



Dr. Gail Morrison
Interim Executive Director

May 29, 2007

TO: Mr. Daniel Ravenel, Chair, and Members of the Committee on Finance & Facilities
FROM: Ms. Lynn W. Metcalf, Director of Finance, Facilities, & MIS
SUBJECT: Committee Meeting, June 7

A meeting of the Committee is scheduled to be held in the Executive Boardroom in Building S at Orangeburg-Calhoun Technical College at 10:00 a.m. on Thursday, June 7. Attached are an agenda and materials for the meeting.

If you have any questions about the materials, please contact me at (803) 737-2265. We look forward to meeting with you on June 7.

Attachments

AGENDA

COMMITTEE ON FINANCE & FACILITIES

JUNE 7, 2007

10:00 A.M.

EXECUTIVE BOARDROOM, BUILDING S
ORANGEBURG-CALHOUN TECHNICAL COLLEGE
3250 ST. MATTHEWS RD. (HIGHWAY 601)
ORANGEBURG, SC 29118

1. Introductions
2. Minutes of May 2 Meeting
3. Master Land Acquisition Plans (MLAP) for Approval
 - a. Coastal Carolina University
 - b. Winthrop University
4. Other Business
5. Information Items
 - a. List of Staff Approvals for April 2007

MINUTES

**SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION
COMMITTEE ON FINANCE AND FACILITIES**

MAY 2, 2007

2:00 P.M.

CHE CONFERENCE ROOM

Committee Members Present

Dr. Doug Forbes
Dr. Louis Lynn
Mr. Dan Ravenel
Mr. Jim Sanders
Mr. Ken Wingate

Mr. Charles Jeffcoat
Ms. Angie Leidinger
Mr. Scott Ludlow
Mr. John Malmrose
Ms. Beth McInnis
Ms. Diane Newton

Committee Members Absent

Mr. Neal Workman

Mr. Steve Osborne
Ms. Jennifer Pearce

Guests Present

Mr. Jeff Beaver
Ms. Terry Booth
Ms. Kathy Coleman
Ms. Donna Collins
Mr. Bob Connelly
Dr. Anthony Coyne
Ms. Brenda Cox
Mr. Al Cope
Mr. Ralph Davis
Ms. Retta Guthrie
Mr. Walter Hardin
Mr. Craig Hess
Mr. Clyde Hinchey

Mr. Scott Poelker
Mr. Rick Puncke
Mr. Charles Shawver
Col. Don Tomasik
Mr. Gerald Vander Mey
Dr. Richard Weldon
Ms. Sandy Williams

Staff Present

Ms. Camille Brown
Ms. Julie Carullo
Mr. Gary Glenn
Ms. Alyson Goff
Dr. Lynn Kelley
Ms. Lynn Metcalf
Dr. Gail Morrison

For the record, notification of the meeting was made to the public as required by the Freedom of Information Act.

Mr. Ravenel called the meeting to order at 9:10 a.m. Mr. Glenn introduced the guests in attendance.

The following matters were considered:

I. Approval of Minutes of Meeting on April 5, 2007

Since there were no additions or corrections to the Minutes of the meeting on April 5, the Minutes were approved as written.

II. Consideration of Interim Capital Projects

Mr. Ravenel asked Ms. Metcalf to describe the projects. Ms. Metcalf noted institutional representatives were present to answer questions. The following projects were presented and discussed:

a. Clemson University

1.) Schilleter Dining Hall Convenience Store Addition \$ 750,000 -establish project

2.) Chilled Water Systems Improvements \$ 1,800,000 -increase budget

b. College of Charleston

1.) Science Center Construction \$10,000,000 -increase budget

c. Francis Marion University

1.) Center for the Child Construction \$ 1,975,000 -increase budget

Mr. Wingate asked if there was a specific policy for use of maintenance reserve funds. Ms. Metcalf answered use of the funds was at the discretion of each institution. Mr. Wingate asked how much money remained in the University's fund. Mr. Ralph Davis, from Francis Marion University, answered that he did not have the exact amount with him, but he would call the institution. The Committee clarified its questions as: 1.) How much money is currently in the fund? and 2.) How much was allocated for the current year? The Committee deferred action on the project until Mr. Davis received the information.

d. University of South Carolina Upstate

1.) Palmetto Villas Renovation \$ 2,000,000 -establish project

Dr. Forbes asked when University Commons (another residence hall) was built. Mr. Rick Puncke, from USC Upstate, answered the facilities were constructed in the 1980s.

2.) New Residence Hall Construction \$21,000,000 -establish project

It was moved (Sanders), seconded (Wingate), and voted to approve the projects with the exception of the project from Francis Marion University.

Mr. Davis stated the University had allocated approximately \$5.7 million for the maintenance reserve fund for the current fiscal year. If the proposed project is approved, the budget will be approximately \$3.8 million. Mr. Sanders asked Mr. Davis if he had an idea as to how much had been allocated toward deferred maintenance. Mr. Davis estimated \$500,000, but he stated he was not sure how valid that estimate was.

Dr. Lynn asked if life-safety issues were being deferred in order to complete new construction. Ms. Metcalf answered she doubted institutions would do so. Mr. Ravenel noted each institution's board decided how to spend funds.

It was moved (Sanders), seconded (Wingate), and voted to approve the project.

III. Comprehensive Permanent Improvement Plans (CPIP)

Ms. Metcalf provided a brief explanation of the purpose of the CPIP and the approvals requested of the Committee. She stated there were some corrections to the materials which are noted at the end of this section of the Minutes.

a. Year 1 Project Approvals

Ms. Metcalf explained that Year 1 requests were for projects for which institutions currently have funds available or are reasonably certain funds will become available in the upcoming fiscal year. Mr. Sanders asked if MUSC was fairly certain it would complete the proposed \$10.6 million in deferred maintenance projects. Mr. John Malmrose, from MUSC, answered it is the goal of the University to complete all of the proposed items. Mr. Sanders asked if SC State had any deferred maintenance items listed as the University has noted it directs \$5 million of institutional funds toward addressing deferred maintenance. Ms. Goff stated the institution indicated during the staff visit to the campus that they planned to complete projects with budgets less than \$500,000 so no projects were included in the CPIP Year One. Mr. Sanders commended MUSC for addressing deferred maintenance.

i. Clemson University – Parking Structure Design & Construction

Dr. Forbes asked if the land was at no cost to the institution. Mr. Vander Mey, from Clemson University, answered that was correct. Dr. Forbes asked if the budget was expected to increase. Mr. Vander Mey answered that the institution did not expect any changes.

ii. Clemson University – Day Care Center Design & Construction

Ms. Metcalf stated the center would be used as a recruiting tool by the institution. Dr. Lynn asked if the Board of Trustees had seen the proposed project. Mr. Vander Mey answered the facility was included in the campus master plan which the Board has seen. Dr. Forbes stated the cost per square foot was \$275 if all budget components were included. Ms. Metcalf answered the construction cost per square foot was \$145. Dr. Forbes asked Mr. Sanders if it was reasonable. Mr. Sanders said it was provided the delays in the approval process.

iii. Medical University of South Carolina – Deferred Maintenance 2007-08

Mr. Ravenel stated the funds were coming from the institution. Dr. Lynn asked if the hospital provided any funds for the project. Mr. Ravenel noted the hospital and institution are two separate entities.

iv. Coastal Carolina University – Athletic Facilities Training Construction

Mr. Sanders asked how this project differed from the proposed Year Two project from Greenville Technical College. Ms. Metcalf answered the institutions' missions were different.

v. Coastal Carolina University – Campus Development/Infrastructure

Ms. Metcalf noted the project was to address deferred maintenance and infrastructure issues.

- vi. Coastal Carolina University – Band Building & Practice Field Purchase
Dr. Lynn asked if the land was included in the institution’s Master Land Acquisition Plan (MLAP). Ms. Metcalf stated the institution currently did not have a plan on file.
- vii. College of Charleston – 72 George Street Renovation
Ms. Metcalf stated the institution was moving the project to Year Three.
- viii. College of Charleston – Craig Cafeteria Conversion & Renovation
Ms. Goff stated the institution was planning to convert the former cafeteria in order to consolidate the admissions office into one location.
- ix. College of Charleston – St. Philip/George/Coming Streets
Dr. Lynn asked if the Department of Transportation was assisting with the project. Mr. Osborne, from the College of Charleston, stated the institution was working with the city. Ms. Goff noted the institution was changing the source of funds from excess debt service to college fees.
- x. Winthrop University
Ms. Metcalf stated the institution’s Year One projects had already been approved by the Committee through the interim approval process. She noted the institution included the projects in its CPIP in order to illustrate appropriate planning.
- xi. Horry-Georgetown Technical College – Additional Parking-All Three Campuses
- xii. Technical College of the Lowcountry – Bluff Erosion Control
- xiii. Tri-County Technical College – Land-40 Acres
Ms. Metcalf noted the technical colleges are expected to provide service to each supporting county. Dr. Lynn asked if the institution had an approved MLAP. Ms. Goff answered no but noted the institution was in the process of preparing one. Dr. Lynn stated it would benefit the institutions and the Commission if each institution had approved MLAPs. Dr. Forbes requested to vote on the proposed project separately.

Mr. Sanders noted several institutions did not have any projects in Year One. He asked the representative from the University of South Carolina to explain. Mr. Charles Jeffcoat, from USC, stated the institution did not believe there was an advantage to the CPIP Year One process. He stated that if the CPIP was approved on schedule, the process would be beneficial. He noted the CPIP had not been approved beyond CHE for three years. Mr. Shawver, from the Budget and Control Board, noted statutes were in place which required state agencies to complete CPIPs annually.

It was moved (Sanders), seconded (Wingate), and voted to approve the projects with the exception of the project from Tri-County Technical College.

Mr. Ravenel asked if there was a representative from Tri-County Technical College to answer questions. No one was present. Mr. Shawver noted the institution had a Year Two project to construct a classroom on the proposed land.

It was moved (Forbes), and seconded (Wingate) to table consideration of the project. Sanders and Lynn opposed the motion to table. With a tie, the Chairman voted to table, and the project was removed from consideration.

b. Year Two Project Requests for Capital Improvement Bonds

Ms. Metcalf explained the criteria and method of application used to score and prioritize requests for capital improvement bond (CIB) funds. She noted two of the proposed projects from USC Salkehatchie (Technology Center Construction) and USC Union (Classroom /Laboratory/ Learning Resource Center Construction) were recommended for approval pending receipt of additional information to clarify the acceptability of the academic collaboration as required by CHE policy.

Mr. Sanders asked if the prioritized list of 70 projects reflected the true needs of the state. Ms. Metcalf answered “yes” as all prioritized projects met the established criteria.

It was moved (Forbes), seconded (Wingate), and voted to approve the prioritized list.

c. Years Three, Four, and Five Summaries

Dr. Lynn asked if Years Three, Four, and Five were only for information. Ms. Metcalf answered in the affirmative and noted those years represent the institutions’ conceptual plans.

d. Approval of CPIP in Concept

It was moved (Sanders), seconded (Wingate), and voted to approve the CPIPs in concept.

NOTE: The following corrections to the original materials were made during the meeting. The corrections were:

- *Page 2 – Agenda item D should be corrected to read “USC Upstate” and not “College of Charleston”*
- *Page 14 – No projects should be listed in the Year One summary for Trident Technical College.*
- *Page 20 – College of Charleston requested to remove “72 George Street Renovation” from Year One and include it in the Year Three summary.*
- *Page 29 – MUSC projects “College of Dental Medicine” and “College of Pharmacy Building” should be listed as “new construction” and not as “renovation.”*

IV. Other Business

Ms. Metcalf proposed to the Committee the possibility of scheduling a summer visit to tour the facilities at Greenville Technical College, Spartanburg Community College, and USC Upstate. She noted such visits had been conducted on an annual basis in the past. The Committee decided to visit the institutions on July 17-18. Mr. Ravenel strongly encouraged the Committee members to attend as it provides a good opportunity to see projects the Committee has approved. Ms. Metcalf stated an October tour was being discussed, and she stated she would be in contact with the Committee with proposed dates.

Ms. Metcalf noted a list of staff approvals for March 2007 was presented as information.

Ms. Metcalf stated staff was beginning to consider the budget plans for fiscal year 2008-09. She stated they were viewing multiple ways in which to request funds to address parity, quality, and operations. She stated they would welcome any suggestions from Committee members. She stated staff was scheduled to meet with institutional finance officers to discuss possible strategies soon.

Mr. Sanders noted the Committee's current approval schedule was extending the approval process an additional 30 days. Ms. Metcalf stated prior to the current year, the Committee had not been complying with Commission policy by considering items the morning prior to the scheduled Commission meeting. She stated the Commission is supposed to view items with Committee approval 48 hours prior to Commission consideration. Mr. Sanders asked if staff could review the current situation and offer possible alternatives.

Ms. Metcalf stated the next Committee meeting would be at 10:00 a.m. on June 7 at Orangeburg-Calhoun Technical College.

With no further business, the meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Alyson M. Goff
Recorder

**Attachments are not included in this mailing but will be filed with the permanent record of these minutes and are available for review upon request.*

MASTER PLAN ACQUISITION PLANS (MLAP) FOR APPROVAL

The Commission has a policy for accepting MLAPs from institutions. The current policy is as follows:

Institutions may present master plans that outline proposed land acquisitions to the Finance and Facilities Committee and the Commission for conceptual approval. The granting of conceptual approval shall be good for an initial five-year period and may be renewed by action of the Commission. If the plan is endorsed by the Commission, then future land acquisitions, provided they were included in the master plan presentation and had received Property Management acceptance for the environmental study and appraisal, and provided that no student fee increase is required, will be considered by the CHE staff and will not require additional review by the Finance and Facilities Committee or the Commission. CHE staff will report any acquisition activity to the Finance and Facilities Committee at least quarterly.

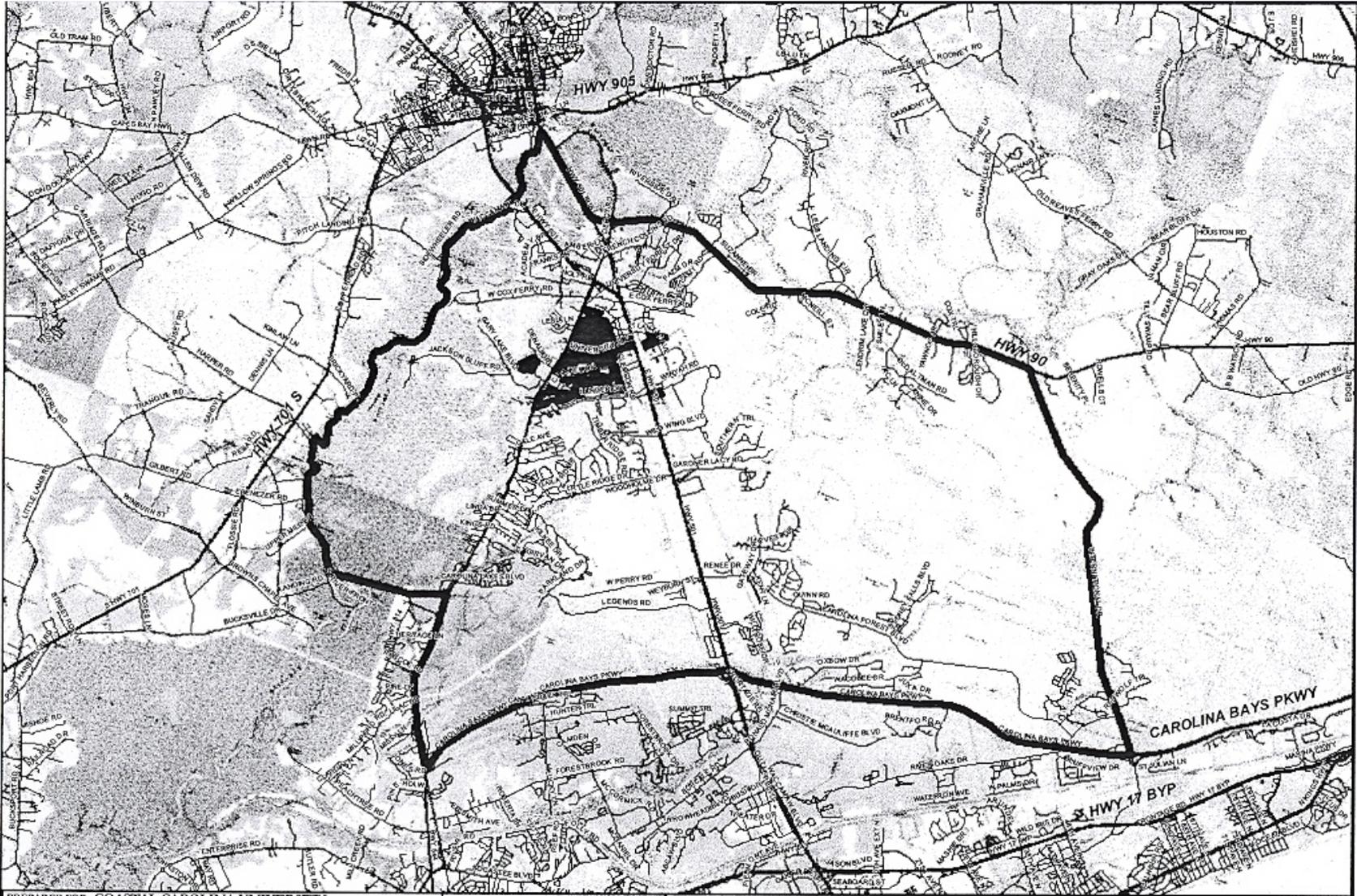
Coastal Carolina University

A comprehensive campus master plan was developed and approved by the Board of Trustees in 2005. The master plan not only outlines the location of current and proposed facilities on campus but makes recommendations for future property acquisitions and growth over 10 to 20 years.

The University has recently experienced a growth cycle which was characterized by a three-year period from 2000 to 2003 of double-digit growth. For fall 2006, the total enrollment was 8,049 with a full-time equivalent (FTE) enrollment of 6,944 – a 10-year growth rate of 80 and 83 percent respectively. This growth was generally a healthy growth, incorporating significant increases in SAT scores and high school grade point averages for entering freshmen. A number of factors contributed to this growth: improved quality and reputation in academic programs, addition of on-campus residence halls, and an increased emphasis on intercollegiate athletic programs, including football.

The University proposed MLAP would allow the institution to acquire new land and/or buildings be acquired in support of this growth. As student enrollments, research, and support programs expand, the University is confronted with the problem that available property on the main campus is scarce. With the ability to acquire property adjoining or in the immediate vicinity of the campus, a more cohesive campus may be achieved.

COASTAL CAROLINA UNIVERSITY
 25 MIN QUADRANGLE: VARIOUS USGS TOPOGRAPHIC QUADRANGLE
 APPROX. PROPERTY CENTER: 33°47'36.885"N 79°0'48.175"W
 SCALE: 1:10,000
 1" equals 10,000'
 0 5,000 10,000 FT



PREPARED FOR: COASTAL CAROLINA UNIVERSITY
 PROJECT TITLE: AREA MAP
 PROJECT LOCATION: Horry County, South Carolina
 25 MIN QUADRANGLE: VARIOUS USGS TOPOGRAPHIC QUADRANGLE
 APPROX. PROPERTY CENTER: 33°47'36.885"N 79°0'48.175"W
 DATE: 05/14/07 CREATED BY: ARB
 FIGURE: FIGURE 1
 TEG P/N: 001000
 APPLICATION #

Legend

 CCU Properties

COASTAL CAROLINA UNIVERSITY
2-Mile Radius Surrounding CCU Properties


 COASTAL CAROLINA UNIVERSITY
 P.O. Box 261954
 Conway, SC 29528-0154
 (843) 347-3161
<http://www.coastal.edu/>


EARTHWORKS
 planning and design consultants
 15651 US 173 - MARBLEHEAD, SC 29576
 843.661.1900 FAX - 843.661.7222 E - www.earthworksgr.com

Winthrop University

The University has based its MLAP on acquisitions needed to both meet the legislative mandate to maintain an academic environment that provides a first-class institution of higher education for students and the University's public service role of working with local government to support and advance economic development goals. Academically, the University's strategic direction includes the implementation of a multiyear enrollment growth initiative that is supported by local government and economic development organizations. Over the next five to 10 years, the institution will recruit a student body of 8,000-8,500 students while preserving its nature and character. This will require the creation of residential, academic, and auxiliary programs and facilities and make other adjustments as needed to retain the institution's distinctive identity while facilitating the incremental growth. The University has identified a number of ways in which the city of Rock Hill's regional economic development strategies for redevelopment of former textile mill properties in the city's deteriorating urban core can be supported by the institution's campus development plans.

Approval of the MLAP is essential for the University to provide students with a high quality, diverse and best value educational experience. Competition in today's higher education environment necessitates the institution acquire these additional properties to meet the challenge.

The University's MLAP includes a total of 51.26 acres presently encompassing a combination of commercial, residential, unimproved land, and green spaces. All land identified as of possible future use to the institution over the next 10 to 20 years is adjacent to the campus. Decisions regarding these proposed acquisitions will be made over time, consistent with the University's needs, changing local conditions, and local government economic development objectives.

**Campus map included separately.*

**Agenda Item 5
Finance & Facilities**

INFORMATION ITEM

PERMANENT IMPROVEMENT PROJECTS APPROVED BY STAFF						
April 2007						
Date Approved	Project #	Institution	Project Name	Action Category	Budget Change	Revised Budget
4/2/2007	9556	Francis Marion	Deferred Maintenance - Indoor Pool Repair	Increase Budget, Revise Scope, Change Project Name	\$50,000	\$967,272
4/2/2007	9587	SC State	237 Park St Land Acquisition	Decrease Budget, Close Project	(\$2,850)	\$69,650
4/2/2007	9573	SC State	James E. Clyburn Transportation Research and Conference Center ¹	Increase Budget	\$750,000	\$21,618,005
4/2/2007	6000	USC Columbia	Roost Roof Replacement	Decrease Budget, Change Source of Funds, Close Project	(\$105,249)	\$1,646,751
4/2/2007	6020	USC Columbia	Colonial Center Sprinkler Head Replacement	Decrease Budget, Close Project	(\$8,934)	\$341,066
4/2/2007	9912	USC Columbia	Sumwalt College Nano Center Renovation	Decrease Budget, Close Project	(\$6,207)	\$3,363,413
4/2/2007	9916	USC Columbia	Housing Switchgear Assessment And Recondition	Close Project	\$0	\$150,000
4/2/2007	9915	USC Columbia	820 Henderson Street Repairs	Close Project	\$0	\$150,000
4/22/2007	9917	USC Columbia	Preston College Interior Painting	Close Project	\$0	\$150,000
4/2/2007	9935	USC Columbia	Roost Dormitory Exterior Repairs	Decrease Budget, Close Project	(\$523,805)	\$496,195
4/2/2007	9945	USC Columbia	McBryde Quadrangle Interior Painting	Revise Scope Close Project	\$0	\$150,000
4/2/2007	9525	USC Upstate	Building 976 Renovation	Decrease Budget, Close Project	(\$17,676)	\$332,324
4/2/2007	9526	USC Upstate	Smith Building Roof Replacement	Decrease Budget, Close Project	(\$169,507)	\$180,493
4/2/2007	9529	USC Aiken	Convocation Center	Increase Budget, Revise Scope	\$249,000	\$25,969,000
4/2/2007	9538	USC Aiken	Library Air Handler Replacement	Close Project	\$0	\$253,498
4/6/2007	NEW	USC Upstate	Residence Hall Acquisition	establish project	\$0	\$50,000
4/6/2007	9593	Citadel	Campus Wide Mechanical & Electrical Repairs - Deferred Maintenance	Increase budget	\$50,000	\$1,003,151
4/6/2007	9880	Greenville TC	Northwest Campus Construction	Revise Scope	\$0	\$20,607,921
4/13/2007	9590	Citadel	Law Barracks Replacement	decrease budget	(\$225,000)	\$22,775,000
4/13/2007	New	Citadel	Stevens Barracks Renovation	establish project	\$0	\$150,000
4/13/2007	New	USC Columbia	Equestrian Farm Acquisition	establish project	\$0	\$25,000
4/13/2007	9533	USC Aiken	Library HVAC System Upgrades/Interior Renovation	increase budget, close project	\$316	\$1,915,316
4/13/2007	9535	USC Aiken	Pacers Down Deferred Maintenance	Decrease Budget, Close Project	(\$2,947)	\$492,053
4/16/2007	9674	MUSC	Hollings Cancer Center Expansion	Increase Budget	\$160,000	\$91,295,812
4/17/2007	9524	Winthrop	Lois Rhame West Health, Physical Education and Wellness Center Construction	Increase Budget	\$2,490,000	\$27,390,000
4/19/2007	9824	Clemson	Lee Hall Tower HVAC Renovation/Upgrade	Decrease Budget, Close Project	(\$565)	\$17,943,488
4/19/2007	9570	College of Charleston	Simons Center for the Arts Expansion ¹	Increase Budget, Change Source of Funds	\$1,750,000	\$23,600,000
4/19/2007	9624	College of Charleston	George Street Land, Dorm & Apartment Acquisition ¹	Increase Budget	\$5,400,000	\$61,200,000
4/19/2007	9567	College of Charleston	Physical Education & Athletics Center Complex Construction	Change Source of Funds	\$0	\$47,000,000
4/19/2007	New	USC Columbia	Capstone Top of Carolina Renovation	establish project	\$0	\$700,000
LEASES APPROVED BY STAFF						
Date Approved	Lease #	Institution	Project Name	Purpose/Additional Info	Rates	Term
4/16/2007	Renewal	MUSC	McClennan Banks, Third Floor	2604 sf, office and clinical research space for the Dept. of Neurology, Movement Disorders Program	Annual Rate - \$57,782.76 / Monthly Rate - \$4,815.23 / Cost per SF \$22.19	7/01/07-6/30/2008 (no extended terms; to be negotiated)

¹Increases of 10% or less of total project budget can be approved by staff.

