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TEXAS EASTERN UNIVERSITY

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

OFFICE OF THE PRESIDENT

August 1, 1977

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

I. Board of Regents Meeting, August 3, 1977

You are reminded of the special called meeting of the Board of Regents scheduled Wednesday, August 3, 1977 at 3:00 p.m. in the Board of Regents Room. Committee meetings will begin at 2:00 p.m. Lunch will be served in Room 134 of the University Center at 12:30 p.m. for board members desiring to come early. Mrs. Cross will check with your secretaries tomorrow or Wednesday about lunch arrangements.

II. Annual Dinner and Social Occasion for Faculty and Professional Staff

Our annual dinner and social gathering for members of the TEU faculty and professional staff is scheduled for 6:30 p.m. on August 24, 1977 in the University Center. We look forward to having board members and wives present on this occasion. Please return the enclosed card at your earliest convenience indicating whether or not you and your wife can attend.

III. 1977 Summer II Enrollment Reports and 1974-77 Cumulative Reports

Statistics compiled concerning the 694 students registered at TEU for the 1977 Summer II Term reveal that the largest percent of students, 42.74 percent, are enrolled in post baccalaureate courses and masters programs while 35.82 percent are enrolled at the junior level and 31.44 percent are enrolled as seniors. These students range in age from 18 to 67 and represent 25 Texas counties, 9 states (including Texas) and 4 foreign countries.

Enrollment reports for the 1977 Summer II Term, along with reports which provide cumulative data for the institution beginning with 1973, are attached. These reports include:

- Report #1 - Semester Credit Hours Produced, Summer II
- Report #2 - Enrollment Analysis by School, Summer II
- Report #3 - Registration Summary Report, 1973-77
- Report #4 - Student Enrollment Analysis, 1973-77
- Report #5 - Semester Credit Hours Generated, 1973-77

Also attached is the 1977 Summer II Small Class Report. By state standards, as you will recall, small classes are those undergraduate classes with less than ten registrations and graduate classes with less than five registrations.

IV. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending July 29, 1977.

JHS:rc

Enclosure and Attachments