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### Administrative Notes, July 10th, 1978

University of Texas at Tyler

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# TEXAS EASTERN UNIVERSITY

3900 UNIVERSITY BOULEVARD • TYLER, TEXAS 75701 • 214/586-1471

OFFICE OF THE PRESIDENT

July 10, 1978

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

I. Fall Semester 1978 Class Schedule

Even though registration for the second term of the current summer is being conducted today with classes beginning tomorrow, it is already time for the Fall Semester 1978 schedule to be published in order for students to make appropriate plans for this rapidly approaching first semester of the 1978-79 academic year. Therefore, the Fall Semester 1978 Schedule of Classes was printed and released during the past week, and a copy is enclosed for your information. Our typical procedure is to release the schedule of classes for a given semester approximately two months in advance of registration for that semester. Since a board meeting is scheduled this week, it will be convenient for you to request additional copies of the fall schedule while on campus for the board meeting if you feel you will need them.

II. Board of Regents Meeting July 12, 1978

Please be reminded that lunch will be available for board members beginning at 12:00 noon in Room 134 of the University Center. We look forward to seeing those of you who have indicated plans to have lunch on campus at that time and location.

III. Report from Resident Engineer

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

IV. Expenditures for Period Beginning June 1, 1978

Attached is a copy of the expenditures for Texas Eastern University for the period beginning June 1, 1978 for your information and files.

JHS:rc  
Enclosure and Attachments

CONSTRUCTION PROGRESS REPORT  
PHASE II  
Week Ending: July 7, 1978


SCIENCE/MATH: The most evident activity during the past week was tape/bed work on the second floor which is nearing completion. Drywall work on the first floor is due to start early next week. Installation of zone duct work in the air handler rooms is in progress. Insulation of first floor, exposed steel beams has been completed.

BUSINESS: Masonry work was started along the east exterior wall. Brick work on the south, first floor wall is approximately 85 percent complete. The southwest corner stair has been poured and carpenters are preparing forms for pouring the southeast stair. Insulation of exposed, first floor steel beams is in progress. Steel roof beams have been set over the lecture hall.

NOTE: As reported on June 16, 1978 a serious problem exists due to the unavailability of brick masons. Today we have 4 masons and 5 helpers --- we need a minimum of 15 masons and 19 helpers to maintain our schedule which appears impossible at this reporting. For your information, I have attached correspondence from our contractor, the architect, the masonry contractor, Bricklayers Local Union No. 5, and advertisements indicating the seriousness of the problem throughout the construction industry.

GREENHOUSE: No activity was noted during the week.

SITWORK: Grading and clearing work in the areas between the Business Building and the upper lake is progressing very well. No other sitework was noted during the week.

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

LJG/dlw  
Attachment

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