Administrative Closure Day added for November 24

During her September 21, 2021, State of the University address, President Kinzy announced an Administrative Closure Day on November 24, 2021, for the University to have “a chance as a community to refresh.”

Time reporting for this November 24, 2021 Administrative Closure Day will be consistent with our standard practice around administrative closures and can be found within the iPeople resources on the Human Resources web page. For this instance only, employees (other than those essential employees required to work on administrative closure days) who had pre-scheduled vacation for this day should adjust timesheets to instead use administrative closure time.

Questions about this announcement or about administrative closures in general may be directed to Human Resources at hr@ilstu.edu.

This is an official campus email broadcast. For further information on procedures for the broadcast of official campus email see: http://www.policy.IllinoisState.edu/technology/9-7.shtml