12-20-1972

Administrative Notes, December 20th, 1972

University of Texas at Tyler

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To: Board of Regents, Tyler State College

From: James H. Stewart, Jr.

Subject: Administrative Notes

I. Board Committees

   Executive Committee

   A. Furniture and Moveable Equipment - The Executive Committee met Tuesday afternoon, December 12, following the Board's morning work session. In this meeting, committee approval was given for the administration to proceed with the purchase of furniture and equipment which will be needed in addition to furniture ordered earlier. The order will be compiled in accordance with the attached report which reflects a complete breakdown of items to be purchased for the institution at this time. The committee suggested that I request Board Members to let me know if you have questions about this requisition for equipment. I would appreciate hearing from you at your earliest convenience if there are questions relative to the furniture and moveable equipment order.

   B. Classroom Furniture and Other Equipment - The furniture and other equipment which was ordered several weeks ago has arrived and is being assembled and placed in classrooms, faculty offices, and the student center.

II. Sixty-Third Legislative Session and Inauguration of Governor Dolph Briscoe

Upon the approval of Chairman Jack C. Morgan, space has been arranged for Tyler State College at the Sheraton-Crest Hotel in Austin from January 9, 1973 through January 17, 1973. The legislative session convenes on January 9 and inaugural ceremonies for Governor Briscoe will be conducted January 16. The room (space consists of a bedroom and living room area) at the Sheraton-Crest will provide us with a headquarters location to confer with legislators or other state officials concerning Tyler State College.

My office will serve as a scheduling point for those of you who may desire to utilize the room during the above dates either for visiting with state officials or for overnight accommodations. I will be in Austin on several of the above dates representing our institution.
III. Annexation of Campus Site

The Tyler City Commission took final action on the annexation of the Tyler State College site at its December 15, 1972 meeting. Regent H. J. McKenzie was present at the Commission meeting and expressed appreciation on behalf of the institution to the Tyler City Commission for their assistance in this matter.

IV. Schedule of Classes

Attached is a xeroxed copy of the Schedule of Classes which was published in the Tyler paper at the rate of $48.30 per day. We plan to run this schedule a total of three or four times prior to the opening of classes in January.

V. University of West Florida

Along with Texas Coordinating Board Deputy Commissioner Ray Fowler, Assistant Legislative Budget Board Staff Director Hermas Miller, and State Representative Billy H. Williamson, I met with University of West Florida officials President Harold B. Crosby, Vice President for Administrative Affairs John G. Martin, Director of Institutional Research and Budget Coordination George E. Fortin, Director of Administrative Planning Robert L. Turner, and Director of University Campus Planning John E. Jarvis, to discuss matters related to the planning and organization experience of this upper level institution in the areas of academic, fiscal, and student affairs. Information concerning campus and physical plant planning, current operating costs, and construction costs, was also examined.

The University of West Florida presently has an enrollment of a little over 3,000 students with facilities space of about 360,000 square feet. The campus consists of 1,000 acres.

Although most of our meetings were concerned with analyzing operating costs to determine the differential in upper level institutional costs and institutions that include freshmen and sophomore year level work, I did have an opportunity to tour a portion of the physical plant facilities, as well as a part of the university campus.

I obtained a large amount of data concerning not only the University of West Florida, but the Florida University System as a whole. Florida supports its institutions of higher learning very well. As an example, approximately $2,400 per student is allotted for upper level institutions for operating costs. This compares to about $1,800 that has been recommended by the Legislative Budget Board for upper level institutions in Texas. I feel that the Coordinating Board and Legislative Budget Board will be analyzing the situation of Texas' upper level institutions more carefully following our trip; and with the history of the Florida schools as a guide, will possibly give further consideration to upper level funding in our state.

VI. Southern Association of Colleges and Schools

Through a telephone call yesterday (December 19, 1972) from Dr. Grover Andrews,
Associate Director of the Southern Association of Colleges and Schools in Atlanta, Georgia, I was informed that Tyler State College was officially approved by the Southern Association of Colleges and Schools as a Correspondent member during the Association’s meeting in New Orleans last week. The Correspondent status was granted effective November 8, 1972, which was the date Dr. Andrews made his official visit to our institution. (See enclosed copy of yesterday afternoon’s Tyler Courier-Times.)

VII. Expenditures for Weeks Ending December 15, 1972 and December 20, 1972

Attached is a copy of the expenditures for Tyler State College for the weeks ending December 15, 1972 and December 20, 1972 for your information and files.

VIII. The latest report on admissions states that 497 applications for admissions have been requested from individuals interested in enrolling in Tyler State College for the 1973 Spring Semester. Of this number, 40 have been completed and returned to the Office of Dean of Admissions and Records.

IX. Minutes of Meeting of Board of Regents on November 29, 1972

Attached is a copy of the Minutes of the Meeting of the Board of Regents on November 29, 1972 for your consideration.

MERRY CHRISTMAS AND HAPPY NEW YEAR
TO YOU AND YOURS

JHS:11