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Administrative Notes, February 20th, 1978

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. March Board of Regents Meeting

I mentioned last week that we might need to schedule a Board of Regents meeting in March because of the progress being made on our library planning work. It now appears that such a meeting would be appropriate, and furthermore, that the preferable date for the meeting would be Wednesday, March 8, 1978. I expect to have definite information from the architect today or tomorrow about how March 8, 1978 fits his preparations for the proposed meeting; and after hearing from the architect, I will be checking with each of you as quickly as possible to determine if this date is acceptable. Preliminary checking with Board Chairman David K. McKie and Campus and Building Committee Chairman Neal E. Velvin indicates that both of them will be available on the March 8, 1978 date. Although the architect is not expected to have a complete preliminary design presentation ready by March 8, 1978, a significant amount of work is expected by that time through which the architect can relate information to which it would be helpful to have board reaction early in the planning process. I might mention that the architect, through work with the administration, has recently solved the functional aspects of design on the library and is now at work on other architectural matters in which I know you will be deeply interested. Hopefully before the end of today or at least by tomorrow, I will have information projecting that the Geren firm will be ready to make a presentation to the board on March 8, 1978. As soon as this information is received, I will be in communication with each of you.

II. Inclement Weather

Although the inclement weather conditions have not caused as much trouble for us as for some institutions in our area and farther west and north, it was necessary to close the institution on February 7 and 9, 1978 and begin operations at 10:00 a.m. on February 8, 1978 because of the weather. This loss of time and the two days lost at the beginning
of this semester, January 19 and 20, 1978, comprise the total time lost thus far during Spring Semester 1978. The heavy snow last Friday started in Tyler about 9:00 a.m. and melted on the highways and streets by noon. Therefore, it did not interfere with our program to the extent of making closing necessary. I assume that you are all aware that there is no legal requirement for higher education institutions to make up "lost days," at least in the same manner that is required by public schools. We do, however, make up the instruction. Because of the complexity of college schedules, this must be done on a course by course basis with individual professors working out the schedule to fit the needs of students in their classes. This is accomplished, of course, under the direction of the school deans and coordinated by the vice president for academic affairs and myself.

III. Southern Association of Colleges and Schools Reaffirmation

Well over one year ago I presented a comprehensive report to you regarding the entire Southern Association of Colleges and Schools reaffirmation for accreditation process which is scheduled to culminate with action by the College Delegate Assembly of Southern Association at the December 1979 meeting following a committee visit to our campus during the Spring Semester 1979. As you are aware, a self-study effort precedes the committee visit. And although the self-study is scheduled for completion next fall, we are deeply involved in this work presently. As I informed you earlier, some input is necessary from the Board of Regents relative to the self-study. J. Archie Whitfield chairs the committee on organization, and the Steering Committee has requested that he communicate with you about information needed by his committee as well as information needed more generally about other aspects of the institutional program. You should have received material from him last week. If Archie has not already discussed the material with you through a telephone conversation, he will be attempting to do so as soon as possible. We have made an effort to seek the necessary information from each board member in a manner that would be as convenient and require as little of your time as possible. Therefore, I trust that you can spare a few minutes to assist in this matter when Archie communicates with you.

IV. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending February 17, 1978

JHS:rc
CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: February 17, 1978

GENERAL: Inclement weather and wet ground conditions hampered work all week except for one day. A buildup of materials and equipment at the job site, in anticipation of accelerating the work, is evident. Carrier air handlers, in-house transformers, electrical panel boxes, and other miscellaneous equipment have been placed on the job site. In addition, large amounts of sheetrock and metal wall studs have been stored in Parking Area 9 and on the second floor of the Sciences and Mathematics Building.

SCIENCE/MATH: Mechanical work continues throughout the building. The installation of air ducts at the second floor ceiling level has started. Natural gas piping work at the first floor ceiling level shows good progress. Framing work on Stair No. 211 is in progress. Underground plumbing work is essentially complete. Approximately two-thirds of the first floor slab has been poured and the remaining one-third has been prepared for pouring.

BUSINESS: Underground plumbing is approximately 80 percent complete. The second floor structural slab has been poured except for the stair landings and the patio area. Structural steel work is complete.

SITWORK: A minor amount of work was noted on curb inlets during the week. No other sitework was accomplished.

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

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

LJG/dlw