



CHAPTER 2	SECTION NO.
College Personnel – Personnel General	2.13
REFERENCE	<i>Adopted: October 12, 2010</i>
2.13.16.01 Holiday Pay	<i>Reviewed: September 14, 2010; June 9, 2026</i>
	<i>Revised: June 9, 2026</i>

- Administrators, Professional Staff and Grant-Funded Professional Staff: Will be compensated at their normal rate of pay for holidays if applicable.
- KCEA Faculty: As per the KCEA Bargaining Agreement
- KCSS Support Staff: As per the KCSS Bargaining Agreement
- Temporary Full-Time Faculty: Will be compensated at their normal rate of pay for holidays if applicable (only applies to contracted 12-month temporary full-time faculty).
- Confidential Staff and Grant-Funded Staff: Will be compensated at their normal rate of pay for holidays if applicable.
- Part-Time Benefited Staff: Will be compensated at their normal rate of pay for all holidays within the employment period at a pro-rated amount. During the employment period if the employee is not scheduled to work on a Holiday the employee will receive Holiday pay at a pro-rated amount.
- Part-Time Non-Benefited Staff and Temporary Staff (other than Temporary Full-Time Faculty): Do not receive holiday pay

Employees Called to Work on a Holiday

Benefit eligible Confidential Staff, Grant-Funded Support Staff and Part-Time Staff employees called to work on the day a holiday is observed will be compensated at a rate of one and one-half (1 ½) times their regular rate of pay for all hours actually worked plus any holiday pay for which the employee is otherwise eligible.

Employees covered by a collective bargaining agreement will have this policy administered consistent with their respective agreements.

Floating Holidays

Eligible employees will receive three (3) floating holidays’ to be applied to the holiday period in late December, (between the observation of the Christmas holiday and New Year’s holiday). If the College elects to ‘close’ campus during this period, these days would automatically be applied to this period and any eligible, benefited, employee would receive compensated time off during this closure.