



OLD DOMINION UNIVERSITY RESEARCH FOUNDATION

MEMORANDUM

TO: Regular Status and Post Doctoral Employees of the Research Foundation

FROM: Hope Fowler, Director Human Resources

SUBJECT: **2022** Holiday Schedule Revised

DATE: 2022

The Research Foundation follows the same holiday schedule as the University. The 2022 Holiday Schedule is as follows:

2022 Holiday Schedule

Monday, January 17	Martin Luther King, Jr. Day
Monday, May 30	Memorial Day
Monday, June 20	Juneteenth (Observed)
Monday, July 4	Independence Day
Monday, September 5	Labor Day
Tuesday, November 8	Election Day
Wednesday, November 23	Day before Thanksgiving (4 hours – close at noon)
Thursday, November 24	Thanksgiving Day
Friday, November 25	Day after Thanksgiving
Friday, December 23	Additional time off (8 hours)
Monday, December 26	Christmas (Observed)
Tuesday, December 27 thru Wednesday, December 29	End of Year Break
Thursday, December 30	Recognition Leave

2023 Holiday Schedule

Monday, January 2, 2023	New Year's Day (observed)
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Some employees may need to work during the holidays; the appropriate holiday pay and leave policies will apply. Consult the ODU Research Foundation Employee Handbook, <http://researchfoundation.odu.edu/pdf/handbook.pdf> or contact Human Resources for guidance.