Cabinet Meeting Minutes, January 12th, 1981

Follow this and additional works at: https://scholarworks.uttler.edu/stewart_cabinet
1. Announcements

It was announced that the Coordinating Board staff conference regarding the U.T. Tyler nursing degree will be conducted on January 21, 1981 in preparation for the January 29-30, 1981 Coordinating Board meeting.

The Cabinet was advised that the President's Associates program is making good progress.

Relative to spring 1981 enrollment projections, it was reported that the admissions office has indicated that the institution will do well to hold its own compared to the spring 1980 enrollment.

A safety and health policy statement is being pursued through the vice president for fiscal affairs office in cooperation with the director of physical plant and the institutional safety committee.

Restocking of the upper lake is being arranged with the Texas Department of Parks and Wildlife through their resident management biologist, and the restocking plans should be accomplished sometime in February 1981.

The vice president for fiscal affairs will attend a business management council meeting on January 20, 1981.


a. Texas State Government Effectiveness Program

During the meeting, Paul Wrotenbery and Jarvis Miller of the governor's staff discussed the Texas State Government Effectiveness Program with the council and indicated that higher education will be focused on as a part of this program during the current year. Through this program, the management by objectives and zero based budgeting programs will be studied in order to develop an appropriate budgetary process whereby these two programs will fit together appropriately. Further, they reviewed various other aspects of the TSGEP including management training in state government program, operational audits, personnel administration and employee reduction.

b. EEO Student Enrollment Plan

The Chancellor expressed appreciation to all individuals involved throughout the system in developing the Equal
Employment Opportunity Student Enrollment Plan immediately prior to the holiday period and requested that work begin on the employee plan including the Affirmative Action Plan and Work Force Profile.

c. Legislative Session

It was emphasized by the Chancellor that the two major legislative items during the coming legislative session will be the Permanent University Fund legislation and legislative appropriations. Further, he stressed that all legislative matters will follow the long-standing practice of coordination through System administration, specifically through the Office of the Assistant Chancellor for Planning.

d. Regents' Rules and Regulations

Information concerning a change in the Regents' Rules and Regulations, adding "endowed fellowship" under Part Two, Chapter I, Section 4, was discussed.

e. EEO Guidelines

The Cabinet was advised of the required policy statement on Equal Employment Opportunity guidelines pursuant to sexual harassment.

f. IRS Policy

Information concerning IRS Policy on Publisher's Depreciation of Inventories was discussed and the Cabinet was advised that System administration will be working in congress to provide relief relative to this matter which is important to the academic community.

g. Coordinating Board Meeting

Under Coordinating Board Issues agenda item, primary discussion centered on the higher education master plan scheduled for the January Coordinating Board meeting.

3. Sexual Harassment Policy

Discussion was conducted relative to the drafted proposed sexual harassment policy for The University of Texas at Tyler. The Cabinet agreed that the policy as drafted is acceptable.

4. Regulation of Faculty and Staff Organizations

A final review was conducted relative to the procedures for regulation of faculty and staff organizations on campus. The procedures statement was approved, and this will be distributed as an Administrative Memorandum.
5. Administrative Council Meeting

After discussion, it was decided that an Administrative Council meeting will not be conducted during January, but that items of business normally discussed in this Council will be placed on the vice presidents' staff meeting agendas. Of special significance for these meetings is the 1982 budget plans and procedures.

6. 1982 Institutional Budget

The 1982 institutional budget will be discussed by each of the vice presidents in staff meetings during the week. Along with procedural information, these staffs will be advised that the completed budget material should be ready for the vice presidents on February 16, 1981 and that all budget material should be completed and provided to the vice president for fiscal affairs by February 27, 1981.

7. Community/Junior College Travel Funds

The Cabinet agreed to eliminate the distinction between professional and community/junior college travel funds in the 1981 budget. In making this decision, it was emphasized by the Cabinet that school and departmental administrators are to in no way interpret this decision to mean a de-emphasis on relationships with community/junior colleges and that travel funds should be used for community/junior college recruiting on a continuing basis.

8. Institutional Tenure

Discussion was conducted relative to an error in the 1980-81 Handbook of Operating Procedures on page 13. In the sixth paragraph of the left column on page 13 there is reference to a seven-year term appointment which was inadvertently placed in the handbook because two of the U.T. System component institutions have been approved for a seven-year term appointment plan. This language was inadvertently picked up from the Regents' Rules and Regulations, and the vice president for academic affairs was requested to appropriately communicate this error to the academic deans since the tenure process for the current year is to begin in the near future.

JHS:kb