2-18-1976

Outline of the Inaugural Events

University of Texas at Tyler

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TO: Inauguration Committee

FROM: Gerald L. Morris, Co-Chairman, Inauguration Committee

SUBJECT: Final Committee Report of Activities

2/18/76

THE INAUGURATION OF JAMES H. STEWART, JR.
AS THE FIRST PRESIDENT OF
TEXAS EASTERN UNIVERSITY

The following is an outline of the inaugural events.

1

Texas Eastern University has the responsibility of providing a program to the President's Rotary Club which meets at noon on Thursday, March 25. C. Quentin Abernathy and Harry Loftis are working out the details for this program.

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The Texas Eastern University Theatre Arts presentation of Neil Simon's comedy Plaza Suite will be presented in the Texas Eastern University Auditorium on Thursday, March 25, at 8:00 p.m. and on Friday, March 26, at 8:00 p.m. This event was not advertised as an inaugural event in the information packet distributed with the official invitation to the ceremony. Dr. John Callahan, Assistant Professor of Drama, recently scheduled this production. In our future publicity, this event will be connected to the inaugural weekend.
At the present time, approximately 400 individuals have responded positively to the tour of the new campus which will be conducted Saturday, March 27, 9:00 to 11:00 a.m. The tour will originate at the north parking lot at 100 E. Berta. Four or five chartered buses will transport the individuals to the new campus in two shifts. The first buses should leave by 9:00 a.m. and return to 100 E. Berta for a second trip by 9:35 a.m. The touring individuals who did not make the first trip to the new campus will be invited to the student center in the temporary facilities for coffee. The individuals will disembark in front of the science and mathematics building on the new campus. Each bus load will have an official tour guide with planned information to be distributed on the tour. The information will be in both oral and written form. The tour will include the faculty office complex on the first floor of the science and mathematics building; a pass through the project lab, preparation and large science lab areas; a visit between the science and mathematics building and the administration building at an overlook; the second floor of the administration building—observing
the admissions office, business office, student life office, data processing area, and several classrooms. The tour will continue to the passageway between the administration building and the student center—observing the power plant and future location of the HPE building. The tour will conclude on the first floor of the student center. The buses will pick up the members of the tour at the door of the student center. While waiting for the buses to arrive, the people may again partake of coffee. Mr. Bob Grubbs, Director of the Physical Plant and Resident Engineer, will be available on the first floor of the student center to answer questions concerning the Phase I facility. The route of the tour does not necessitate the use of any staircases. The following is a time estimate for the tour.

Transportation from Berta Street to

New Campus 15 minutes
Tour of New Facility 40 minutes
Transportation from New Campus to
Berta St. 15 minutes

Depending upon the status of the azalea trail, the tentative plan is to swing by the area of the Woman's Building on Broadway on the return trip to Berta Street. Students
will act as hosts for the student center coffee periods.

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A luncheon will be held at the Sheraton Inn for official delegates from other educational institutions and selected out-of-town guests. At the present time, approximately 170 individuals have accepted invitations to the luncheon. Delegate registration will take place at the entryway to the luncheon area. The luncheon will be served banquet style and include the following items: tossed green salad, au gratin potatoes, buttered English peas, baked ham with jubilee sauce, Dutch apple pie, dinner rolls au maison, and coffee or tea. There will be no formal program at the luncheon. However, there will be a small head table consisting of Mr. and Mrs. C. Quentin Abernathy, Dr. and Mrs. James H. Stewart, Jr., and a representative of the City of Tyler. Current plans call for Regent Abernathy to offer the invocation, introduce several individuals, and call upon the person designated to welcome out-of-town visitors to Tyler. During the meal, music will be provided by students from Texas Eastern University. All members of the Board of Regents have been invited to the luncheon.
At 1:30 p.m. at the Rose Garden Center across the street from Harvey Hall, the processional will form. The processional will include the platform party, Board of Regents of Texas Eastern University, the official delegates from other educational institutions, and the faculty of Texas Eastern University. Registration of official delegates from other institutions will also take place in the Rose Garden Center.

The Inauguration Ceremony will take place in Harvey Hall at 2:00 p.m. on Saturday, March 27. The general order of the program is: prelude music, processional, national anthem, invocation, welcome and introductions, greetings from six individuals representing different segments of the educational community, special music, the inaugural address, the investiture of the president, the acceptance and response, the benediction, and the recessional. The entire ceremony should be concluded by 3:45 to 4:00 p.m. The master of ceremonies will be Dr. Donald M. Anthony. The prayers will be offered by Dr. W. M. Shamburger and Dr. W. H. McCleskey. Offering greetings will be Ralph Spence from the Coordinating Board, Gordon Sweet from the Southern Association, C. C. Nolen from Texas senior
colleges, R. L. Clinton, Jr. from Texas community
junior colleges, Robert H. Cranford from the faculty
senate, and Dennis R. Mortis from the student body.
The inaugural speaker will be Chester A. Newland,
Director of the Federal Executive Institute of the
United States Civil Service Commission. The investiture
will be conducted by the chairman of the Board of Regents.
The acceptance and response will be by James H. Stewart, Jr.
The music for the ceremony will be presented by the Sam
Rayburn High School Orchestra of Pasadena, Texas. This
100 piece orchestra has been named the Texas High School
Honor Orchestra for 1976 by the Texas Music Educators
Association. The orchestra will accompany the Texas
Eastern University Concert Chorale during the special
music segment.

At the present time, approximately 850 people have
indicated that they will attend this ceremony. This
ceremony will also be opened to the student body of Texas
Eastern University and the general public.

The inaugural ball will be held at 8:00 p.m. on March 27
in Harvey Hall. Dr. and Mrs. Stewart will receive the
guests as they arrive.
The music for the ball will be provided by the Hugh Fowler Orchestra from Dallas, Texas. This orchestra is a fourteen piece orchestra with a female vocalist.

The decorations for the ball (as well as the ceremony at 2:00 p.m.) will be provided by Mr. Jerry Nasits.

At 10:00 p.m. hors d'oeuvres will be served. Mrs. Dorrace Lowery will provide the refreshments at two large, decorated tables in Harvey Hall. She will provide sufficient workers to keep the two tables constantly supplied with various types of refreshments. The Tyler Clearing House Association has graciously offered to provide a bar during the inaugural ball.

At the present time, approximately 600 individuals have indicated they plan to attend the inaugural ball. The ball will also be open to the student body of Texas Eastern University. Current plans provide for refreshments and seating for 800. The dress for the ball is optional: tuxedo/gown or dark suit/long dress. It was the feeling of the inauguration committee that a formal atmosphere should be encouraged but not required. The student body and the staff of Texas Eastern University is
to be invited to attend this ball. A formal attire
requirement would exclude most if not all student
participation.

Several items deserve special attention.

A University mace will be used for the first time in the
inauguration ceremony. The mace will lead the processional
and recessional during the ceremony and will be used in
future commencements and academic convocations.

A University medallion will be used in the inauguration
ceremony for the first time. The medallion will be
placed around the neck of the president during the
investiture and will be worn by the president at future
events. Replicas of the medallion will be provided to
a limited number of individuals: regents, inauguration
committee, contributors to the inauguration fund, etc.

A black and white reproduction of the official portrait
of the president will be used in the ceremony program
and the official portrait will be provided for the new
campus. The photographer is Mr. Eddie Hinds.

The official programs of the ceremony will be very high
quality and should become souvenirs of the occasion.
A tentative schedule of publicity releases is as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Story To Be Mailed</th>
<th>Subject</th>
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<tbody>
<tr>
<td>February 13</td>
<td></td>
<td>Formal announcement of inauguration with purpose of event explained</td>
</tr>
<tr>
<td>February 19</td>
<td></td>
<td>Program participants other than Inaugural speaker</td>
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<tr>
<td>February 26</td>
<td></td>
<td>Inaugural speaker and his prior association with the president</td>
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<tr>
<td>March 4</td>
<td></td>
<td>Music for ceremony and ball</td>
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<tr>
<td>March 11</td>
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<td>Feature on development, purpose and uses of mace and medallion</td>
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<tr>
<td>March 18</td>
<td></td>
<td>Out-of-town delegates (number expected, schools represented, etc.)</td>
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<tr>
<td>March 22</td>
<td></td>
<td>Profile of Dr. Stewart (to Tyler Courier-Times only)</td>
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<tr>
<td>March 24</td>
<td></td>
<td>Advance of entire inauguration program</td>
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The expenses for the inauguration events are to be covered from private funds donated specifically for this purpose. At the present time the financial subcommittee has received $8,333.00 of the estimated $15,000 budget. Some additional funds have been pledged but have not been received.