6-18-1975

President's Report and Recommendations June 18th, 1975

University of Texas at Tyler

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WHEREAS Dr. Gerald Lavoy Morris was recommended by the president and appointed by the board of regents to serve as interim vice president for academic affairs effective March 1, 1975 and continued in this office through June 30, 1975, and

WHEREAS he conducted his duties as interim vice president with outstanding professional skill, and

WHEREAS he contributed significantly to the work of the President's Cabinet as a member, and provided effective leadership through his work with the Deans Council to continue the growth and development of the institutional academic program, and

WHEREAS he worked with administrators in the academic area to make recommendations to the president for new faculty positions for the 1975-76 academic year, and

WHEREAS he assumed the responsibilities associated with the vice president for academic affairs' office by making the first institutional tenure recommendations to the president, and

WHEREAS he made major contributions in developing the institutional budget for the 1976 fiscal year through his organizational and analytical abilities, and

WHEREAS he served as a member of the advisory committee for selecting the new vice president for academic affairs, and

WHEREAS he distinguished himself through his administrative leadership while serving as interim vice president for academic affairs, now

THEREFORE BE IT RESOLVED that the Board of Regents of Tyler State College, in regular meeting assembled on June 18, 1975 expresses its gratitude and appreciation for his professional work as interim vice president for academic affairs.

Respectfully submitted this 9th day of July, 1975.

Jack C. Morgan, Secretary

C. Quentin Abernathy, Chairman
PRESIDENT'S REPORT AND RECOMMENDATIONS
Board of Regents Meeting
3:00 p.m., June 18, 1975

1. Enrollment for First Summer Term, 1975

The official enrollment for the first summer term is 750 as of the fourth class day. This represents an increase of some 43 percent over the enrollment at the same time one year ago.

2. Institutional Name Change

On May 26, 1975, Governor Dolph Briscoe signed House Bill 630 which changes the name of Tyler State College to Texas Eastern University. In accordance with state law, the name change becomes effective August 24, 1975, ninety days following the date on which the bill was signed.

The name change will tend to clarify the independent status of Tyler State College/Texas Eastern University as it is perceived by other community and junior college institutions and the general public in the East Texas area. Additionally, it will convey and project the regional nature of the institution as was charged by the Texas legislature in creating the institution, i.e., to serve an area which, geographically, is the eastern portion of Texas.

This report is made to you for official record.

3. General Appropriations Bill

When the governor signs the general appropriations bill, it is anticipated that the total funding for our institution for the next biennium beginning September 1, 1975 will be $17,743,199.

The cost elements included in the appropriations bill are:

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<th>For the Years Ending</th>
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<td>8/31/76</td>
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<tr>
<td>I. General Administration and Student Services:</td>
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<td>a. President (with $3,600 in lieu of house and utilities)</td>
<td>$34,800</td>
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<td>b. All Other General Administration</td>
<td>318,255</td>
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<td>II. General Institutional Expense</td>
<td>105,000</td>
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<td>III. Staff Benefits</td>
<td>24,650</td>
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IV. Resident Instruction:
   a. Faculty Salaries (non-transferable) 1,625,856 1,853,516
   b. Departmental Operating Expense 335,472 393,260
   c. Instructional Administration 81,228 92,602

V. Library (non-transferable):
   a. Books, Periodicals and Bindings 295,073 295,073
   b. All Other Library Expense 136,764 163,537

VI. Physical Plant Operation and Maintenance:
   a. General Services 99,061 105,995
   b. Campus Security 82,220 82,625
   c. Building Maintenance 78,870 138,812
   d. Custodial Services 57,585 104,608
   e. Grounds Maintenance 9,908 48,103
   f. Utilities:
      (1) Purchased Utilities (non-transferable) 98,800 228,680
      (2) All Other Utilities 29,990 32,089

VII. Lease of Facilities (non-transferable) 152,708 104,108

VIII. For construction and equipping of
   a Sciences and Mathematics Building, a School of Business Building
   and Library Building (Part A) (non-transferable) 9,993,645 U.B.

IX. Special Items (non-transferable)
   a. Expenses for moving from temporary to permanent facilities 15,000

GRAND TOTAL, TYLER STATE COLLEGE 13,574,885 4,168,314

Less:
   Estimated Other Educational and General Funds 150,000 154,327

Net General Revenue Appropriations $13,424,885 4,013,987

4. Request for Authorization to Add the Signature of the Chief Accountant to the Bank Signature Cards and to the State Comptroller for State Purchase Vouchers and Payrolls

To effect certain time savings and efficiencies in the day to day operation of the Business Office, the Vice President for Fiscal Affairs and I recommend that the name of E. Keith Kennedy, Jr., Chief Accountant, be authorized on bank signature cards and signature cards to the State Comptroller for state purchase vouchers and payroll vouchers. It is not intended that this
action would change the policy of requiring two signatures on each check and voucher, one of which must be that of Vice President Sawyer, Business Manager A. Wayne Criswell, or myself.

5. Renewal of Interagency Cooperation Contract for Data Processing Services by and between Texas Engineering Experiment Station, Texas A&M University System, and Tyler State College/Texas Eastern University

The Interagency Cooperation Contract (Attachment F) represents a renewal of an existing agreement between the Texas Engineering Experiment Station, Texas A&M University System, and Tyler State College/Texas Eastern University for computer services for the 1975-76 academic year. The rates in the contract are standard TAMU rates which are charged to all users of the A&M computers. On campus users at A&M and other terminal users are charged the same rates as are offered to TSC/TEU in this contract.

The terms of the contract are fair and reasonable. Therefore, the Vice President for Fiscal Affairs and I recommend that the Board of Regents approves the contract and authorizes the College administration to take all appropriate action to execute the contract.

6. Expenses Incurred From Which Appropriated Funds Cannot Be Utilized for Reimbursement Purposes

From time to time, various college/university expenses are incurred locally by Administrative Council members (vice presidents, deans, etc.) for which no funds have been budgeted from which reimbursement can be made (appropriated funds cannot be utilized for this purpose). An example of such expense occurs when faculty or other professional staff are visiting our campus as prospective employees and an administrator finds it necessary and desirable to take the applicant to lunch. A further example of expense of this nature being incurred comes when community or junior college officials visit their counterparts on our campus, e.g., Chairman of the Business Department visits with our Dean of the School of Business to confer about the program articulation, Dean of Students visits our campus to discuss admission procedures with our Dean of Admissions and/or Student Life, etc. Although these amounts are very minor for any one expenditure or for a single individual over the period of any given fiscal year, such expenses are incurred because of the responsibilities of these individuals as administrators within the institution, and I would appreciate having funds made available at the beginning of the 1976 fiscal year to be used for official expenses which are incurred locally by staff members for the benefit of the institution.

Therefore, it is recommended that the Board of Regents consider making Tyler State College Educational Foundation, Inc. funds
available for the purpose of reimbursement of expenses incurred locally for official business of the institution. As is customary, such expenditures would be approved by the President and complete records kept pertaining thereto. It is projected that an average expenditure of $100 for each of the fifteen (15) members of the Administrative Council would be necessary for this purpose. Of course, it would be necessary to maintain only a minimum balance in an agency account for use by the institution at any given time with additional funds being requested from the President of the Foundation as needed. A total appropriation of $1,500 for fiscal year 1976 is requested for this purpose.