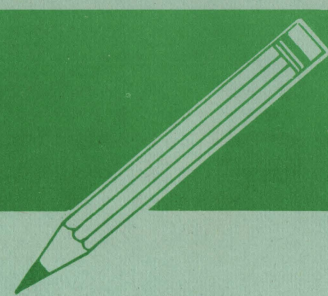


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HOLIDAY CLOSING OF CERTAIN UNIVERSITY BUILDINGS

Based upon the recommendations of my Ad Hoc Committee on Energy Conservation and Economic Awareness and the Deans' Council, the following buildings at IUPUI will be closed for the period 5:00 p.m. on December 21, 1973 through January 1, 1974 in order to conserve energy and economize:

1. Robert E. Cavanaugh Hall
2. Lecture Hall
3. Library
4. Chancellor's Building
5. School of Nursing
6. Institute of Psychiatric Research
7. Education (902 N. Meridian)
8. School of Physical Education (All Buildings)
9. Herron School of Art (All Buildings)
10. Krannert Building (38th Street)
11. "A" Building (38th Street)
12. "B" Building (38th Street)
13. "D" Building (38th Street)

Average temperatures in the above buildings will be brought down to about 55 degrees. Members of the faculty and staff authorized keys to enter buildings will be permitted entry to pick up materials etc., but no independent space heaters are to be used for room heating. Mail service to the above listed buildings will be eliminated for the period.

All personnel under Staff Personnel Policies, housed in the above listed buildings, will be required to take Bonus Days, or Vacation Days or Income Protection Plan (Sick Leave) Days during the five working days involved in the period.

The following list of buildings will be operated on a limited basis, closing off sections of the buildings and reducing temperatures, where feasible. Mail service will continue.

1. Dental School
2. Emerson Hall
3. Oral Health Research Institute
4. Rotary Building
5. Service Building
6. Law School

All other buildings will remain in operation as usual for the holiday period. Personnel are expected to report for duty in accord with the direction of their immediate supervisors. Mail service will be as usual.

An Admissions Officer will be on duty in the Chancellor's Office in the Union Building at Extension 3822 to answer questions on admissions and provide general information and forms to prospective students and others visiting the University over the period.

Bi-weekly paycheck distribution will be made on the morning of December 28 to all buildings not closed by this order. Department chairmen in buildings to be closed should contact the Payroll Department at Extension 4785 to make arrangements for distribution of paychecks to their employees.

A limited system providing the opportunity for car pooling is under development and should be announced in the next several weeks.

It is apparent that closing down buildings and conserving energy will require sacrifice by some and yet, it seems to be an important way in which the University can contribute to the solution of our current crisis. I request your support in conforming to the spirit of our actions and hope that future long-range solutions to our energy problem can be achieved without diminution of University services.

Glenn W. Irwin, Jr.
Chancellor

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