CALIFORNIA STATE UNIVERSITY
BAKERSFIELD | People and Culture

M E M O R A N D U M

Revised

DATE: March 12, 2026

TO: Faculty and Staff

FROM: Lori Blodorn, Vice President
People and Culture

SUBJECT: 2026 Summer Hours

Effective May 18, 2026, through August 14, 2026, the CSUB main campus and Antelope Valley will be operating on Monday through Thursday, 10-hour workday schedule. The campus will essentially be closed Fridays, Saturdays and Sundays during this period, except for specially arranged program activities. We continue to achieve energy savings from this closure. These savings will continue to reduce the cost of the overall campus budget.

There will be two (2) work weeks scheduled where all staff will work 8-hour workdays: June 29 – July 3, and July 27 – 31. This is necessary to comply with the Fair Labor Standards Act (FLSA) regulation and to reconcile the number of hours worked in the summer for payroll purposes.

While we anticipate that this summer schedule will continue in future years, the campus maintains the right to change or discontinue it with appropriate notice per the applicable MOU.

Employees' work hours will be scheduled by their appropriate administrator within the window of 6 a.m. – 8 p.m. consistent with the operational needs of the department and with the appropriate supervision. Air conditioning will be provided from 7 a.m. through 6 p.m.

A full-time non-exempt employee is expected to work 4 10-hour days in order to work their scheduled 40 hours per week. An exempt employee will be expected to carry out their normal work assignments as directed by the appropriate administrator during the Monday – Thursday period. Employees who have difficulty with this schedule should work with the appropriate administrator to consider the following options:

- Lunch hours may be reduced to ½ hour. A minimum of a 30-minute lunch must be taken, approximately in the middle of the work shift.

- Non-exempt employees may use vacation credits or accrued CTO to offset absences during their scheduled work week.

These alternatives must be approved by the appropriate administrator of each area.
The campus will make several air-conditioned rooms available that will be equipped with computer and internet access for employees that must work when the campus is closed. Please contact Lori Blodorn, Ext. 2266 for staff, or Debbie Boschini, Ext. 2154 for faculty, to arrange these accommodations.

There are several areas which will not be affected by these summer hours. Please check with your supervisor to determine your specific hours of work.

For instructions on how to download the summer hours directly to your Outlook calendar (Fridays specified), please go to the HR webpage. For technical support, please call the ITS Help Desk at x4357.

Please contact your appropriate administrator or the Office of Human Resources with any questions you may have regarding summer hours.

LB:bf

Attachment

CSUB – 2026 SUMMER HOURS

MAY 2026

Pay Period: May 1-May 31 | 21 days

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 **8**	2
3	4 **8**	5 **8**	6 **8**	7 **8**	8 **8**	9
10	11 **8**	12 **8**	13 **8**	14 **8**	15 **8** Commencement	16
17	18 **10**	19 **10**	20 **10**	21 **10**	22	23
24 / 31	25 Memorial Day	26 **10**	27 **10**	28 **10**	29	30

JUNE 2026

Pay Period: June 1-June 30 | 22 days

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 **10**	2 **10**	3 **10**	4 **10**	5	6
7	8 **10**	9 **10**	10 **10**	11 **10**	12	13
14	15 **10**	16 **10**	17 **10**	18 Juneteenth Observed	19	20
21	22 **10**	23 **10**	24 **10**	25 **10**	26	27
28	29 **8**	30 **8**				

JULY 2026

Pay Period: July 1-July 30 | 22 days

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 **8**	2 **8**	3 Independence Day Observed	4
5	6 **10**	7 **10**	8 **10**	9 **10**	10	11
12	13 **10**	14 **10**	15 **10**	16 **10**	17	18
19	20 **10**	21 **10**	22 **10**	23 **10**	24	25
26	27 **8**	28 **8**	29 **8**	30 **8**		

AUGUST 2026

Pay Period: July 31-August 31 | 22 days

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					31 **8**	1
2	3 **10**	4 **10**	5 **10**	6 **10**	7	8
9	10 **10**	11 **10**	12 **10**	13 **10**	14	15
16	17 **8** Faculty due on campus	18 **8**	19 **8**	20 **8**	21 **8**	22
23	24 **8** First day of classes	25 **8**	26 **8**	27 **8**	28 **8**	29
30	31 **8**					

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