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TEXAS EASTERN UNIVERSITY

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OFFICE OF THE PRESIDENT

May 24, 1976

To: Board of Regents, Texas Eastern University
From: James H. Stewart, Jr. 
Subject: Administrative Notes

I. Board of Regents Meeting

As you will recall, Wednesday, June 2, 1976 has been set for the next meeting of our governing board. Committees will meet at 2:00 p.m. and the board meeting will begin at 3:00 p.m. The agenda for the meeting will be mailed on May 26, 1976.

II. Phase I Dedication Program Invitations

Invitations for our June 10, 1976 Phase I Dedication program were received recently and an invitation is enclosed for your information. Some 1500 invitations have been mailed. Further, the news media will be publicizing this event widely and the general public will be invited to attend the dedication program through these news releases.

III. Transfer of Texas Traffic Safety Program

Governor Dolph Briscoe through executive order recently transferred the functions of the Governor's Office of Traffic Safety to the Texas Department of Highways and Public Transportation. This means, of course, that the program which Texas Eastern University implemented a few months ago at the invitation of the Governor will now have its state headquarters in the highway department rather than the Governor's Office. The concept of operating the traffic safety program from university campuses remains unchanged. Therefore, the traffic safety program which is assigned to Texas Eastern University remains unchanged operationally so far as our institution is concerned. The only change involved is that the state official heading the traffic safety program will report to the Engineer-Director of the Texas Department of Highways and Public Transportation rather than the Governor of Texas.

IV. Report from Resident Engineer

Attached is a report from our director of physical plant and resident engineer for the week ending May 21, 1976.

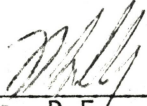
JHS:rc

Attachment and Enclosure

CONSTRUCTION PROGRESS REPORT

Week Ending: May 21, 1976

- General: Work activities are progressing well and on schedule.
- Student Center: This facility has been completed except for discrepancies noted on the substantial completion punch-list. These outstanding items are being worked by the contractor at this time.
- Administration: Work activities continue to show good progress in this building. General paint touch-up, checking of mechanical/electrical systems, casework adjustments, etc., is in progress.
- Science/Math: Painting, casework, VAT, carpet, ceiling systems, and interior drywall work is essentially complete. Installation of fixed laboratory equipment shows good progress. Installation of chalk boards, chalk trays, mechanical/electrical and plumbing work continues.
- Physical Plant: Cleaning, paint touch-up, mechanical/electrical system checking, etc., is underway and is progressing satisfactorily.
- Power Plant: This facility is essentially complete and the architect/owner punch list is now being worked by the contractor.
- Site Work: Wet weather continues to hamper the placement of topsoil. However, shrub and tree planting has begun.



L. J. Grubbs, P.E.
Director of Physical Plant
and Resident Engineer

LJG/dm

cc: ~~Dr.~~ James H. Stewart, Jr.
Mr. John Sawyer