

## 31.04 Holidays

Approved February 27, 1995 (MO 44-95)  
Revised October 28, 2005 (MO 199-2005)  
Revised December 5, 2008 (MO 407-2008)  
Next Scheduled Review: June 10, 2013



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### Policy Statement

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The Texas A&M University System (system) will provide paid holidays to eligible employees based on the fiscal year schedule approved by the Board of Regents (board).

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### Reason for Policy

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This policy establishes uniform paid holiday time procedures in accordance with state law.

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### Procedures and Responsibilities

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#### 1. HOLIDAY SCHEDULE

All eligible system employees shall be entitled to paid holidays. System members may adjust the holiday schedule as provided by state law, except that Independence Day, Thanksgiving, Christmas, and Martin Luther King, Jr., Day shall be observed throughout the system and may not be substituted in the holiday schedule.

#### 2. AUTHORIZATION

The proposed holiday schedule for each system member will be submitted by the chancellor for approval by the board.

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### Related Statutes, Policies, or Requirements

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[Texas Government Code, Chapter 662, Subchapters A and B](#)

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### Contact Office

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Office of the Chief Business Officer  
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