

April 26, 2006

TO: Members, Subcommittee to Review the Higher Education Facilities Approval Process

FROM: Lynn W. Metcalf, Director of Finance, Facilities & MIS

SUBJECT: Subcommittee Meeting, May 3, 2006

The initial meeting of the Subcommittee to Review the Higher Education Facilities Approval Process is scheduled to be held in the Commission's Conference Room at 2:00 p.m. on Wednesday, May 3. Since this will be a working meeting, please dress casually (no suits or ties).

This meeting is to specifically identify issues to be addressed by the subcommittee. We expect this meeting will conclude by about 4:30 p.m. Our plan is to have three meetings outlined as follows:

Meeting 1 (May 3) - Identify and Clarify Issues

Meeting 2 (TBD) - Discuss issues and Consider Options to Address Issues

Meeting 3 (TBD) - Refine Options and Develop Recommendations

Attached are an agenda for the meeting and a listing of subcommittee members. If you have any questions, please call me at (803) 737-2265. We look forward to meeting with you on May 3.

Attachment

A G E N D A

Subcommittee to Review the Higher Education Facilities Approval Process

May 3, 2006

2:00 p.m.

Conference Room

Commission on Higher Education

1333 Main Street, Suite 200

Columbia, SC 29201

1. Welcome – Rosemary Byerly
2. Presentation – Allen Carter, Interim State Engineer
3. Potential Issues:
 - Deferred Maintenance
 - Life cycle replacement of roofs, HVAC, and other capital equipment
 - Building Life Cycle Cost Analyses
 - Project Cost Increases & Delays
 - Infrequency of State Capital Improvement Bonds (CIBs)
 - Availability of partial A&E funds for project feasibility/programming/planning
 - Changes in scope
 - Availability of private sector and other funds
 - Reducing the Approval Timeline
 - Other

Members
Subcommittee to Review the Higher Education Facilities Approval Process

Commission Representatives

Ms. Rosemary Byerly	Chair, CHE Finance & Facilities Committee
Mr. Dan Ravenel	Vice Chair, CHE Finance & Facilities Committee
Mr. Jim Sanders	Member, CHE Finance & Facilities Committee
Mr. Neal Workman	Member, CHE Finance & Facilities Committee

Institutional Representatives

<u>Name</u>	<u>Institution</u>	<u>Title</u>	<u>Years of Experience</u>
Mr. Walter Hardin	Winthrop	Associate Vice President, Facilities Management	19
Mr. Rick Puncke, Jr.	USC-Upstate	Director, Facilities Management	13
Mr. Tom Suttles	Lander	Director, Engineering Services	6
Mr. Dale Wilson	Piedmont TC	Director, Physical Plant	26

B&CB Representative

Mr. Charles Shawver	Fiscal Analyst, Capital Budgeting Unit, Office of State Budget	15 +
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CHE Staff

Lynn W. Metcalf	CHE, Director of Finance, Facilities, and MIS	32 +
Dr. John Sutusky	CHE Consultant and Former Director of Planning & Special Projects, MUSC (Retired)	35