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TYLER STATE COLLEGE

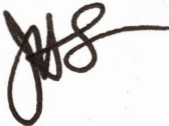
100 E. BERTA

TYLER, TEXAS 75701

June 28, 1974

TELEPHONE 214 595-0711

OFFICE OF THE PRESIDENT

To: Board of Regents, Tyler State College
From: James H. Stewart, Jr. 
Subject: Administrative Notes

I. Board of Regents Meeting and Committee Meetings

The official agenda for the regular meeting of the Board of Regents scheduled for July 10, 1974, will be mailed next week. However, I have conferred with Board Chairman Dr. B. H. McVicker about the meeting, and I wish to provide general information for your early attention.

Proposed schedule:

- 3:00 - 4:00 p. m. Executive Committee meeting
All other Board Committees will meet jointly with the Executive Committee for this hour, during which there will be time for all Committees to conduct necessary business.
- 4:00 - 5:00 p. m. Regular meeting of the Board of Regents will be conducted by Chairman McVicker.

During the regular meeting, the 1975 fiscal year budget and the 1976-1977 biennial appropriations request for Tyler State College will be considered upon the report of the Finance and Appropriations Committee, Chaired by Regent C. Quentin Abernathy. The Academic and Personnel Committee has considered a report pursuant to the annual reappointment of all Tyler State College personnel and Chairman Jeff Austin, Jr. will present this item for Board consideration. Standing Committee Chairmen Dean W. Turner of the Executive Committee, Neal E. Velvin of the Campus and Building Committee, and Robert G. Schleier of the Legal Committee will present reports pertaining to their committee work. Special Committee Chairman David K. McKie will report for the Gifts and Scholarship Committee along with other special committees on whom Chairman McVicker may call.

Adjournment of regular meeting at 5:00 p. m.

5:00 p. m.

Following adjournment of the Board meeting, I have asked our Deans Council members to present to the Board of Regents information relative to the academic and student activities of the various schools and departments within the institution. It is our plan that following brief introductory remarks by the President and Vice President for Academic Affairs that each member of the Deans Council will have a period of time to discuss his area pursuant to the progress and current status of our schools and departments along with plans for the future.

After Deans Council members make their presentations, thus giving a rather complete overview of the institution from the academic and student affairs programming standpoint, it is my desire to have a period of further discussion through a question and answer session. Individuals who will discuss status reports with the Board include: Dr. George Joyce, Dean, School of Business; Dr. Robert L. Cox, Dean, School of Education and Psychology; Dr. Noel H. McCoy, Dean of Student Life; Dr. O. Robert Marsh, Dean of Admissions and Records; Dr. Frank H. Smyrl, Dean-Elect, School of Humanities and Social Sciences and Interim Academic Administrator of the School of Sciences and Mathematics and the School of Fine and Performing Arts; James L. Mayfield, Director of Library Services; and hopefully, Dr. W. A. Mayfield, Dean, School of Technical and Vocational Studies.

I appreciate Chairman McVicker encouraging us to present to the Board information concerning the past, present and future of Tyler State College. There are, indeed, many significant and exciting programs reflected in the schools and departments of the institution as a result of the hard work of our faculty, administrative staff, and other personnel. An opportunity for us to focus attention on what Tyler State is doing for students is a time to which we are looking forward with great anticipation.

6:30 p. m.

Social hour and dinner at Willow Brook Country Club for Regents and wives along with Tyler State College administrators and wives.

II. Construction Documents

Bill Steely has notified me that CRS is proceeding to print our documents for bidding in accordance with the Board's request at the June 26, 1974, Board meeting. These documents should be ready for interested contractors early next week.

Additionally, work was started immediately upon Bill Steely's return to Houston by CRS on the alternate wall system. The alternate system will be sent at the earliest possible date.