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### Administrative Notes, July 21st, 1975

University of Texas at Tyler

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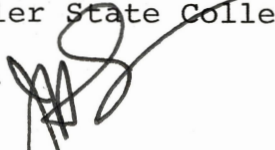
# TYLER STATE COLLEGE

100 E. BERTA

TYLER, TEXAS 75701

July 21, 1975

TELEPHONE 214 595-0711

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

## I. Institutional Depository

In accordance with action of the board of regents, I communicated both verbally and in writing with A. W. Riter, Jr., of the Peoples National Bank concerning our institutional depository for the next two years.

I am pleased to enclose a copy of Dub's letter in response to our conversation and my written communication to him for your information. Our staff will meet with the Peoples Bank staff tomorrow (July 22, 1975) to discuss details relative to our depository arrangement.

## II. Summer Convocation

As was set in our institutional calendar last year, August 7, 1975 is the date for our summer convocation during which students completing degree requirements since our May commencement will be honored. The time for the convocation program has been set for 10 a.m. on that date. Certainly, members of the board are invited to be present on this occasion.

## III. August 26, 1975 Activities

Tuesday, August 26, 1975 is the date scheduled for the General Faculty Meeting opening our 1975-76 academic year. Of course, we would be delighted to have members of the board attend this meeting if you so desire.

On the evening of August 26, our annual faculty dinner will be conducted and I especially want to invite regents and wives to attend this function. All faculty and professional staff members, along with their wives or husbands, will be present for this dinner. This social activity has proved in the past to be very beneficial to everyone by providing an opportunity in an informal setting for us to become better acquainted as we begin a new year together.

David K. McKie has again very generously offered the use of the Tyler Pipe facilities on Lake Tyler for our dinner this year and we are very grateful that we can utilize the fine facilities at the Tyler Pipe "Penninsula Club" for this meeting. Therefore, please mark your calendars and inform your wives about this dinner which is scheduled for Tuesday, August 26, 1975 at 6:30 p.m. Although you are all familiar with the location of this club, a map will be provided each regent for your convenience as we approach the date for the dinner.

IV. Report from Resident Engineer

Attached is a report from our director of physical plant and resident engineer for the week ending July 18, 1975.

V. Letter from Caudill Rowlett Scott

For your information a letter is attached from Wallie E. Scott, Jr., of Caudill Rowlett Scott pursuant to this firm's interest in our Phase II construction program.

JHS:rc

Attachments