



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

November 20, 2006

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY07-21

Distributed via Campus Email

TO: All Faculty, Staff and Students

FROM: Mary Lee Hodge
Vice President for Business Affairs

RE: Student/Biweekly Payroll - Wednesday, November 22, 2006

The university will officially close at 12 noon on Wednesday, November 22, 2006 in recognition of Thanksgiving holiday. In order to accommodate faculty, staff and student you make pick up your bi-weekly or student payroll check in the W.R. Banks Building at the cashiers window between the hours of 8:30am and 12 noon. If you are unavailable to pickup your check up between these hours of operation, we will resume normal business hours on Monday, November 27, 2006.

Thanks for your usual cooperation, have a safe and happy Thanksgiving holiday.

xc: President George Wright