

2-13-2014

## Finance, Planning and Facilities Committee, February 13, 2014

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  
February 13, 2014**

**Members of the Committee Present:** Mr. Williams S. Biggs, Ms. Natasha M. Hanna, Mr. Carlos C. Johnson,\* Mr. Charles E. Lewis,\* Dr. Oran P. Smith, Mr. Eugene C. Spivey and Mr. William E. Turner III\*

**Other Board Members Present:** Dr. Larry L. Biddle,\* Mr. Samuel H. Frink, Mr. D. Wyatt Henderson, Mr. Marion B. Lee, Mr. William L. Lyles Jr., Mr. Daniel W. R. Moore, Sr., Mr. George E. Mullen, and Mr. Robert G. Templeton\*

**Others Present:** Ms. Sandy A. Baldrige, Ms. Stacie A. Bowie, Dr. J. Ralph Byington, Ms. Lori Church, Dr. Debbie Conner, Ms. JoAnna Dalton, Dr. David A. DeCenzo, Mr. Edgar L. Dyer, Ms. Martha S. Hunn, Mr. Mark Kelley, Ms. B.J. Landrum, Dr. Steven J. Madden, Mr. Timothy E. Meacham, Ms. Jennifer Packard, Mr. William M. Plate Jr., Mr. Mark A. Roach, Ms. Sharon A. Sluys, Ms. V. Chyrel Stalvey, Mr. Gregory T. Thompson, Mr. Gregory W. Thornburg and Ms. Sandra W. 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.)

Bill Biggs brought the meeting to order.

**Gene Spivey made a motion to approve the October 10, 2013 minutes. Oran Smith seconded, and the motion passed.**

**Spivey moved to accept Coastal Educational Foundation's donation of approximately 2.94 acres of land adjacent to the E. Craig Wall Sr. College of Business Administration Building upon which the second academic/classroom office building will be constructed (Motion 14-12). Will Turner seconded, and the motion carried.**

**Spivey moved to accept the S.C. Department of Transportation's donation of University Boulevard upon completion and acceptance of resurfacing during the upcoming paving season. Resurfacing will be funded by the Horry County Transportation Committee (Motion 14-13), and Turner seconded. The motion passed.**

\*Denotes joined by teleconference.

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Stacie Bowie stated that the program for out-of-state students being charged the same rate as in-state students for distance learning courses held during Maymester and summer sessions has been extended through 2014.

An RFP was sent out from Columbia for our bookstore space. Neebo, Inc. was awarded the contract and will take over on March 12 from Follett. Neebo has approximately 200 bookstores nationwide, but ours will be the first in SC.

In order to improve Wi-Fi access in the dorms, IT has installed 1,300 new individual access points. Kimbel Library, Hicks Dining Hall and the CINO Grill will be the next campus locations to be upgraded.

- Capital Projects Updates
  - HTC Pond and Fountain – completed. Teal, bronze and white lights in rotation illuminate the pond and fountain at night.
  - Starbucks – completed. Brought in more revenue in one week than Java City did in one month.
  - Atheneum Renovation – will start soon and have reviewed architectural rendering for alumni-dedicated building. Renovation should take less than one year.
  - Softball/Baseball – underway with substantial completion of baseball expected in the summer of 2014.
  - Lib Jackson Student Center addition – Annex one started 2013 and completion is anticipated by November 2014.
  - Tennis Complex Construction – bid process completed. 12-court complex; start March 2014 and complete October 2014.
  - Catering Kitchen/Dining Facility – begun October 2013; expected completion October 2014. 8,000 sq. ft. (100 seats) next to Williams Brice. Catering operations will be moved from Hicks Dining Hall to this facility, freeing up the necessary space for student dining, especially with the addition of student housing on the Elvington property.
  - New Student Housing Complex Phase I and II - started January 2014. Site work is finished. Phase I and II anticipated completion by June 2015 with occupancy by Fall 2015.
  - Science Annex III – start May 2014, completion February 2015.
  - 2<sup>nd</sup> Academic Classroom Building – start December 2015, completion 2017. Adjacent to Wall Building on opposite side from Brittain Hall.
  - Myrtle Beach Education Center at 79<sup>th</sup> Avenue North – new signage has been approved and will be posted as soon as constructed.
  - Singleton Building Renovation – start March 2015 and completion June 2016. The Ad Hoc programming committee has met regularly, and consensus is to leave the President's office in its current location. This project will be submitted to the Budget & Control Board at the meeting on March 28, 2014. The Singleton Building will need to be empty by Thanksgiving to allow for removal of asbestos and floor covering prior to construction bid date. Spivey noted that the Ad Hoc committee's preference was to have a grand hall/exhibition area and asked the administration to review costs

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prior to proceeding in case changes need to be made. The overriding concern is whether to relocate the building's air handlers, which will increase costs, but allow for a bigger grand hall. David Roper has talked with Mark Singleton and will review security issues when plans are closer to being completed.

Capital projects are underway or approved in the amount of \$206 million, and all of them tie to the master plan. Coastal receives \$8M per year from the Penny Sales Tax and each year has exceeded the forecast.

Sasaki's quote to perform a campus mobility study came in at \$75,000, so the decision was made to seek other means to obtain the information. Upon investigation, it was discovered that the Waccamaw Regional Council of Governments has a planner on board, so the Council has been asked to submit a proposal to do the study.

Bowie, in reviewing the highlights of the revenue for "10" fund accounts, noted that undergraduate tuition is \$275K under budget compared to projected, largely because the forecast was developed prior to lowering online class fees for out-of-state students. However, graduate tuition is approximately \$250K over budget, yielding a total revenue increase of \$40,000. The projection was actually off only .26%. Total projected revenue and transfers in is \$128,330,245. Contingency operations are \$(1,194,320); the percent of contingency to revenue is 1.5%. If expenses can be held at bay, we still hope to achieve the 3% contingency figure at the end of the year.

Expense projections of \$74,374K for "10" funds include classified staff, dual employees, special pay, fringes and travel, including fuel for the University buses. The total projected FY2014 expense is \$2.5M over budget expense due to the trolleys and the research vessel. Dual employment and special pay include faculty and staff bonuses. Travel increased about \$600,000 because of the inclusion of buses/trolley fuel.

Respectfully submitted,

Chyrel Stalvey  
for Dr. Larry L. Biddle  
Secretary/Treasurer