

Summer 2011 Schedule

The Summer 2011 modified work schedule begins on May 16 and continues until July 22, 2011 (see 10 Week Summer Schedule Chart below).

Vice-Presidents may consider requests for 4 day workweek schedules, consisting of 10 hour days, from employees desiring to work a four 10 hour day week in lieu of the normal College operating hours as reflected in the schedule below. Approval of 10 hour workweek schedules shall be contingent upon the department./division remaining fully operational during the College's normal hours of operation reflected in the four and one-half day schedule. Should an employee request and gain approval for a 10 hour, 4 day workweek, they shall be advised that two weeks in the Summer Schedule include federal holidays and for those two weeks, the employee shall work the normal four and one-half day schedule (Week of May 30 to June 3 and July 4 to 8, 2011).

Week	Monday to Thursday Work Hours	Friday Work Hours	Notes
May 16-20, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	
May 23-27, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	
May 31-June 3, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	May 30 is a federal holiday. Approvals of 10 hour, 4 day workweek schedules are suspended for this week due to the holiday.
June 6-10, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	
June 13-17, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	
June 20-24, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	
June 27-Jul 1, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	
July 5-8, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	July 4 th is a federal holiday. Approvals of 10 hour, 4 day workweek schedules are suspended for this week due to the holiday.
July 11-15, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	
July 18-22, 2011	7:30 AM to 5:00 PM	7:30 AM to 1 PM	
July 25, 2011	8:00 AM to 5:00 PM	8:00 AM to 5 PM	College returns to normal Fall/Spring Semester operating hours on Monday, July 25, 2011

Questions related to this Summer Schedule should be directed to the Vice-President for Human Resources and Institutional Effectiveness/Assessment at (910) 678-8373.