

6-21-2007

## Planning and Fiscal Affairs Committee, June 21, 2007

Coastal Carolina University

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**Minutes  
Coastal Carolina University  
Board of Trustees**

**Planning and Fiscal Affairs Committee  
E. Craig Wall, Sr. College of Business Building Board Room  
Thursday, June 21, 2007**

**Members of the  
Committee Present:** Mr. William S. Biggs, Mr. Joseph L. Carter, Mr. Daniel W. R. Moore, Sr., Mr. Robert L. Rabon, and Mr. Eugene C. Spivey

**Other Board Members  
Present:** Mr. William H. Alford, Mr. Fred F. DuBard, Jr., Mr. Samuel H. Frink, and Mr. Clark B. Parker

**Others Present:** Dr. David A. DeCenzo, Dr. Edgar L. Dyer, Mr. Wilbur L. Garland, Ms. Linda P. Lyerly, Dr. Janis W. Chesson, Ms. Anne T. Monk, Mr. Keith S. Smith, Dr. Judy W. Vogt, Dr. Lynn Willett, Ms. Nila Hutchinson, Ms. Chyrel Stalvey, and Ms. Brenda Cox

(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. Ms. Jessica Foster of The Sun News was in attendance.)

Mr. Spivey welcomed everyone to the Planning and Fiscal Affairs Committee meeting and called the meeting to order at 2:15 p.m.

**A motion was made by Mr. Carter to approve the minutes of the Planning and Fiscal Affairs Committee meetings held on May 3, 2007. The motion was seconded by Mr. Moore and passed unanimously.**

Mr. Robert Rabon introduced Mr. Will Garland, Interim Vice President for Business Affairs.

A revised Budget Overview and Projections 2007-2008 was distributed and contained three budget proposals for consideration. Mr. Garland explained the proposed tuition increase and elimination of the health services fee. **After a discussion, Mr. Rabon made a motion that the Planning and Fiscal Affairs Committee recommend to the full Board of Trustees that the tuition for full-time in-state students for 2007-2008 be increased by \$50 per semester, to a total of \$3,800 per semester, and that the tuition for full-time out-of-state students increase by \$200 per semester, to a total of \$8,295 per semester. Further, that the rates for part-time, graduates, exceptions to regular tuition rates, and the fees and allocations be established as shown on page 8 of the original Budget Overview and Budget Proposal 1 in the Revised Budget handout. Also, to amend the room, board, and health fees for main**

**Planning & Fiscal Affairs Committee**  
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campus approved at the January 12, 2007 Board meeting by eliminating the health fee and making Health Services available to all students through payment of regular tuition rates. Further, that the “10” funds operational budget for 2007-2008 be approved with “10” funds operational revenues and expenditures projected as shown in column 2 of the Revised Budget handout - \$74,051,584. The administration will adjust revenues and/or expenditures as required if conditions change, to ensure that the University maintains a positive operating fund balance. The motion was seconded by Mr. Moore, and passed unanimously.

Mr. Garland reviewed the “10” funds budget priorities, as stated on page 1 of the Budget Overview, with the Committee members. The combination of higher revenue and lower expenses has provided the University an opportunity to set aside funds for physical plant and the addition of health services for all students. Budget priorities driving the operational expenditures include: the renovation of the science building, the addition of faculty and support staff, implementation of a three percent cost-of-living increase for all permanent employees and a one percent fringe benefit increase, and the addition of an expenditure contingency of \$2.5 million.

A proposed change to the Expenditure Policy was distributed to the Committee members. Dr. DeCenzo explained that the administration would bring any non-budgeted discretionary fund items over \$20,000 to this committee for approval. Time sensitive items will be brought to the Executive Committee for approval. **Mr. Carter made a motion that the Planning and Fiscal Affairs Committee recommend to the Board of Trustees to approve the following changes on page 10 of the Expenditure Policy: Teacher-of-the-Year Award - \$1,000 instead of \$500; Staff Excellence Award - \$500 instead of \$300; and the additional section concerning Expenditures \$20,000 and over from 19-Funds. Mr. Moore seconded the motion and it passed unanimously.**

Mr. Spivey moved to go into Executive Session to discuss contractual agreements. After reconvening, it was noted that no action was taken during Executive Session.

As there was no further business, Mr. Biggs made a motion to adjourn the meeting. Mr. Moore seconded and the motion passed unanimously.

Respectfully submitted,

Samuel H. Frink  
Secretary/Treasurer