

Minutes
Coastal Carolina University
Board of Trustees

Finance, Planning, & Facilities Committee
E. Craig Wall Sr. School of Business Administration Building Boardroom
Thursday, July 21, 2011

Members of the Committee Present: Mr. Gary W. Brown, Mr. D. Wyatt Henderson, Mr. Daniel W. R. Moore Sr., and Mr. Eugene C. Spivey

Other Board Members Present: Mr. William H. Alford, Mr. Larry L. Biddle, Mr. Samuel J. Frink, Mr. J. Wayne George, Ms. Natasha M. Hanna, Mr. Carlos C. Johnson, Mr. William L. Lyles, Jr., Dr. Oran P. Smith, Mr. Robert G. Templeton, and Mr. William E. Turner III

Others Present: Ms. Stacie A. Bowie, Ms. Lori G. Church, Dr. Debbie Conner, Ms. JoAnna Dalton, Dr. David A. DeCenzo, Mr. Edgar L. Dyer, Mrs. Haven L. Hart, Mr. Matthew Hogue, Mr. Lawson Holland, Mrs. Martha S. Hunn, Mr. Keshav Jagannathan, Mr. Timothy Meacham, Ms. Anne T. Monk, Mrs. Jennifer Packard, Dr. Robert Sheehan, Mrs. Sharon Sluys, Ms. Chyrel Stalvey, Dr. Judy W. Vogt, and Mrs. Sandra Williams

(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.)

Vice Chairman Gary Brown brought the meeting to order at 9:45 a.m. Chairman William Biggs could not be in attendance.

A motion was made by Mr. Eugene Spivey to approve the minutes of the Finance, Planning, and Facilities Committee meeting held on May 5, 2011. The motion was seconded by Mr. Robert Templeton and passed unanimously.

Mrs. Stacie Bowie reported that the University will carry forward an additional \$1.5 million into 2011-2012, for a total of \$5.5 million. Four hundred thousand dollars for current projects that were not put through the Procurement process in time to properly accrue them by yearend will be rolled forward into next year. Transfers out to unexpended plant funds equal \$8.2 million over budget. This additional money was put aside because of enrollment growth and because operating expenses came in a little below projections. Uses for this money going forward could include renovation of the Singleton Building (\$4 million) and/or setting aside money for the second phase of the Student Center, the latter of which will cost approximately \$12 million and has no funding source at present. Possible projects which could be funded by the additional \$1.5 million include an audible alert system for emergency purposes allowing verbal communication outside the buildings to complement the internal e-boards.

Mrs. Bowie stated that final numbers for FY 2010-2011 would be available for review at the October Board of Trustees meeting.

A motion for solicitation of student housing was deferred to the afternoon Executive Committee session (Motion 11-35)

A lease approval for a venue at 910 Third Avenue in Conway for \$750 per month from Burroughs Company for use as an art gallery to exhibit works of University and Horry County Schools (HCS) students was reviewed. Start-up costs, student worker expense, renovation costs, option of lease renewal, and possible sale of artwork were discussed. **Mr. Dan Moore made a motion to approve the lease, Mr. Spivey seconded, and the motion passed unanimously (Motion 11-36). Mr. Biddle did not engage in the discussion or voting because of his Burroughs Company affiliation.**

A motion to contract Dr. Suzanne Ozment to review the QEP portion of the SACS submission due in September was reviewed. Dr. Robert Sheehan explained that it would be helpful for Dr. Ozment to look over the University QEP before submission due to her extensive experience in handling such plans. **Mr. Spivey made a motion to approve the contract of Dr. Ozment. Mr. Wyatt Henderson seconded and the motion passed unanimously (Motion 11-38).**

Currently, all consulting contract requests costing more than \$2,500 come to the Board for approval. **Mr. Spivey made a motion to raise the limit for consulting contracts requiring Board approval to \$5,000 and Mr. Henderson seconded. The motion passed unanimously.**

Mrs. Bowie asked if anyone had any questions regarding the Capital Projects update which had been distributed. The main concern was the projected completion date of the Student Recreation/Convocation Center. It is hoped that the Certificate of Occupancy would be issued in February with the final punch list being finished during March or April.

Mr. Gary Brown asked if all other projects were on schedule and on budget. Mrs. Bowie explained that the Swain Science Center had been delayed due to a bidding protest and would be discussed in the Executive Committee meeting.

Mrs. Bowie asked the Board to consider the request that the University work with HCS on a joint project. HCS would like to use a portion of their sales tax money to build a Scholars Academy on campus. The Academy offers college level and AP courses to the top ranking students in Horry County Schools. The Academy would be at most 20,000 square feet, with a 10,000 square foot footprint, and a maximum of two stories. A bus lane will be provided. HCS will pay for construction costs, but will build under our supervision and with our approval.

To ensure this project would not impact the University Master Plan, Sasaki recommend a site between Baxley Hall and Kingston Hall. Mr. Brown felt the location was ideal in that the Academy would be adjacent to Kingston Hall. Academy students would be close to the soon-to-be-expanded Student Center and get a feel for the campus without being in the middle of everything.

Mr. Larry Lyles questioned whether the building location would result in a loss of parking spaces. Mrs. Bowie replied that by the time the Scholars Academy is completed, at least 1,200 parking spaces at the fire tower parking lot and the parking lot behind Lackey Chapel would be added. Because the land is owned by the University, HCS would have to be offered a long-term lease on the building.

Mrs. Haven Hart previewed the Quackenbush Architects DVD illustrating the possibilities for expansion of the Student Center. The proposal has a main street or mall feel designed to attract students, many of whom seldom visit the Student Center currently. The Board will be kept updated on the project.

Mrs. Williams thanked the Board for their participation in the various Architectural Selection Committees, an expression of gratitude echoed by Mr. Brown.

Dr. Judy Vogt reported that the enrollment growth projection is a 4 to 5.5 % increase over last year. However, she cautioned that 40.5% of the undergraduates will be incoming freshmen or recruited readmits. She warned that sometime in the future, this rate of increase would not be attainable. The number of freshmen can be increased but the number of transfer students has probably plateaued.

Mr. Henderson explained that since enrollment growth had been projected at 2% for this year, but had come in at more than double that amount, another revenue surplus should be realized this year. The current and projected contingency surplus would be discussed in Executive Committee.

As there was no further business to discuss, Mr. Spivey made a motion to adjourn at approximately 10:55 a.m. Mr. Lyles seconded, and the motion passed unanimously.

Respectfully submitted,

JoAnna Dalton

JoAnna Dalton
Administrative Coordinator
Finance & Administration