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Progress Report on Civic Coordination

University of Texas at Tyler

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TYLER STATE COLLEGE

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July 17, 1975

MEMORANDUM

TO: Inauguation Committee

FROM: J. Archie Whitfield
Director, Public Information Office

SUBJECT: Progress Report on Civic Coordination

1. Jack Halbert is presently serving as mayor of Tyler. There is no established time limit on his serving in this capacity since the mayor is elected by the City Council. There is no problem with a proclamation. Preliminary work can begin closer to the inauguration date.
2. Tyler Area Chamber of Commerce has been notified of the event.
3. Bob Fix has been installed as president of the Tyler Rotary Club. Darrell Brown serves as program chairman. We have made a request for the March 25 program slot.
4. Formal portrait can be made for use in program and from same sitting have one printed and framed for unveiling at inauguration and for permanent display in Administration Building.
5. The Forum, quarterly publication of TSC/TEU, could be dedicated to Dr. Stewart in "This Is Your Life" fashion through pictures if there is no conflict with funding. These have been funded by the Student Activity Fund at a cost of approximately \$400 per 1,000.

JAW/nkg