



July 9, 2018

TO: Texas A&M AgriLife On Campus Unit Contacts
SUBJECT: 02 Faculty who will Accrue Vacation in FY 19 - Disbursement Plan and Annual Work Period in Workday

We are pleased to be able to provide you with some GOOD NEWS!

For faculty who will continue to accrue vacation in FY 19, please leave the disbursement plan and annual work period at 12 months (September – August).

A request to add a custom ID has been submitted to Workday governance. With the expectation that the request will be approved and implemented in the fall, please leave the term as 12 months and we will provide further instruction about adding the custom ID to note the true term of appointment once that field has been added.

For questions, please contact: Jennifer Hobbs, Chief Human Resources Officer at jmhobbs@ag.tamu.edu