Administrative Notes, November 27th, 1978

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To: Board of Regents, Texas Eastern University

From: James H. Stewart, Jr.

Subject: Administrative Notes

I. Death of Donald M. Anthony

Don Anthony, former Texas Eastern University Vice President for Academic Affairs, died Friday, November 24, 1978 at approximately 4:25 p.m. in a Dallas hospital. His funeral is being conducted today at 10:30 a.m. in Desota's Hillcrest Baptist Church. I have sent flowers on behalf of the Texas Eastern University Board of Regents, Administration, Faculty, Staff and Student Body. Of course, we are all well aware that Don was an outstanding human being and contributed a great deal to our organization during his service as vice president for academic affairs. Also, we are aware of his excellent professional service both prior to and after his association with Texas Eastern University. Certainly, Don will be missed by us all, but he will be remembered by everyone who knew him as a positive, decent, good and helpful individual. At the time of his death, Don was serving the Baptist General Convention of Texas as executive director of the Christian Education Coordinating Board.

In addition to his wife, Bobbie, Don is survived by a sixteen-year-old daughter, Susan, and a twelve-year-old son, Stephen.

II. Library Construction

As you will note from the enclosed copy of the Library (Part A) construction contract between Texas Eastern University and Gordon Campbell and Associates, this document was executed on November 15, 1978. The contractor has been notified to begin work on the project under the board-approved contract which specifies that the project is to be completed within 460 consecutive calendar days (March 4, 1980) unless an extension of time—as provided in the specifications—is granted.

In spite of the recent rain, our library contractor already has found sufficient working time over the past several
days to complete the major part of site clearing for the library project. Of course, with the large area required for this project (building, parking lot, etc.), this clearing has "opened up" the west side of the campus rather extensively. Each of you, I am sure, will be interested in viewing the library site at the first opportunity.

III. End of Fall and Beginning of Spring Semesters

As December approaches, activities associated with the end of the current semester and the beginning of the Spring Semester 1979—along with Christmas season activities—are upon us. With the next six weeks or so being such a busy period, I provide the following listing of university-related activities (with dates and times where appropriate) for your easy reference.

December 8  Fall Convocation, 4:00 p.m., PHE Building, Room 122
December 8  Concert Chorale, 7:30 p.m., University Center
December 20 Christmas Brunch, 11:30 a.m. to 1:00 p.m., University Center, Room 134
December 21 Fall Semester 1978 ends
December 22- 
January 1  All offices will be closed
January 9  Administrative Council Retreat
January 9  Opening of the 66th Texas Legislature
January 10  Board of Regents meeting
January 15  Faculty returns for professional development
January 16  Spring Semester 1979 Registration, 9:00 a.m. to 7:00 p.m.
January 17  Spring Semester 1979 classes begin
January 24  Last day for late registration

IV. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending November 24, 1978.

JHS:rc
Enclosure and Attachment
CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: November 24, 1978

SCIENCE/MATH: Laboratory casework continues on both floors. Most of the casework has been distributed in the various laboratories and installation has been accelerated. Over 70 percent of the second floor ceiling grid work in assignable areas has been installed with lighting fixtures in place. Electricians continue with the installation of light fixtures, electrical receptacles, switches, etc. The primary electrical power line from the existing HPR transformer pit to Sciences and Mathematics Building is due to be tested early next week. Power to the building will be activated after the test is successfully concluded. The Johnson pneumatic controls installation is over 35 percent complete.

BUSINESS: Work activities were slowed during the week due to rain and wet ground conditions. No masonry work was accomplished. Some tape and bedding work was done on the second floor. Miscellaneous electrical and mechanical work continues to progress satisfactorily.

SITEWORK: No work was accomplished on Road "B" due to inclement weather. No other sitework was noted.

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

LJG/dlw

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