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### Intercom 1985 December 19

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December 19, 1985

Vol. 13/No.8

## Registration set for spring semester Jan. 14

Registration for the spring semester at UT Tyler is scheduled from 10 a.m. - 6 p.m. Tuesday, Jan. 14 in the University Center. Classes begin Jan. 15.

Late registration will be held from 8 a.m. - 6:30 p.m. Jan. 15-16, 8 a.m. - 5 p.m. Jan. 17, 8 a.m. - 6:30 p.m. Jan. 20-21 and 8 a.m. - 5 p.m. Jan. 22.

"Students who early registered and need to make schedule changes will be permitted to add and drop courses on the day of registration," Martha Wheat, director of admissions, said.

Late registration begins in the academic departments and is to be completed in the Administration Building, she added. Faculty will be stationed on the second floor of the Administration Building between 5 - 6:30 p.m. Jan. 15-16 and 20-21.

More than 1,550 students participated in early registration Dec. 2-5, Wheat said.

# Pay checks released Dec. 31

Pay checks and/or warrants will be released to employees Dec. 31 from 10 a.m. - noon. Please have available some form of picture identification (e.g., driver's license). If you authorize your wife, friend, secretary, etc. to pick up your check, the following **must be** presented to the cashier's office:

1. A notarized letter of authorization from the employee giving approval to release check or warrant to the person receiving it.
2. Picture identification of person receiving check or warrant.

Note: The cashier's office will not mail or deposit any payroll checks Dec. 31. Checks and warrants not picked up will be released at 10 a.m. as normal Jan. 2.

## Remaining holidays in 1985-86 Academic Year

| <i>Day</i> | <i>Holiday</i>             | <i>Day of Week</i> |
|------------|----------------------------|--------------------|
| Jan. 1     | New Year's Day             | Wednesday          |
| March 31   | Spring Vacation            | Monday             |
| April 21   | Texas Sesquicentennial Day | Monday             |
| July 4     | Independence Day           | Friday             |

### Personnel

Reminder: Annual performance evaluations for classified employees are due in the Personnel Office by Jan. 3. Certification memorandums for faculty and administrative personnel are due in the appropriate vice president's office by Jan. 3.

# Hamm to keynote at commencement

UT Tyler will recognize 271 degree candidates at the university's first fall commencement Friday. Ceremonies begin at 7:30 p.m. in the University Center.

Degree candidates are comprised of 214 at the baccalaureate level and 57 at the master's level.

President George F. Hamm will give the commencement address and confer degrees. Presentation of degree candidates will be by Dr. Robert L. Jones, vice president for administration, and representatives of the four schools: Dr. George Joyce, senior faculty member, School of Business Administration; Dr. Robert L. Cox, dean, School of Education and Psychology; Dr. F. Lannom Smith, dean, School of Liberal Arts; and Dr. L. Lynn Sherrod, dean, School of Sciences and Mathematics.

Dr. Robert H. Cranford, senior faculty member, will be macebearer. Vicki Jacks Conway, pianist and instructor of music, is to perform the processional and the UT Tyler Choir will perform the university's alma mater. Steve Brand, minister of music and education at First Baptist Church, Carthage, will provide the invocation and benediction. Joe Broadnax, Alumni Association president, will represent alumni.

Following commencement, the Alumni Association will host a reception on the second floor of the University Center.

## in the spotlight...

**Jerry Alexander**, coordinator of student services, was elected secretary/treasurer for 1986 by the Texas Association of School, College and University Staff at their annual conference Dec. 3-6 in Austin.



**Dr. Neil Ford**, associate professor of biology, presented *Variation in Relative Clutch Mass in Snakes Among and Within Species* to the American Society of Zoologists recently.

**Dr. Paula Lundberg**, assistant professor of psychology, attended a conference titled "Sexual Abuse: Child Victims and Adult Survivors" Nov. 14-15 in Dallas. She also attended a workshop on drug dependency titled "Co-Dependency" Nov. 9 in Shreveport.

**Dr. Wallin McCardell**, associate professor of journalism and Department of Drama and Communication chairman, gave a slide presentation, "Ozoner's, or Drive-in Theaters: A Unique Part of American Culture," at the American Studies Association of Texas annual meeting Nov. 22 at UT Austin.

**Dr. Evelyn Sowell**, professor of education, presented a paper, "Effective Use of Instructional Materials," at the Conference for the Advancement of Mathematics Teaching Oct. 26 in Austin.

## 1985-86 University Committees

### Registration Committee

Dr. Joanna Martin, chairman  
Mr. Curtis Bradshaw  
Dr. Patricia Coplan  
Dr. Robert Cranford  
Mr. Loren Henderson  
Ms. Lynna Miller  
Dr. Robert Marsh  
Dr. Andrew Szarka  
Mr. Ronald Wall  
Ms. Laurie Walter  
Mrs. Martha Wheat

### Admissions Committee

Dr. Bill Fisk, chairman  
Ms. Allison Fazel  
Mr. Ken Fisher  
Dr. George Joyce  
Ms. Merry McBryde  
Dr. Wally Schmidt  
Mrs. Martha Wheat

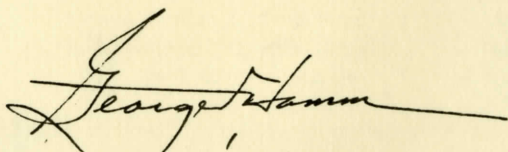
# ***From the third floor...***

At this holiday season, as we reflect on 1985 and anticipate the year ahead, we at UT Tyler can take pride in many achievements.

UT Tyler has enhanced its visibility throughout the state and the nation and has enjoyed enthusiastic support by the UT System Board of Regents as indicated by the approval of a \$3.8 million renovation project to provide vitally needed academic space, as well as supporting proposed plans for a Liberal Arts Complex. These accomplishments combined with a growing scholarship program, stimulating guest speakers and a continued commitment to educational excellence, have made 1985 a memorable year indeed for our university.

Such successes are due to the dedication of each of you — students, faculty members, staff, and administrators.

Allow me to thank you for your efforts on behalf of UT Tyler and offer my sincerest best wishes to you and your families for an enjoyable holiday season and a rewarding 1986.

A handwritten signature in black ink, reading "George F. Hamm". The signature is fluid and cursive, with a long horizontal line extending to the right.

George F. Hamm

## FROM THE MASTER CALENDAR

- Dec. 20 - Fall commencement
- Dec. 20 - End of semester
- Dec. 20 - President's decision regarding curriculum changes communicated to the Vice President for Academic Affairs
- Dec. 23 -
- Jan. 1 - Staff and administration holidays; all offices closed
- Dec. 31 - Report on consulting and similar fees due from President to Chancellor
- Jan. 2 - Administration and staff return
- Jan. 3 - Deans' reports on promotion and/or tenure due to Vice President for Academic Affairs
- Jan. 6 - Fall semester grade sheets due from faculty to the Office of the Registrar — noon
- Jan. 10 - Last day for submission of spring semester schedule changes to the Vice President for Academic Affairs for addendum sheet
- Jan. 14 - Faculty returns
- Jan. 14 - Registration for spring semester
- Jan. 15 - Classes begin

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