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## Newsletter - January 1961

Prairie View Agricultural and Mechanical College

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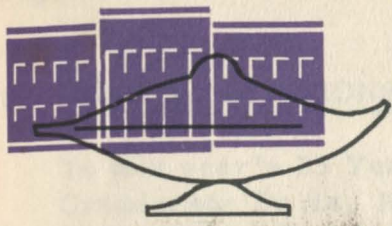
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From the Desk of the President



# NEWSLETTER

PRAIRIE VIEW A. & M. COLLEGE

Prairie View, Texas

VOLUME XXXI

JANUARY, 1961

NUMBER 5

## A. CALENDAR

1. Annual March-of-Dimes Drive . . . . . January 1-31
2. Religious Emphasis Week . . . . . January 15-18
3. Credit Union's Annual Meeting . . . . . January 18
4. Coronation of Miss Prairie View . . . . . January 21
5. ROTC Commissioning Exercises . . . . . January 22
6. Final Examinations . . . . . January 23-28
7. Agricultural Extension Service Annual Conference . . . . . January 23-27
8. First Semester Closes . . . . . January 29
9. Registration, Second Semester . . . . . January 30-31
10. Basketball Games:

### Here

- |   |            |
|---|------------|
| Prairie View vs Wiley College . . . . .             | January 3  |
| Prairie View vs Texas College . . . . .             | January 4  |
| Prairie View vs Texas Southern University . . . . . | January 13 |
| Prairie View vs Tougaloo College . . . . .          | January 20 |

### Away

- |   |            |
|---|------------|
| Prairie View vs Arkansas A. M. & N. College . . . . . | January 7  |
| Prairie View vs Grambling College . . . . .           | January 9  |
| Prairie View vs Texas Southern University . . . . .   | January 14 |
| Prairie View vs Wiley College . . . . .               | January 28 |

## B. A WORD OF THANKS

To those who contributed in the promotion of our many activities in the month of December, a word of thanks is sincerely expressed. Outstanding among those events were Nutrition Week, the "Y" Leadership Institute, Faculty Banquet, special athletic events, Health Program and many programs in observance of the Holiday Season. Christmas decorations throughout the campus and the community were very appropriate, as usual, and this always adds immeasurably to the spirit of the occasion.

C. CONGRATULATIONS

To this year's 25 Year Service Award Winners. They are Mr. Granderson Davis, Maintenance Department; Mr. John Leno, Maintenance Department; Mr. James Osby, Dining Hall; and Mr. William M. Leno, Dairy Plant, School of Agriculture. Certificates and pins were awarded to these veteran members of the College staff during the Annual Faculty Banquet which was held in December in the Memorial Center.

D. MARCH-OF-DIMES DRIVE

Each year at this time, the College is called upon to participate in the annual March-of-Dimes fund drive of the Waller County Chapter of the National Foundation. This organization, which is well known for its work with infantile paralysis, now includes several other health needs, and is considered one of our most worthy projects. Dr. C. A. Wood is our campus representative for the county drive, and the Veterans Club has traditionally been the group to spearhead the campaign. Your usual fine cooperation in this connection will be appreciated.

E. RELIGIOUS EMPHASIS WEEK

The general theme for Religious Emphasis Week, which is scheduled for January 15-18, is "God Makes the Difference." The Reverend Jesse J. Hawkins, Minister and Director of Religious Life at Jarvis Christian College, will be the keynote speaker and consultant for the week's program.

F. CORONATION OF MISS PRAIRIE VIEW

A highlight of the student activity calendar is the coronation of the student queen, Miss Prairie View, which is held annually in January. The program this year promises to be another outstanding achievement.

G. CREDIT UNION'S ANNUAL MEETING

The annual meeting of the Prairie View State College Employees Federal Credit Union will be held on January 18 at 7:30 p. m. in the College Cafeteria. All Credit Union members are expected to be present, and non-members who are interested in learning about the organization are cordially invited.

H. FINAL EXAMINATIONS

January is the month of final examinations and semester changes. While specific instructions concerning these important activities will come from the Deans' and Registrar's offices, the Newsletter attempts to pass on this word of emphasis in asking for your full cooperation in carrying out these functions according to established regulations.

I. BASKETBALL

The basketball season takes over officially this month and in February. As we say farewell to the 1960 football season, let us welcome basketball for 1960 and give our full support to Coach Leroy Moore and his fine team.

J. REMEMBER

WORKERS" MEETING, January 3, 7:30 p.m., Administration Auditorium

THE MARCH OF DIMES

PAY POLL TAX before January 31

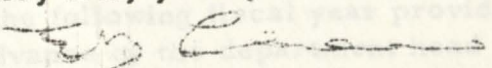
K. NEW ARRIVAL

The College is happy to welcome its newest family member, little Miss Sandra Deniece Santee, 6 pounds and 12 1/2 ounces baby girl, born on December 8 to Mr. and Mrs. Clarence Santee. Mr. Santee is employed in the Custodial Services.

L. IN CLOSING

May I wish for you and yours a happy and most prosperous New Year.

Very truly yours,



E. B. EVANS  
PRESIDENT

Holidays

The Appropriation Bill authorizes 12 legal holidays but provides that educational institutions may adjust the actual observance of these holidays to permit most efficient operation. The Board has authorized the Chancellor

## FISCAL REGULATIONS EFFECTIVE SEPTEMBER 1, 1959

### Vacation

For all full-time twelve (12) months' employees, the vacation policies of the System conform to the provisions of the current Appropriation Bill which provides: "...A VACATION that is equivalent to one (1) working day for each month of service not to exceed a total vacation of eighty (80) normal working hours in any fiscal year. Any unused vacation entitlement earned in any one (1) fiscal year may be used only during the following fiscal year. No employee shall be allowed any paid vacation entitlement until he has had continuous employment with the State for six months.

"In computing vacation time taken, time during which any employee is excused from work because of holidays shall not be charged against the employee's vacation entitlement."

Application of the above provisions to the System's vacation policy results in the following:

1. The maximum vacation earned in any one fiscal year will be 80 working hours, which is the equivalent of 10 normal working days, or two calendar weeks.
2. Vacation entitlement is earned by regular, full-time, budgeted 12 months' employees at the rate of one working day vacation entitlement for each full month of employment, but not to exceed 10 working days' vacation entitlement during any one fiscal year.
3. No vacation time may be taken until after six months of continuous employment. New employees, with employment starting on March 1 or thereafter, may, with the advance approval of the department head concerned and the executive officer, carry forward to the next fiscal year their accrued vacation entitlement.
4. Subject to the limitation above, it is general policy that vacations are to be taken in the fiscal year in which they are accrued, but unused vacations may be taken in the following fiscal year provided this arrangement is approved in advance by the department head concerned and by the executive officer.

### Holidays

The Appropriation Bill authorizes 14 legal holidays, but provides that educational institutions may adjust the actual observance of these holidays to permit most efficient operation. The Board has authorized the Chancellor

to specify the annual holiday observance and to provide that five (5) of the holidays become, in effect, additional vacation time equivalent to one calendar week, making a total of three calendar weeks of vacation time. It is not required that this total vacation be taken at any one time. Employees and their supervisors alike are expected to give consideration to maintaining efficient operations when scheduling vacations.

Employees should understand clearly that unused holidays or holiday time designated as additional vacation may not be carried forward to the succeeding fiscal year.