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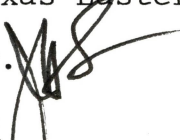


TEXAS EASTERN UNIVERSITY

3900 UNIVERSITY BOULEVARD • TYLER, TEXAS 75701 • 214/566-1471

OFFICE OF THE PRESIDENT

July 25, 1977

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

I. Academic Vice Presidency

The closing date for vice president for academic affairs applications was Friday, July 15, 1977 and general information has been formulated in which I am sure you will be interested. A total of 98 inquiries from 33 states and Canada was received. Of this total number, 41 individuals completed the required application process. The final group of individuals represented 21 states. With a large number of individuals from a representative number of states, we can be confident that our vacancy was appropriately communicated throughout the profession.

Immediately after the closing date for receiving applications, the vice presidential advisory committee began work on reviewing credentials of the 41 who completed the application process. Utilizing an evaluation procedure, committee members are working independently to review and categorize each application. Following individual evaluation by each committee member, the committee will meet and make final decisions relative to a committee report to be issued to the president. Of course, I will be working as quickly as possible with the Academic and Personnel Committee to move toward making a recommendation for this very important institutional position. It is my hope that a final decision on this matter can be made prior to mid-August -- perhaps no later than Wednesday, August 10, 1977. When considering the possibility that the new vice president may be required to move from another state or from a distance within Texas, it is important that we move expeditiously to finalize this decision in order that the interest of all concerned can be accommodated. The basic interest, of course, is that we attract the individual best qualified to be Vice President for Academic Affairs at Texas Eastern University.

II. Berta Street Campus

Pursuant to a discussion during the July 6, 1977 Board of Regents meeting, summary information relative to the utilization of the O. M. Roberts Building has been prepared for your information. The following table represents projected utilization of the facility during the Fall Semester 1977:

	<u>Square Feet</u>	<u>Percent of Total</u>
Space with daily activity	11,989	38.3
Active storage (regular use)	2,501	8.0
Inactive storage (irregular use)	9,172	29.3
Auditorium (periodic lectures, programs, etc.)	3,078	9.9
Total assigned space	26,740	85.5
Total unassigned space	4,533	14.5
Total space available	31,273	100.0

According to present projections, daily activity during the 1977 Fall Semester will utilize approximately 38 percent of the available space while active and inactive storage will utilize an additional 37 percent. Space has been assigned to the Learning Resources Center for acquisitions and cataloging, Office of Traffic Safety, Department of Health and Physical Education and Department of Art. Storage areas will be utilized by the Learning Resources Center, Department of Art, Department of Music, Physical Plant, Public Information Office, Print Shop, Central Stores and University Police.

III. Campus Plan

A corrected copy of the Campus Plan has been received from the architect and is enclosed. The document is still incomplete from the staff viewpoint in that the architect has not made all corrections communicated to him several months ago. In addition to the twenty or twenty-five errors of an editorial nature that will need to be corrected, some major errors are identified as follows:

Page 38 - Boundries of the "Woodland Area" are not shown on diagram.

No. 7 (not shown on diagram) should read "Biology Study Plot."

No. 8 should read "Woodland Area."

Page 39 - Description for "Woodland Area" should read: "This zone to remain in its natural

state until future planning indicates a need for development."

Description for "Biology Study Plot" (omitted) should read: "This zone will remain in its present state because of its value as a bio-lab area and for its visual qualities."

Page 40 - Numbers for buildings 7 through 13 are incorrect. No. 14 is not shown.

Page 52 - Topic, "Woodland Preserve," should be changed to "Woodland Area and Biology Study Plot."

Description should be consistent with Page 39.

IV. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending July 22, 1977.

JHS:rc
Dictated but not read

Enclosure and Attachment