January 29, 2013

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY13-26
Delivered via Campus Email

To: Faculty and Staff
From: Corey S. Bradford
Senior Vice President for Business Affairs
Re: Update to TAMUS System Policies 31.04.01

Revisions to System Regulation 31.04.01, System Holidays, were approved by the Chancellor, effective January 24, 2013. The updated version is posted on the system policy website. Below is a brief summary of the revisions.

- This regulation was updated into the new format, and language currently open to interpretation was modified to reflect actual state law.
- Existing text in the “Eligibility” section was revised to follow the standard requirements.
- A new section on “Holidays for Employees Working Non-Traditional Schedules” was added to reflect current law.
- The “Workdays Before and After Scheduled Holidays” section was relocated to the “Appendix” section.

Please update your manual accordingly and distribute to faculty and staff as you deem appropriate. If you have any questions you may contact me by email at csbradford@pvamu.edu or 936-261-2150.

xc: Dr. George C. Wright

CSB: ol

www.pvamu.edu