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PRESIDENT'S REPORT AND RECOMMENDATIONS
Board of Regents Meeting
2:30 p.m., April 12, 1978

1. Small Class Report, Spring Semester 1978

REPORT: In compliance with legislation enacted by the 65th Texas Legislature through H. B. 1012 requiring all general academic institutions to submit a Small Class Report for authorization by their governing boards each fall and spring semester, information on small classes being conducted by Texas Eastern University during the Spring Semester 1978 was mailed to you with Administrative Notes for February 27, 1978 and will be made a part of the official record of the university as an attachment to the minutes of this meeting. As defined by law, small classes include all organized undergraduate courses with enrollments of less than ten students and all organized graduate courses with less than five students, and I hereby recommend that the courses identified in this report receive formal authorization by the Board of Regents.

Motion: _____

Second: _____

BOARD ACTION: That the Board of Regents, upon the recommendation of the president, authorize the small classes stipulated in the Spring Semester 1978 Small Class Report as filed with board members through Administrative Notes for February 27, 1978.
(approved) (disapproved)

2. Faculty Workload and Student Enrollment Reports, Spring Semester 1978

Legislative requirements initiated by the 65th Texas Legislature in H. B. 510 and H. B. 1012 include the preparation of Faculty Workload and Student Enrollment Reports for the benefit of governing boards of general academic institutions. As you will recall, these reports were sent to you with Administrative Notes for February 27, 1978 and are mentioned at this time in order to make this material a part of the official record of the university as an attachment to the minutes of this meeting.

The Faculty Workload Report, to be distributed to the governing body within thirty days following the close of registration, provides evidence of compliance with minimum standard teaching load requirements for each faculty member. For faculty members who do not meet the minimum standard requirement, the report indicates what fraction of time is paid from Faculty Salaries, what other assignment is made for the faculty members' time and the sources

of funds for payment of salaries other than the appropriation item, "Faculty Salaries." Of course, each of these assignments has been previously approved by the board in accordance with board procedure.

The Student Enrollment Report is made in conformity with the legislative requirement which provides that governing boards of state institutions be furnished with a report each fall and spring semester indicating the identity and academic rank of instructors, the number of students enrolled in each class as of the twelfth class day, the number of semester credit hours accrued to each course, the course number and title and the department in which courses are offered. This regulation further provides that board members be furnished each fall and spring semester with a report comparing enrollments in each class on the last class day with twelfth class day enrollments. This information will be provided to you following the last class day of the current semester through completing the blank column (Last Day Enrollment) on the report.

3. Utilization of O. M. Roberts School Facilities

REPORT: Through analyzing and evaluating institutional needs purusant to the use of O. M. Roberts School, it has been determined that only limited use of this facility will be required for institutional use between now and the time when use of the facility can be terminated. This determination is based on careful analysis of all pertinent factors such as completion and occupancy of Phase II facilities and institutional enrollment patterns. Until the time when the Roberts facility can be released completely (determined by Phase II completion date), the following institutional space requirements for four specified functions will exist:

<u>Function</u>	<u>Rooms</u>	<u>Total Space</u>
Traffic Safety	104, 106, 106A	585 NSF
Library	101, 103, 105, 105A, 107, 107A, 109, 113	2,574 NSF
Department of Art	L4 and L5	2,151 NSF
Storage	South end of 114	<u>2,932 NSF</u>
	Total	8,242 NSF

Planning has been accomplished that will permit moving these four functions--traffic safety, library, department of art and institutional storage--to the main campus upon completion of Phase II building. The completion date of Phase II presents the basic problems associated with final transition of

programs now conducted in Roberts School to the main campus because of the excessive number of work days lost on Phase II due to the unusual amount of bad weather during the past winter. Total time lost amounted to approximately two months. The contractor is now estimating Phase II completion in December 1978, and you are aware that inspection, etc. must be accomplished after completion. If more time is lost, for whatever reason(s), move-in could be extended to the summer of 1979. Based on study of the Roberts School situation, it is proposed that the use of this facility be terminated at the earliest possible date between January 1979 and August 1979.

The State Board of Control has confirmed that the existing lease contract on the Roberts School can be reduced, as to the square footage and monthly rental payments, by each party to the lease submitting a letter of agreement to the Board of Control.

Therefore, it is recommended that beginning with the April 15, 1978 payment from Texas Eastern University to the Texas Eastern University Educational Foundation, Inc. the payment be reduced from \$8,035.60 for the total square footage in the facility (47,400 square feet) to \$1,648.40 based on the actual square footage (8,242 square feet) to be utilized for the traffic safety, library, art and storage functions and the current agreed upon rate of 20¢ per square foot contained in the contract approved by the State Board of Control between TEU and the TEU Educational Foundation. Furthermore, it is recommended that this rate of payment be continued with the intent that termination of use of the Roberts facility will be made at the earliest time possible between January 1979 and August 1979. In addition, it is recommended that the president be authorized to negotiate the necessary changes with the Educational Foundation for effecting payment modifications and to plan for final transition of programs from Roberts School to the main campus based on the Phase II completion time schedule.

Motion: _____

Second: _____

BOARD ACTION: That the Board of Regents authorize the president to negotiate the necessary changes to the existing lease contract on the O. M. Roberts School with the Texas Eastern University Educational Foundation, Inc. and the State Board of Control to effect a reduction in the amount of leased space from 47,400 square feet to 8,242 square feet with a corresponding reduction in the monthly rental payment from \$8,035.60 to \$1,648.40 effective April 15, 1978; further, that the president be authorized to make plans for terminating the lease contract at the earliest time between January 1979

and August 1979 when release of the Roberts School facility is made possible by completion of Phase II construction.
(approved) (disapproved)

4. 1978-79 University Catalog

REPORT: As you will recall, the 1978-79 Texas Eastern University Catalog was sent to each member of the board on April 3, 1978. We are very pleased with the sixth edition of the catalog, and I am especially appreciative to Mr. J. Archie Whitfield for the excellent work performed in coordinating publication of this important university document which will provide official information for students and others during the period beginning with the Fall Semester 1978 through the summer terms of 1979. I hereby recommend the 1978-79 Texas Eastern University Catalog to the Board of Regents for approval.

Motion: _____

Second: _____

BOARD ACTION: That the Board of Regents, upon the recommendation of the university president, approve the 1978-79 Texas Eastern University Catalog.
(approved) (disapproved)

5. Texas Community and Junior College Scholarships

Texas Eastern University awarded nineteen scholarships from fifteen institutions under the Texas Eastern University Educational Foundation, Inc. Community and Junior College Scholarship program for the Spring Semester 1978. Participating colleges and their respective awards, which vary in amount according to individual course loads, are as follows:

Blinn College	\$144.50
Eastfield College (2)	
(\$202.50 & \$144.50)	347.00
Henderson County Junior College (2)	
(\$172.50 & \$144.50)	317.00
Jacksonville College (2)	
(\$172.50 & \$172.50)	345.00
Kilgore College	172.50
Lon Morris Junior College	202.50
Navarro County Junior College	144.50
North Harris County College	150.50
Odessa College	202.50
Panola Junior College	144.50
Paris Junior College	144.50
San Jacinto College	172.50
Temple Junior College	202.50
Tyler Junior College (2)	
(\$202.50 & \$144.50)	347.00
Western Texas College	172.50
Total	\$3,209.50

Our business office had estimated the amount needed for Community and Junior College Scholarships for the Spring Semester 1978 to be \$4,287.50. Accordingly, \$1,337.00 (the estimated requirement of \$4,287.50 less a \$2,950.50 balance on hand) was requested from the foundation under authority previously established by the Board of Regents.

6. Approval of Graduates for 1978 Commencement

REPORT: The listing of Texas Eastern University graduates for the May 20, 1978 Annual Commencement (Attachment E) has been completed and the Board of Regents' approval of these individuals to receive the degrees for which they have filed contingent upon their completing all requirements by the end of the current semester is recommended. The faculty, Deans Council and vice president for academic affairs of Texas Eastern University have certified that the students named are completing curricula offered by the several schools and departments of TEU and it is an honor for me to recommend to the Board of Regents that these degree candidates be awarded the appropriate degrees with all rights and privileges pertaining thereto in recognition of their academic accomplishments and that each student named be awarded the designated baccalaureate or master's degree during the 1978 Annual Commencement program to be conducted at Harvey Hall, Tyler, Texas on May 20, 1978 at 2:00 p.m.

The total number of graduates presently anticipated for the 1978 Annual Commencement is 423 with 126 students having completed degree requirements during the Summer Semester 1977; 114, during the Fall Semester 1977 and 183, during the Spring Semester 1978.

There is a total of 315 bachelor's degrees and 108 master's degrees including 33 master's degrees in interdisciplinary studies. The School of Applied Studies has reported 67 bachelor's degrees; the School of Business Administration, 71 bachelor's degrees; the School of Education and Psychology, 103 bachelor's degrees and 75 master's degrees; the School of Fine and Performing Arts, 9 bachelor's degrees; the School of Humanities and Social Sciences, 49 bachelor's degrees and the School of Sciences and Mathematics, 16 bachelor's degrees.

Motion: _____

Second: _____

BOARD ACTION: That the Board of Regents, upon the recommendation of the president, approve each degree candidate to receive his/her recommended degree contingent upon each degree candidate successfully completing the requirements for his/her degree; furthermore, that each approved degree candidate named in Attachment E be awarded the designated baccalaureate or master's degree during the Annual Commencement program on

May 20, 1978 at 2:00 p.m. in Harvey Hall.
(approved) (disapproved)

7. Funding Requests from the Texas Eastern University
Educational Foundation, Inc.

REPORT: In order to meet the educational needs of Texas Eastern University more adequately, three areas of financial need have been identified which require private funds for support. It is therefore proposed and recommended that these three programs--fine arts scholarships, graduate assistantships and an increase in the Short Term Student Loan Fund--as described herein be approved by the Board of Regents as a request for funding by the Texas Eastern University Educational Foundation, Inc.

Fine Arts Scholarships

In the area of the fine arts (especially music and drama) financial support of students in the form of performance scholarships is needed. Attachment F constitutes guidelines for the proposed fine arts scholarships. In summary, the TEU Foundation is requested to fund scholarships for a two-year period. In music \$2,000 is requested for the first year and \$4,000 for the second year based on a formula of \$200 per student per year. In drama \$500 is requested in the first year for five students and \$1,000 is requested in the second year for ten students. In drama the request is based on a formula of \$100 per student per year. The total request for a two year period for fine arts scholarships is \$7,500.

Graduate Assistantships

In order to add an additional dimension to the graduate program at Texas Eastern University, a limited pilot program of financial support for graduate students is requested from the Texas Eastern University Educational Foundation, Inc. Funds to provide \$3,060 per academic year (\$340 per month) is requested for four graduate students during academic year 1978-79 and eight graduate students during academic year 1979-80. The foundation is requested to provide an initial commitment for two years. During the first year \$12,240 would be needed, and in the second year the request is for \$24,480 for a total two-year request of \$36,720. Attachment G constitutes guidelines for the proposed graduate assistantships.

Short Term Student Loan Fund

The Short Term Student Loan Fund which was begun in July 1973 with an initial contribution of \$500 from the Texas Eastern University Educational Foundation, Inc. has now

received additional contributions and other income totaling \$14,871.38. However, with our enrollment increases, requests for assistance through this loan program have exceeded available funds. During the Spring Semester 1978 after all funds had been committed, ten students were unable to apply for loans due to lack of funds. The necessity for advance payment of tuition and fees during preregistration, late veteran benefit checks, and enrollment growth have all contributed to extra requests from students for short term loans. Also, the history of the student loan program is one of success. Since the beginning of the program, 544 loans totaling \$67,156 have been made from the fund. Of this amount, only \$1,519 is currently past due, for a 2.26 percent delinquency rate. This compares with a national delinquency rate of 20 percent on the National Direct Student Loan Program. Therefore, in order that this viable student loan program may continue to serve the need of students for short term financial assistance and serve the university as a recruitment tool, it is recommended that the Texas Eastern University Educational Foundation, Inc. be requested to provide an additional contribution to the Short Term Student Loan Fund in the amount of \$2,500 in order to meet expected future demands.

Motion: _____

Second: _____

BOARD ACTION: That the Board of Regents, upon the recommendation of the president, request support of the Texas Eastern University Educational Foundation, Inc. for a two-year period to provide fine arts scholarships in the amount of \$7,500, graduate assistantships in the amount of \$36,720 and an increase in the Short Term Student Loan Fund in the amount of \$2,500 for a total request for two years in the amount of \$46,720.

(approved) (disapproved)

8. Employee Referendum on Social Security

Regarding the social security referendum previously reported to and discussed with the board, Mr. T. J. Compton, Director of the Social Security Division Employees Retirement System of Texas, recently advised that developments within the state of Texas indicate possible changes in the social security program may be considered by the 66th Texas Legislature. Based upon this information, Mr. Compton has advised the university referendum committee and administration that it would be advantageous to observe action of the next legislature before conducting the Texas Eastern University referendum. He further advised that a decision by the Board of Regents at any time during the 1979 Fiscal Year to initiate social security for employees of the institution could be made with an effective coverage date retroactive to September 1, 1978.

This date, September 1, 1978, is the date on which the state will begin paying the employees portion of social security up to 5.85 percent on earnings to \$16,500 per year. With this new information, the university referendum committee has recommended, and the administration has agreed to, indefinite postponement of the April 6, 1978 referendum.