

**Stonehill College**  
**2011/2012**  
**Human Resources Calendar**  
**508-565-1105**  
**Suite 150**  
**Merkert-Tracy Building**

<b><u>August 2011</u></b>	<b><u>September 2011</u></b>
<ul style="list-style-type: none"> <li>❖ Performance Plans Due 8/12</li> <li>❖ Final Appraisals Due 8/12</li> <li>❖ Bonus Nominations Due 8/12</li> <li>❖ New Employee Orientation - Leadership &amp; Organization 8/29</li> <li>❖ Convocation 8/30</li> <li>❖ Classes Begin 8/31</li> </ul>	<ul style="list-style-type: none"> <li>❖ Labor Day 9/5</li> <li>❖ New Employee Orientation – Living the Mission 9/12</li> <li>❖ First day of Autumn 9/23</li> </ul>
<b><u>October 2011</u></b>	<b><u>November 2011</u></b>
<ul style="list-style-type: none"> <li>❖ Lee National Denim Day 10/7</li> <li>❖ Quarterly Management 10/7 (Tentative)</li> <li>❖ Columbus Day 10/10</li> <li>❖ Academic Development Day 10/11</li> <li>❖ New Employee Orientation – The Students We are Called to Serve 10/17</li> <li>❖ Halloween 10/31</li> </ul>	<ul style="list-style-type: none"> <li>❖ Open Enrollment – Flexible Spending Accounts - 11/5 – 11/29</li> <li>❖ Veterans’ Day 11/11 (Floating Holiday)</li> <li>❖ New Employee Orientation – A Walk through Time 11/14</li> <li>❖ Thanksgiving Break 11/24 &amp; 11/25</li> </ul>
<b><u>December 2011</u></b>	<b><u>January 2012</u></b>
<ul style="list-style-type: none"> <li>✧ Quarterly Management 12/2 (Tentative)</li> <li>✧ New Employee Orientation – Envisioning Stonehill’s Future 12/12</li> <li>✧ Last Day of Final Exams 12/21</li> <li>✧ Christmas Party 12/21</li> <li>✧ First Day of Winter 12/22</li> <li>✧ Christmas Eve 12/24 (Observed 12/23)</li> <li>✧ Christmas Day 12/25 (Observed 12/26)</li> <li>✧ New Year’s Eve 12/31 (Observed 12/30)</li> </ul>	<ul style="list-style-type: none"> <li>❖ New Year’s Day 1/1 (Observed 1/2)</li> <li>❖ Mid Year appraisals Due 1/13</li> <li>❖ Martin Luther King Day 1/16</li> <li>❖ First Day of Classes 1/17</li> </ul>
<b><u>February 2012</u></b>	<b><u>March 2012</u></b>
<ul style="list-style-type: none"> <li>❖ Valentine’s Day 2/14</li> <li>❖ Presidents’ Day 2/20 (Floating Holiday)</li> <li>❖ Ash Wednesday 2/22</li> </ul>	<ul style="list-style-type: none"> <li>❖ Quarterly Management 3/2 (Tentative)</li> <li>❖ Spring Break 3/10 – 3/18</li> <li>❖ Daffodil Day TBD</li> <li>❖ St. Patrick’s Day 3/17</li> <li>❖ First Day of Spring 3/20</li> </ul>

**April 2012**

- ❖ Annual Employee Wellness Fair 4/4
- ❖ Good Friday 4/6
- ❖ Easter Sunday 4/8
- ❖ Patriots' Day 4/16 (Floating Holiday)
- ❖ Quarterly Management 4/27 (Tentative)

**May 2012**

- ❖ Last Day of Final Exams 5/11
- ❖ Baccalaureate Mass 5/19
- ❖ Commencement 5/20
- ❖ Employee Appreciation Luncheon 5/25
- ❖ Memorial Day 5/28

**June 2012**

- ❖ Open Enrollment Medical/Dental/Vision 6/1 through 6/20
- ❖ First Day of Summer 6/20

**July 2012**

- ❖ New Fiscal Year Begins 7/1
- ❖ Independence Day 7/4

**August 2012**

- ❖ Final Evaluations Due 8/17
- ❖ Performance Plans Due 8/17