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Administrative Notes, August 23rd, 1976

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TEXAS EASTERN UNIVERSITY

TYLER, TEXAS 75701

OFFICE OF THE PRESIDENT

August 23, 1976

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

I. Reminder of Faculty-Staff Dinner

You are reminded of the faculty and staff dinner scheduled for 6:30 p.m. on Monday, August 30, 1976. The dinner will be conducted in the University Center. Several regents have already indicated that they and their wives can attend. Hopefully, the entire board membership, along with wives, can be present. I trust that you will make every effort to attend in order to meet several new faculty members who will be joining TEU for the first time and to visit with returning faculty and staff.

II. Lease Extended on Roberts School Building

In accordance with August 4, 1976 Board of Regents action pursuant to extending the lease on the Roberts school building, the Texas Eastern University Educational Foundation, Inc. requested the Tyler Independent School District Board of Trustees to take action on this matter. The TISD Board of Trustees at the August 19, 1976 meeting voted approval of the Board of Regents request that the present lease be extended two years plus three one-year lease options. As you will recall, the present lease expires August 31, 1977; therefore, the new lease extends our use of the Roberts Building through August 31, 1979 with options on an annual basis through August 31, 1982.

III. Improvements to Patriot Avenue

During a meeting on August 17, 1976, members of the Tyler City Council passed a resolution approving and adopting estimates for improvements to Patriot Avenue (formerly Calloway Road) totaling \$96,000. Additionally, the council granted unanimous approval to advertise for bids for the project and set the date of September 21, 1976 for a public hearing. Work on this project should begin shortly thereafter.

IV. University Boulevard/Spur 248 Improvement Project

In a recent meeting with Mr. W. W. Potter, district engineer for the Department of Highways and Public Transportation, Mr. Potter advised me that plans are now set to begin work on the University Boulevard/Spur 248 improvement project in October 1976. He anticipates no complications relative to beginning the work on this schedule and expects to expedite the work as much as possible. This project, as you know, includes making a continuous turn lane on this traffic artery as well as curbing and guttering. In the meantime, it is expected that a turn lane on University Boulevard where it intersects Old Omen Road will be marked, prior to the opening of the Fall Semester 1976, in order to handle the traffic situation until the permanent improvement project is complete.

V. Telephone Number for Special Needs

Although I can be reached during regular office hours at 566-1471, Ex. 270, the following number, 566-1762, should be utilized at times other than 8:00 a.m. to 5:00 p.m., Monday through Friday.

VI. Report from Resident Engineer

Attached is a report from our director of physical plant and resident engineer for the week ending August 20, 1976.

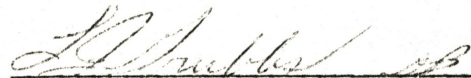
JHS:rc

Attachment

CONSTRUCTION PROGRESS REPORT

Week Ending: August 20, 1976

General: A substantial completion punch-list has been completed on all phases of construction including Site Work. The contractor is working discrepancies noted on the various punch-lists. Work on the punch-lists is nearing completion.



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

LJG/dm

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