

5-9-2013

Finance, Planning and Facilities Committee, May 9, 2013

Coastal Carolina University

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Minutes
Coastal Carolina University
Board of Trustees

Finance, Planning, & Facilities Committee
E. Craig Wall Sr. School of Business Administration Building, Boardroom
Thursday, May 8, 2013

Members of the Committee Present: Mr. William S. Biggs, Ms. Natasha M. Hanna, Mr. Carlos C. Johnson and Mr. Eugene C. Spivey

Committee Member Not Present: Mr. William E. Turner III

Other Board Members Present: Dr. Larry L. Biddle, Mr. Gary W. Brown, Mr. Samuel H. Frink, Mr. D. Wyatt Henderson, Mr. Larry L. Lyles Jr., Mr. George E. Mullen, Dr. Oran P. Smith and Dr. Samuel J. Swad

Others Present: Ms. Carolyn Bender, Ms. Courtney Bowie, Ms. Stacie A. Bowie, Ms. Lori Church, Dr. Debbie C. Conner, Dr. David A. DeCenzo, Mr. Edgar L. Dyer, Mr. Matt Hogue, Ms. Martha S. Hunn, Dr. Keshav Jagannathan, Ms. Rose Marie Johnson, Mr. Mark S. Kelley, Mr. Timothy Meacham, Ms. Jennifer Packard, Mr. William M. Plate Jr., Mr. Caesar Ross, Dr. Robert J. Sheehan, Ms. Sharon Sluys, Ms. Sharon Sluys, Ms. Chyrel Stalvey, Mr. Greg Thompson, Dr. Sharon Thompson, Mr. Gregory W. Thornburg, Mr. Desmond Wallace, and Ms. 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 of the meeting. Ms. Heather Gale of The Horry Independent was present.)

Chairman Bill Biggs called the Finance, Planning & Facilities Committee meeting to order at 2:05 p.m.

Carlos Johnson made a motion to approve the committee minutes of February 21, 2013. Gene Spivey seconded, and the motion carried.

Stacie Bowie presented financial updates for 2012-2013, calling attention to the Revenue and Expense Projection and the detailed Expense Projection reports. The Projected FY2013 results are very similar to what was forecast in February. Undergraduate tuition is up \$500K, as is graduate tuition. State appropriations are \$400K more than anticipated. Also included is the \$948K in the research vessel, bringing total revenue to \$117M, which is \$2.5M or 2.2% more than had been budgeted.

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Operating Expenses are \$500K less than budgeted due to the timing of new hires and to conservative budget planning. The rollover contingency for next year is \$5.8M, \$300K more than predicted.

The 2014 budget is comprised of budgets submitted by more than 250 budget officers and compiled into a “giant notebook.” When these results are compared to what was brought to the Board in February, revenue stays the same except for Sales and Services, which is about \$50K lower due to changes in accounting procedures.

On the expense side, the only difference is an increase in salaries and fringe benefits of \$550K, a result of the SC Supreme Court upholding the legislature’s right to increase our current year’s health charges for agencies, so we had to go back and add that in. In addition, there is a plan to increase health expense by 6.8% for the next fiscal year. This resulted in a half percent increase in the fringe benefit amount and accounts for \$450K of the \$550K previously mentioned. The remainder is made up of the cost of temporary and contract-time-limited employees. All open positions and a conservative percentage of those requested were accounted for in the budget. Non-salary expenses came in according to projections. The only unknown currently being dealt with is the question of salary increases; however, our budget assumes a conservative 2% pay increase. As of today, the contingency is 1.9%

Wyatt Henderson asked for a status of freshmen deposits for Fall 2013. Bowie replied that while down slightly, the dip was more than compensated for by an increase in returning students.

Biggs stated that approval of search/negotiation for a new OLLI Location would be discussed in Executive Session.

Johnson moved to approve the new course lab fees for the 2013-2014 academic year (Motion 13-22). Spivey seconded, and the motion passed. Rob Sheehan stated that the new lab fees are mainly for new courses and that effort had been exerted to keep existent fees level.

Spivey made a motion to approve a twenty-year lease with the Horry County Higher Education Commission of the Edward M. Singleton Building for \$1.00 per year. This lease will supersede the lease for the Edward M. Singleton Building and the Burroughs & Chapin Center for Marine and Wetland Studies to be executed July 1, 2013, SOLELY as to the Edward M. Singleton Building (Motion 13-24). Johnson seconded, and the motion carried. Taking this step should streamline State approval of the future request to renovate the Singleton Building.

Natasha Hanna moved to approve President David A. DeCenzo’s 2013-2014 budget request of \$232,000 for his discretionary fund (Motion 13-25). Spivey seconded, and the motion passed.

Spivey moved to approve moving forward with the design and construction of one additional intramural field for athletic and intramural club play, cost not to exceed \$1M (Motion 13-27). Johnson seconded, and the motion passed.

Spivey made a motion to approve going forward with construction of the Student Center Annex II which will cost approximately \$12M to be completed in Spring 2018 (Motion 13-31). Hanna seconded, and the motion carried.

Spivey moved to request approval for out-of-state and in-state student tuition to be the same for distance learning courses held during Maymester and summer sessions (Motion 13-28). Hanna seconded. The motion passed by acclamation.

Johnson made a motion to request approval to develop and implement a method of charging a convenience fee for all bills paid to the University by credit card, fee to be no more than the actual expense incurred for processing by the University; motion amended to include a “not to exceed 2.5% ceiling” (Motion 13-29). Spivey seconded, and the motion carried. Once in place, the credit card convenience fee should result in a net savings to the University of approximately \$650,000 annually.

Bowie presented the capital projects updates as follows:

- **Central Cooling Facility:** building completed; 60% of piping is installed to date; should be online by winter 2014.
- **Annex I – Kenneth E. Swain Hall:** should be substantially completed by June 2013.
- **Atheneum Renovation:** cost about \$3M; bid going out in August 2013; begin building in October 2013; substantial completion by August 2014.
- **Public Safety Facility:** currently working on interior, along with complex moving and IT wiring relevant to dispatch, alarms, security cameras, etc.; expected completion August 2013.
- **Softball and Baseball Complex Improvements:** \$11.2M project; completion for softball December 2013 and for baseball, Spring 2014.
- **Jackson Student Center Annex I:** plans finally approved by the State; bid opens May 23, 2013; construction begins July 2013; expected completion September 2014.
- **Jackson Student Center Renovation:** \$1M project to be performed concurrently with Annex I.
- **Tennis Complex Construction:** property transfer completed March 2013; some delay caused by conflict with architect over Phase II construction drawing fees; puts estimated completion at April 2014.
- **Catering Kitchen/Dining Facility:** \$3M building; 8K square feet of kitchen plus seating for 100; entire food service catering operation will be handled here; completion by October 2014 so as not to overload Hicks Dining Hall with the students that will be living in new University housing on the Elvington property.
- **Elvington New Student Housing:** completion in May 2015 for use in Fall 2015.

David DeCenzo complimented the Facilities staff for a phenomenal job maintaining the grounds with all of the building projects on campus.

As a result of students’ requests, Bowie stated that a Starbucks and a Chick-fil-A express will be coming to campus.

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Rose Marie Johnson reported that many students do not have health/accident insurance and a policy to cover this gap would be advantageous to students, parents, and the University. The committee recommended moving forward with shopping the market for an illness/accident insurance program to offer.

Spivey moved to adjourn the meeting and Carlos Johnson seconded. The motion passed unanimously, and the meeting adjourned.

Respectfully submitted,

JoAnna Dalton
Chyrel Stalvey

JoAnna Dalton and
Chyrel Stalvey
for Dr. Larry L. Biddle
Secretary/Treasurer