

**Minutes
Coastal Carolina University
Board of Trustees**

**Audit Committee
E. Craig Wall Sr. School of Business Administration Building, Board Room
May 6, 2011**

Members of the Committee Present: Mr. Gary W. Brown, Mr. J. Wayne George, Dr. Oran P. Smith, and Mr. D. Wyatt Henderson

Other Board Members Present: Mr. William H. Alford, Mr. Larry L. Biddle, and Ms. Natasha M. Hanna,

Others Present: Ms. Stacie Bowie, Mr. Joseph L. Carter, Ms. Lori Church, Dr. David A. DeCenzo, Dr. Edgar L. Dyer, Mr. Samuel H. Frink, Ms. Martha Hunn, Dr. Karen A. Maguire, Mr. Tim Meacham, Dr. Rob Sheehan, Mr. William E. Turner, and Ms. Chyrel Stalvey

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for the meeting.)

Mr. Wayne George called the Audit Committee to order at 8:15 a.m. Messrs. Joe Carter and Sam Frink, former trustees, were in attendance and received a standing ovation.

Mr. Wyatt Henderson moved to go into Executive Session to discuss the Internal Audit Position. Dr. Oran Smith seconded. No action was taken.

Mr. Henderson made a motion to recommend engaging external auditor, Steve Blake, to review risk assessment areas of weakness as provided by the Coastal Carolina University-wide Internal Audit Committee. Mr. Gary Brown seconded and the motion passed.

Mr. Henderson moved to recommend audit material adjustments less than \$10,000 do not need to be reported to the Audit Committee as it is merely a misclassification. Mr. Gary Brown seconded. The motion passed.

Dr. DeCenzo noted that Coastal Carolina University was in compliance with the legislators' request for university accounting transparency by March 1 (retroactive from January), ahead of the April 1st deadline. Procurement card transactions and every check and financial transaction is posted by the 7th working day after the end of the month. We are the only university with the budget online at this point.

Ms. Lori Church prepared the 2009-2010 Revenue/Expense Analysis by Major and College which was distributed to everyone. The increase in revenue/credit hour in the four colleges was up \$7. The largest instructional cost/credit hour increase was \$36 in the College of Business Administration because of hiring critical positions. In both years, the highest net revenue was Communications. Sociology came in second this year. On the low side of net revenue were economics, applied math, resort tourism, and special education-learning disability.

Audit Committee
May 6, 2011

Dr. Sheehan noted that there had been concern regarding education but after restructuring administrative levels, the Administration was pleased that education received the largest increase in contributions/credit hour.

Mr. Carter noted that the hallmark of his Board service was to have the Board of Trustees more involved in the University and transparency. He was pleased to see that this was happening.

As there was no further business, Mr. Henderson moved to adjourn the meeting and Dr. Smith seconded. The meeting adjourned.

Respectfully submitted,

Chyrel Stalvey