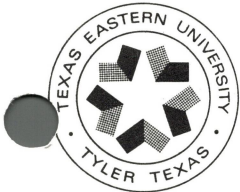


1-9-1977

Administrative Notes, January 9th, 1977

University of Texas at Tyler

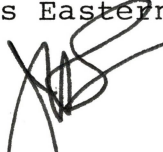


TEXAS EASTERN UNIVERSITY

3900 UNIVERSITY BOULEVARD • TYLER, TEXAS 75701 • 214/566-1471

OFFICE OF THE PRESIDENT

January 9, 1978

To: Board of Regents, Texas Eastern University
From: James H. Stewart, Jr. 
Subject: Administrative Notes

I. Regular Quarterly Board of Regents Meeting

In regard to the regular quarterly meeting of the Board of Regents this week, you are especially reminded of the luncheon beginning at 12:00 noon in the University Center, Room 134. Lunch will be prepared for those of you who have responded that you can be on campus for the meal at the 12:00 noon time. Committee meetings will begin at 1:00 p.m., and the board meeting will begin at 2:00 p.m. If any board member finds it necessary to change his attendance plans from the response indicated through our earlier contact, please let me know. This would be particularly helpful regarding plans for the noon luncheon.

II. Academic Fiscal Needs

The staff is beginning the process of developing budget recommendations for the coming year as well as looking at preliminary data pursuant to the appropriations request for the next biennium. Therefore, this seems an appropriate time to mention several priority matters which will need attention during the current year and Fiscal Year 1979. With the fiscal constraints that we face through state funds, I am referring particularly to matters which will likely require support from the Texas Eastern University Educational Foundation, Inc. Examples of these priorities, which could be somewhat costly if properly funded and some of which have been brought to the board's attention earlier, are data processing equipment, temporary assistance for additional faculty, student recruiting program, scholarships and/or other forms of financial assistance for graduate students (similar to the community/junior college scholarship program) and scholarship programs to assist various areas of academic endeavor such as music, etc. Although

these are only a few examples of the academic activities that may require assistance from the foundation, they are very important academic functions which, as mentioned, may be costly in several instances and which must be given appropriate attention if some of our important institutional challenges are to be met. We have given and are continuing to give significant attention in terms of fiscal support to our buildings and grounds, both from appropriated and private sources. It is very important that we maintain balance in utilization of our funds for academic program functions. Therefore, I trust that board members will reflect on the possibilities of considering staff recommendations in the near future for utilizing private funds for some of these important matters.

III. Appreciation Dinner for Representative Bill Clark

Although most of you have likely received information about an appreciation dinner that is being planned for State Representative Bill Clark, I wish to be certain that all members of our board are informed about this activity. The appreciation dinner for Bill is planned for Tuesday, January 24, 1978 in Tyler at Harvey Hall. There will be a reception from 5:00 to 6:15 p.m. prior to the dinner which begins at 6:30 p.m. The featured speaker for this occasion will be State Attorney General John L. Hill. Tickets for the dinner are \$15.00 per person, and reception tickets are \$10.00 per person. If I can be of assistance in making arrangements for the attendance of any member of our board, please let me know.

IV. Conference for Governing Board Members of Texas Institutions

From your response to my earlier request concerning attendance at the conference for Texas governing board members to be held in San Antonio, I am pleased to report that Board Chairman David K. McKie and Vice Chairman Neal E. Velvin will attend and represent Texas Eastern University. This promises to be an excellent conference, and it is my hope that it will become an annual event.

V. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending January 6, 1978.

VI. Expenditures for Period Beginning December 1, 1977


Attached is a copy of the expenditures for Texas Eastern University for the period beginning December 1, 1977 for your information and files.

JHS:rc
Attachments

CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: January 6, 1978

- SCIENCE/MATH: Structural steel work is complete. Floor and roof decking work is essentially complete. Roof insulation and the base sheet have been installed. The second floor structural slab has been poured along with 60% of the first floor slab-on-grade. Masonry work on the first floor west wall is essentially complete. Masonry work is in progress on the north and east walls. Underground mechanical/plumbing work has been completed and preparations are in progress for pouring the remaining first floor slab. Storm drains are being installed in the second floor ceiling area.
- BUSINESS: Structural steel work is essentially complete. The second floor deck has been laid and approximately 50% of the structural slab poured. The roof deck is 99% complete. The sub-grade mechanical tunnel has been poured and back fill work completed. Underground mechanical plumbing work is nearing completion. Approximately 500 sq. ft. of first floor slab has been poured. Additional gravel has been placed in the west end of the first floor in preparation for pouring additional slab areas. Hot and chilled water lines have been extended from the mechanical tunnel about 150 feet toward the west end of the upper dam. Roofing insulation and base sheet are stored on the job site.
- GREENHOUSE: Grade beams have been poured. Sanitary sewer lines have been installed in the sub-grade. Brick work around the two greenhouse sections has been completed up to the floor slab-on-grade level. The floor sub-base has been leveled with excess soil removed and sub-base graded.
- SITework: Curb and gutter work along campus drive and parking areas 8 and 9 is essentially complete. Parking Area 9 has been fine graded and is now receiving a base of native iron ore gravel. Gravel base has been placed in Parking Area 9 and in campus drive. Campus drive is in the process of being graded and backfill work is being done along curbs. Foundations have been poured for both entrance signs and dirt work around the signs has been completed. Work on the sidewalk on the west side of the existing buildings continues. Sanitary sewer lines from the Business Building to Spur 248 has been completed.

cc: Dr. James H. Stewart, Jr.
Mr. John R. Sawyer


L.J. Grubbs, P.E.
Director of Physical Plant
and Resident Engineer