independence Day (Observed)
Sept.	**4**	Labor Day (Observed)
Nov.	**22**	4 Hours additional holiday time (Observed)
Nov.	**23**	Thanksgiving (Observed)
Nov.	**24**	Day after Thanksgiving (Observed)
Dec.	**20**	4 hours additional holiday time
Dec.	**21**	College closed in lieu of Lee-Jackson Day
Dec.	**22**	College closed in lieu of Martin Luther King, Jr. Day
Dec.	**25**	Christmas (Observed)
Dec.	**26**	8 hours additional holiday time
Dec.	**27**	College closed in lieu of George Washington Day
Dec.	**28**	College closed in lieu of Columbus Day
Dec.	**29**	College closed in lieu of Veterans Day
Jan. 2018	**1**	New Year's Day 2016 (Observed)

In summary, we will be working five holidays – Lee-Jackson Day, Martin Luther King, Jr. Day, George Washington Day, Columbus Day, and Veteran's Day – and we will observe these holidays as follows:

December 20 – 4 hours additional holiday time for December 22
December 21 – Lee-Jackson Day
December 22 – Martin Luther King, Jr. Day
December 27 – George Washington Day
December 28 – Columbus Day
December 29 – Veterans Day

For the Thanksgiving holidays, the College will close at 11:45 a.m. on Wednesday, November 22, 2017 and reopen at 7:45 a.m. on Monday, November 27, 2017.
For the Christmas holidays, the College will close at 11:45 a.m. on Wednesday, December 20, 2017 and reopen at 7:45 a.m. on Tuesday, January 2, 2017. As always, it may be necessary for some offices to have limited coverage during this time period and compensatory leave will be granted where appropriate. *If the Governor grants additional holiday time off, this calendar will be adjusted to reflect the change.*