



# WEST VIRGINIA STATE UNIVERSITY

To: All Staff and Twelve-Month Faculty  
From: Justin McAllilster, Interim Vice President of Business and Finance  
Date: 6/27/2022  
Subject: Holiday Schedule for Fiscal Year 2023 - July 1, 2022 - June 30, 2023

In accordance with West Virginia Code 2-2-1, Higher Educational Policy Commission Series 14, Sec 3-3.1, and the Board of Governor Policy #7, the below holidays are established. As the University remains true to our educational commitments, holidays such as President's Day, West Virginia Day, Columbus Day, Veteran's Day, Lincoln's Day, and such are not observed with university closure during the academic year. However, the President has established six days as Administrative Holidays, which will be observed by employees as designated. In accordance with WVHEPC Series 14, Section 3.2, should the Governor grant additional holiday time off on days that are already included in the WVSU schedule, the President will determine the additional holiday observation in accordance to policy. Series 14, Section 4.1 provides for one-half day preceding each Christmas Day and New Year's Day when Christmas or New Year's falls on Tuesday, Wednesday, Thursday, or Friday.

Monday, July 04, 2022	Independence Day
Monday, September 05, 2022	Labor Day
Wednesday, November 23, 2022	Administrative Holiday (Designation: Columbus Day)
Thursday, November 24, 2022	Thanksgiving Day
Friday, November 25, 2022	Day after Thanksgiving
Monday, December 26, 2022	Christmas Day observed
Tuesday, December 27, 2022	Administrative Holiday (Designation: Veteran's Day)
Wednesday, December 28, 2022	Administrative Holiday (Designation: President's Day)
Thursday, December 29, 2022	Administrative Holiday (Designation: WV Day)
Friday, December 30, 2022	Administrative Holiday (Designation: General Election Day)
Monday, January 2, 2023	New Year's Day observed
Monday, January 16, 2023	Martin Luther King, Jr. Day
Monday, May 29, 2023	Memorial Day

WVSU Campus will close on the days below. Annual leave, compensatory time, or deduction in pay may be utilized during days of university closures - total of four (4) days. An employee must be in pay status their scheduled workday before and following the holiday to receive holiday pay.

Monday, November 21, 2022	University Closed
Tuesday, November 22, 2022	University Closed
Thursday, December 22, 2022	University Closed
Friday, December 23, 2022	University Closed

WVSU Campus closes at the end of the business day on Friday, November 18, 2022 at 5:00pm and reopens Monday, November 28, 2022.

WVSU Campus closes at the end of the business day on Wednesday December 21, 2022 at 5:00pm and reopens Tuesday, January 3, 2023.

Contact Human Resources with questions.