10-9-1978

Administrative Notes, October 9th, 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. Preliminary Report on Fall Semester 1978 Enrollment

A preliminary enrollment report which has been prepared for the Coordinating Board, Texas College and University System indicates the TEU Fall Semester 1978 head-count enrollment is 1938, a 7.9 percent increase over the 1795 enrollment reported one year ago. Semester credit hours for the current semester total 16,464, a 4.5 percent increase over the 15,753 semester credit hour total of one year ago. Although it is emphasized that these figures are unofficial and subject to further auditing by the Coordinating Board, very little variance, if any, is expected.

II. Faculty Workload, Small Class and Cumulative Enrollment Reports

In compliance with the requirement enacted by the 65th Texas Legislature that general academic institutions file with their respective governing boards Faculty Workload and Small Class Reports, these reports for the Fall Semester 1978 are attached herewith.

The Faculty Workload Report, to be distributed to the governing body within thirty days following the close of registration, provides evidence of compliance with minimum standard teaching load requirements for each faculty member. For faculty members who do not meet the minimum standard requirement, the report indicates what fraction of time is paid from Faculty Salaries, what other assignment is made for the remainder of the faculty members' time and the source of funds for payment of salaries other than the appropriation item, "Faculty Salaries." Of course, each of these assignments has been previously approved by the board in accordance with board procedure. Although this serves as official communication of this information
to each member of the board, the material will also be included as part of the President's Report and Recommendations for the October 18, 1978 Board of Regents meeting in order that the materials may be recorded in the Minutes and therefore become a part of the official record of the university.

The Small Class Report, as defined by the legislature, includes all organized undergraduate courses with enrollments of less than ten students and all organized graduate courses with less than five students. This report will also be placed on the President's Report and Recommendations for the October 18, 1978 meeting for authorization by the Board of Regents.

Other enrollment reports for the Fall Semester 1978 which provide cumulative data for the institution beginning with 1973 are attached. These reports include:

- Registration Summary, Spring 1973 through Fall 1978
- Semester Hours Produced, Fall 1978
- Enrollment Analysis by School, Fall 1978
- Student Enrollment Analysis, 1975-78
- Report on Off-Campus Courses, Fall 1978
- Texas Eastern University Degree Programs, 1978-79
- Graduates by Field and Semester, Prior to 1976 through Summer 1978
- Semester Hours Generated, Fall 1977 through 1978
- Semester Hours Generated by School, Spring 1973 through Fall 1978

III. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending October 6, 1978.

IV. Expenditures for Period Beginning September 1, 1978

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

JHS: jm
Attachments