Administrative Notes, November 20th, 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. Thanksgiving Holidays

In accordance with the 1978-79 Texas Eastern University academic calendar, the dates of November 23 and 24, 1978 are official holidays for the Thanksgiving period. Accordingly, the institution will be closed Thursday and Friday of this week.

II. 1978 Fall Convocation Program

Our 1978 Fall Convocation program is scheduled for 4:00 p.m. on December 8, 1978 at which time 142 degree candidates, 32 for master's degrees and 110 for bachelor's degrees, will be honored. Master's degree candidates include 13 in Interdisciplinary Studies, 3 in Business Administration and 16 in Education and Psychology. Two of the education and psychology degrees are in the field of special education and are the first special education degrees earned by Texas Eastern students following Coordinating Board, Texas College and University System approval of the degree on July 14, 1978.

Of the 110 candidates for bachelor's degrees, 21 are in the School of Applied Studies; 26, in the School of Business Administration; 36, in the School of Education and Psychology; 1, in the School of Fine and Performing Arts; 18, in the School of Humanities and Social Sciences; and 8, in the School of Sciences and Mathematics.

All board members who can be present for the 1978 Fall Convocation are requested to participate in the program by sitting with the platform party. Arrangements are being made for special seating based on your response through return of the enclosed postal card. The convocation will be conducted in the Physical and Health Education Building,
and it would be helpful if you arrive by 3:40 p.m. for assembling the platform party.

III. January Board of Regents Meeting

The next quarterly Board of Regents meeting will be held on the regularly scheduled date of January 10, 1978 and is mentioned at this time in order to assist you in planning as we look toward that time. The agenda will be sent to each of you on January 2, 1978.

IV. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending November 17, 1978.

JHS:rc
Enclosure and Attachment
CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: November 17, 1978

SCIENCE/MATH: Good progress is being made on the installation of ceiling grid and overhead light fixtures. Millwork has been accelerated in the first floor laboratories. The mechanical subcontractor continues the installation of gas, water, and compressed air services for the laboratories. The roofing subcontractor had to delay the application of a flood coat and gravel until next week due to inclement weather. Holes for lavatories have been cut in restroom cabinet tops. Electrical conduit work continues.

BUSINESS: Masonry work is in progress on the west and north walls at the second floor level. Tape and bedding work continues on the second floor. Miscellaneous mechanical and electrical work is paralleling drywall work. The lecture hall light fixtures are in place. Several classrooms have been tiered and seating for the tiered classrooms is stored in the building. Roofing work involving a flood coat and gravel application was delayed because of rain.

SITEWORK: Some forms were prepared and steel placed in preparation for pouring sidewalks immediately south of the Business Building. Preparation of curb forms continues for Road "B".

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

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