

California State University, Long Beach Research Foundation

Memorandum

2023 RESEARCH FOUNDATION HOLIDAY SCHEDULE (REVISED)

March 28, 2023

Code: HR-23-02

To: Research Foundation Employees
Project Directors

From: Stephanie Moreno
Director of Human Resources

Subject: CSULB Research Foundation 2023 Observed Holiday Schedule

The following is a list of CSULB Research Foundation observed holidays for the 2023 year:

Martin Luther King, Jr. Day	Monday, January 16, 2023
Cesar Chavez Day	Friday, March 31, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Monday, June 19, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Veterans Day	Friday, November 10, 2023 (Observed)
Thanksgiving Day	Thursday, November 23, 2023
Friday Following Thanksgiving Day	**See Note Below
Winter/New Year's Break (6 days)	Monday, December 25, 2023 through Monday, January 1, 2024 <u>Return to work Tuesday, January 2, 2024</u>

** Note: The Friday following Thanksgiving Day is an **unpaid** campus closure day. Employees must use their accrued vacation or OPA time for this day or, if none available, the day must be taken without pay. Please contact the Research Foundation HR Department if you have any questions.