

**HUMAN RESOURCES MEMORANDUM (FY 21 – 04)**

**2021 Holidays and Winter Recess**

The Community College System of New Hampshire has designated that the following days will be recognized as holidays and winter recess days for the 2021 calendar year.

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| New Year’s Day | Friday | January 1, 2021 |
| Martin Luther King Jr./ Civil Rights Day | Monday | January 18, 2021 |
| Presidents’ Day | Monday | February 15, 2021 |
| Memorial Day | Monday | May 31, 2021 |
| Independence Day (Fourth of July) (Observed) | Monday  | July 5, 2021 |
| Labor Day | Monday | September 6, 2021 |
| Veterans’ Day | Thursday | November 11, 2021 |
| Thanksgiving Day | Thursday | November 25, 2021 |
| Day After Thanksgiving | Friday | November 26, 2021 |
| Christmas Day Holiday (Observed) | Friday | December 24, 2021 |
| Chancellor’s Holiday\*/Winter Recess – CCSNH Institutions Closed\* | Monday | December 27, 2021 |
| Winter Recess – CCSNH Institutions Closed\*\* | Tuesday | December 28, 2021 |
| Winter Recess – CCSNH Institutions Closed\*\* | Wednesday | December 29, 2021 |
| Winter Recess – CCSNH Institutions Closed\*\* | Thursday | December 30, 2021 |
| **New Year’s Day (2022) Holiday (Observed)** | **Friday** | **December 31, 2021** |

**2021 Holidays and Winter Recess General Information –** On those days designated as “Winter Recess”

\*The Chancellor’s Holiday observed on Monday, December 27, 2021 shall be administered in accordance with the Collective Bargaining Agreement for the Full-time Faculty Bargaining Unit and the Handbook for Administrative, Managerial, Professional, and Operating Support Staff Exempt from the Collective Bargaining Process, as amended. The Winter Recess Day observed on Monday, December 27, 2021 shall apply to covered staff and be administered in accordance with the Collective Bargaining Agreement for Staff Bargaining Unit, as amended.

\*\* CCSNH Institutions Closed for Winter Recess Days on December 28, 2021 – December 30, 2021. Full-time Faculty assigned to a 12 month, year-round appointment and Administrative, Managerial, Professional, and Operating Support Staff Exempt from the Collective Bargaining Process (Confidential/Non-Covered Employees) shall be required to use accrued leave time (annual leave, FYPDs, or Personal Leave) for absences incurred during the Winter Recess. Winter Recess days for covered staff shall be administered in accordance with the Collective Bargaining Agreement for Staff Bargaining Unit, as amended.

**Date of Last Amendment: December 28, 2020**