6-6-1977

Administrative Notes, June 6th, 1977

University of Texas at Tyler

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

I. July Quarterly Board Meeting

Through consultation with Chairman David K. McKie, the July quarterly board meeting has been set for July 6, 1977. You will note that this is one week earlier than previously discussed, but in view of various conflicts in schedules Chairman McKie feels that this is the best date for the meeting. The board meeting will begin at 3:00 p.m. with committee meetings scheduled for 2:00 p.m. The agenda will be mailed on June 28, 1977. Lunch will be provided in Room 134 of the University Center at 12:45 p.m. for board members who desire to have lunch on the campus. You will be contacted by telephone a day or two prior to the meeting about your plans for lunch.

II. Vice President for Academic Affairs

At a meeting in Dallas, Texas on Monday, May 31, 1977, Dr. Donald M. Anthony's appointment as Director of Christian Education Coordinating Board for the Baptist General Convention of Texas was officially confirmed and announced by the Baptist organization. As I previously mentioned to you unofficially, Dr. Anthony had requested that his resignation be considered effective July 15, 1977. Upon the official announcement of his new appointment, Dr. Anthony submitted his resignation from Texas Eastern University with the July 15, 1977 effective date, and I will recommend that the Board of Regents accept his resignation accordingly at the July 6, 1977 board meeting.

Administrative plans have been initiated to work toward a goal of having the new academic vice president on the job by September 1, 1977. This is based on a procedure which includes receiving applications until July 15, 1977. Hopefully, soon after this closing date, necessary information
can be ready for the Academic and Personnel Committee and Board of Regents pursuant to naming an academic vice president. In connection with the vice presidential vacancy, I have asked a representative group of university personnel to assist me in the process of evaluating and reviewing applicants. Included in this group are:

Dr. George Joyce, Chairman and Deans Council Representative  
Mrs. Deborah Ann Carter, Student  
Mr. John R. Sawyer, Vice President for Fiscal Affairs  
Dr. Barbara A. Sears, Faculty Representative  
Dr. John H. Spurgin, II, Faculty Senate President  

An attachment indicates information about the vice president for academic affairs position. This information is being appropriately disseminated on a national basis in order for individuals who may be interested in the position to be advised about all aspects of the vacancy, including the process of application.

III. East Texas Chest Hospital

As you are all aware, the East Texas Chest Hospital was recently transferred from the State Department of Health Resources to the University of Texas System. You are also aware that Texas Eastern University has several programs which are operated in conjunction with the chest hospital. Therefore, it is important, of course, that we have information about the impact of the recent transfer on Texas Eastern University efforts. In that regard, I have conferred with Dr. George Hurst who advised me that although he personally desires to continue our programs together, he has not been informed of the University of Texas views on our joint work. Dr. Hurst has been advised that, according to the transfer legislation, the University of Texas must honor all existing agreements. However, our existing agreement only extends until the end of the current fiscal year, the point at which the transition is to be effective. Consequently, there is actually no agreement involving Texas Eastern University which would be effective after September 1, 1977 when the University of Texas assumes control of the hospital. Dr. Hurst has told me that he will attempt to secure an answer to my question about the future of Texas Eastern programs at the earliest possible time in order for us to make appropriate adjustments if necessary.

IV. Nursing Program Approval

I am pleased to report that the university's nursing program received State Board of Nurse Examiners accreditation on May 4, 1977.
V. First Summer Term 1977 Enrollment

Unofficial enrollment for the First Summer Term 1977 is presently 874, an increase of 5.2 percent over the official enrollment for the First Summer Term 1976. The official enrollment report will be based on enrollment on the fourth class day, June 3, 1977.

VI. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending June 3, 1977.

JHS:rc
Attachments
The Institution: Texas Eastern University is an upper level, state-supported institution offering junior, senior and graduate work fully accredited by the Southern Association of Colleges and Schools. Drawing its students primarily from area junior colleges, Texas Eastern is organized into six schools -- Applied Studies, Business Administration, Education and Psychology, Fine and Performing Arts, Humanities and Social Sciences and Sciences and Mathematics -- all of which offer a baccalaureate degree and graduate instruction at the master's level. Eighty-seven percent of the permanent, full-time faculty have earned doctorates.

The Position: The vice president for academic affairs has general executive responsibility, with the assistance of the appropriate deans, for the management and continuing development of the academic and student life programs of the university including curriculum, personnel, library, admissions, records and student activities. He advises and assists the president, the deans and the faculty in developing, implementing and reviewing policy, programs and goals. He also assists the president in liaison with state agencies and accrediting organizations. As the chief academic and student life officer of the university, he reports directly to the president. The appointment to the position will be available September 1, 1977.

The Qualifications: Earned doctorate; successful college teaching, administrative and student life experience; demonstrated leadership ability; a balanced sense of tradition and innovation and a commitment to the upper level concept in higher education with knowledge of or experience in community and junior college education. Experience working with state agencies and with academic accrediting organizations. Thorough knowledge of and professional experience in developing and administering an academic budget. An understanding of the challenges inherent in developing a new institution and the professional work requirements which are normally associated with a position of this nature.

The Salary: Commensurate with qualifications, experience and the requirements of the position.

The Confidential Application Procedure: 1) A letter of application, 2) a complete and current resume, 3) supporting commentary by the applicant documenting totally the relationship of his experience to the specified qualifications, 4) three letters of recommendation and 5) the names and addresses of three additional persons who may be contacted later should be submitted no later than July 15, 1977 to:

Mr. N. Wayne Williams, Director
Personnel Services
Texas Eastern University
3900 University Boulevard
Tyler, Texas 75701

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