



HR LIAISON NETWORK NEWS

June 11, 2020 | **SPECIAL NETWORK NEWS MESSAGE**

June 8 Special Release Time

As previously announced, on Monday, June 8, Texas A&M University was authorized to provide a full-day release for faculty and staff in remembrance of George Floyd. The following items should be noted in this instance where special release time using holiday rules, has been authorized:

- Leave-eligible employees will be paid according to guidelines for special release time found at employees.tamu.edu/benefits/leave/holidays/special.
- Full-time leave-eligible employees paid hourly will be credited a total of 8 hours of leave with pay. Part-time leave-eligible employees paid hourly will be credited hours in accordance with their percent effort. No action is required for monthly paid employees.
- Employees who work approved flex schedules should adjust their work hours accordingly.
- Essential employees required to work during this special release time will be given state compensatory time off to be taken within the next 12 months; and/or may have their current work schedule adjusted appropriately by their department to reflect the normal amount of hours the employee was scheduled to work.
- Employees scheduled to be on vacation or sick leave should have their accrued leave banks replenished and the time will be replaced by special release time.

If you have any questions, please contact benefits@tamu.edu for Texas A&M or hschr@tamu.edu for HSC departments.



Division of Human Resources
& Organizational Effectiveness

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The HR Liaison Network comprises approximately 300 employees who have been designated by their department head to perform HR functions within the department. As partners of the Human Resources organization, HR Liaisons play an important role — from creating a welcoming environment for new hires to maintaining workplace unity while supporting employees and management. Learn more at: employees.tamu.edu/liaisons

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