12-15-1980

Cabinet Meeting Minutes, December 15th, 1980

University of Texas at Tyler

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CABINET MEETING
December 15, 1980

1. Announcements

An announcement was made that the president will attend a December 17, 1980 meeting—along with members of state boards, other presidents and state agency heads—which has been called by the Governor for the purpose of discussing the Texas State Government Effectiveness Program.

It was announced that the Board of Regents approved both the creation of a development board and president's associates organization for The University of Texas at Tyler during the Board of Regents' December 12, 1980 meeting.

Payroll checks for December will be distributed between 10:00 a.m. and 12:00 noon on December 31, 1980. For those desiring to have payroll checks mailed to home addresses, banks, etc., arrangements can be made directly with the business office.

During the Christmas holiday period, mail may be picked up at the mail room between 10:00 a.m. and 12:00 noon on December 26, December 29 and December 31, 1980.

2. 1981-82 Institutional Budget

General discussion was conducted relative to instructions for the 1981-82 institutional budget. Basically the budget preparation format will follow the same procedure used one year ago. However, because of the legislative session and the uncertainty of appropriations until later in the session, certain elements of the budget will not be completed until information is available about level of appropriated funds. It was generally agreed that the first budget information will be returned by departments near the end of February. Following review of the budget instructions and schedule, the vice president for fiscal affairs was requested to finalize the instructions and develop a proposed schedule for budget conferences.

3. Zuckerman Laboratory

After discussion about renovation requirements for the electron microscope laboratory in the amount of from $8,000 to $12,000, the Cabinet decided that this renovation would proceed with funding coming from the Zuckerman gift. This decision was made contingent upon Dr. Whisenhunt's conferring with the dean of the School of Sciences and Mathematics in order to ensure full understanding relative to previous decisions about use of the Zuckerman gift as an endowment.

4. Greenhouse Facility

General discussion was conducted about continuing concerns
relative to the greenhouse facility. Specifically, these concerns relate to a December 12, 1980 memorandum from Dean Lynn Sherrod. The Cabinet decided that an appropriate next step would be for the two vice presidents, Dr. Sherrod and Mr. Grubbs to confer about this matter with further action dependent upon the results of this conference.