



Ohio Administrative Code

Rule 3339-4-03 Holidays of unclassified administrative staff.

Effective: [October 1, 2022](#)

Fulltime administrative staff are entitled to the following paid holidays: New Year's day, Martin Luther King day, Presidents' day, Memorial day, Juneteenth, Independence day, Labor day, Columbus day, Veterans' day, Thanksgiving day, and Christmas day.

These are the only holidays to which administrative staff are entitled. Other periods when classes are not in session (e.g., the break between semesters, spring break) are not holidays, and members of the administrative staff are expected to be at work.

State statute permits the designation of certain holidays to be observed on days other than when they are observed by the rest of the state. Miami's annual holiday schedule reflects these changes.

On certain holidays, the university is open for business. Administrative staff members who are required to work on such a day will be given a day off at a time agreed to by both staff member and supervisor.
