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### Administrative Notes, September 19th, 1977

University of Texas at Tyler

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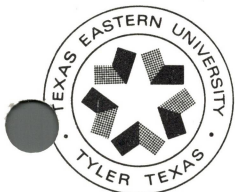
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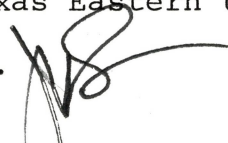


## TEXAS EASTERN UNIVERSITY

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

OFFICE OF THE PRESIDENT

September 19, 1977

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

### I. October Board of Regents Meeting

Through consultation with Chairman David K. McKie it was decided that each board member should be contacted about the October Board of Regents meeting to determine whether October 12 or October 19, 1977 would be the most acceptable date for the meeting. Upon communicating with each of you about this matter, the date of October 19, 1977 was the consensus opinion. Therefore, please mark your calendars for this date. Lunch will be served in the University Center at 12:30 p.m. followed by committee meetings beginning at 2:00 p.m. and the board meeting at 3:00 p.m.

### II. Legislative Contingency Fund

As reported to you earlier, the 65th Legislature established a contingency fund for upper level institutions for the 1977-79 biennium. This legislative action provided that funding would be made available to institutions based on enrollment growth in excess of 10 percent over the Fall Semester 1976 enrollment figure. I am pleased to report that Texas Eastern University has qualified for the maximum amount of contingency funding provided for us by the legislature, i.e., \$57,076. This funding will be officially allocated to the institution by the Coordinating Board, Texas College and University System based on official Fall Semester 1977 enrollment reports submitted by TEU. Although final tabulation of enrollment for the current semester has not been completed, you will be interested in knowing that we actually would qualify for some \$78,000 in addition to the \$57,076 if a ceiling had not been stipulated for us by legislative action. The maximum contingency provided by the legislature for our institution for next year is \$58,216.

### III. Enrollment Reports

Unofficial head-count enrollment for the Fall Semester 1977 presently stands at 1,795, a 19.3 percent increase over the 1,504 head-count enrollment of one year ago. Latest tabulation of semester credit hours reveals a total of 15,753 which is a 19.6 percent increase over the Fall Semester 1976 total of 13,167. Of course, these unofficial figures are still being verified and are subject to change. Enrollment reports for the Fall Semester 1977 which provide cumulative data for the institution along with the Small Class Report and Teaching Load Report will be mailed with next week's Administrative Notes.

### IV. Southern Association Reaffirmation

At the January 19, 1977 board meeting a thorough overview report concerning the Southern Association of Colleges and Schools' five-year reaffirmation was presented. I mentioned as a part of that report that even though the committee visit is scheduled during the Spring of 1979 and reaffirmation by the Southern Association organization will be acted on at the annual meeting of the association in December of 1979, most of the institutional work is required during the time leading up to these dates. Periodically, I will share information as activities pursuant to this matter occur. Last Friday, September 16, 1977, Dr. Grover J. Andrews, associate executive secretary of the Commission on Colleges of the Southern Association of Colleges and Schools, was on campus to meet with institutional personnel involved with the Southern Association work. Dr. Andrews met throughout the day with our various committees to present information helpful in the work which is to be accomplished by the institution over the next several months. In order to give you an idea of the work which was accomplished with Dr. Andrews Friday, a copy of the schedule which we prepared for his visit is attached. Also, a copy of material which was furnished to university personnel on August 22, 1977 concerning our self-study organization, calendar of activities, committee assignments, etc. is attached. It is important that the Board of Regents be involved in reaffirmation activities. Therefore, you will periodically be called on for contribution to this effort in various ways (information, etc.), and I trust that it will be convenient for you to respond to these requests. I am confident that the total reaffirmation for accreditation process will be productive for our organization.

### V. Honor Award for Texas Eastern University

Word has been received in my office of the university's selection for an Honor Award on Phase I facilities by the Design Awards Jury of the Texas Society of Architects.



Further details of the award are forthcoming, and I, of course, will share that information with you when it is received.

VI. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending September 16, 1977.

JHS:rc  
Attachments