

**WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION**

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OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

Form #3A

**NOTICE OF AGENCY APPROVAL OF A PROPOSED RULE
AND
FILING WITH THE LEGISLATIVE OVERSIGHT COMMISSION ON
EDUCATIONAL ACCOUNTABILITY**

AGENCY: STATE COLLEGE SYSTEM BOARD OF DIRECTORS TITLE NUMBER: 131

CITE AUTHORITY: West Virginia Code 18B-1-6, 18B-1-6, 2-2-1

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 26

TITLE OF RULE BEING AMENDED: HOLIDAYS

IF NO, SERIES NUMBER OF RULE BEING FILED PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

THE ABOVE PROPOSED LEGISLATIVE RULE HAVING GONE TO A PUBLIC HEARING OR A PUBLIC COMMENT PERIOD IS HEREBY APPROVED BY THE PROMULGATING AGENCY FOR FILING WITH THE SECRETARY OF STATE AND THE LEGISLATIVE OVERSIGHT COMMISSION ON EDUCATIONAL ACCOUNTABILITY FOR THEIR REVIEW.



Signature

FISCAL NOTE FOR PROPOSED RULES

Rule Title: POLICY REGARDING HOLIDAYS

Type of Rule: Legislative Interpretive Procedural

Agency: STATE COLLEGE SYSTEM Address: 1018 Kanawha Blvd., E.
BOARD OF DIRECTORS Suite 700
 Charleston, WV 25301

1. Effect of Proposed Rule:	NACDL		FISCAL YEAR		
	Increase	Decrease	Current	Next	Thereafter
Estimated Total Cost	\$	\$	\$	\$	\$
Personal Services	N/A	N/A	N/A	N/A	N/A
Current Expense	N/A	N/A	N/A	N/A	N/A
Repairs and Alterations	N/A	N/A	N/A	N/A	N/A
Equipment	N/A	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A	N/A

2. Explanation of above estimates:

N/A

3. Objectives of these rules:

N/A

4. Explanation of Overall Economic Impact of Proposed Rule.

A. Economic Impact on State Government.

N/A

B. Economic Impact on Political Subdivisions; Specific Industries; Specific groups of citizens.

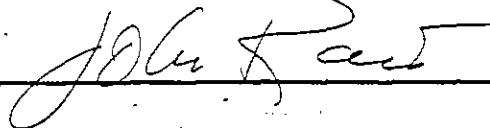
N/A

C. Economic Impact on Citizens/Public at Large.

N/A

Date: September 27, 1991

Signature of Agency Head or Authorized Representative



**TITLE 131
LEGISLATIVE RULE
STATE COLLEGE SYSTEM
BOARD OF DIRECTORS
POLICY BULLETIN NUMBER 26
SERIES 26**

Policy Bulletin Number 26 directs each College President to determine six holidays which will be observed by the employees of that institution in addition to specified legal holidays. The revisions place a limitation on the number of holidays presidents can declare and mandate each president to annually submit to the Chancellor a list of holidays to be observed.

**TITLE 131
LEGISLATIVE RULE
STATE COLLEGE SYSTEM
BOARD OF DIRECTORS
POLICY BULLETIN NUMBER 26
SERIES 26**

SECTION	DESCRIPTION	PAGE
1	GENERAL	3
2	GRANTING POWER	3
3	NUMBER OF FULL HOLIDAYS	3
4	HALF HOLIDAYS	4
5	SCHEDULES	4

TITLE 131
LEGISLATIVE RULE
STATE COLLEGE SYSTEM OF WEST VIRGINIA
BOARD OF DIRECTORS
SERIES 26
POLICY BULLETIN NO. 26

TITLE: POLICY REGARDING HOLIDAYS

SECTION 1. GENERAL

- 1.1 Scope - Policy regarding holidays in the State College System of West Virginia.
- 1.2 Authority - West Virginia Code 18 B-1-6, 2-2-1.
- 1.3 Filing Date - To be assigned
- 1.4 Effective Date - To be assigned
- 1.5 Repeal of Former Rule - Revises and replaces Policy Bulletin No. 26, effective September 14, 1987.

SECTION 2. GRANTING POWER

- 2.1 ~~The West Virginia Board of Regents~~ State College System Board of Directors hereby directs that the president of each college or university shall determine the six holidays which will be observed by the employees of that institution in addition to the six holidays specified in Section 3.1 of this policy.

SECTION 3. NUMBER OF FULL HOLIDAYS

- 3.1 The number of full holidays shall be twelve (12), plus additional days for any statewide, primary or general election day (~~primary or general~~) held throughout the State and such other days as the president of the United States, governor or other duly constituted authority shall proclaim to be legal holidays (~~Chapter 2, Article 2, Section 1.~~ Days taken Specified holidays shall include Independence Day, Labor Day, Thanksgiving Day, Christmas Day,

New Year's Day, and Martin Luther King's Birthday. Six additional days determined by the president of the college as provided in section 2.1 shall also be taken. If a specified holiday falls on a Saturday or Sunday, the preceding Friday or the following Monday will be observed as the legal holiday.

- 3.2 Proclamation of additional legal holidays by the president of the United States, governor, or other duly constituted authority may be observed by employees of the State College System only when communicated through the chancellor.

SECTION 4. HALF HOLIDAYS

- ~~4.1 Half holidays shall be counted as half-days in computing the total number of holidays.~~
- 4.1 As specified in the regulations of the division of personnel for agencies of the executive branch of state government, one-half day preceding Christmas or New Year's Day shall be a holiday when Christmas or New Year's Day falls on Tuesday, Wednesday, Thursday, or Friday.

SECTION 5. SCHEDULES

- 5.1 Holiday schedules are to be established and used on a fiscal year basis.
- 5.2 The president of each college shall submit to the chancellor by June 30 of each year a list of the holidays to be observed at that institution for the upcoming fiscal year and shall assure that the list is posted in appropriate locations on campus.