

Minutes
Coastal Carolina University
Board of Trustees

E. Craig Wall Jr. Board Room
May 4, 2018

Presiding: Chairman William S. Biggs

Board Members Present:

Mr. John H. Bartell Jr.
Mr. William S. Biggs
Mr. Samuel H. Frink
Ms. Natasha M. Hanna
Mr. D. Wyatt Henderson
Mr. Carlos C. Johnson
Mr. Charles E. Lewis
Mr. Daniel W. R. Moore Sr.
Mr. George E. Mullen
Dr. Oran P. Smith
Mr. Patrick S. Sparks
Mr. Eugene C. Spivey
Mr. H. Delan Stevens
Mr. William E. Turner III

Board Members Not Present:

Mr. William L. Lyles Jr.
Dr. Samuel J. Swad

Others Present:

Ms. Sandra Baldrige-Adrian
Ms. Katherine M. Brooks
Dr. J. Ralph Byington
Ms. Nedy Campbell
Ms. Julie Cheney

Mr. Joshua M. Chesson
Dr. Debbie C. Conner
Ms. Amanda E. Craddock
Dr. David A. DeCenzo
Dr. Darla J. Domke-Damonte
Ms. Stacy Henderson
Mr. Matthew L. Hogue
Dr. Sara N. Hottinger
Ms. Martha S. Hunn
Dr. Edward Jadallah
Mr. Christopher A. Johnson
Ms. Robyn A. Jones
Mr. Timothy E. Meacham
Mr. Travis E. Overton
Mr. William M. Plate Jr.
Dr. Barbara A. Ritter
Mr. Mark A. Roach
Dr. Michael H. Roberts
Ms. Pat Singleton-Young
Ms. Carolyn Smith
Dr. Reneé Smith
Ms. V. Chyrel Stalvey
Mr. Gregory T. Thompson
Mr. Stovall Witte
Mr. David Yancey

(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. Katie Powell of the Horry Independent and photographer Kyle Ives from WMBF-TV were in attendance.)

Chairman Bill Biggs brought the Board of Trustees meeting to order at 10:30 a.m. Samuel Frink offered an invocation.

Chief Executive Officer for the Coastal Educational Foundation (CEF) Stovall Witte noted the following financial YTD report as of March 31, 2018 for the CEF:

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- Total Assets - \$47.9M; \$39.6M in cash and investments (includes \$2.9M in uncommitted unrestricted cash and investments and \$.7M of Board restricted cash)
- Investment Pool - \$38.6M for the CEF with current allocation of 67.9% in equities, 32.1% in fixed income
- Return on investments (net of fees) – 7.7%
- Return on investments (net of fees) for the last 10 years averaged an annual return of 6.02% and the last five years averaged 5.91%

At the CEF's February Board meeting, the following was approved:

- Hiring Castle Engineer, Inc. as project and design engineer for the land improvement project on University Boulevard across from Brooks Stadium. After a contractor is approved, work is expected to begin this summer.
- Deeding the lot between Kearns Hall, Kimbel Library, Wheelwright Auditorium, and University Boulevard to Coastal Carolina University to be used for a new Academic Enhancement Building and a 1000-seat lecture hall.
- Paying expenses for an entertainment attorney tasked with overseeing negotiations with Grand Strand Films, LLC regarding a potential movie about the 2016 Chanticleer National Baseball Championship.
- Moving forward with negotiations with Leon Wiener & Associates/New Castle Hotels with the proposal to build and operate a hotel on CEF property along Highway 501.

Executive Director of the Chanticleer Athletic Foundation (CAF) Christopher Johnson reported that as of April 30, the CAF's year-to-date fundraising is \$3,337,200. Total cash received between both current and prior year pledge payments totals \$2,784,300.

I. Order of Business

Roll call was taken by Nedy Campbell. Biggs stated that Larry Lyles has an excused absence from the Board meeting.

II. Approval of Minutes

Oran Smith moved to approve the February 16, 2018 Board of Trustees minutes. Gene Spivey seconded, and the motion passed.

III. President's Report

Associate Provost for Admissions & Merit Awards Amanda Craddock stated that Fall enrollment in each academic college looks encouraging. Freshmen retention is a very positive 73.5%. This is a result of admitting better prepared students and resources being put in place to identify at-risk students.

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Although numbers are down overall for applications and acceptances, the enrollment projection is predicting to be steady/flat from last year. We are down in overall deposits, but the yield on acceptances is up one percent.

The enrollment process is a three-stage commitment of the initial enrollment deposit followed by the housing application and orientation registration. This year, a higher percentage of students have completed all three deposits. This shows they are more invested. Deposits will be closely watched through the summer.

There is a slight improvement in the quality of freshmen applicants this year.

The CEal Program should be the same size as last year. The Bridge Program may be a bit smaller because of the drop in students invited to participate. There are 23 students enrolled in 2+2 CCU/HGTC Nursing program. In our area, there is a great need for more B.S. degrees in nursing.

Freshman enrollment is expected to be flat. There should be a slight increase in transfers because of the current Bridge Program. Continuing students and graduate students should be up about 2% with an overall conservative enrollment increase of 1.7%.

President David DeCenzo expressed appreciation to Craddock and the Office of Admissions for the service which they perform for the University as it is a challenging task.

Vice President of Executive Initiatives and Chief of Staff Travis Overton and Vice President for Campus Life & Student Engagement Debbie Conner recognized Pat Singleton-Young at her retirement. For more than four decades, beginning as a student in the early 1970s, she has been a vital advocate for student growth and multiculturalism at Coastal Carolina University—as well as an inspiration to hundreds of students. Many alumni refer to her as a second mom.

The student-focused approach has defined every role Singleton-Young has taken on through the years, ranging from academic adviser to assistant dean of student services. She developed the position of Director of Volunteer Services; assisted in the expansion of the Office of Career Services; hired the University's first psychiatrist as Interim Director of Counseling and Health Services; created "special interest housing" as Interim Director of Residence Life; the first two-day orientation program; and broadened the scope of CCU's diversity objective.

She is greatly respected and loved. The Student Government Association created the Patricia Singleton-Young Student Advocate Award and named her the first recipient in 2007. The Gospel Sing Out event was recently renamed in her honor to raise funds for the Pat Singleton-Young Student Leadership Annual Scholarship that benefits students who have participated in multicultural programs and leadership activities.

Overton said there is great interest amongst the African American students and alumni to raise funds to honor her in some way on campus.

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After a standing ovation, Singleton-Young said, “Everything I have done has been for the students. It is always about them. Remember, it is about them.”

Chairman Biggs presented the Board’s **CINO pin** to her which is given to those who encompass the

Wyatt Henderson made a motion to name one of the residence halls to honor Pat Singleton-Young (Motion 18-39). Dan Moore seconded, and the motion carried unanimously.

President DeCenzo said that a representative from WMBF-TV will be attending the meeting at some point because CCU is on the agenda next week at the County Transportation Commission (CTC) meeting. The Board and administration have expressed concern for the safety of students crossing Highway 501 with the state’s Department of Transportation and with the county. We are getting close to a final design for a foot crossing. It is hoped that the CTC will allocate funds derived from the gasoline tax for this project.

IV. Standing Committee Motions

In accordance with rules of order, if the standing committee chairman brings forth a motion, only one additional approval is required prior to voting by the entire Board of Trustees.

Academic Affairs & Assessment Committee

Committee Chairman Oran Smith moved and Moore seconded to request a non-resident tuition waiver for a limited number of students (no more than 8 annually) from Designated International Special Cooperation Regions (Motion 18-32). The motion carried.

Moore seconded to approve the establishment of a B.S./B.A. University Studies degree (Motion 18-33.) The motion passed.

Moore seconded to approve a B.A. Religious Studies (Motion 18-34) degree. The motion passed by acclamation.

Oran announced that he has written a chapter in the newly published book God at the Grassroots 2016: The Christian Right in American Politics.

Advancement, Marketing & Alumni Affairs Committee

A short clip was viewed of the Washington Redskins player and former Chanticleer football star Josh Norman competing on Dancing with the Stars. Everyone was encouraged to support him and vote. President DeCenzo is hoping he wears something about CCU in one of his performances.

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Athletic Committee

No action items.

Executive & Audit Committee

Chairman Bill Biggs moved and Will Turner seconded to amend the Board of Trustees Bylaws to establish a standing Audit Committee (Motion 18-36). The motion passed. In accordance with the bylaws, this proposal was sent out to trustees at least 30 days in advance of voting.

Yesterday, Wyatt Henderson was appointed to serve as chair of the Audit Committee with Delan Stevens and Natasha Hanna to serve as additional members of the committee.

Patrick Sparks seconded to hire a consultant to conduct an audit of the campus facilities to ensure Americans with Disabilities Act (ADA) compliance with costs not to exceed \$39,000 and out of pocket expenses (Motion 18-37). The motion carried.

Finance, Planning and Facilities Committee

Committee Chairman Delan Stevens moved and Turner seconded to approve and adopt the proposed tuition, fees and allocations as presented in the Proposed Budget for FY 2018-2019 (Motion 18-18). In a roll call vote, there were 12 ayes and two nays. The motion passed.

Lewis moved to approve and adopt the proposed Room and Board rates as presented in the Proposed Budget for the 2018-2019 Academic Year which stays the same as last year (Motion 18-19). In a roll call vote, there were 13 ayes and one abstaining. The motion carried.

Spivey seconded to approve a new International Student Fee of \$60 per semester (Fall and Spring semesters only) for international students who are enrolled for at least one credit hour, effective the 2018-2019 Academic Year (Motion 18-20). The motion passed.

Spivey seconded to approve new course lab fees as presented for the 2018-2019 Academic Year (Motion 18-21). The motion carried.

Turner seconded to approve a new transportation fee of \$50 per semester (Fall and Spring semesters only) for any student taking at least one on-campus course (Motion 18-22). In a roll call vote, there were 13 ayes and one nay. The motion carried.

Henderson seconded to approve the discretionary fund for Dr. David A. DeCenzo, University President, in the amount of \$350K for fiscal year 2018-2019 (Motion 18-23).

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Stevens presented renewable leases Motion 18-24 thru Motion 18-28 in one action and Spivey seconded. The motions carried.

- **One year lease with Horry-Georgetown Technical College, for the term July 1, 2018 through June 30, 2019, for three classrooms and three faculty offices in the Speir Building at the HGTC Grand Strand campus at an annual cost of \$26,000. Rent to include all utilities, security, maintenance, custodial and telecommunication costs (Motion 18-24).**
- **One-year lease, for the term July 1, 2018 through June 30, 2019, to the Small Business Development Center of Winthrop University for \$3,000 per year (Motion 18-25).**
- **One-year lease of 6,215 square feet of space in Litchfield Landing for the term July 1, 2018 through June 30, 2019, on similar terms and conditions as existing lease. Discussions are underway concerning future terms and conditions of lease, not to exceed \$100,000 (Motion 18-26).**
- **One-year lease, in its final renewal per the lease agreement, with Fountain-Fuller of SC, L.L.C. for +/- 14,160 square feet of warehouse space at the Atlantic Center (444 Century Circle) effective September 1, 2018 through August 31, 2019. The cost of this lease is \$57,620 (\$4.07 per square foot) (Motion 18-27).**
- **One-year lease, in its final renewal per the lease agreement, with Fountain-Fuller of SC, L.L.C., for +/- 7,500 square feet of office space at the Atlantic Center (450 Century Circle Suite A) effective September 1, 2018 through August 31, 2019. The cost of this lease is \$64,530 (\$8.60 per square foot) (Motion 18-28).**

Moore seconded to approve a one-year lease, in its final renewal per the lease agreement, with Fountain-Fuller of SC, L.L.C., for +/- 5,000 square feet of office space at the Atlantic Center (450 Century Circle Suite B) effective September 1, 2018 through August 31, 2019. The cost of this lease is \$33,707 (\$6.61 per square foot) (Motion 18-29).

Spivey seconded to approve Motion 18-30 and Motion 18-31, and the motions carried.

- **One-year lease, in its final renewal per the lease agreement, with Fountain-Fuller of SC, L.L.C., for +/- 2,500 square feet of office space at the Atlantic Center (450 Century Circle Suite C) effective September 1, 2018 through August 31, 2019. The cost of this lease is \$18,360 (\$7.34 per square foot) (Motion 18-30).**
- **One-year lease, renewable for six more consecutive years, from the CCU Student Housing Foundation, an affiliate of Coastal Carolina University, for the real property designated as a portion of Parcel 9 and a portion of Parcel 38, containing in the aggregate 26.71 acres. The lease will be effective July 1, 2018 through June 30, 2019 at a cost of \$1.00 (Motion 18-31).**

Government Affairs Committee

Committee Chairman Natasha Hanna presented Motion 18-35 and 18-36 together in order to align Nelson Mullins Riley & Scarborough LLP contract period to run concurrently with the University's fiscal year. Turner seconded, and the motions passed.

- **Amend the current agreement of services from April 1, 2018 through June 30, 2018 with Nelson Mullins Riley & Scarborough LLP (Motion 18-35).**

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- **Approve the Nelson Mullins Riley & Scarborough LLP contract from July 1, 2018 thru June 30, 2019 at the current rate (Motion 18-38).**

Student Affairs & Retention Committee

No action items.

V. Chairman's Report

Biggs expressed appreciation to the Board of Trustees for the work accomplished during this past year and plans to continue focusing on better opportunities for our students, professors, staff, and administration.

Plans for the August Board of Trustees retreat are being finalizing. The Chief Audit Officer position and responsibilities will be reviewed during the retreat.

Board of Trustees meeting dates through 2018 are: August 2-3, October 11-12, and December 14.

VI. Executive Session (State Reason – Contractual/Personnel/Legal)

Not needed.

VII. New Business

Chuck Lewis remarked on the beauty of the campus and commended the groundskeepers and supervisors for their excellent work.

Biggs reported the receipt of a letter from trustee Sam Frink who announced his retirement from the Board. He has been a great asset to the Board and has done well in representing the Board at many events on and off campus. When Biggs first came on the Board, Frink was so helpful to him. He will be greatly missed and was wished well in future endeavors.

Frink expressed appreciation for opportunity to serve on the Board. He has enjoyed his association and time with the Board.

In honor of his service, Biggs moved to name Sam Frink as Trustee Emeritus (Motion 18-40). The motion carried by acclamation.

Henderson stated that as we go through life, we meet a handful of people who are extraordinary with a heart of gold. Lynn Stevens was one of those good people. She loved the Lord and gave unselfishly to her church, her profession, her community and her alma mater. She loved her husband Delan with all of their heart. The world was a better place because of her. The goodness in the world is not as bright without her. In Lynn's honor, the Board had a moment of silence.

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VIII. Adjournment

As there was no more business, Henderson moved to adjourn the meeting.

Respectfully submitted,

V. Chyrel Stalvey

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Recorder