

2023 CALENDAR

This holiday calendar can also be found on this site:
www.upstate.edu/payroll/pdf/calendar/general/upstate_annual_calendar.pdf

Sun. Mon. Tues. Wed. Thu. Fri. Sat.

JANUARY								
* New Year's Day	1	New Year's Day Observed	2	3	4	5	6	7
	8	9	10	11	12	13	14	
	15	Dr. Martin Luther King, Jr. Day	16	17	18	19	20	21
	22	23	24	25	26	27	28	
	29	30	31					

FEBRUARY								
BLACK HISTORY MONTH			1	2	3	4		
	5	6	7	8	9	10	11	
	12	** Lincoln's Birthday (Observed)	13	14	15	16	17	18
	19	Washington's Birthday (Observed)	20	21	22	23	24	25
	26	27	28	Ash Wednesday				

MARCH							
NATIONAL NUTRITION MONTH			1	2	3	4	
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	

APRIL							
						1	
	2	3	4	5	6	7	8
Palm Sunday			Passover Begins		Good Friday		
	9	10	11	12	13	14	15
Easter				Passover Ends			
National Volunteer Week 16 - 22	16	17	18	19	20	21	22
	23	24	25	26	Eid al-Fitr	28	29
	30		Administrative Professionals Day				

STATE HOLIDAY TYPE KEY:

*Under the Attendance Rules when a holiday falls on a Sunday it is observed on the following Monday.

**The State has designated Lincoln's Birthday as a floating holiday in 2023 for State employees for eligible bargaining units.

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

**** The State has not designated as alternate day of observance for Veterans' Day in 2023. It is a pass holiday. ^

^ All eligible full-time employees with Attendance Rules coverage are entitled to 13 holidays a year. For classified service employees in the Executive branch of State service who work Monday through Friday with Saturday and Sunday off, Saturday, November 11, 2023 will be observed as a pass day holiday and those eligible employees will earn 7.5 or 8 hours of holiday leave to be used at another time, subject to supervisory approval.

For CSEA employees in the ASU, OSU or DMNA bargaining unit, holiday leave not used one year after the date it is earned expires. Employees in the CSEA ISU, PS&T, RRSU, and M/C bargaining units should be given reasonable opportunity to exhaust holiday leave prior to separation.

This information is subject to change pursuant to direction from the New York State Department of Civil Service and pending results of current contract negotiations.

RED: All Upstate units and departments on holiday schedule, staffing for essential services only. Eligible employees in CSEA and PEF bargaining units scheduled, required 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. Eligible UUP represented employees who are required to work on New Year's Day may, in addition to their regular compensation for the day, choose to receive straight time holiday pay instead of straight time holiday comp-time for such work.

For eligible CSEA, PEF & UUP represented employees, time worked on Thanksgiving and/or Christmas Day will be earned (compensatory time or additional compensation, based on employee's chosen option) at a rate of time and one-half. 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, 2024, for CSEA and PEF represented employees.

Sun. Mon. Tues. Wed. Thu. Fri. Sat.

MAY							
		1	2	3	4	5	6
						Nurses Week May 6 - 12	
Commencement Hospital Week May 7 - 13	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
Mothers Day	21	22	23	24	25	26	27
	28	29	30	31			

JUNE							
					1	2	3
						Employee Recognition Day	
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
Father's Day	25	26	27	28	29	30	
			Eid al-Adha President's Employee Recognition Awards				

JULY							
						1	
	2	3	Independence Day	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				

AUGUST						
						1
	2	3	4	5	6	7
	8	9	10	11	12	13
	14	15	16	17	18	19
	20	21	22	23	24	25
	26	27	28	29	30	31

Sun. Mon. Tues. Wed. Thu. Fri. Sat.

SEPTEMBER							
NATIONAL HISPANIC HERITAGE MONTH Sept. 15 - Oct. 15						1	2
	3	Labor Day	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	Fall Faculty Convocation	20	21
	22	23	24	25	26	27	28
Yom Kippur Sept. 24 - 25							
	29	30					

OCTOBER							
	1	2	3	4	5	6	7
	8	Columbus Day/Indigenous People Day	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			

NOVEMBER							
				1	2	3	4
NATIVE AMERICAN HERITAGE MONTH	5	6	7	8	9	10	11
	12	13	*** Election Day	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	

DECEMBER							
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31	Christmas Day					

UPSTATE

MEDICAL UNIVERSITY

ACADEMIC CALENDARS 2023

COLLEGE
COLLEGES OF MEDICINE
HEALTH PROFESSIONS

CODE
COM
CHP

COLLEGE
NURSING
GRADUATE STUDIES

CODE
CON
COGS

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Note: COM MSIII and MSIV students should refer to holiday policy for time off.



SPRING 2023

COLLEGE				
All	Mon	Jan	9	SPRING SEMESTER Begins
All	Mon	Jan	16	Martin Luther King Day - No Classes
All	Tues	Jan	17	30% Tuition Liability
All	Fri	Jan	20	Last Day to Add or Drop courses without a late fee (except MD)
CHP/CON/MPH	Fri	Jan	20	Last Day to Drop a full semester course without a grade
All	Mon	Jan	23	50% Tuition Liability
All	Mon	Jan	30	70% Tuition Liability
All	Mon	Feb	6	100% Tuition Liability
CHP	Sat	Feb	25	Spring Vacation Begins Year 2 Perfusion and Radiation Therapy Sr Students
CHP/CON	Fri	Mar	3	Mid-Semester Grades Due
CHP/CON	Sat	Mar	4	Spring Vacation Begins (except PT Yr 3, PA Yr 1, Perfusion Yr 2 and Radiation Therapy Sr)
CHP	Mon	Mar	6	Classes Resume Year 2 Perfusion and Radiation Therapy Sr Students
COM	Sat	Mar	11	Spring Vacation Begins - MPH and MSI
CHP/CON	Mon	Mar	13	Classes Resume (except PT Yr 3, PA Yr 1, Perfusion Yr 2 and Radiation Therapy Sr)
CHP/CON/MPH	Mar	13 - May	12	Summer Semester Open Enrollment - Matriculated Students
COGS/CHP	Sat	Mar	18	Spring Vacation Begins PA Year 1 and all Graduate Studies Students
MPH	Mon	Mar	20	Classes Resume - MPH and MSI
All (except MD)	Mar	27 - Sept	1	Fall Semester Open Enrollment - Matriculated Students
COGS/CHP	Mon	Mar	27	Classes Resume PA Year 1 and all Graduate Studies Students
CHP/CON	Wed	Mar	29	75% of the Semester Completed (WP/WF grades assigned)
COM	Fri	Mar	31	Last Day of Classes MSII
All	April	5-13		Passover - contact faculty if unable to attend due to religious beliefs
All	Fri	April	7	Good Friday - contact faculty if unable to attend due to religious beliefs
CHP/CON/MPH	Mon	April	24	Last Day of Classes (except PT Year 3)
CHP/CON/MPH	Apr	24 - May	12	Summer Semester Nonmatriculated Student Registration
CHP/CON	Tues	April	25	Study Day
CHP/CON	Apr	26 - May	1	Final Exams (No exams on Sunday)
CON/CHP/COM	Fri	May	5	Spring Semester Ends - MSIV, CHP (except PT Year 3), CON and Public Health
All	Sun	May	7	COMMENCEMENT Ceremony
All	Sun	May	7	Degree Conferral for Spring Graduates
CHP/CON	Mon	May	8	SUMMER SEMESTER Begins (except as otherwise noted)
CHP/CON	Fri	May	12	Last Day to Add or Drop courses without a late fee
CHP/CON	Fri	May	12	Last Day to Drop a full semester course without a grade
CHP/CON	Mon	May	15	30% Tuition Liability
COM	Mon	May	15	Deadline to Sit for USMLE Step 1 (Class of 2025)
COM	Fri	May	19	Spring Semester Ends MSII
CHP/CON	Mon	May	22	50% Tuition Liability for full semester courses
COM	Fri	May	26	Spring Semester Ends MSI and MSIII
All	Mon	May	29	Memorial Day - No Classes
CHP/CON	Mon	Tues	30	70% Tuition Liability for full semester courses
CHP/CON	Mon	June	5	100% Tuition Liability for full semester courses
CHP	June	8-9		New Student Orientation (as assigned)
COGS/CHP	Fri	June	9	Semester Ends Graduate Studies, PT Year 3
All	Sat	June	10	Alternate Degree Conferral for Spring Graduates
CHP/MPH	Mon	June	12	PA & PT Incoming Students ad MPH SUMMER SEMESTER Begins
CHP	Sat	June	17	Med Tech vacation begins
All	Mon	June	19	Juneteenth Observed - No Classes
CHP	Sat	June	24	Perfusion vacation begins
CHP	Mon	June	26	Med Tech Classes Resume
CHP	Wed	June	28	Last Day of Arts and Sciences Classes
CHP	Mon	July	3	Perfusion Classes Resume
CHP/CON	Tues	July	4	Independence Day Observed - No Classes
CHP	Fri	July	14	Last Day of Classes for Medical Imaging BPS
CHP	Fri	July	28	Last Day of Classes for Med Tech Jr, Medical Imaging Jr and Radiation Therapy Jr
CHP/MPH	Fri	Aug	4	Last Day of Classes for PA, Medical Imaging BS Sr
CHP	Fri	Aug	11	Last Day of Classes for Behavioral Analysis, MPH and PT
CHP/CON	Fri	Aug	18	Last Day of Classes for Nursing, Perfusion and Respiratory Care
CHP/CON/MPH	Tues	Aug	22	Summer Semester Ends
All	Wed	Aug	30	Degree Conferral for Summer Graduates

SUMMER 2023

COLLEGE				
CHP/CON	Mon	May	8	SUMMER SEMESTER Begins (except as otherwise noted)
CHP/CON	Fri	May	12	Last Day to Add or Drop courses without a late fee
CHP/CON	Fri	May	12	Last Day to Drop a full semester course without a grade
CHP/CON	Mon	May	15	30% Tuition Liability
COM	Mon	May	15	Deadline to Sit for USMLE Step 1 (Class of 2025)
COM	Fri	May	19	Spring Semester Ends MSII
CHP/CON	Mon	May	22	50% Tuition Liability for full semester courses
COM	Fri	May	26	Spring Semester Ends MSI and MSIII
All	Mon	May	29	Memorial Day - No Classes
CHP/CON	Mon	Tues	30	70% Tuition Liability for full semester courses
CHP/CON	Mon	June	5	100% Tuition Liability for full semester courses
CHP	June	8-9		New Student Orientation (as assigned)
COGS/CHP	Fri	June	9	Semester Ends Graduate Studies, PT Year 3
All	Sat	June	10	Alternate Degree Conferral for Spring Graduates
CHP/MPH	Mon	June	12	PA & PT Incoming Students ad MPH SUMMER SEMESTER Begins
CHP	Sat	June	17	Med Tech vacation begins
All	Mon	June	19	Juneteenth Observed - No Classes
CHP	Sat	June	24	Perfusion vacation begins
CHP	Mon	June	26	Med Tech Classes Resume
CHP	Wed	June	28	Last Day of Arts and Sciences Classes
CHP	Mon	July	3	Perfusion Classes Resume
CHP/CON	Tues	July	4	Independence Day Observed - No Classes
CHP	Fri	July	14	Last Day of Classes for Medical Imaging BPS
CHP	Fri	July	28	Last Day of Classes for Med Tech Jr, Medical Imaging Jr and Radiation Therapy Jr
CHP/MPH	Fri	Aug	4	Last Day of Classes for PA, Medical Imaging BS Sr
CHP	Fri	Aug	11	Last Day of Classes for Behavioral Analysis, MPH and PT
CHP/CON	Fri	Aug	18	Last Day of Classes for Nursing, Perfusion and Respiratory Care
CHP/CON/MPH	Tues	Aug	22	Summer Semester Ends
All	Wed	Aug	30	Degree Conferral for Summer Graduates

FALL 2023

COLLEGE				
All	Sat	April	22	Eid al-Fitr - contact faculty if unable to attend due to religious beliefs
COM	Mon	May	15	Deadline to Sit for USMLE Step 1 (Class of 2025)
COM	May	22-26		MS III Transition to Clerkships (Required)
COM	Mon	May	29	Memorial Day - No Classes
COM	Tues	May	30	MS III & MS IV Fall Semester Begins
COM	Mon	June	5	30% Tuition Liability for MSIII and MSIV
COM	Mon	June	12	50% Tuition Liability for MSIII and MSIV
COM	Mon	June	19	Juneteenth Observed - No Classes
COM	Tues	June	20	70% Tuition Liability for MSIII and MSIV
COM	Tues	June	21	100% Tuition Liability for MSIII and MSIV
All	Thurs	June	29	Eid al-Adha - contact faculty if unable to attend due to religious beliefs
COM	Tues	July	4	Independence Day Observed - No Classes
COM	Aug	10-11		MSI Orientation
COM	Mon	Aug	14	MSI and MSII Fall Semester Begins
All (except MD)	Aug	8-26		Fall Semester Nonmatriculated Student Registration
COM	Mon	Aug	21	30% Tuition Liability for MSI & MSII
All	Aug	24-25		New Student Orientation (as assigned)
All	Mon	Aug	28	FALL SEMESTER Begins (unless otherwise noted)
COM	Mon	Aug	28	50% Tuition Liability for MSI & MSII
All	Mon	Sept	4	Labor Day - No Classes
All	Tues	Sept	5	30% Tuition Liability (unless otherwise noted); 70% MSI & MSII
All	Fri	Sept	8	Last Day to Add or Drop courses without a late fee (except MD)
CHP/CON/MPH	Fri	Sept	8	Last Day to Drop a full semester course without a grade
All	Mon	Sept	11	50% Tuition Liability (unless otherwise noted); 100% MSI & MSII
All	Mon	Sept	18	70% Tuition Liability (unless otherwise noted)
All	Sept	15 - 17		Rosh Hashanah - contact faculty if unable to attend due to religious beliefs
All	Oct	5		Yom Kippur - contact faculty if unable to attend due to religious beliefs
All	Mon	Sept	25	100% Tuition Liability (unless otherwise noted)
COM/COGS	Mon	Oct	9	Fall Break - No Classes
CHP/CON	Oct	9-10		Fall Break - No Classes (Except PA students)
CHP/CON	Fri	Oct	20	Mid-Semester Grades Due
All (except MD)	Oct	23 - Jan	12	Spring Semester Open Enrollment-Matriculated Students
CHP/CON	Fri	Nov	10	75% of the Semester Completed (WP/WF grades assigned)
CON	Wed	Nov	22	Thanksgiving Break Begins
COGS/CHP/COM	Thurs	Nov	23	Thanksgiving Break Begins
All	Mon	Nov	27	Classes Resume
COM	Fri	Dec	1	Deadline to Sit for USMLE Step II CK (Class of 2024)
CHP/CON/MPH	Mon	Dec	11	Last Day of Classes
CHP/CON/MPH	Tues	Dec	12	Study Day
CHP/CON/MPH	Dec	13-18		Final Exams (No exams on Sunday)
All	Dec	12 - Jan	13	Spring Semester Nonmatriculated Student Registration (except MD)
All	Fri	Dec	22	Fall Semester Ends
All	Sat	Dec	30	Degree Conferral for Fall Graduates