

Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
<b>January</b>						
						1 New Year's Day*
2	3	4	5	6 Employee Orientation	7 Employee Orientation/CHOP	8
9	10	11	12	13 Advocates Blood Drive	14 Advocates Blood Drive	15
16	17 Dr. Martin Luther King, Jr. Day	18	19	20 Employee Orientation	21 Employee Orientation/CHOP	22
23	24	25	26	27	28	29
30	31					
<b>February</b>						
BLACK HISTORY MONTH		1	2	3 Employee Orientation	4 Employee Orientation/CHOP	5
6	7	8 Father Daughter Valentine Ball	9	10	11	12 Lincoln's Birthday
13	14	15	16	17 Employee Orientation	18 Employee Orientation/CHOP	19
20	21 Washington's Birthday (observed)	22	23	24	25	26
27	28					
<b>March</b>						
		1	2	3 Employee Orientation	4 Employee Orientation/CHOP	5
6	7	8	9 Ash Wednesday	10	11	12
13	14 Employee Orientation	15 Employee Orientation/CHOP	16	17 Match Day	18	19
20	21	22	23	24	25	26
27	28	29	30	31 Employee Orientation		
<b>April</b>						
On My Own Time	On My Own Time	On My Own Time	On My Own Time	On My Own Time	On My Own Time	On My Own Time
				1 Employee Orientation/CHOP	2	3
4	5	6	7	8	9	10
11	12	13	14	15 Employee Orientation/CHOP	16 American Heartwalk	17
18	19	20	21	22 Good Friday	23 Employee Orientation/CHOP	24
25	26	27	28	29 Advocates Mystery, Malt & Merlot Empl. Orient./CHOP	30	31

Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
<b>May</b>						
1 INTERNATIONAL MONTH	2	3	4	5	6 National Nurses Week (May 6-12)	7 Annual Volunteer Celebration
8 National Hospital Week (May 8-14) Mother's Day	9	10	11	12 Employee Orientation	13 Employee Orientation/CHOP	14
15	16	17	18	19 Pres. Empl. Recog. Awards Employee Orient.	20 Employee Orientation/CHOP	21
22 Awards Ceremonies & Commencement Miracle Ride	23	24	25	26 Employee Orientation	27 Employee Orientation/CHOP	28
29	30 Memorial Day	31				
<b>June</b>						
			1	2 Employee Recognition Day	3	4
5	6	7	8	9 Employee Orientation	10 Employee Orientation/CHOP	11
12	13	14	15	16 Employee Orientation	17 Employee Orientation/CHOP	18
19	20	21	22	23 Employee Orientation	24 Employee Orientation/CHOP	25
26	27	28	29	30		
<b>July</b>						
					1	2
3	4 Independence Day	5	6	7 Employee Orientation	8 Employee Orientation/CHOP	9
10	11	12	13	14 Employee Orientation	15 Employee Orientation/CHOP	16
17	18	19	20	21 Employee Orientation	22 Employee Orientation/CHOP	23
24	25	26	27	28	29	30
31						
<b>August</b>						
	1	2	3	4 Employee Orientation	5 Employee Orientation/CHOP	6
7	8	9	10	11	12	13
14	15	16	17	18 Employee Orientation	19 Employee Orientation/CHOP	20
21	22	23 Employee Orientation	24 Employee Orientation/CHOP	25	26	27
28	29	30	31			

Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
<b>September</b>						
HISPANIC/LATINO HERITAGE MONTH Sept. 15 - Oct. 15					1 Employee Orientation	2 Employee Orientation/CHOP
3						
4	5 Labor Day	6	7	8	9	10
11	12	13	14 Fall Faculty Convocation	15 Employee Orientation	16 Employee Orientation/CHOP	17
18	19	20	21	22	23 Coll. of Medicine Reunion Weekend	24 Coll. of Medicine Reunion Weekend
25	26	27	28	29 Employee Orientation Rosh Hashanah	30 Employee Orientation/CHOP	
<b>October</b>						
						1
2	3	4	5	6	7	8
9	10 Columbus Day	11	12	13 Employee Orientation	14 Employee Orientation/CHOP	15 Yom Kippur
16	17	18	19	20	21	22
23	24	25	26	27 Employee Orientation	28	29
30	31					
<b>November</b>						
NATIVE AMERICAN MONTH		1	2	3	4	5
6	7	8 Election Day**	9	10 Employee Orientation	11 Veteran's Day Employee Orientation/CHOP	12
13	14	15	16	17	18	19
20	21	22	23	24 Thanksgiving Day	25 Day After Thanksgiving	26
27	28	29 Employee Orientation	30 Employee Orientation/CHOP			
<b>December</b>						
					1	2
3						
4	5	6	7	8 Employee Orientation	9 Employee Orientation/CHOP	10 Upstate Gala
11	12	13	14	15	16	17
18	19	20	21 Hanukkah Begins	22	23	24
25 Christmas Day***	26 Christmas Day (observed)	27 Employee Orientation	28 Hanukkah Ends Employee Orientation/CHOP	29	30	31

### STATE HOLIDAY TYPE KEY:

\*A New York State or Research Foundation employee who is entitled to time off with pay on days observed as holidays by the State as an employer shall be granted compensatory time off when any such holiday falls on a Saturday, provided however, that Classified Service State employees scheduled or directed to work on any such Saturday may receive additional compensation in lieu of such compensatory time off in accordance with State rules.

\*\*The status of Election Day as a floating holiday has not yet been determined by the State.

\*\*\*When a holiday falls on a Sunday, it is generally observed on the following Monday for a New York State or Research Foundation employee who is entitled to time off with pay on days observed as holidays by the State as an employer. Specific information regarding the observance of the Christmas Holiday will be forthcoming as it relates to the employee's regular work schedule.

This information is subject to change pursuant to direction from the New York State Department of Civil Service.

**RED:** All Upstate units and departments on holiday schedule, staffing for essential services only. Eligible employees in CSEA and PEF bargaining units scheduled or directed to work on red holidays will earn a compensatory day off to be used at a mutually convenient date, or will earn additional pay for time worked based on chosen option. Eligible employees in the UUP bargaining unit, Research Foundation (RF) and Management/Confidential (M/C) designated employees who are required to work, shall receive a compensatory day off to be used at a mutually convenient date. For eligible CSEA and PEF represented employees, time worked on Thanksgiving and/or Christmas will be earned (compensatory time or additional compensation, based on employee's chosen option) at a rate of time and one-half. Eligible UUP represented employees, who are required to work Thanksgiving and/or Christmas shall be granted one and one-half compensatory days off to be scheduled at times mutually convenient to the employee and Upstate. For UUP and CSEA (ASU and OSU only) represented employees and M/C designated employees, accruals (holiday comp) must be used within one year of accrual or forfeited.

**PINK:** All Upstate units and departments, including Hospital departments, are on adjusted staffing, based on departmental operating needs and provision of essential services. For UUP represented employees only, the day after Thanksgiving is designated by the President of Upstate as a floating holiday in lieu of Washington's Birthday (observed). All other eligible employees (CSEA, PEF, RF, and M/C) whose requests for time off are approved must charge the time to appropriate accruals. Employees who wish to work must be permitted to do so if it is their normally scheduled workday.

**GREEN:** All hospital services, units and departments continue on regular operative schedules. All other Upstate units and departments must be operative. Departments must: (1) canvass for volunteers; then (2) assign employees on a seniority basis (job function and shift) for staffing sufficient to maintain regular operations. Eligible CSEA and PEF represented employees scheduled or directed to work will earn a compensatory day to be used at a mutually convenient date or will earn additional pay for time worked based on chosen option. Eligible RF, unclassified M/C and UUP represented employees required to work, shall be granted a compensatory day off for use at a mutually convenient date. Washington's Birthday (observed) shall be a regular workday for UUP represented employees. For UUP and CSEA (ASU & OSU only) represented employees and M/C designated employees, accruals (holiday comp) must be used within one year of accrual or forfeited.

**PALE GREEN:** For all Upstate units and departments, the State has designated this day as a floating holiday for eligible employees. This designation will apply to both eligible State and RF employees. Employees who are not scheduled to work or are scheduled or directed to work who are eligible to observe holidays, will receive a compensatory day off to be used at a mutually convenient date. The floating holiday may be charged in quarter hour increments for CSEA and PEF represented employees. The accrued holiday must be used no later than February 11, 2012, for CSEA and PEF represented employees.

# ACADEMIC CALENDARS

## Colleges of Medicine • Health Professions • Nursing • Graduate Studies

### COLLEGE

<b>All</b>	<b>Mon</b>	<b>Jan</b>	<b>3</b>	<b>SPRING SEMESTER Begins</b>
COGS/CHP/CON	Mon	Jan	3	Registration Begins - Non-Matriculated Students
COGS/CHP/CON	Mon	Jan	10	30% Tuition Liability for full semester courses
COGS/CHP/CON	Fri	Jan	14	Last Day to Add or Drop courses without a late fee
CHP/CON	Fri	Jan	14	Last Day to Drop a full semester course without a grade
<b>All</b>	<b>Mon</b>	<b>Jan</b>	<b>17</b>	<b>Martin Luther King Day - No Classes - Clinics Closed</b>
COGS/CHP/CON	Tues	Jan	18	50% Tuition Liability for full semester courses
COGS/CHP/CON	Mon	Jan	24	70% Tuition Liability for full semester courses
COGS/CHP/CON	Mon	Jan	31	100% Tuition Liability for full semester courses
CHP	Sat	Feb	19	Spring Vacation Begins Perfusion Sr Students
CHP/CON	Fri	Feb	25	Mid-Semester Grades Due
CHP/CON	Sat	Feb	26	Spring Vacation Begins 5pm (except 3rd year DPT & Perfusion Sr)
CHP	Mon	Feb	28	Classes Resume Perfusion Sr Students
COM	Sat	Mar	5	Spring Vacation Begins MSI Students
CHP/CON	Mon	Mar	7	Classes Resume (except 3rd year DPT & Perfusion Sr)
CHP/CON		Mar 7 - Mar 18		Summer Semester Open Enrollment - Matriculated Students
COM/COGS	Sat	Mar	12	Spring Vacation Begins MSII and Graduate Studies Students
COM	Mon	Mar	14	Classes Resume MSI students
COM	Thur	Mar	17	Match Day
CHP/CON	Fri	Mar	18	Exit Assessment Exams
COM/COGS	Mon	Mar	21	Classes Resume MSII and Graduate Studies Students
CHP/CON		Mar 21 - April 8		Fall Semester Open Enrollment - Matriculated Students
CHP/CON	Wed	Mar	23	75% of the Semester Completed (WP/WF grades assigned)
COM	Mon	Mar	28	Spring Vacation Begins MSIII and MSIV Students
COM	Mon	April	4	Classes Resume MSIII and MSIV Students
CHP/CON	Mon	April	18	Last Day of Classes except DPT Year 3 & Med Scholars Year 1
<b>All</b>		<b>Apr 19 - 26</b>		<b>Passover</b> - contact faculty if unable to attend due to r beliefs
CHP/CON	Tues	April	19	Study Day
CHP/CON		Apr 20 - Apr 25		Final Exams (No exams on Sunday)
<b>All</b>	<b>Fri</b>	<b>April</b>	<b>22</b>	<b>Good Friday</b> - contact faculty if unable to attend due to religious beliefs
CHP/CON	Wed	April	27	Student Evaluation Committee Meeting
CON/CHP/COM	Fri	April	29	Spring Semester Ends - MSIV, Nursing, & Health Professions (except DPT Year 3 & Med Scholars Year 1)
COM	Fri	May	6	Spring Semester Ends MSII
COM	Tues	May	10	MSIV Grades Committee
COM	Fri	May	13	Dean's Appeals Board
COM	Tues	May	17	MSII Grades Committee
<b>All</b>	<b>Sun</b>	<b>May</b>	<b>22</b>	<b>COMMENCEMENT Ceremony</b>
<b>All</b>	<b>Sun</b>	<b>May</b>	<b>22</b>	<b>Degree Conferral for Spring Graduates</b>
COM	Wed	May	25	Dean's Appeals Board
<b>All</b>	<b>Mon</b>	<b>May</b>	<b>30</b>	<b>Memorial Day - No Classes - Clinics Closed</b>
COM/COGS/CHP	Fri	June	3	Semester Ends MSI, Graduate Studies, DPT Year 3
COM	Tues	June	7	MSI Grades Committee
COM	Fri	June	10	Dean's Appeals Board
<b>All</b>	<b>Mon</b>	<b>June</b>	<b>20</b>	<b>Alternate Degree Conferral for Spring Graduates</b>
COM/CHP	Fri	June	24	Spring Semester Ends MS III & Med Scholars Year 1
COM	Fri	Aug	12	MSIII Grades Committee
COM	Wed	Aug	17	Dean's Appeals Board

### COLLEGE

CHP/CON	Mon	May	2	SUMMER SEMESTER Begins (except as otherwise noted)
CHP/CON	Mon	May	2	Registration Begins - Non-Matriculated Students
CHP/CON	Fri	May	6	Last Day to Add or Drop courses without a late fee
CHP/CON	Fri	May	6	Last Day to Drop a full semester course without a grade
CHP/CON	Mon	May	9	30% Tuition Liability for full semester courses
CHP/CON	Mon	May	16	50% Tuition Liability for full semester courses
CHP/CON	Mon	May	23	70% Tuition Liability for full semester courses
<b>All</b>	<b>Mon</b>	<b>May</b>	<b>30</b>	<b>Memorial Day - No Classes - Clinics Closed</b>
CHP/CON	Tues	May	31	100% Tuition Liability for full semester courses
CHP	Mon	June	13	Transitional DPT New Students Summer Semester Begins
CHP	Sat	June	18	Perfusion, Med Tech, and Medical Biotech vacation begins
CHP	Wed	June	22	Last Day of Arts and Sciences Classes
CHP	Mon	June	27	Perfusion, Med Tech, and Medical Biotech Classes Resume
CON	Wed	June	29	Last Day of Classes for Nursing
<b>All</b>	<b>Mon</b>	<b>July</b>	<b>4</b>	<b>Independence Day Observed - No Classes - Clinics Closed</b>
CHP	Wed	July	6	Last Day of Classes Respiratory Care
CHP	Fri	July	29	Last Day of Classes for Med Tech Jr
CHP	Fri	Aug	5	Last Day of Classes for Rad Ther Jr, Med Imaging
CHP	Fri	Aug	12	Last Day of Classes for Perfusion and Transitional DPT
CHP	Tues	Aug	16	Student Evaluation Committee Meeting
CHP/CON	Tues	Aug	16	Summer Semester Ends
<b>All</b>	<b>Tues</b>	<b>Aug</b>	<b>30</b>	<b>Degree Conferral for Summer Graduates - Revised</b>
<b>All</b>		<b>June 2 - 3</b>		<b>Orientation</b>
<b>All</b>	<b>Mon</b>	<b>June</b>	<b>6</b>	<b>Fall Semester Begins for "Long Fall" Programs</b>
COM	Mon	July	11	Clinical Orientation MS III (Required)
COM/CHP	Mon	July	11	Med Scholars 2nd Year, MS III & MS IV Fall Semester Begins
COGS		Jul 25 - Aug 5		Fall Semester Open Enrollment - Matriculated Students
COM		Aug 4 - 5		Orientation
COM	Mon	Aug	8	Fall Semester Begins MSI and MSII
<b>All</b>		<b>Aug 25 - 26</b>		<b>Orientation</b>
<b>All</b>	<b>Mon</b>	<b>Aug</b>	<b>29</b>	<b>FALL SEMESTER Begins</b> (except as otherwise noted)
COGS/CHP/CON	Mon	Aug	29	Registration Begins - Non-Matriculated Students
<b>All</b>	<b>Tues</b>	<b>Aug</b>	<b>30</b>	<b>E'Id al-Fitre</b> - contact faculty if unable to attend due to religious beliefs
CHP	Fri	Sept	2	College of Health Profession Program on HIV, TB and Hepatitis
<b>All</b>	<b>Mon</b>	<b>Sept</b>	<b>5</b>	<b>Labor Day - No Classes - Clinics Closed</b>
COGS/CHP/CON	Tues	Sept	6	30% Tuition Liability for full semester courses
COGS/CHP/CON	Fri	Sept	9	Last Day to Add or Drop courses without a late fee
CHP/CON	Fri	Sept	9	Last Day to Drop a full semester course without a grade
COGS/CHP/CON	Mon	Sept	12	50% Tuition Liability for full semester courses
COGS/CHP/CON	Mon	Sept	19	70% Tuition Liability for full semester courses
COGS/CHP/CON	Mon	Sept	26	100% Tuition Liability for full semester courses
<b>All</b>	<b>Thurs</b>	<b>Sept</b>	<b>29</b>	<b>Rosh Hashanah - No Classes COM and COGS;</b>
				<b>all others contact faculty if unable to attend due to religious beliefs</b>
				<b>Yom Kippur - No Classes COM and COGS;</b>
				<b>all others contact faculty if unable to attend due to religious beliefs</b>
<b>All</b>	<b>Sat</b>	<b>Oct</b>	<b>8</b>	<b>Columbus Day - No Classes - Clinics Closed</b>
<b>All</b>	<b>Mon</b>	<b>Oct</b>	<b>10</b>	<b>Fall Break - No Classes</b>
CHP/CON	Tues	Oct	11	Mid-Semester Grades Due
CHP/CON	Fri	Oct	21	Spring Semester Open Enrollment-Matriculated Students
CHP/CON		Oct 24 - Nov 11		75% of the Semester Completed (WP/WF grades assigned)
<b>All</b>	<b>Sun</b>	<b>Nov</b>	<b>6</b>	<b>E'Id al-Adha</b> - contact faculty if unable to attend due to religious beliefs
CHP/CON	Wed	Nov	9	75% of the Semester Completed (WP/WF grades assigned)
<b>All</b>	<b>Thurs</b>	<b>Nov</b>	<b>24</b>	<b>THANKSGIVING Vacation Begins</b>
<b>All</b>	<b>Mon</b>	<b>Nov</b>	<b>28</b>	<b>Classes Resume</b>
COGS		Nov 28 - Dec 9		Spring Semester Open Enrollment-Matriculated Students
CHP/CON	Mon	Dec	12	Last Day of Classes
CHP/CON	Tues	Dec	13	Study Day
CHP/CON		Dec 14 - 19		Final Exams (No exams on Sunday)
CHP/CON	Thur	Dec	22	Student Evaluation Committee Meeting
<b>All</b>	<b>Fri</b>	<b>Dec</b>	<b>23</b>	<b>Fall Semester Ends</b>