



**2009 Holiday Greetings from President Stanley**  
**Samuel L. Stanley, Jr., M.D., President** to: Torre,F.Jason  
Please respond to clondoiro

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To all Faculty and Staff,

As the events surrounding my Inauguration have now come to a close, I wanted to thank you for making me and my family feel so welcome at Stony Brook. The Holiday season is approaching and many of you are beginning to make plans to celebrate with your family and friends and I wanted to outline this year's holiday schedule.

For the Thanksgiving holiday many offices on the West Campus will choose to remain closed on Friday, November 27. Employees for whom this day is not a holiday and who wish to work on that day should contact Human Resource Services by e-mail (HRS\_Recruiting@notes.cc.sunysb.edu) in order to arrange alternative work locations.

The year-end holiday season is traditionally a time when employees spend some time away from the University. Final exams end on December 21 and many offices may choose to close on the "eves" Thursday, December 24, and Thursday, December 31, 2009, in addition to the official Holiday closings on Christmas, December 25 and New Year's Day, January 1. Departments may also choose to operate with reduced staffing from Monday, December 28, through Wednesday, December 30. Please note that campus operations must continue with at least a skeleton crew for this period.

Stony Brook University Medical Center and Health Science Center outpatient facilities, as well as the Long Island State Veterans Home, will maintain normal operations during the holiday period. The Health Sciences Center building will remain fully functional, except for the legal holidays on Friday, December 25 and January 1. Human Resource Services will provide more detailed holiday guidelines.

As the holidays approach, I wish you and your families a wonderful holiday season.

Samuel L. Stanley, Jr., M.D.  
President