# San Jose State University Research Foundation

**DATE:** November 15th, 2019

**TO:** SJSU Research Foundation Employees

**FROM:** Guadalupe Lechuga, Director, Human Resources

**SUBJECT:** 2020 HOLIDAY SCHEDULE

This is the official holiday calendar for the San José State University Research Foundation for 2020. Please refer to the Employee Handbook for holiday pay eligibility requirements.

<table>
<thead>
<tr>
<th>DATE</th>
<th>DAY</th>
<th>HOLIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 1</td>
<td>Wednesday</td>
<td>2020 New Year’s Day</td>
</tr>
<tr>
<td>January 20</td>
<td>Monday</td>
<td>Martin Luther King, Jr. Day</td>
</tr>
<tr>
<td>March 31</td>
<td>Tuesday</td>
<td>Cesar Chavez Day Observed</td>
</tr>
<tr>
<td>May 25</td>
<td>Monday</td>
<td>Memorial Day</td>
</tr>
<tr>
<td>July 3</td>
<td>Friday</td>
<td>Independence Day Observed</td>
</tr>
<tr>
<td>September 7</td>
<td>Monday</td>
<td>Labor Day</td>
</tr>
<tr>
<td>November 11</td>
<td>Wednesday</td>
<td>Veterans Day</td>
</tr>
<tr>
<td>November 26</td>
<td>Thursday</td>
<td>Thanksgiving Day</td>
</tr>
<tr>
<td>November 27</td>
<td>Friday</td>
<td>Foundation Holiday</td>
</tr>
<tr>
<td>December 25</td>
<td>Friday</td>
<td>Christmas Day</td>
</tr>
<tr>
<td>December 28</td>
<td>Monday</td>
<td>Foundation Holiday</td>
</tr>
<tr>
<td>December 29</td>
<td>Tuesday</td>
<td>Foundation Holiday</td>
</tr>
<tr>
<td>December 30</td>
<td>Wednesday</td>
<td>Foundation Holiday</td>
</tr>
<tr>
<td><strong>December 31</strong></td>
<td><strong>Thursday</strong></td>
<td><strong>Central Office Closure</strong>*</td>
</tr>
<tr>
<td>January 1</td>
<td>Friday</td>
<td>2021 New Year’s Day</td>
</tr>
</tbody>
</table>

*The Central Office is located at 210 North 4th Street. Central Office services will be closed for business during designated closure days. Designated ‘Central Office Closure’ days are **not** paid holidays. A benefited employee who does not work and wishes to receive pay for a ‘Central Office Closure’ day must use vacation hours.*