To: Northeastern Illinois University Community

From: Salme Harju Steinberg, President

Date: January 2006

Re: University Holidays for 2006 and Schedule for December Holiday Break

The holidays that will be observed by Northeastern Illinois University during 2006 follow:

**Martin Luther King, Jr.’s Birthday** .................Monday, January 16

**Abraham Lincoln’s Birthday.** ........................ Monday, February 13

**Memorial Day** ...........................................Monday, May 29

**Independence Day** .......................................Tuesday, July 4

**Labor Day** ..................................................Monday, September 4

**Thanksgiving Holiday** ...................................Thursday, November 23 and
..............................................................................Friday, November 24*

*In addition, no classes will be held on Saturday, November 25.

**December Holiday Break** ..........................December 22, 2006 through January 1, 2007

The University will be officially closed during the December holiday break beginning at the close of business on Thursday, December 21 through Monday, January 1, 2007. Only security and essential maintenance personnel, as directed by their supervisors, will work during this period. All University facilities will be closed on those days. Because the University is closed, employees will not be required to use accumulated benefit time during this period. Security and essential maintenance personnel required to work on these days will be compensated based on their applicable bargaining agreement. For these employees, weekends during the Holiday Break are not designated holidays. The University will increase energy and maintenance savings from the holiday closing. The University will reopen Tuesday, January 2, 2007.

SHS:ada