

**Clemson University
Clemson, South Carolina**

MINUTES

of the Teleconference of

**THE CLEMSON UNIVERSITY BOARD OF TRUSTEES
President's Conference Room
Clemson University
Clemson, South Carolina
Monday, March 10, 2003**

After notification as required by the Freedom of Information Act, the Chairman called the meeting to order at 2:05 PM with the following members present: Lawrence M. Gressette, Jr., *presiding*; Bill L. Amick, J. J. Britton, Leon J. Hendrix, Jr., Louis B. Lynn, Leslie G. McCraw, E. Smyth McKissick, III, Thomas B. McTeer, Jr., William C. Smith, Jr., and J. Thornton Kirby, *Executive Secretary*

ADMINISTRATION PRESENT: President Barker, Dori Helms, Scott Ludlow, Marvin Carmichael, Debbie Jackson, and Neill Cameron

OTHERS PRESENT: Bob Wells, Robin Denny, Rusty Guill, John Newton, Chris Land, and Janice Kleck

MEDIA PRESENT: Anna Simon, *Greenville News*, and Jean Scott, *Anderson Independent*

Item 1. Introductions

Statement: Chairman Gressette asked Executive Secretary Kirby to call the roll of Trustees participating by phone and to introduce guests in the room where the call was being initiated. After doing so, Mr. Kirby advised the Chairman that a quorum of the Board was present for the meeting.

Item 2. Budget and Finance Committee

Statement: Chairman Gressette called upon Bill Hendrix to convene the Budget and Finance Committee for the purpose of considering several action items. Mr. Hendrix thanked the Chairman and convened the Budget and Finance Committee at 2:06 PM.

Following the meeting of the Budget and Finance Committee, Chairman Gressette reconvened the meeting of the full Board at 2:21 PM. Mr. Hendrix reported that the Committee had approved two construction projects, and he noted that all Trustees present for the Board's teleconference had heard the Committee's deliberations.

A. Harcombe Dining Hall Renovations

Statement: Over the last decade, students' tastes have become more sophisticated and serving concepts have been developed to satisfy these new tastes. These serving concepts were implemented in Schilleter Dining Hall three summers ago and have proven to be very popular with students. The serving area in Harcombe Dining Hall was last renovated eleven years ago. As a result, a major renovation and equipment replacement project is required to meet the demands of today's student diet. Two short serving lines for the traditional meat and vegetables dinner will remain but will be modified. Some of the existing equipment will be relocated but most will be removed. New equipment for the fresh serving concepts will be installed. The contractor will also refurbish existing finishes. Upon authorization by the Board of Trustees, the contract will be awarded in March. Construction will not begin until the end of the Spring Semester. In the interim, the contractor will order materials and construction related equipment. Food service equipment has been bid separately. The Architect-of-Record is McCleskey and Associates Architects of Hilton Head, South Carolina.

Seven companies submitted bids. The apparent low responsive and responsible bidder is Zorn Company, Inc. of Seneca, South Carolina. Their bid of \$496,777.00.00 is well below the funds available for construction. Zorn Company has successfully completed numerous campus projects including the similar Schilleter Hall renovation project. The firm is currently finishing an addition to the Apparel Research Facility and has begun upfit of the Barre Hall basement. Greg Harding, co-owner, will be the project manager and Dan Eades will be the superintendent. Both men have successfully completed numerous projects and will be named in the construction contract with the stipulation they cannot leave the project except with the consent of the University and the Architect/Engineer unless they cease contractor employment. The replacement project manager or superintendent must be approved by the University and the Architect/Engineer.

The Administration requested authorization to award a construction contract, pending expiration of the protest period, in the amount of \$496,777.00 to Zorn Company, Inc. of Seneca, South Carolina.

B. Cooper Library HVAC Phase I

Statement: The Cooper Library holds an estimated 700,000 books and serials and over 1 million microforms. It represents the second largest collection of library materials in South Carolina and although strongest in technical and scientific areas, the collections also include significant resources in the humanities. While the bulk of the collections are circulating, like other academic research libraries, it is safe to note that about 20% of the collection is used by 80% of the patrons. Consequently, there is a quantity of materials that rarely circulate or leave the library environment for a significant period. The library averages a daily patron count of 1,000 to 7,000 patrons per day. The Library building is a combination of an original structure, built in 1966, and additional levels constructed in the late 1970s. The exterior of the building is primarily concrete, with interior walls and floors also concrete. The building is approximately square, consisting of two stack levels below grade (Levels 1 and 2) and four levels above grade. The main entrance is on the

north elevation at Level 4. The Cooper Library was designed and constructed with little attention given to a preservation environment. The original building structure has undergone major changes to increase floor space. The widespread use of personal computers and computer terminals in the library has had a significant impact on the building's air conditioning requirements. The large, single pane, unshielded glass windows; the subterranean construction of Levels 1 and 2; the absence of humidification or dehumidification capability throughout most of the structure, inadequate particulate filtration, and the absence of insulation all serve to impede preservation of the collection. Currently, Levels 4, 5 and 6 are the areas with the most significant problems. Several studies have been performed to correct the environmental problems at the Library. The Engineer has conducted an in-depth analysis of the mechanical systems, and the subsequent Phase 1 design will provide for improved mechanical ventilation and air distribution on levels 4, 5 and 6 as well as associated electrical upgrades to accommodate the mechanical systems upgrade. Upon authorization by the Board of Trustees, the contract will be awarded in March. Construction will begin in April and will be performed in three phases so as to cause the least disruption to the library users and staff. Work will not be allowed at the site during exam week, and all work will be completed by start of the Fall Semester. Access to books and collections during construction will be made available to the library staff and faculty. The Engineer-of-Record is McCracken & Lopez of Charlotte, North Carolina.

Three firms submitted bids. The apparent low responsive and responsible bidder is G-M Mechanical Corporation of Greenville, South Carolina. Their Base Bid of \$952,318.00 is within \$2,318.00 of the target construction budget. This \$2,318.00 will be moved from the project contingency to cover the contract award. G-M Mechanical has successfully completed many campus projects as the prime bidder and as a mechanical subcontractor. The firm is also a University IDC mechanical contractor and has executed that work effectively. Co-owner Tom Minor will be the project manager. Due diligence is in process on the superintendent. Both Tom Minor and the approved superintendent will be named in the construction contract with the stipulation neither can leave the project except with the consent of the University and the Architect/Engineer unless he ceases contractor employment. The replacement project manager/superintendent must be approved by the University and the Architect/Engineer.

The Administration requested authorization to award a construction contract, pending expiration of the protest period, in the amount of \$952,318.00 to G-M Mechanical Corporation of Greenville, South Carolina.

Action: On behalf of the Budget and Finance Committee, Mr. Hendrix made a motion: (1) to award a construction contract, pending expiration of the protest period, in the amount of \$496,777.00 to Zorn Company, Inc. of Seneca, South Carolina; and (2) to award a construction contract, pending expiration of the protest period, in the amount of \$952,318.00 to G-M Mechanical Corporation of Greenville, South Carolina. There was no additional discussion, and the vote of approval was unanimous.

Mr. Hendrix thanked Chairman Gressette and reported that the Committee had no further business to report.

Item 3. Educational Policy Committee

Statement: Chairman Gressette called on Les McCraw to convene the Educational Policy Committee for the purpose of considering two action items. Mr. McCraw thanked the Chairman and convened the Educational Policy Committee at 2:22 PM.

Following the meeting of the Educational Policy Committee, Chairman Gressette reconvened the meeting of the full Board at 2:36 PM. Mr. McCraw reported that the Committee had approved two new academic degree programs, and he noted that all Trustees present for the Board's teleconference had heard the Committee's deliberations.

A. Masters of Science in Historic Preservation

Statement: Clemson University and the College of Charleston have agreed to offer a joint program in Historic Preservation. The College of Charleston will offer a Bachelors degree, and Clemson will offer a Masters degree through a collaborative effort between our departments of Architecture, Landscape Architecture, Art, and History. A planning summary was submitted to the CHE in 1996 (Attachment 1), but the proposal was tabled at that time. The joint program is consistent with Clemson's emphasis areas, and Provost Helms is eager to seek its approval by the CHE. The College of Charleston remains committed to the program, and a key faculty member has been identified and hired. On behalf of the Administration, Provost Helms requested approval of the new M.S. degree program in Historic Preservation.

B. Masters of Art in Teaching

Statement: South Carolina is struggling with a crisis in elementary and secondary education because there are too few teachers to meet the demand in many subject areas. As a result, many teachers have been assigned to teach outside the field in which they were trained. Because of the pattern of teacher retirements over the next few years, the state's need for qualified teachers will increase. Clemson University proposes to address this need by adding a new masters degree program designed to increase the number of qualified teachers in South Carolina. The new program will offer a Master of Arts in Teaching for persons who already hold the bachelors degree and who are interested in teaching in specific areas enumerated in the Program Planning Summary (Attachment 2). The program is expected to include 30-36 semester hours and require two years of part-time study and one semester of full-time study (for required practice teaching). The Administration anticipates the tuition revenue will be adequate to support the program. On behalf of the Administration, Provost Helms requested approval of the new M.A. degree program in Teaching.

Action: On behalf of the Educational Policy Committee, Mr. McCraw made a motion to approve the two new Masters degrees in Historic Preservation and Teaching. There was no additional discussion, and the vote of approval was unanimous.

Item 4. Adjourn

Statement: There being no further business, Mr. McKissick made a motion to adjourn, Dr. Britton seconded, and the vote of approval was unanimous. Chairman Gressette adjourned the meeting at 2:38 PM.

Respectfully submitted,

J. Thornton Kirby
Executive Secretary to the
Board of Trustees