6-5-1978

Administrative Notes, June 5th, 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. First Summer Term 1978 Enrollment

Unofficial enrollment for the First Summer Term 1978 was 893 at noon today. This is an increase of 2.1 percent over the official enrollment for the First Summer Term 1977 of 875. The official enrollment report for the current term will be based on enrollment on the fourth class day, June 6, 1978.

II. Faculty Academic Workload Report for the 1977-78 Academic Year

In addition to the enrollment reports for the Fall Semester 1977 and Spring Semester 1978--based on twelfth class day and final class day enrollments--which have been appropriately provided to each of you over the past academic year, Section 51.402 (c) of H.B. 1012, Acts of the 65th Legislature, State of Texas, also specifies that within 30 days of the end of each academic year, a report shall be filed with the governing board pursuant to the workload of faculty members. The law requires that the report indicate the department to which each faculty member is assigned along with the academic duties and services performed by each member of the faculty during the nine-month academic year. Moreover, the law requires that the report of academic duties and services performed by each member of the faculty indicate all appointments held by the faculty member within the institution, the salary paid to each appointment, the percent of time of each appointment and the source of funds from which salary payments were made with all elements of the report relating to requirements established by the governing board.

Therefore, in accordance with the law as enacted by the 65th Legislature of the State of Texas, the Texas Eastern University Faculty Academic Workload Report for the 1977-78 academic year is attached as official information to the Board of Regents. The report will also be a part of the
President's Report and Recommendations for the next meeting of the Board of Regents so that it can be made a part of the Minutes.

For your information I point out that the report lists faculty members in the academic department where they have their primary responsibility even though some may teach courses in other departments. Also it is emphasized that nonteaching appointments paid from the category of "Faculty Salaries" are academic in nature and are, in fact, instructional (faculty) duties. Furthermore, I mention that the report includes only regular faculty members—those employed full time during one or both of the semesters comprising the nine-month academic year.

III. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending June 2, 1978.

JHS:rc
Attachments
CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: June 2, 1978

SCIENCE/MATH: Exterior brick work has been completed and a metal cap placed on the parapet. Cleanup of the brick work is underway at this time. The most evident progress during the week involves the second floor drywall work. All second floor rooms have been laid out and drywall work is in progress throughout the entire second floor. Duct installation stub-out to the various room areas is essentially complete. Electrical work is making good progress on the second floor in conjunction with drywall work. Door frames have been stored at the job site in preparation for installation.

BUSINESS: Masonry work shows good progress along the entire east wall and around the southeast and southwest corners. Mechanical work continues on both floors. Duct work stub-out to room areas is nearing completion. The first floor auxiliary pump motors have been installed, and connections of air handlers to hot and chilled water lines is in progress. On the second floor, mechanical fittings are being attached to air handlers in preparation for hookup to water supply and return lines. Electrical work continues throughout the building.

GREENHOUSE: All masonry work has been completed. Roof joists are in place. Floors for the greenhouse area have been poured.

SITWORK: Campus Drive and both parking areas have been paved. The 16 foot sidewalk from the Business Building to the Science-Math Building has been poured. Preparations are being made to pour the sidewalk connecting the existing HPR north exit to the Science-Math Building south entrance.

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

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