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Administrative Notes, April 4th, 1977

University of Texas at Tyler

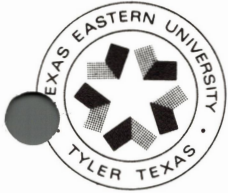
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TEXAS EASTERN UNIVERSITY

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OFFICE OF THE PRESIDENT

April 4, 1977

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

I. Annual Board of Regents and Foundation Meetings - Luncheon

You are reminded of the annual meetings of the Board of Regents and the TEU Educational Foundation, Inc. Board of Directors April 13, 1977. Business associated with the annual meeting of the foundation Board of Directors will begin with a luncheon at 12:00 noon in Room 134 of the University Center. Henry M. Bell, Jr., foundation president, anticipates concluding the foundation agenda no later than 2:00 p.m. Following the luncheon and foundation meeting in Room 134 of the University Center, Board of Regents committee meetings are scheduled in the Board of Regents Room at 2:00 p.m. for those committees needing to meet. Agenda for the annual meeting of the Board of Regents, scheduled to begin at 3:00 p.m., will be mailed tomorrow.

II. House Appropriations Committee Action on Library Building

Although it is premature to be "shouting," I am most happy to report that the House Appropriations Committee honored our facilities request to the extent of approving funding for the library building. This action was taken at the end of last week's very busy session for the appropriations committee as they attempted to complete all recommendations for presentation to the full House membership. Certainly, a funding recommendation for the library by the appropriations committee is a giant step forward, but we all will need to continue to support this effort in appropriate ways as the legislative session progresses. Additionally, we need to continue our work relative to emphasizing the very serious need for operating funding in various elements of cost above formula level.

III. 1977-78 University Catalog

The 1977-78 catalog is just off the press, and a copy is enclosed for your information. We of the university staff

are very pleased with the fifth 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 serve the institution well during the 1977-78 period. I plan to place the catalog on the April 13, 1977 board agenda for board approval. At that time, additional copies will be made available to board members who may desire them.

IV. Spring Holidays

In accordance with the University Calendar adopted by the Board of Regents, institutional offices will be closed for spring holidays at 5:00 p.m. on Tuesday, April 5, 1977 and will reopen at 8:00 a.m. on Tuesday, April 12, 1977. There will, therefore, be no Administrative Notes for Monday, April 11, 1977.

Spring vacation for students and faculty began at 5:00 p.m. on Friday, April 1, 1977. Classes will resume at 8:00 a.m. on Tuesday, April 12, 1977.

V. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending April 1, 1977.

JHS:rc

Dictated but not read

Enclosure and Attachment

CONSTRUCTION PROGRESS REPORT

H & P E

Project No. 6

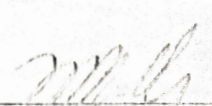
Week Ending: April 1, 1977

GENERAL:

All work activities are progressing well. Exterior masonry work is approximately 50% complete at this time and should be complete by May 13, 1977, weather permitting. The mechanical/plumbing work is progressing very well including the installation of duct work. Some work has started on the insulation of the duct work but the progress is not significant at this report writing. Interior dry wall construction has not started but will begin as soon as the building is dried-in and hollow metal frames are received. Progress on the installation of interior chilled and heating water lines has been satisfactory to date. Electrical work has not progressed as well as the other trades but will improve upon receipt of high voltage cable.

SITE WORK:

Work activities associated with the tennis, volleyball, and play-fields did not progress significantly this week due to concentration of work on the building. However, some work progress is evident such as sidewalk construction and underground storm water lines.



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

LJG/vf

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