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Administrative Notes, July 17th, 1978

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TEXAS EASTERN UNIVERSITY

3900 UNIVERSITY BOULEVARD • TYLER, TEXAS 75701 • 214/566-1471

OFFICE OF THE PRESIDENT

July 17, 1978

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

I. Enrollment Reports, Summer II Term 1978

Unofficial enrollment for the Summer II Term 1978 is 767, an increase of 10.4 percent over the final enrollment of 695 one year ago. This represents a healthy increase during a time when stable or declining enrollments are occurring in many institutions throughout the country. The latest tabulation of semester credit hours reveals a total of 3,622 which is a 5.9 percent increase over the Summer II Term 1977 total of 3,419. Again, I emphasize that these are unofficial figures. Official data will be provided as soon as the verification process is complete.

II. New Degree Approvals by Coordinating Board

During a regular meeting of the Coordinating Board, Texas College and University System on Friday, July 14, 1978, Texas Eastern University was granted approval to offer Master of Arts/Master of Education Degrees in Special Education along with Bachelor of Science Degrees in Speech and Journalism. As you will recall, of course, we reported on and discussed these matters at last week's board meeting, and the approvals by the Coordinating Board represent what we indicated to you in that report we thought the board's action would be.

III. Official Financial Report for Fiscal Year 1977

As you are aware, an uncertified copy of the Texas Eastern University Financial Report for Fiscal Year 1977 was provided to you through June, 26, 1978 Administrative Notes. Also, at that time I indicated a certified copy of the

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report would be provided upon receipt of the State Auditor's certification. This certification was received last week as was the administrative letter (a copy of which was provided to each of you directly from the State Auditor's Office) from Mr. Mike Ferguson, Jr., supervisor of Audit for State Colleges and Universities. With the receipt of the State Auditor's certification, I am providing copies of the certified TEU Financial Report for Fiscal Year 1977 under separate cover. The staff is pleased, as I know board members are, that the TEU Financial Report for this period has been certified by the State Auditor without exception.

It has been the practice of the State Auditor's Office to issue an administrative letter to each state agency upon completion of the annual audit. However, the State Auditor's policy of providing a copy of this communication to board members was implemented this year as a result of the University of Houston investment problems. Each of the items enumerated in the letter was discussed by the State Auditor's staff with university staff in an exit interview at the conclusion of the audit. Soon thereafter I shared with board members--through Administrative Notes for April 24, 1978--the items discussed in the exit interview (including copies of the Attorney General's Opinion No. M-340) which now comprise the administrative letter. Immediately following the exit interview, action was initiated promptly to implement the auditors' comments and suggestions. In fact, action was taken relative to some of the audit suggestions during the almost three-month period of time that the annual audit was conducted. It appears, however, that the comment concerning the possible conflict of interest relative to foundation/board membership will now require further attention. Therefore, I will confer with our board chairman about this matter.

IV. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending July 14, 1978.

JHS:rc

Dictated but not read

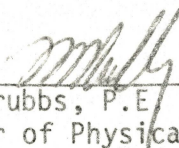
Attachment

CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: July 14, 1978

SCIENCE/MATH: Significant progress has been made on first floor drywall work. Metal studs have been erected throughout the first floor and sheetrock is being installed on them. Plumbing rough-in work in drywall partitions is essentially complete on the second floor and is underway on the first floor. Electrical conduit work is progressing satisfactorily along with first floor drywall work. Duct work on both floors is essentially complete. Texture/paint work is scheduled to start in three to four weeks.

BUSINESS: Insulation of first floor, exposed steel beams has been completed. Masonry work continues on the south and east sides. Duct work on both floors is essentially complete. Carpenters are framing the southeast stair in preparation for pouring. The southwest stair has been poured. Steel roof beams have been set over the lecture hall and roof decking has been installed. A large quantity of metal studs and sheetrock have been stored in the building for use in drywall work. Air handlers have been connected to the hot and chilled water supply & return lines.

SITWORK: Grading and hand raking is in progress west of the Science/Math Building in preparation for receiving sod/seed.



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

LJG/dlw

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