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Vol. 12, No. 22 November 21, 1980

MEMO TO: The University Community

FROM: Earl Lazerson

SUBJECT: University Closing, December 25 - January 5

In an effort to conserve energy and reduce operating costs, the University will be closed from Thursday, December 25 to Monday, January 5. Operations will resume on January 5.

During this 11-day period, temperatures in all campus buildings, except those where operations are considered essential, will be maintained at 55 degrees.

Because of the Christmas and New Year's holidays and four floating holidays designated previously, there is only one normal working day - Friday, January 2 - in the 11-day period. Employees whose activities are considered essential will be required to work on that day. In return, they will receive one day off at another time. Vice presidents are responsible for determining which employees are essential. Other employees will be allowed to take the one day off with pay.