



Board Briefing

Committee: Consent

Date Filed: October 5, 2016

Title: FY18 & FY19 Holiday Schedule for the UNT System Administration, UNT, UNTHSC, and UNT Dallas

Background:

Texas Government Code 662.011 allows the governing body of an institution of higher education to establish the holiday schedule on any days the Board chooses, but the number of holidays may not exceed the total number of days to which other State agencies are entitled.

According to State law, holidays that fall on weekends are not included in the state's allotment.

Schedules for UNT System Administration, UNT, UNTHSC, and UNT Dallas are included in the following Board Order.

The Chancellor is authorized to modify the holiday schedule when such a change is deemed to be in the public interest.

FY 2018 Holiday Schedule

It is proposed that the following fourteen (14) days be established as the official Holiday Schedule for all locations for **FY 2018**, contingent on subsequent legislative changes which would require alteration:

Labor Day	Monday	September 4, 2017	1 day
Thanksgiving	Thursday - Friday	November 23 - 24, 2017	2 days
Winter Holiday	Monday - Friday	December 25 - 29, 2017	5 days
New Year's Day	Monday	January 1, 2018	1 day
MLK, Jr. Day	Monday	January 15, 2018	1 day
Spring Break	Monday	March 12, 2018	1 day
Memorial Day	Monday	May 28, 2018	1 day
Independence Day	Wednesday	July 4, 2018	1 day
Floating Holiday	To be selected by employee		1 day
Total:			14 days

FY 2019 Holiday Schedule

It is proposed that the following thirteen (13) days be established as the official Holiday Schedule for all locations for **FY 2019**, contingent on subsequent legislative changes which would require alteration:

Labor Day	Monday	September 3, 2018	1 day
Thanksgiving	Thursday - Friday	November 22 - 23, 2018	2 days
Winter Holiday	Monday - Friday	December 24 - 28, 2018	5 days
Winter Holiday	Monday	December 31, 2018	1 day
New Year's Day	Tuesday	January 1, 2019	1 day
MLK, Jr. Day	Monday	January 21, 2019	1 day
Memorial Day	Monday	May 27, 2019	1 day
Independence Day	Thursday	July 4, 2019	1 day
Total:			13 days

Financial Analysis/History:

State holidays are a paid employee benefit and are considered in budgets by chief financial officers at each locations.

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UNTD Chief Financial Officer

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Vice Chancellor for Finance

Legal Review:

This item has been reviewed by General Counsel.

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Nancy S. Footer

Vice Chancellor/General Counsel

Schedule:

The FY18 and FY19 holiday schedules for the UNT System Administration, UNT, UNTHSC, and UNT Dallas will go into effect upon approval by the Board of Regents.

Recommendation:

It is recommended that the Board of Regents authorize and approve the holiday schedules for FY18 and FY19 as proposed in the attached Board Order.

Recommended By:

Janet Waldron

Vice Chancellor for Finance

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