8-27-1979

Administrative Notes, August 27th, 1979: Final Issue

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. Closing of Berta Street Facility

All activities associated with transferring university personnel and property from the Berta Street facility have gone very smoothly over the past several weeks as our plans for vacating this facility have been implemented. The major part of the move was accomplished approximately by mid-August, leaving the latter part of August for finalizing clean-up operations, etc. The building will be left in appropriate order as coordinated with the Tyler Independent School District staff. Of course, all university personnel and property will be removed on or before August 31, 1979 in conformity with the Texas Eastern University Educational Foundation, Inc./Tyler Independent School District agreement and the university agreement with the foundation. As will be reported by foundation officers, action has been taken to cancel the foundation/school district agreement as of August 31, 1979. Moreover, I mention as a reminder that the State Board of Control was notified on March 27, 1979 that the university would not be renewing the agreement for using the Berta Street property beyond the current agreement which expires August 31, 1979. The Berta Street building has served the program of the university extremely well over a seven year period and occupies a significant place in its history. With its closing, we look forward to having all institutional activities on the permanent campus beginning with the 1979-80 academic year.

II. Announcement in National Publication

Attached for your information is a copy of page 7 from a recent issue of Higher Education and National Affairs in which the merger of Texas Eastern University with The University of Texas System was announced. Higher Education
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and National Affairs is the official publication of the American Council on Education which is an organization comprised of institutions from the total higher education community--both public and private--throughout the United States. The publication primarily features national news of interest to the higher education community. It is very rare for an individual institution to be mentioned in this publication; therefore, such an announcement does stand out when an institution is highlighted. This sort of exposure, of course, gives us attention which is of benefit to our total institutional efforts.

### III. Institutional Stationery

Institutional stationery for The University of Texas at Tyler has been designed, and printing of this material for the various units within the organization is being completed this week in order for the stationery to be ready for use beginning September 1, 1979. As you will note from the attached sample letterhead and envelope, which I thought you might like to see, our new institutional stationery follows the same general design format that has been utilized in the past.

### IV. Enrollment Applications for Fall Semester 1979

Approximately one month ago a progress report was presented through Administrative Notes relative to enrollment applications for the Fall Semester 1979. With registration scheduled to begin tomorrow, August 28, 1979, I am pleased to report that as of last Friday, August 24, 1979 applications are some 9.3 percent ahead of the comparable period one year ago. Again, I emphasize that this is not information upon which final conclusions can be based; but certainly, it is a continuing healthy sign concerning our institutional enrollment situation for the 1979-80 academic year.

### V. Editorial from Tyler Morning Telegraph

Today's edition (August 27, 1979) of the Tyler Morning Telegraph carried an editorial which I attach for your information. As you will note, this editorial extends tribute to all twelve individuals who have served as regents for our institution; and certainly, I am very pleased that the Tyler newspaper has chosen through the editorial process to focus positive attention upon those of you who have contributed so unselfishly of your time, talents and total resources in providing leadership for Texas Eastern University over the years. Although I know many of you will have already seen this editorial, I wanted to be sure that everyone on the governing board had access to it for your information and records.
VI. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending August 24, 1979.

VII. Final Issue of Administrative Notes

This is the final issue of Administrative Notes under the Texas Eastern University organizational structure. As you likely recall, utilization of Administrative Notes as a procedure for communicating information concerning the institution was initiated in the fall of 1972. The first issue of Administrative Notes was sent on October 27, 1972 following informal discussion with you about an acceptable procedure for communicating written material from the campus on a regular basis between Board of Regents meetings. Overall, it seems to me that this procedure has served us reasonably well--along with other methods of communication--in providing regular and timely information about the institution. Certainly, as I conclude this final item of this final issue of Administrative Notes under the auspices of Texas Eastern University, it is my sincere hope that this has been the case.

JHS:rc
Attachments
CONSTRUCTION PROGRESS REPORT
PHASE II
Week Ending: August 24, 1979

SCIENCE/MATH: Correction of exceptions noted on the substantial completion inspections continues.

BUSINESS: This building is substantially complete except for correction of exceptions noted on the partial interior substantial completion inspection, and some miscellaneous work in progress. Work still to be finished includes touch-up painting, rubber baseboard installation, glazing installation, waxing of VAT floors, laying of second level lecture deck floor, and stairwell painting.

SITEWORK: The lawn areas around the Business Building have been seeded and watering continues. Electricians are installing light fixtures on some poles in Parking Area 8.

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

LJG/dJw

cc: Dr. James H. Stewart, Jr.
Mr. John R. Sawyer
CONSTRUCTION PROGRESS REPORT  
Library - Part A  
Week Ending: August 24, 1979

GENERAL: Approximately 75 percent of the second and third level concrete floors have been poured. Preparations for pouring the fourth floor continues with the placement of reinforcing steel, sleeves, conduit, etc. Miscellaneous steel work is in progress. Brick and concrete blocks were delivered to the Power Plant parking area in preparation for construction of the new south wall.

SITWORK: No sitework was noted during the week.

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

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