

5-3-2012

05/03/2012 - EIU Reduce Summer Hours.pdf

University Marketing and Communications

Follow this and additional works at: http://thekeep.eiu.edu/press_releases_2012

Recommended Citation

University Marketing and Communications, "05/03/2012 - EIU Reduce Summer Hours.pdf" (2012). 2012. 29.
http://thekeep.eiu.edu/press_releases_2012/29

This Article is brought to you for free and open access by the Press Releases at The Keep. It has been accepted for inclusion in 2012 by an authorized administrator of The Keep. For more information, please contact tabruns@eiu.edu.

EIU to Again Reduce Summer Hours; Booth Library, Admissions Among Exceptions

May-03-2012

In an effort to conserve resource dollars, Eastern Illinois University will once again close selected buildings and offices from noon on Fridays until Monday mornings during the summer months.

The affected time period begins Monday, May 7, and ends Friday, Aug. 10.

Building/office exceptions include, but may not be limited to, the President's Office, Booth Library, Financial Aid, University Police, the Renewable Energy Center and the Office of Admissions, which plan to keep normal working hours.

All university offices must be open to the public between 8 a.m. and 4:30 p.m. Monday through Thursday, and between 8 a.m. and noon on Friday. Administrative offices (and others where possible) will remain open during the lunch hour (Monday through Thursday).

By ending the work week at noon on Fridays, the university can increase temperatures in all vacant offices and other work environments to allow energy savings for two and one-half days per week.

Employees will be required to work their regularly scheduled number of full-time hours during the four-and-a-half-day work week. Classes scheduled to meet on Friday afternoons and/or weekends will be relocated to buildings where the air conditioning will remain on.

During weeks in which a holiday is observed (Monday, May 28, for Memorial Day and Wednesday, July 4, for Independence Day), offices will return to regular business hours (7.5 hours per day), including Fridays.

Regular hours will resume on Monday, Aug. 13, for the 2012-2013 school year.