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Administrative Notes

Board of Regents Records

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8-20-1979

### Administrative Notes, August 20th, 1979

University of Texas at Tyler

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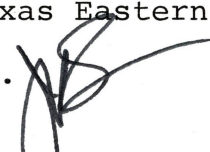
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**TEXAS EASTERN UNIVERSITY**  
3900 UNIVERSITY BOULEVARD • TYLER, TEXAS 75701 • 214/566-1471

OFFICE OF THE PRESIDENT

August 20, 1979

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

I. Correction in Board of Regents Committee Assignment

Upon preparing the Board of Regents committee assignments, which were sent with last weeks Administrative Notes, you likely have noted that the title of vice chairman was inadvertently placed after the name of Jeff Austin, Jr. in the executive committee listing. Of course, this should have been "chairman," and a corrected copy of the committee assignments is enclosed. You are requested to discard the page from last weeks notes and substitute this new one.

II. August 30, 1979 Board of Regents Agenda

Upon conferring with Chairman Jeff Austin, Jr., the agenda for the August 30, 1979 Board of Regents meeting has been prepared and is enclosed for your information. It had been indicated earlier that the agenda would be mailed Wednesday, August 22, 1979; but since the agenda is ready today, it is being mailed early. You will note that there is an item under each committee for any necessary unfinished business. The Board of Regents meeting will begin at 2:00 p.m. in the board room. Also, I remind you that the Texas Eastern University Educational Foundation, Inc. Board of Directors meeting is scheduled on the same date as our Board of Regents meeting for 4:00 p.m.

III. Social Gathering and Dinner Opening 1979-80 Academic Year

You are reminded of the social gathering and dinner opening the 1979-80 Academic Year scheduled one week from today, Monday, August 27, 1979. As mentioned earlier, the administration, faculty and professional staff are always pleased to have board members and wives join us for this enjoyable occasion, and I hope that each of you can attend this year. Although we are to begin assembling about 6:30 p.m., you would be early enough for dinner if you arrived by 7:15 p.m. Board members and wives will be introduced after dinner. This activity will be conducted on campus in the University Center.

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IV. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending August 17, 1979.

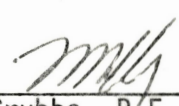
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Attachment and Enclosures

CONSTRUCTION PROGRESS REPORT  
Library - Part A  
Week Ending: August 17, 1979

GENERAL: Pouring of concrete floors on steel decking is the primary current work activity. Approximately 75 percent of the second floor and 50 percent of the third floor have been poured. The mechanical and electrical subcontractors continue the layout of floor level requirements and sleeve installation in preparation for additional concrete floor pourings. The exterior walls of the pump room and west mechanical/electrical rooms have been poured.

SITework: No sitework was noted during the week.

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

LJG/dlw

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

CONSTRUCTION PROGRESS REPORT  
PHASE II  
Week Ending: August 17, 1979

SCIENCE/MATH: Contractor continues to correct exceptions noted on the several substantial completion punch lists.

BUSINESS: Terrazzo work is substantially complete. Work continues on the second floor lecture deck. The contractor continues to correct exceptions noted on the partial interior substantial completion inspection. A substantial completion inspection of the elevator was made during the week. Telephones have been installed and are operational. Furniture has been moved into the building. Clean-up work, paint touch-up work, and other miscellaneous work by the contractor is in progress.

SITEWORK: Hydro seeding of the lawn areas around the Business Building has been completed. The contractor continues watering of the seeded areas.



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

LJG/dlw

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