Administrative Notes, May 15th, 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. Board of Regents Meeting, May 24, 1978

Through canvassing board members to ascertain whether May 23 or May 24, 1978 would be preferred for a special called meeting of the Board of Regents, it was determined that Wednesday, May 24, 1978 is the preferred date. Therefore, the meeting--called for the purpose of acting on the report and recommendation(s) of the Campus and Building Committee relative to Preliminary Design Documents for Library (Part A)--has been scheduled for May 24, 1978 at 2:00 p.m. with committees meeting at 1:00 p.m. Agenda materials pertaining to this meeting, along with Minutes of the April 12, 1978 meeting, are enclosed.

Copies of the Preliminary Design Documents were delivered to members of the Campus and Building Committee last Friday, May 12, 1978 in order that committee members would have time to study the documents and formulate their recommendation(s) to the board. Approval of the Preliminary Design Documents at this time will enable the architect to finalize construction documents for consideration by the board during the regular quarterly meeting on July 12, 1978.

II. Annual Commencement, May 20, 1978

Although you are aware of our fifth Annual Commencement program scheduled at 2:00 p.m. on May 20, 1978 in Harvey Hall, I remind you of the following scheduled activities planned in connection with this university event:

11:45 a.m. Luncheon at Willow Brook Country Club  
1:25 p.m. Forming of processional at Garden Center Building  
2:00 p.m. Annual Commencement at Harvey Hall  
4:00 p.m. Reception honoring Senator McKnight and Senator Blake at Willow Brook Country Club
During the program we will reach the milestone of awarding our 1000th degree which has been earned by William Curtis Malone of Lindale, Texas. Mr. Malone will receive a Bachelor of Science Degree in Criminal Justice. He is presently employed as an officer by the Tyler Police Department.

It is anticipated that 425 students, including 126 who completed degree requirements during the Summer Term 1977, 114 during the Fall Semester 1977 and 185 during the Spring Semester 1978, will participate in the commencement program. This will bring our total number of TEU graduates to 1120 with 9 graduates in 1974, 140 in 1975, 222 in 1976 and 324 in 1977.

III. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending May 12, 1978.

JHS:rc
Enclosure and Attachment
CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: May 12, 1978

SCIENCE/MATH: The exterior masonry work is over 98 percent complete. Masonry workers are currently finishing up window sills on the south and east walls. The second floor, ceiling fire barrier is approximately 95 percent complete. On the first floor, masonry workers are laying the concrete block walls which form the outer room of the radioactive materials storage area. Drywall work along the north wall of mechanical room 130 has been done to accommodate the building's motor control center. The first floor framing work for the display case has been done. Mechanical work progress continues to be good. Duct installation and insulation is in progress on the second floor. Hot and chilled supply and return lines are being tied-in to first floor auxiliary pumps and air handlers. Electrical conduit and control boxes are being installed on the first floor.

BUSINESS: Mechanical work continues to show good progress. Duct installation and insulation work progress is most evident. Motor control electrical panels have been placed near the north central mechanical room and drywall work around this mechanical room has started. Auxiliary pumps for the hot and chilled water system have been installed on pads. The elevator car rails, floor, and plunger are in place. Scaffolding has been erected along the entire south wall in preparation for starting masonry work. Approximately 20 percent on the second floor ceiling fire barrier has been completed. Electrical conduit work on the first floor shows good progress.

SITEWORK: Campus Drive has been oiled. Approximately 200 feet of the 16 foot wide intercampus drive immediately south of the Business Building was poured during the week.

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

LJG/dlw

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