

2019

REGULAR PAYROLL AND HOLIDAY CALENDAR

JANUARY

S	M	T	W	T	F	S
		1	T	3	4	5
6	7	8	P	10	11	12
13	14	T	16	17	18	19
20	21	22	P	24	25	26
27	28	29	T	31		

FEBRUARY

S	M	T	W	T	F	S
				1	2	
3	4	5	P	7	8	9
10	11	T	13	14	15	16
17	18	19	P	21	22	23
24	25	26	T	28		

MARCH

S	M	T	W	T	F	S
				1	2	
3	4	5	P	7	8	9
10	11	12	T	14	15	16
17	18	19	P	21	22	23
24	25	26	T	28	29	30
31						

APRIL

S	M	T	W	T	F	S
		1	2	P	4	5
6	7	8	9	T	11	12
13	14	15	16	P	18	19
20	21	22	23	T	25	26
27	28	29	30			

MAY

S	M	T	W	T	F	S
				P	2	3
4	5	6	7	T	9	10
11	12	13	14	P	16	17
18	19	20	T	22	23	24
25	26	27	28	P	30	31

JUNE

S	M	T	W	T	F	S
						1
2	3	4	T	6	7	8
9	10	11	P	13	14	15
16	17	18	T	20	21	22
23	24	25	P	27	28	29
30						

JULY

S	M	T	W	T	F	S
		1	T	3	4	5
6	7	8	9	P	11	12
13	14	15	16	T	18	19
20	21	22	23	P	25	26
27	28	29	30	T		

AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	P	8
9	10	11	12	13	T	15
16	17	18	19	20	P	22
23	24	25	26	T	28	29
30	31					

SEPTEMBER

S	M	T	W	T	F	S
1	2	3	P	5	6	7
8	9	10	T	12	13	14
15	16	17	P	19	20	21
22	23	24	T	26	27	28
29	30					

OCTOBER

S	M	T	W	T	F	S
		1	P	3	4	5
6	7	8	T	10	11	12
13	14	15	P	17	18	19
20	21	22	T	24	25	26
27	28	29	P	31		

NOVEMBER

S	M	T	W	T	F	S
						1
2	3	4	T	6	7	8
9	10	11	12	P	14	15
16	17	18	19	T	21	22
23	24	25	26	P	28	29
30						

DECEMBER

S	M	T	W	T	F	S
1	2	3	T	5	6	7
8	9	10	P	12	13	14
15	16	17	T	19	20	21
22	23	24	P	26	27	28
29	30	31	T	Jan 2		

P= PAYDAY

T= TIMESHEET

[Blue Box]= HOLIDAY

[Blue Box with P]= PAYDAY AND HOLIDAY

Dates provided on this calendar are subject to change as determined by UB Payroll and/or State of Maryland Payroll Calendar.

Office of Human Resources | www.ubalt.edu/hr | 410.837.5410



2019 HOLIDAY SCHEDULE

HOLIDAY	DATE/OBSERVED	
New Year's Day 2019	Jan. 1	Employees without earned holidays must use personal or annual leave when the University is closed for a holiday.
Martin Luther King Jr. Day	Jan. 21	
Presidents Day*	Feb. 18/Dec. 23	Employees in some departments (e.g., the UB Police Department, Physical Plant and the libraries) may be required to work during a holiday and to use the holiday time on another day. Dates provided on this calendar are subject to change based on the FY 2020 State of Maryland payroll calendar.
Memorial Day	May 27	
Independence Day	July 4	
Labor Day	Sept. 2	
Columbus Day*	Oct. 14/Dec. 24	
Veterans Day*	Nov. 11/Dec. 26	
Thanksgiving Day	Nov. 28	
Day After Thanksgiving	Nov. 29	
Christmas Day	Dec. 25	
University Holiday Leave	Dec. 27	
University Holiday Leave	Dec. 30	
University Holiday Leave	Dec. 31	
New Year's Day 2020	Jan. 1, 2020	

*This holiday is observed during winter break, which begins Dec. 23. The University will re-open on Thursday, Jan. 2, 2020.

CENTRAL PHONE NUMBERS

MAIN NUMBER: 410.837.4200

EMERGENCY NOTIFICATION LINE: 410.837.4201

The off-campus prefix for UB extensions is 410.837.

Barnes & Noble	5604	Mail Services	4353
Budget	4743	Office of Community Life	5159
Bursar	4848	Office of Disability and Access Services	5417
Call Center (OTS/Technology Services)	6262	Parking and Shuttle Management	6573
Campus Card Operations	4233	Payroll	6571
Campus Recreation and Wellness	5598	PhotoSquared Printing Service	410.527.1388
Conference Services	5718	Physical Plant	5189
Dean of Students	4755	Police Department	4444
Dean, College of Arts and Sciences	5358	President	4866
Dean, College of Public Affairs	5359	Procurement and Materials Management	5717
Dean, Merrick School of Business	4955	Provost	5244
Dean, UB School of Law	4458	Records and Registration	4825
Diversity and Culture Center	5744	Robert L. Bogomolny Library	4260
Employee Assistance Program (INOVA)	800.346.0110	Title IX Coordinator	4533
Financial Aid	4763	UB Marketplace and Cafe	6165
Government and Public Relations	4533	UB Office at Shady Grove	301.738.6352
Human Resources	5410	Voicemail Access	6900
Institutional Advancement	6133		

In the event the University closes due to inclement weather or other unusual circumstances, an announcement will be made via the University's Emergency Notification Line (410.837.4201), text messaging system, website (www.ubalt.edu) and email system. These are the only official sources of UB closing information.

Essential employees may be required to work during official closings. All announcements will identify any personnel expected to report.