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Administrative Notes, April 10th, 1978

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April 10, 1978

To: Board of Regents, Texas Eastern University

From: James H. Stewart, Jr.

Subject: Administrative Notes

I. Annual Board of Regents and Foundation Meetings - Luncheon

Although agenda material for the April 12, 1978 meeting of the Board of Regents was mailed with Administrative Notes on April 3, 1978, I take this additional means of reminding you of the annual meeting as well as the preceding luncheon and annual meeting of the TEU Educational Foundation, Inc. The luncheon will begin at 11:30 a.m. in University Center 134 and will be followed by the foundation business meeting. Through coordination with the foundation president and Executive Committee, it is anticipated that foundation business will be completed in time to begin Board of Regents committee meetings at 1:30 p.m.

II. Communication from Committee of Governing Boards

As president of Texas Eastern University, I have been provided a copy of a letter from Leon J. Coker, chairman of the Nominating Committee of the Committee of Governing Boards for the state of Texas. I have reproduced this letter and attach it for the information of each board member. You will note, of course, the purpose of the letter is to communicate information about Nominating Committee recommendations for the Texas Committee of Governing Boards leadership. I also mention as a reminder that our own board chairman, David K. McKie, served as a member of the Nominating Committee, having been appointed several weeks ago by A. M. Willis, chairman of the Committee of Governing Boards for our state. The only additional information I mention is that these new officers along with the entire membership of the Committee of Governing Boards (made up of chairmen of all state college and university governing boards in Texas) have a very important responsibility for providing leadership for Texas higher education as we approach the 66th legislative session and as the needs of higher education are communicated to state officials during the legislative session.
III. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending April 7, 1978.

JHS:rc
Attachments
Members of the Committee of Governing Boards:

As you know, I have been asked by Chairman A. M. Willis to chair the nominating committee for new officers and their terms. After consultation among the members of the committee, I believe a consensus exists that the existing officers (A. M. Willis, Chairman; Gov. Alan Shivers, Chairman of the Executive Committee) should continue in office and that all terms of office should be at the pleasure of the full committee.

We recommend that the vacancy in the vice-chairmanship of the full committee caused by the resignation of W. Garland Button should be filled by Clyde Wells of the Texas A&M System. We further recommend that Carter McGregor of the Midwestern State board be named vice-chairman of the Executive Committee.

We would recommend that no change be made in the composition of the Executive Committee. As in the past, Gov. Shivers has indicated that any additional board chairmen who desire to participate in the workings of the Executive Committee are more than welcome.

If you take exception to these recommendations, please advise me in writing promptly. Without objection, we recommend that Chairman Willis accept these nominations as reflecting the will of the Committee of Governing Boards.

Sincerely yours,

Leon J. Coker
Chairman, Nominating Committee
CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: April 7, 1978

SCIENCE/MATH: Masonry work on the west wall is nearing completion. Masonry work is approximately 75 percent complete on the north wall and 40 percent on the west wall. The northeast stair has been poured and brick work is in progress around the stair. Mechanical work continues to show good progress. Approximately 80 percent of the first floor duct work and duct insulation has been completed. Approximately 40 percent of the duct work on the second floor has been done. Most of the first floor domestic water, deionized water, compressed air, and gas piping has been installed. Dover elevator personnel are installing elevator equipment. Guide rails and the elevator plunger were set in place.

BUSINESS: Mechanical work was the major activity at this building during the week. Plumbers are in the process of installing domestic water lines on the first floor. Pads for two air handlers and two electrical panels have been poured. A base sheet, insulation, and three plys of felt have been laid on the roof. The roof is now ready for a flood coat and gravel. Flashing was installed around roof penetrations.

GREENHOUSE: Masonry work is over 90 percent complete. Floors have been poured and underground plumbing completed.

SITWORK: Grading and compacting is progressing well in Parking Areas 8 and 9. Paving of Parking Area 8 is expected to start next week, weather permitting. One hundred and twenty feet of the sidewalk across the upper dam was poured.

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

LJG/dlw

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