I. Minutes

A. Finance and Facilities Committee Meeting of 12/15/05

B. Finance and Facilities Committee Meeting of 12/16/05

II. Finance

A. Property Leases

• Student Transit Authority
• Cell Tower Lease Renewal
• Gateway Technology Center

B. Higher One Implementation Update

III. Facilities

A. Coastal Studies Institute – Project Review

B. Self-Liquidating Projects

• Mendenhall and Ledonia Wright Building Expansion and Renovation
• Todd Dining Hall Servery Renovation
• Brody School of Medicine Auditorium Renovation
• Health Science Campus: Administration Space Study and Renovation

C. Designer Selections Approved by Finance and Facilities Since Previous Meeting

• Scott Hall Renovation
• Tenth Street Steam Distribution Updates

D. Status of Major Capital Projects

IV. ITCS

A. Banner Implementation
Item IA&B – Minutes

Attached are minutes from the special Finance and Facilities Committee meeting held on December 15, 2005 and the regular Finance and Facilities Committee meeting held on December 16, 2005.

Also attached is a correction to the materials distributed at the meetings regarding campus based tuition.
Mr. Kelly called the meeting to order at 2:25 p.m.

Mr. Seitz thanked Mr. Tipton for his assistance on the Cardiovascular Institute Project. The cost for the original scope of the project was over budget and a compromise has been reached to reduce the scope. The third and fourth floor additions to the Warren Life Sciences Building (WLSB) have been eliminated, the bridge between WLSB and the CVI has been removed, a fourth floor has been added to the CVI institute, all bays have been kept and the original design for the first three floors will be used. This approach will offer the most building for the future expansion of the program.

The Bovis factors for cost escalation (10%) and design contingency (5%) were high. A meeting was held with Bovis representatives to discuss why the factors were so high. Bovis provided a new cost estimate which was essentially unchanged. Bovis asked their subcontractors to base cost estimates for the project on current costs. In addition the subcontractors were asked to estimate a escalation factor based on what they thought the costs would increase to by the midpoint of the project. Mr. Tipton does not think this is a good way to estimate and questioned the logic of Bovis’ methodology. Chancellor Ballard asked if ECU had access to escalation estimates provided by independent firms. Mr. Tipton stated that until the University receives bids, escalation numbers are only estimates.

Rather than begin the bidding process with a guaranteed maximum price (GMP) ECU could remove Bovis’ cost escalation factor and establish a preliminary guaranteed maximum price (PGMP) based on the scope of the base project. The PGMP approach is being used across the state at UNC campuses. Alternative additions to the base scope (e.g. finishing the auditorium or the fourth floor) are also identified. When the project is bid contractors provide prices for the base scope and separate prices for the alternatives. If the actual bids for the base scope exceed budget, the project would have to be value engineered to reduce costs or additional funding identified. If bids for the base scope equal the budget, no alternatives can be added unless additional funding is identified. If bids for the base scope are less than the budget, alternatives can be added up to the budget. Mr. Tipton stated that the objective is to get as much building as
possible with everything in it. He is comfortable with the numbers and is optimistic that bids will come in and give the University what it wants. He is willing to take the risks.

Mr. Kelly recognized the effort and time that Mr. Tipton, Dr. Harrell, Mr. Bagnell and Mr. Seitz have put into the project. Mr. Hill expressed his appreciation to the Board in getting this project underway. A motion was made and passed to accept the changes and advance with the project.

Mr. Seitz recognized Chairman Showfety who spoke about the Wright Circle/Fountain project. The current project is designed to repair utility infrastructure below the fountain and return the area to the current state. The project is funded from the repair and renovation budget. Since the Wright Fountain/Circle is such a landmark for the University, Mr. Showfety suggested that the Board accept responsibility to raise additional funds (perhaps $.5M) to make the area more distinctive. With six to eight months to raise the funds and six to eight months to complete construction, the project could be complete for the start of the Centennial celebration. Mr. Greczyn suggested that the project is a prominent naming opportunity and Mr. Kelly recommended developing a design so that costs could be determined. Dr. Harrell indicated that state funds for the repair portion of the project must be spent within 28 months. The timeframe for the current scope of the project is to begin construction in February, 2006 with completion in August, 2006. Mr. Seitz suggested that Mr. Bagnell could develop a new schedule to include the larger scope while the Board raises the additional funding. Mr. Kelly suggested that the repair portion of the project proceed with a target date of April 1 for the design of the enhanced fountain/circle project. A motion will be made to the full Board regarding raising additional funds for this project.

The University has an arrangement with the federal government regarding the Voice of America Site. The original intent was that ECU would use the land for indoor educational purposes. There is a building on the site being used by the physician’s assistant program, but wetlands cover much of the property. Furthermore, since the city has no plans for providing infrastructure such as sewers, etc., to the site, further construction will not be possible. This has resulted in the university changing its planned use of the site to external educational purposes. Several uses have been identified for the outdoor areas including various research programs and training opportunities for ROTC. This change in planned usage requires a different arrangement with the US Department of Education. Mr. Showfety suggested selling the property to the land conservancy with use rights. To purchase the property ECU will pay approximately $60,000 which could be spread out over 27 years. A motion was made by Mr. Kelly and passed by the committee to purchase the property.

Mr. Seitz presented the Moye Boulevard issue. ECU will be trading a small tract of land (.058 acres) needed for a right of way for .30 acres from the City of
Greenville. ECU and the hospital had approved the concept of moving Moye Boulevard in May, but there is concern about access through Moye Boulevard while utilities are being moved in preparation for the relocation. A planning group had agreed on a strategy to keep lanes open during the project, but the hospital has changed the plan without discussion with the planning group. Lack of Moye Boulevard access will have a negative impact on patient care and access to Brody School of Medicine by students and employees for approximately six months. Mr. Seitz made a recommendation to table the issue for a future meeting.

Mr. Seitz presented the campus based tuition and student fees proposals. Provost Smith, Dr. Peel and two students were available for questions. Chancellor Ballard had communicated with Board members prior to the meeting. Dr. Smith recognized the conundrum of campus based tuition increases. ECU has focused on student access and is trying to make the best of the situation. Three years ago ECU presented to the Board of Governor's a proposal for a three year plan for tuition increases. The Chancellor stated that the combination of the actual increases over the past two years plus the proposed increase for next year is less than the original three year plan. A high percentage of funds generated from the proposed increase will be devoted to financial aid. Middle and lower income students will be helped most by this plan, with affluent students paying a higher percentage of tuition. This year the campus was limited to a $200 increase for undergraduate resident tuition and a $146 increase for student fees. The tuition for all undergraduate students will increase by $200. The tuition for all graduate students will increase by $300.

Mr. Redwine is concerned that tuition increases will create struggles for lower income students and that the middle class will be most affected. An article he read indicated that this generation of college students will have the highest amount of educational debt than any previous generation. He feels forced to vote for the increase but is very concerned about the impact on students. Mr. Jones concurred with Mr. Redwine, but did recognize that 70% of the tuition increase is going to financial aid and thinks this should be publicized to students and parents.

Chancellor Ballard responded that the University has been successful in accessing the University System fund that helps middle income students (approximately $6M). Provost Smith expressed his passion for student access and stated that 62% of ECU's students have some form of financial aid. Mr. Brody expressed his opinion that the University must balance value and cost. Mr. Tipton stated that ECU has provided students in the region opportunities for higher education that would not have been available otherwise. Costs are increasing, but ECU is still one of the best deals in the educational system. Mr. Showfety stated that education is the one way to improve one’s state in life and praised ECU's status in the University System.
Mr. Showfety offered the motion to approve the campus based tuition proposal which was passed by the Committee.

Chancellor Ballard and Mr. Durham have met with a Greenville Newspaper reporter regarding tuition and fees increases. An article will appear in the December 16 issue of the Daily Recorder.

Ms. Ward expressed concern regarding the renovation of Mendenhall/Ledonia Wright Cultural Center, future maintenance fees and the debt to be shouldered by students. Mr. Seitz stated that a Student Life committee and students had been actively involved in the process. Dr. Moore indicated that Student Life had been working on the project for years with a committee consisting of faculty, staff and students who determined that Mendenhall was inadequate to serve current enrollment. Part of the committee’s planning includes the design of a large multipurpose room that can be divided into four rooms. These rooms could be used for classrooms, conference rooms, or student meeting rooms as needed. The $20 fee which was assessed last year to cover initial design costs for the project will be used for future maintenance of the new facility. Mr. Pittman spoke about student involvement in the project and the need for office space for student organizations in Mendenhall. Mr. Tipton spoke to the legitimacy of redesigning and programming of the project. Mr. Bagnell related the five options that had been considered. Mr. Grezyn cautioned second guessing the work that has been done on the project by the students. Mr. Jones stated that the student fee increase process for this project was very well done.

Mr. Seitz suggested that the debt service accounts be reviewed and fees be adjusted as necessary. The debt service fees must be in place to receive Board of Governor’s approval of this self-liquidating project. The motion to approve the project was passed.

Mr. Seitz distributed a Higher One summary that had been prepared for the Board of Governors and stated that the University needed a system to handle student refunds more efficiently. Higher One specializes in this proving this service. Use of electronic financial transactions are emphasized over paper checks. A committee of over 30 people is working on implementation issues. Students have been concerned with security of the data, specifically social security numbers. By 2007 student ID’s will be changed from social security numbers to a student ID number. By contract, the student data cannot be sold or given to any other agency. Misinformation is being corrected and opposition to the program is decreasing.

Ms. Ward raised the issue of moving from a dorm to a sorority/fraternity house mid year and losing the housing deposit. Dr. Moore explained that there is a way to negotiate with the Residency Hall advisory committee.
Mr. Showfety requested a status report on the Downtown Project. Mr. Seitz said that Dr. Niswander has been working on the project and recently reported that BB&T is interested. Dr. Niswander is continuing to meet with others who might have an interest in the project. Once BB&T is ready, a key portion of the project will be in place and the planning with others can progress. Chancellor Ballard stated there would be a possible briefing at the February meeting of the Board.

The meeting adjourned at 4:40 p.m.
Minutes of Finance & Facilities Committee Meeting  
ECU Board of Trustees  
December 16, 2005

Attendees: Mike Kelly, Chair, Bruce Austin, David Brody, Joel Butler, Steve Showfety, and Margaret Ward.

Mr. Kelly called the meeting to order at 11:40 a.m. Minutes were approved for meetings on September 29, September 30, and November 8, 2005.

Mr. Seitz called attention to the campus based tuition and student fee proposal materials provided by mail which included specific details regarding the increases with background and comparative information. Provost Smith was present to answer questions regarding the tuition increase. Mr. Jones expressed his appreciation for the work of students on the proposal. He introduced Ben Wyche, Speaker of the Student Senate, who expressed his appreciation to the Board for its support and to the students for their participation. Mr. Redwine expressed his appreciation for student involvement as well as his concern for the impact of tuition increases on students and their families. He is cognizant of higher education costs and the mounting debt problem for college students.

Mr. Kelly and Mr. Seitz commended student and administrative involvement. Mr. Kelly indicated that the Finance and Facilities committee voted to support both the campus based tuition and student fee increases.

Mr. Seitz distributed the 2004-05 Independent Auditor’s Report for the University, which included for the first time the statement from the State Auditor. The final bound report will be distributed once it is completed.

Several facilities items were discussed at the December 15 committee meeting. The Voice of America Site/West Research Campus was obtained several years ago from the federal government to be used for internal educational purposes. The site includes 581 acres and some buildings, but much of it cannot be developed because of wetlands. The University is developing ways to use the property for outside educational purposes. However, the change in use requires ECU to pay an additional amount to the federal government for the property. The Finance and Facilities Committee requested that the Board approve a motion to allow ECU to spend $59,751 to complete its purchase of the property.

Mr. Seitz mentioned the University’s intention to trade property rights of way with the City to enable the relocation of Moye Boulevard. The issue has been tabled pending discussions with hospital representatives to clarify issues associated with the project. The Committee will request approval before or at the next Board meeting.

The scope of the Cardiovascular Institute building project was discussed. Changes to scope were made to bring project costs within the budget. A consensus was reached
which is being called the Tipton Option. Mr. Tipton was active in assessing different alternatives for the project. The following changes were made: elimination of the third and fourth floor additions to the Warren Life Science Building (WLSB), elimination of the bridge between WLSB and the Cardiovascular Institute (CVI), addition of a fourth floor (shelled space) to the CVI, and retention of all the bays. The ultimate goal is to get the largest building possible for the future expansion of the program. The bidding process, upfitting the auditorium in the educational wing, research space and inflation/escalation factors were discussed. The Committee agreed that the strategy of moving forward with the scope as described and including alternatives in the bid process will provide the University with the opportunity to add scope to the project if bid prices are lower than anticipated. Mr. Kelly recognized Mr. Tipton’s contributions of expertise and perseverance.

Mr. Seitz recognized Mr. Showfety who spoke about the Wright Circle/Fountain as a landmark of the University. He suggested that the Board take on the assignment to make enhancements to Wright Circle/Fountain above the funding level that is currently available for the utility repair. Over the next few months, the feasibility of enhancing this area of the campus will be reviewed. Mr. Showfety would like the project completed for the Centennial celebration. Progress will be reported at the February meeting.

ECU is in the process of developing the North Recreational Fields Complex. The elevations of the first building, a bathroom, and a covered picnic area were presented for approval. Additional buildings in later phases of this project will follow this pattern of construction. Mr. Kelly appointed Mr. Austin as the Board representative for this project because of his knowledge of the Greenville area, and as a new committee member he will likely be on the Board long enough to see the project completed. Mr. Bagnell responded to questions raised by Mr. Bodenhamer and Mrs. Ward regarding exterior building materials and future facilities. The Board approved the elevations as presented.

Mr. Seitz noted that the report on major capital projects included additional information. The report has been expanded to introduce projects that are at the conceptual stage as well as those which are in process. As conceptual projects are actualized, Mr. Kelly will appoint Board members to be involved.

Mr. Seitz mentioned the new student refund process that ECU is implementing with a firm called Higher One. The ultimate goal is to provide a process that will give students refunds easier and faster. It was the right concept, but poorly implemented. Approximately 30 staff, along with representatives from Higher One, are working to improve implementation. Mr. Seitz offered a public apology to the Student Government Association for lack of student participation in the early phases of the project.

The meeting adjourned at 12:15 p.m.
On December 16, 2005, the Board of Trustees reviewed and approved a proposal for 2006/07 campus based tuition increases. Approved were increases of $200 for all undergraduate students and $300 for all graduate students. The increase for graduate students was intended to include all medical students and MSA/MBA students. This action is consistent with how we applied tuition increases for 2005/06.

The Board materials for the December 16\textsuperscript{th} meeting included a schedule referred to as Attachment 4. This schedule shows the graduate increase of $300 applied to the tuition for the in-state and out-of-state graduate students. However, it failed to show the increase applied to the tuition for School of Medicine and MSA/MBA students.

Attached is a revised version of Attachment 4. Page contains the information regarding Campus based tuition.

Vice Chancellor for Administration and Finance
February 13, 2006
# EAST CAROLINA UNIVERSITY

## TUITION

### 2006-07 PROPOSED

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TUITION:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>In-state</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergraduate</td>
<td>BOG</td>
<td>1,195</td>
<td>1,453</td>
<td>1,819</td>
<td>1,910</td>
<td>2,135</td>
<td>2,135</td>
<td>200</td>
<td>2,335</td>
</tr>
<tr>
<td>Graduate</td>
<td>BOG</td>
<td>1,238</td>
<td>1,524</td>
<td>1,896</td>
<td>1,991</td>
<td>2,216</td>
<td>2,516</td>
<td>300</td>
<td>2,816</td>
</tr>
<tr>
<td>MSA/MBA (Differential introduced in 2005-6)</td>
<td>BOG</td>
<td>1,238</td>
<td>1,524</td>
<td>1,896</td>
<td>1,991</td>
<td>2,216</td>
<td>3,596</td>
<td>300</td>
<td>3,896</td>
</tr>
<tr>
<td><strong>Out-of-state</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergraduate</td>
<td>BOG</td>
<td>9,058</td>
<td>10,022</td>
<td>11,475</td>
<td>12,049</td>
<td>12,349</td>
<td>12,649</td>
<td>200</td>
<td>12,849</td>
</tr>
<tr>
<td>Graduate</td>
<td>BOG</td>
<td>9,100</td>
<td>10,252</td>
<td>11,732</td>
<td>12,232</td>
<td>12,532</td>
<td>12,832</td>
<td>300</td>
<td>13,132</td>
</tr>
<tr>
<td>MSA/MBA (Differential introduced in 2005-6)</td>
<td>BOG</td>
<td>9,100</td>
<td>10,252</td>
<td>11,732</td>
<td>12,232</td>
<td>12,532</td>
<td>13,912</td>
<td>300</td>
<td>14,212</td>
</tr>
<tr>
<td>School of Medicine - 1st year students *</td>
<td>BOG</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5,034</td>
<td>6,034</td>
<td>1,000</td>
</tr>
<tr>
<td>School of Medicine - 2nd year students</td>
<td>BOG</td>
<td>2,524</td>
<td>2,951</td>
<td>3,437</td>
<td>3,609</td>
<td>5,034</td>
<td>6,034</td>
<td>300</td>
<td>6,334</td>
</tr>
<tr>
<td>School of Medicine - 3rd year students</td>
<td>BOG</td>
<td>2,524</td>
<td>2,951</td>
<td>3,437</td>
<td>3,609</td>
<td>4,534</td>
<td>5,334</td>
<td>300</td>
<td>5,634</td>
</tr>
<tr>
<td>School of Medicine - 4th year students</td>
<td>BOG</td>
<td>2,524</td>
<td>2,951</td>
<td>3,437</td>
<td>3,609</td>
<td>4,534</td>
<td>4,834</td>
<td>300</td>
<td>5,134</td>
</tr>
</tbody>
</table>

* Proposed increase amount includes a $700 tuition increase previously approved by the BOT and BOG as part of a 3 year tuition increase plan.
**Mandatory Student Fees 2006-07 Proposed**

**Mandatory Student Fees:**

**General Fees:**

<table>
<thead>
<tr>
<th></th>
<th>VC Administration and Finance 2/14/2006</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SGA</strong></td>
<td>VCCL 11.75 11.75 13.00 15.00 16.50 17.50 3.00 20.50 17.14%</td>
</tr>
<tr>
<td><strong>MEDIA</strong></td>
<td>VCCL 18.75 18.75 22.00 24.00 23.00 24.00 3.50 27.50 14.58%</td>
</tr>
<tr>
<td><strong>FINE ARTS</strong></td>
<td>VCCL 4.00 4.00 4.00 4.00 6.00 6.50 1.50 8.00 23.08%</td>
</tr>
<tr>
<td><strong>RECREATIONAL SERVICES</strong></td>
<td>VCCL 118.00 118.00 118.00 118.00 118.00 138.00 40.00 178.00 28.99%</td>
</tr>
<tr>
<td><strong>SFAO - Eliminated</strong></td>
<td>VCAF 3.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00%</td>
</tr>
<tr>
<td><strong>MINGES OPERATIONS</strong></td>
<td>VCAF 6.00 6.00 6.00 6.00 6.00 6.00 0.00 6.00 0.00%</td>
</tr>
<tr>
<td><strong>STUDENT ACTIVITY PROGRAMS</strong></td>
<td>VCCL 25.00 42.00 49.00 55.55 48.50 55.00 9.00 64.00 16.36%</td>
</tr>
<tr>
<td><strong>MSC OPERATIONS</strong></td>
<td>VCCL 104.00 109.00 120.00 131.45 154.00 205.00 10.00 215.00 4.88%</td>
</tr>
<tr>
<td><strong>ATHLETIC FEE</strong></td>
<td>VCCL 259.00 269.00 300.00 320.00 336.00 386.00 50.00 436.00 12.95%</td>
</tr>
<tr>
<td><strong>STUDENT HEALTH FEE</strong></td>
<td>VCCL 164.00 170.00 174.00 178.00 180.00 180.00 20.00 200.00 11.11%</td>
</tr>
<tr>
<td><strong>EDUCATION AND TECHNOLOGY FEE</strong></td>
<td>VCCL 82.50 90.50 95.00 100.00 108.00 128.00 9.00 137.00 7.03%</td>
</tr>
<tr>
<td><strong>TOTAL GENERAL STUDENT FEES</strong></td>
<td>VCAA 796.00 839.00 901.00 952.00 996.00 1,146.00 146.00 1,292.00 12.74%</td>
</tr>
</tbody>
</table>

**Debt Service (excluded from cap):**

<table>
<thead>
<tr>
<th></th>
<th>VCCL 96.00 96.00 76.00 76.00 76.00 76.00 0.00 76.00 0.00%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FICKLEN STADIUM</strong></td>
<td>VCAF/ATHLETICS 15.00 15.00 15.00 15.00 15.00 15.00 0.00 15.00 0.00%</td>
</tr>
<tr>
<td><strong>RECREATION FIELDS</strong></td>
<td>VCAF/VCCL 8.00 8.00 8.00 8.00 8.00 8.00 0.00 8.00 0.00%</td>
</tr>
<tr>
<td><strong>MINGES COLISEUM IMPROVEMENTS</strong></td>
<td>VCAF/ATHLETICS 70.00 70.00 70.00 70.00 70.00 70.00 0.00 70.00 0.00%</td>
</tr>
<tr>
<td><strong>STUDENT HEALTH CENTER</strong></td>
<td>VCAF/VCCL 20.00 20.00 20.00 20.00 20.00 20.00 0.00 20.00 0.00%</td>
</tr>
<tr>
<td><strong>STUDENT UNION DEBT (NEW)</strong></td>
<td>VCCL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 100%</td>
</tr>
<tr>
<td><strong>TOTAL DEBT SERVICE</strong></td>
<td>VCCL 209.00 209.00 189.00 189.00 239.00 239.00 150.00 389.00 62.76%</td>
</tr>
</tbody>
</table>

**Special Fees (excluded from cap):**

<table>
<thead>
<tr>
<th></th>
<th>VCCL 57.00 65.00 70.00 73.00 77.00 100.00 30.00 130.00 30.00%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GRADUATION (Paid by all students)</strong></td>
<td>CHANCELLOR 6.00 6.00 6.00 6.00 6.00 6.00 0.00 6.00 0.00%</td>
</tr>
<tr>
<td><strong>ASSOCIATION OF STUDENT GOVERNMENTS BOG</strong></td>
<td>1.00 1.00 1.00 1.00 1.00 1.00 0.00 1.00 0.00%</td>
</tr>
<tr>
<td><strong>TOTAL SPECIAL FEES</strong></td>
<td>VCCL 57.00 65.00 77.00 80.00 84.00 107.00 30.00 137.00 28.04%</td>
</tr>
</tbody>
</table>

Total Mandatory Fees Paid by Each Student 1,062.00 1,113.00 1,167.00 1,221.00 1,319.00 1,492.00 326.00 1,818.00 21.85%
## EAST CAROLINA UNIVERSITY

### OTHER, APPLICATION AND COURSE FEES

#### 2006-07 PROPOSED

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OTHER FEES:</strong></td>
<td>VCAAA</td>
<td>3.00</td>
<td>3.00</td>
<td>3.00</td>
<td>5.00</td>
<td>5.00</td>
<td>5.00</td>
<td>0.00</td>
<td>5.00</td>
</tr>
<tr>
<td>TRANSCRIPT</td>
<td>VCAF</td>
<td>20.00</td>
<td>20.00</td>
<td>20.00</td>
<td>20.00</td>
<td>20.00</td>
<td>20.00</td>
<td>0.00</td>
<td>20.00</td>
</tr>
<tr>
<td>RETURNED CHECK</td>
<td>VCAF</td>
<td>10.00</td>
<td>25.00</td>
<td>25.00</td>
<td>25.00</td>
<td>25.00</td>
<td>25.00</td>
<td>0.00</td>
<td>25.00</td>
</tr>
<tr>
<td>LATE PAYMENT</td>
<td>VCAA/VCAF</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STUDENT PARKING</td>
<td>VCAF</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ORIENTATION</td>
<td>VCAAA</td>
<td>63.00</td>
<td>66.00</td>
<td>66.00</td>
<td>70.00</td>
<td>70.00</td>
<td>70.00</td>
<td>0.00</td>
<td>70.00</td>
</tr>
<tr>
<td>GRADUATION - Replaced</td>
<td>CHANCELLOR</td>
<td>25.00</td>
<td>25.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>APPLICATION FEES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>APPLICATION FEE -- UNDERGRAD</td>
<td>VCAA</td>
<td>45.00</td>
<td>45.00</td>
<td>45.00</td>
<td>50.00</td>
<td>50.00</td>
<td>50.00</td>
<td>0.00</td>
<td>50.00</td>
</tr>
<tr>
<td>APPLICATION FEE -- GRAD</td>
<td>VCRGA</td>
<td>45.00</td>
<td>45.00</td>
<td>45.00</td>
<td>50.00</td>
<td>50.00</td>
<td>50.00</td>
<td>0.00</td>
<td>50.00</td>
</tr>
<tr>
<td>APPLICATION FEE -- MEDICAL SCHOOL</td>
<td>VCHS</td>
<td>50.00</td>
<td>50.00</td>
<td>50.00</td>
<td>50.00</td>
<td>60.00</td>
<td>60.00</td>
<td>0.00</td>
<td>60.00</td>
</tr>
<tr>
<td>APPLICATION FEE - HOUSING 1ST TIME APPLICANTS</td>
<td>VCISL</td>
<td>100.00</td>
<td>100.00</td>
<td>100.00</td>
<td>100.00</td>
<td>100.00</td>
<td>100.00</td>
<td>0.00</td>
<td>100.00</td>
</tr>
<tr>
<td><strong>COURSE FEES:</strong></td>
<td>VCAAA</td>
<td>30.00</td>
<td>30.00</td>
<td>31.00</td>
<td>31.00</td>
<td>31.00</td>
<td>35.00</td>
<td>0.00</td>
<td>35.00</td>
</tr>
<tr>
<td>PRIVATE MUSIC (PER CR. HOUR)</td>
<td>(1105,1205,1405,1435,1445,2105, 2125,2305,2455,3105,3205)</td>
<td>80.00</td>
<td>150.00</td>
<td>150.00</td>
<td>150.00</td>
<td>150.00</td>
<td>150.00</td>
<td>0.00</td>
<td>150.00</td>
</tr>
<tr>
<td>P.E. 1060, INTRODUCTION TO SAILING</td>
<td>VCAAA</td>
<td>150.00</td>
<td>450.00</td>
<td>450.00</td>
<td>450.00</td>
<td>450.00</td>
<td>450.00</td>
<td>0.00</td>
<td>450.00</td>
</tr>
<tr>
<td>P.E. 2278, 3278,4278, 5000,5278 SCUBA</td>
<td>VCAAA</td>
<td>85.00</td>
<td>85.00</td>
<td>85.00</td>
<td>85.00</td>
<td>85.00</td>
<td>85.00</td>
<td>0.00</td>
<td>85.00</td>
</tr>
<tr>
<td>NURSE PRACTICUM</td>
<td>VCHA</td>
<td>125.00</td>
<td>125.00</td>
<td>125.00</td>
<td>125.00</td>
<td>125.00</td>
<td>125.00</td>
<td>0.00</td>
<td>125.00</td>
</tr>
<tr>
<td>PHOTOGRAPHY LAB FEE</td>
<td>VCAAA</td>
<td>75.00</td>
<td>75.00</td>
<td>75.00</td>
<td>75.00</td>
<td>75.00</td>
<td>75.00</td>
<td>0.00</td>
<td>75.00</td>
</tr>
<tr>
<td>CLINICAL SKILLS EDUCATION/ASSESSMENT PROGRAM</td>
<td>VCHA</td>
<td>0.00</td>
<td>50.00</td>
<td>50.00</td>
<td>0.00</td>
<td>50.00</td>
<td>0.00</td>
<td>0.00</td>
<td>50.00</td>
</tr>
</tbody>
</table>

2/14/2006
## HOUSING AND DINING FEE

### 2006-07 PROPOSED

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HOUSING &amp; FOOD SERVICES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>HOUSING (double occupancy)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>with air conditioning</td>
<td>VCCL</td>
<td>2,600.00</td>
<td>2,860.00</td>
<td>3,040.00</td>
<td>3,290.00</td>
<td>3,690.00</td>
<td>3,790.00</td>
<td>120.00</td>
<td>3,910.00</td>
</tr>
<tr>
<td>without air conditioning</td>
<td>VCCL</td>
<td>2,200.00</td>
<td>2,420.00</td>
<td>2,540.00</td>
<td>2,640.00</td>
<td>2,750.00</td>
<td>3,100.00</td>
<td>0.00</td>
<td>3,100.00</td>
</tr>
<tr>
<td>Suite Style Dorm (New)</td>
<td>VCCL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4,275.00</td>
<td>4,275.00</td>
</tr>
<tr>
<td><strong>FOOD SERVICES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9 meals per week plan</td>
<td>VCCL</td>
<td>1,870.00</td>
<td>1,940.00</td>
<td>1,950.00</td>
<td>2,000.00</td>
<td>2,050.00</td>
<td>2,150.00</td>
<td>100.00</td>
<td>2,250.00</td>
</tr>
<tr>
<td>14 meals per week plan</td>
<td>VCCL</td>
<td>2,070.00</td>
<td>2,140.00</td>
<td>2,250.00</td>
<td>2,300.00</td>
<td>2,350.00</td>
<td>2,450.00</td>
<td>100.00</td>
<td>2,550.00</td>
</tr>
<tr>
<td>19 meals per week plan</td>
<td>VCCL</td>
<td>2,270.00</td>
<td>2,340.00</td>
<td>2,550.00</td>
<td>2,600.00</td>
<td>2,650.00</td>
<td>2,750.00</td>
<td>100.00</td>
<td>2,850.00</td>
</tr>
</tbody>
</table>
Item IIA – Property Leases

There are three property leases that require Board of Trustee approval. The leases are for:

- Student Transit Authority
- Cell Tower Lease Renewal
- Gateway Technology Center

Attached are descriptions of each of the leases.
ACTION ITEM
Approval of the Resolution to lease ±8,973 square feet of office, storage, bus fleet maintenance and outside fenced bus fleet storage within a three (3) mile radius of the central campus of East Carolina University. Close proximity to the NC Department of Transportation fuel dock facility is highly desirable. The estimated annual lease rate is $50,000 per year subject to a State Property Office bid solicitation.

The initial lease term desired is three (3) years, with two (2), three (3) year renewal options. Source of funds shall be from Student Transit Account: Fund: 311676 Org: 410501 Acct: 73662 Prog: 2070.

BACKGROUND INFORMATION
The Student Transit Authority’s current lease agreement for the facility at 1501 North Memorial Drive expires July 31, 2006 and is required to be re-bid. The lease space provides office space for Student Transit staff, bus garage for bus maintenance and repairs, parts and equipment storage, and outside fenced storage for the bus fleet.

RECOMMENDED ACTION
We recommend The Finance and Facilities Committee members approve this request. Contingent upon your approval, we will seek UNC Board of Governors, State Property Office, and Council of State approvals.
ACTION ITEM
Approval of the Resolution to issue a new lease agreement to Triton PCS Company, LLC (represents Sun Com/AT&T) for an existing cellular tower on the rooftop of White Residence Hall utilizing one hundred twenty (120) square feet.

BACKGROUND INFORMATION
Triton PCS Company, LLC has an existing cellular tower on the rooftop of White Residence Hall.

The current lease agreement is expiring and ECU University Housing Services has requested a new lease agreement be issued for a term of five (5) years at an annual lease rate of $29,000 with a 3% annual escalation rate. Revenue from this lease will be deposited in the University Housing Services budget. Engineering plans have been reviewed and approved by ECU Facilities Engineering and Architectural Services.

RECOMMENDED ACTION
We recommend The Finance and Facilities Committee members approve this request. Contingent upon your approval, we will forward to the State Property Office for handling and subsequent approval from the Council of State and Governor.
ACTION ITEM
Approval of the Resolution to jointly lease in collaboration between NCSU Distance Education and Learning Application (DELTA) Division and ECU’s Office Academic Outreach, ±1,643 net square feet (ECU’s share is ±822 net square feet) at the Gateway Technology Center (GTC), on the North Carolina Wesleyan University campus, Rocky Mount, North Carolina, as appropriated by Senate Bill 1239. ECU will pay 50% of the lease (822 NSF) at an annual rate of ±$26,611 inclusive of janitorial and utilities (except phone), building and space maintenance, security cameras, and personnel.

The first floor will be office space jointly shared with NCSU and the lessor will provide furniture, technology, and technology maintenance. ECU and NCSU will provide computers and software. The second floor will be classroom/computer lab jointly shared with NCSU and the lessor will provide furniture, computers, software, technology, and computer and technology maintenance. This is a full service lease for both ECU and NCSU.

Lease term shall be for one (1) year with two (2), one (1) year renewal options. The source of funds appropriated by the General Assembly will be Fund: 111107 Org: 513009 Acct: 73662 Prog: 1017.

BACKGROUND INFORMATION
ECU’s Office of Academic Outreach is operating with NCSU’s Distance Education and Learning Technology Application Division to highlight educational opportunities for citizens in the Rocky Mount area as part of the area’s economic redevelopment program. In this effort ECU and NCSU are offering their inventory of online programs to area residents. To promote these programs, funding was provided by Senate Bill 1239 to ECU and NCSU to have a presence in the Gateway Technology Center (GTC) now under construction on the campus of North Carolina Wesleyan University. Using these funds, ECU and NCSU have undertaken advertising and awareness-raising campaigns in the area and has together hired an EPA non-teaching employee to work at the GTC as an informal, recruiting, and advising resource to potential and existing students in the DE programs of both universities. ECU and NCSU will in late spring, hire an SPA support employee to augment these efforts. The space will be jointly leased by the State for ECU and NCSU with each institution providing half the monies from Senate Bill 1239 allocation.

RECOMMENDED ACTION
We recommend The Finance and Facilities Committee members approve this request. Contingent upon your approval, we will seek State Property Office and Council of State approvals.
Item IIB – Higher One Implementation Update

Attached for your information is a report regarding the implementation of ECU’s arrangement with Higher One to provide student refunds.
ECU/Higher One Update

ECU’s contract with Higher One forms a partnership to distribute all student refunds including financial aid balances. ECU took this action to respond to several years of student complaints regarding the long lines associated with the distribution of checks especially at the beginning of each semester. The decision to use Higher One fits into ECU’s long term strategy to increase the use of electronic financial transactions which will add efficiency and effectiveness to the business operations.

As reported at the December Board meeting, the initial phase of implementation ran into some difficulties. Communication with students and particularly the student government was late and insufficient. Marketing materials were inadequate and many students destroyed their cards because they thought they were unsolicited credit cards. Students were very concerned about their social security numbers being provided to Higher One and its partners. In order to overcome the initial problems an implementation team was organized.

In early January, the new refund process was implemented. To date the following activity has occurred:

| Amount of funds distributed | $26,295,698 |
| Number of refunds processed | 12,430 |
| Break down of student options | |
| Higher One debit card | 5,227 |
| Direct deposit | 3,389 |
| Check | 3,097 |

Overall, the response from students and staff has been positive. There were virtually no lines at the Cashiers Office at the beginning of the semester. Students commented that they received their refunds sooner than in the past. The volume of emergency loan requests was normal. Two representatives from Higher One were on campus to assist students and staff with the implementation.

There are still issues to be resolved. A major issue involves photo identification required by the Patriot Act. We are developing better marketing/communication tools. We also are assessing the number and location of the ATMs on campus. Attached is a list of the individuals who worked on the team that coordinated the university’s implementation of the Higher One program. This team’s performance was exceptional. They are to be commended for implementing a significant change in a university process in a very short period of time. The team continues to meet to improve the process on campus.
Higher One Implementation Committee

   Angela Anderson
   Clint Bailey
   Andy Beamer
   Dee Bowling
   Betty Collins
   John Connelly
   Steve Duncan
   Steven Forehand
   Kelly Frey
   Christie Harrison
   Aleshia Hung
   Suzanne Imboden
   Cole Jones
   Don Joyner
   Corey King
   Kelly Lancaster
   Willie Lee
   William Mallett
   Charlie Martin
   Vicki Ogden
   Belinda Patterson
   Nadia Jean Payne
   Coretta Peel
   David J. Price
   Sherry Speight
   Rose Mary Stelma
   Laura Ward Sweet
   Robin Tripp
   Leanne Turner
   Steve Williams
   Paul Zigas
Item IIIA – Coastal Studies Institute

ECU is currently working with General Administration and the UNC Coastal Studies Institute on a project to develop 40 acres of property in Manteo, N. C. The project has received $1.3M for advanced planning.

Recently a meeting was held in General Administration to review the project and the proposed budget in preparation for the 2006 session of the General Assembly.

At this time we want to provide an overview of the project for the Board to include the proposed building program and site development. We seek Board approval of the same so the project can move to the next phase which is schematic design.
Design Team

Owner
The Coastal Studies Institute
217 Budleigh Street
PO Box 699
Manteo, North Carolina 27954

East Carolina University
Facilities Engineering & Architectural Services
1001 East 4th Street
Greenville, NC 27858

Architect of Record
PBC+L Architecture, PA
333 Fayetteville Street, Suite 1000
PO Box 951
Raleigh, NC 27601

Associate Architect
Cahoon & Kasten Architects
118-A W. Woodhill Drive
Nags Head, NC 27959

Landscape Architect
Andropogon Associates, LTD
10 Shurs Lane
Philadelphia, PA 19127

Laboratory Planning
Perkins + Will
PO Box 14747
Research Triangle Park, NC 27709

MEP Engineers
Affiliated Engineers East, PC
1414 Raleigh Road, Suite 305
Chapel Hill, NC 27517

Construction Manager
Whiting-Turner Contracting Company
4030 Wake Forest Road
Suite 300
Raleigh, NC 27609
History

Nestled between the Outer Banks and the North Carolina mainland, Roanoke Island is one of the most historic places in America. Relics have been retrieved from the waters surrounding Roanoke Island — artifacts that may provide clues to centuries-old puzzles. Numerous locals and archaeologists alike have combed the island for treasures from the Native American culture, earliest English settlements, and Civil War times.

Prior to the settling of Manteo in the 1860s, islanders had established two sparsely populated residential settlements on Roanoke Island called the Upper End and the Lower End. The Upper End referred to the north end of Roanoke Island, and the Lower End described the area that is now called Wanchese. A third settlement was formed by former slaves and has been referred to as California. Manteo and the village of Wanchese were named after two Native Americans who befriended the early English explorers.

In the late 1800s Roanoke Island served as a prominent port. Large boats from the Old Dominion Steamline of Norfolk, Virginia, made daily stops on the west end of the island at Skyco (between Manteo and Wanchese), while Manteo’s Shallowbag Bay was a busy port for smaller boats. In 1906 Shallowbag Bay was dredged, allowing access to larger boats, such as the river steamer Trenton. For nearly 20 years, mail, freight, and passengers arrived daily on this vessel. Fire ravaged the Manteo waterfront five times in the 20th century. The presence of oil storage tanks caused great problems when the town caught fire. All that was available to put out the early fires was an old-fashioned bucket brigade, with volunteers forming a line and handing buckets of water from one person to another.

Founded in 1899, Manteo is the cultural, commercial, and governmental center of Dare County. By no means a huge metropolis (all of 6,000 people call it home), it nonetheless is where all Dare County citizens eventually end up, either for entertainment or business or just plain visiting. The restored waterfront is a hub of retail activity, while across the harbor, the Roanoke Island Festival Park hosts dozens of cultural events and activities year-round.

Introduction

In a 2000 report, the World Resources Institute stated the following: “In 1995, over 2.2 billion people—39 percent of the world’s population—lived within 100 km [62 miles] of a coast, an increase from 2 billion people in 1990. The coastal area accounts for only 20 percent of all land area.” According to the National Oceanic and Atmospheric Administration, in 2002, over 50 percent of people in the United States lived within 50 miles of the ocean or Great Lakes. It is clear that coastal areas tend to be some of the most highly developed regions of the world and country. In recent years, 40 percent of new commercial development and 46 percent of new residential development happened near the coast. This development, unsurprisingly, has negative impacts on marine and lake ecosystems.

Need

Northeastern North Carolina is home to a unique array of ecosystems and a rich and varied culture and history. The area’s desirability means it is also home to an ever-increasing number of residents and visitors. This influx of people to the previously sparsely populated region brings both positive and negative impacts. The economic gains provided are substantial and important to the region and the state. The pressures and degradation of the natural resources that bring about this economic boon are also significant and a cause of considerable concern to local residents, visitors and the wider scientific community. The importance of the area’s ecosystems calls for sustained, intensive and collaborative consideration of water quality, fisheries, land and water habitat, tourism and other human interaction with the environment. The thousands of shipwrecks and rich maritime history of the Outer Banks also provide a wealth of opportunity for scholarly pursuit.
This combination of factors makes northeastern North Carolina an ideal place for a coastal and marine research institute, but prior to 2002, none existed. As a result, the excellent Coastal and Ocean Science and Policy programs of the UNC system had very limited access to the area for research purposes. A research base is needed to provide a platform upon which academics from the UNC system and beyond can initiate and expand their research. Such a facility will also provide the opportunity for the UNC system to coordinate and collaborate more in its own approach to research, educational and outreach programs.

Concept

The Coastal Studies Institute was conceived to fill the research gap in this part of the state, address the area’s pressing issues related to development and pressures on its natural resources, and increase inter-institutional collaboration within the university system. CSI is the product of a partnership between the UNC Office of the President, Eastern Carolina University, Dare County and its citizens and the other universities of the UNC system. First proposed in 2000, CSI was established in 2002 is a program allowing collaboration, resource sharing, and research program initiation and enhancement.

Mission

The mission of the Coastal Studies Institute is to undertake research, offer educational opportunities, and provide community outreach that embraces the unique history, culture and environment of the maritime counties of northeastern North Carolina.

CSI intends to provide North Carolina universities with the opportunity collectively to develop a greater niche in North Carolina coastal research. CSI will augment and enhance existing university programs by promoting and extending their research efforts, providing a venue for inter-institutional cooperation and synergy, and offering a new national resource for coastal and ocean education.

Research

CSI’s facilities will provide researchers with an eastern North Carolina platform and base for conducting new research or extending the scope of ongoing work. The close community of scientists at the institute will also provide researchers with valuable synergy and technical expertise in many disciplines, including marine archaeology and nautical history; coastal processes; estuarine ecology and human health; and coastal resource management and sustainability; experimental design, data analysis, and data management. Scholars from all over the world will come to take advantage of the diversity and richness of the Outer Banks’ ecosystems, culture and history.

Education

CSI will offer workshops, seminars, lectures and the opportunity to become involved in research programs. Undergraduate and graduate classes are always available from the UNC system campuses and staff at CSI will be happy to coordinate complementary research programs within students’ courses of interest. Participation in CSI activities will offer a unique opportunity for involvement in many fields, including use of the cutting-edge ocean monitoring equipment of the SEACOOS project, or tracking the sources of bacterial contamination in coastal waters with the microbial source tracking program.
Outreach

A key aspect of CSI is its role in the community. Everyone in the area, residents and visitors alike, will benefit from CSI’s presence as a local resource of technical assistance and education.

Design Statement

The coastline of North Carolina is a fundamentally important natural resource. It is a treasure that provides life, wealth, beauty, recreations, opportunity, and biodiversity.

The future use and management of the coastline will depend on an understanding of the design process in order to achieve sustainability. Whether the coastal environment is urban, industrial, recreational, pastoral or wild, the management of the coastal environment will need to be placed within a framework that reflects societal expectations as well as conservation objectives. Only by understanding the opportunities for good and responsible design will we be able to offer innovation and opportunity as well as sustainability in the coastal environment.

Much has been written on the appeal and character of Roanoke Island and the Outer Banks. Kitty Hawk celebrated its centennial of the “First in Flight” in 2003, but the Kitty Hawk that the Wright Brothers knew — a fishing village of only a few houses — has changed into an unbroken slurry of vacation houses, gas stations, convenience stores, and retail outlets. Remnants of character still remain, such as portions of Manteo, Duck, and certainly Ocracoke. It is important to recognize what has come to be thought of as authentic architectural character on the Outer Banks. Buildings, regardless of size or scale, often mimic their predecessors by using similar materials, pitched roof forms, dormers, and other expressions of architectural ornament. Authenticity derives from buildings sympathetic in scale to one another and their environment, materials, proper details and a thorough understanding of how to build in a harsh environment utilizing factors such as orientation, passive daylighting systems, and building envelopes.

A design process that is inclusive and relies on an analysis of the physical environment and assesses the potential and capabilities of the land that will assist in achieving a sustainable development. Sustainable design priorities also take us a step beyond the traditional development outlook towards a new model of landscape in the coastal environment. Likewise, buildings are for people. Employees are the single largest expense for most organizations, so keeping them comfortable, productive, and healthy makes good sense. A sustainable, high-performance building design promotes natural daylight, HVAC design that brings in ample fresh air and maintains proper humidity levels, and building materials that do not emit toxic chemicals. A building that is properly designed for its site saves resources and operating costs while providing optimal comfort for its inhabitants. More and more businesses and organizations are realizing the value of responsible environmental stewardship. Choosing to invest in a sustainable building design demonstrates an organization’s commitment to environmental protection.
Programming Methodology

In early April, 2004, meetings were held with CSI staff to gather background information and identify individuals and institutional partners that should be engaged in the process of early conceptual development and vision development for the CSI campus. Focus groups were organized with representatives of potential partners including educational, institutional, governmental and economic development, as well as the campus’s immediate neighbors, the Dare County Airport, North Carolina Aquarium, and the residential neighborhood bordering the site to the west. Conceptual elements were identified in order to determine a Rough Order of Magnitude (ROM) program including laboratory/research space, classrooms/teaching labs, administration, and residential areas. This ROM was essential in establishing a preliminary budget. These findings were published in the “Stakeholder Input and Concept Facilitation” report dated November 1, 2004.

PBC+L Architecture and Cahoon & Kasten Architects have taken this initial report and organized additional workshops with the CSI staff, representatives from East Carolina University, and others to narrow the initial parameters and ROM program into a concise working program for the campus as the project moves into design. The first workshop was held in Manteo at the North Carolina Aquarium on August 18-19, 2005. This workshop established general research and learning objectives for each program area, as well as specific criteria and initial areas for each space. From this meeting a rough area tabulation and approximate cost were established. Site issues were also discussed including concerns and constraints from adjacent properties, internal circulation patterns, and attitudes regarding stormwater retention.

A presentation was given to the CSI Board of Directors on September 22, 2005. This presentation consisted of a review from the first workshop along with visual images for major spaces that represented possible architectural concepts of each area.

The second workshop was held in Raleigh on September 28, 2005. A review of the first workshop was conducted and initial program square footages were confirmed. The focus of this workshop was to challenge and question assumptions made thus far in an attempt to hone in on precise research and learning needs. Each program area was discussed in length and adjustments were made during the meeting. From this information a program can be established that will serve as the Basis of Design for the campus. Site issues were again discussed in more detail including topography, stormwater management, and general building placement. These issues are discussed in more detail as a part of the Site Analysis portion of this report.

Meeting minutes from both workshops are attached in the back of this book as a part of this Final Pre-Design Report.
Site Context & Environmental Factors

An understanding of the site and its environment is a prerequisite to energy conscious and environmentally responsive design. The objective of this site analysis is the evaluation of opportunities and constraints so that concept development can incorporate meaningful responses to environmental conditions.

The Coastal Studies Institute (CSI) site is located within the Outer Banks of North Carolina, between Albemarle and Pamlico Sounds, and near the town of Manteo at 35°55´ N, 75°42´ W. The site is nearly at sea level, with elevations grading from 5 to 15 feet above sea level. Temperatures are warm-temperate, ranging from an average of 83°F in July to 38°F in January. Seasonal winds prevail from SSE in summer and NNW in winter, with wind speeds typically between 5 and 10 mph.

Summer months are typically the wettest but precipitation amounts vary widely year to year – the wettest month on recent record is March 2002 with over 7 inches recorded at Dare County Airport. Most months record at least one inch of precipitation, with winter months averaging two-three inches and summer months four-six inches.

Topography & Hydrology

Although CSI landform is relatively flat across most of its length, the site does offer some topographic differences that can help orient building placement and site functions. A broad swale in the SE end of the property, surrounded by a gradual ridge, provides the greatest overall relief. Two channelized irrigation / drainage swales cross the width of the site and drain to the E boundary near the airport.

The ridge and swales suggest a simple arrangement of buildings and site functions that will allow use of the swales for water capture and reuse.

Soils & Vegetation

CSI geology – typical of coastal barrier islands - consists of sands and alluvium deposited during the formation of the Coastal Plain. Barrier islands are constantly subject to tide and wind-driven deposition and erosional processes, exacerbated by coastal storms. The southern part of Coastal Studies Institute site is primarily Baymeade fine sands at less than 10% slopes, with an occurrence of Icaria soils at the broad swale. The northern half of the site consists of Icaria and Leon soils and are slightly more apt to pond than the Baymeade soils and thus provide more likely locations for created wetland.

Most of the site was at one time plowed for agriculture, with the result that little native vegetation remains. The two narrow swales both consist of wetland obligate and wetland facultative vegetation. The remaining site is a mix of native and non-native upland grasses, with scattered red cedars, with two stands of hardwoods and pines at the western boundary.
Cultural Factors

CSI will be advantageously sited, with proximity to Dare County Airport, the North Carolina State Aquarium and Roanoke Sound. The residential neighborhood adjacent to CSI's western boundary requires a setback – this use suggests possible placement of CSI's residential buildings along this frontage.

Remnants of an old cemetery exist at the SW corner of the property. Other potential constraints include a nearby airport fuel tank and an FAA restricted zone that limits building heights across most of the eastern part of the property (shown on Site Context map).

Site Summary

The composite summary map shows areas of the CSI site that are suitable for building as having few or no constraints. Road access and constraints indicate that the southern and western parts of the property are most suitable for building locations. Stormwater retention ponds, if located in the soil groups indicated, could be used for water treatment wetlands and phytoremediation test plots.
Soils + Vegetation

LEGEND

Existing Vegetation

Bac
Baymeade fine sand,
0 to 10% slopes

IcA
Icaria loamy fine sand,
0 to 2% slopes, rarely flooded

JoA
Johns loamy sand,
0 to 2% slopes

LeA
Leen fine sand,
0 to 2% slopes, rarely flooded

W
Water
NARRATIVE

Buildings with class room; architecture and laboratory functions, are grouped around demonstration garden plots and wetlands.

Parking areas with various surface treatments and adjacent wetlands, demonstrate approaches for stormwater recovery and treatment.

Research labs and faculty projects open to public view, and pedestrian walks through demonstration plots and demonstration wetlands educate visitors.

Production gardens provide materials useful for the facility, and establish a local economy.

Successional woodlands provide wind breaks, sunscreens at buildings and work areas, and visual screening at parking areas.

LEGEND

1. Administration
2. Public Lobby
3. Classroom / Instructional
4. Lab Research
5. Green House
6. Boat Storage
7. Residential
P. Parking
FP. Future Parking
FB. Future Building
S. Service
DP. Demonstration Plot
RP. Research Plot
PP. Production Plot

0 300 FT
## Coastal Studies Institute - Manteo

### Summary

**A. Area Summary**

<table>
<thead>
<tr>
<th>No.</th>
<th>Area</th>
<th>Total (sf)</th>
<th>Grossing Factor</th>
<th>Gross Square Feet (sf)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Administration</td>
<td>7,940</td>
<td>1.45</td>
<td>11,513</td>
</tr>
<tr>
<td>2.</td>
<td>Classroom + Instruction</td>
<td>9,950</td>
<td>1.45</td>
<td>14,428</td>
</tr>
<tr>
<td>3.</td>
<td>Coastal Processes</td>
<td>9,070</td>
<td>1.65</td>
<td>14,966</td>
</tr>
<tr>
<td>4.</td>
<td>Coastal Sustainability</td>
<td>9,690</td>
<td>1.65</td>
<td>15,989</td>
</tr>
<tr>
<td>5.</td>
<td>Maritime Studies</td>
<td>7,100</td>
<td>1.65</td>
<td>11,715</td>
</tr>
<tr>
<td>6.</td>
<td>Estuarine Ecology + Human Health</td>
<td>4,310</td>
<td>1.65</td>
<td>7,112</td>
</tr>
<tr>
<td>7.</td>
<td>Bunkhouse</td>
<td>2,200</td>
<td>1.30</td>
<td>2,860</td>
</tr>
<tr>
<td>8.</td>
<td>Dormitory</td>
<td>3,450</td>
<td>1.30</td>
<td>4,485</td>
</tr>
<tr>
<td>9.</td>
<td>Faculty Suites</td>
<td>2,740</td>
<td>1.30</td>
<td>3,562</td>
</tr>
<tr>
<td>10.</td>
<td>Faculty Apartments</td>
<td>900</td>
<td>1.30</td>
<td>1,170</td>
</tr>
<tr>
<td>11.</td>
<td>Facility Support</td>
<td>1,100</td>
<td>1.30</td>
<td>1,430</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total</th>
<th>Grossing Factor</th>
<th>Gross Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>58,450 sf</td>
<td>1.45average</td>
<td>85,230</td>
</tr>
</tbody>
</table>

### B. Notes
## Preliminary Budget Analysis

### Sitework

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>%</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Structure</td>
<td>2,745,349</td>
<td>30.38%</td>
<td></td>
</tr>
<tr>
<td>Skin</td>
<td>3,003,799</td>
<td>33.24%</td>
<td></td>
</tr>
<tr>
<td>Interiors</td>
<td>3,010,125</td>
<td>33.31%</td>
<td></td>
</tr>
<tr>
<td>Vertical Transportation</td>
<td>151,817</td>
<td>1.68%</td>
<td></td>
</tr>
<tr>
<td>Building Systems (MEP)</td>
<td>6,975,429</td>
<td>77.19%</td>
<td></td>
</tr>
<tr>
<td>Sitework outside footprint of Building (allowance)</td>
<td>126,514</td>
<td>1.40%</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>16,698,918</strong></td>
<td><strong>184.79%</strong></td>
<td><strong>72.67%</strong></td>
</tr>
</tbody>
</table>

### CM's GC, Fee, Bonds + Insurance

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>%</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Contingency (10%)</td>
<td>1,657,331</td>
<td>18.34%</td>
<td></td>
</tr>
<tr>
<td>Escalation (12%)</td>
<td>2,448,042</td>
<td>27.09%</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>22,977,617</strong></td>
<td><strong>254.27%</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

### Design Contingency (5%)

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>%</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Projected Construction Costs</strong></td>
<td><strong>23,812,563</strong></td>
<td><strong>100.00%</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Project Specific Costs

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>%</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design Fees (Basic Services Only) 9%</td>
<td>1,947,531</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Presentation Model</td>
<td>7,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Furniture, Fixtures + Equipment (5%)</td>
<td>1,190,628</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Survey + Geotechnical</td>
<td>30,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misc. Printing + Reproduction</td>
<td>2,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Newspaper Advertising</td>
<td>1,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misc. Applications + Fees</td>
<td>25,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Materials Testing</td>
<td>50,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Inspections</td>
<td>80,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technology/Computer Hardware/Cabling</td>
<td>450,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LEED Certification + Construction Cost</td>
<td>343,171</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Cost</td>
<td>36,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pre-requisites</td>
<td>60,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daylighting Study</td>
<td>20,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department of Energy Study</td>
<td>28,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registration</td>
<td>450</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certification - Design</td>
<td>2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certification - CA</td>
<td>900</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Project Specific Costs</strong></td>
<td><strong>4,275,430</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Total Project Cost

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>%</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Project Cost</strong></td>
<td><strong>28,087,993</strong></td>
<td><strong>100.00%</strong></td>
<td></td>
</tr>
</tbody>
</table>
Item IIIB – Self Liquidating Projects

Annually General Administration asks campuses to request approval of self-liquidating capital projects. These projects must be reviewed and approved by the Board of Governors. For self-liquidating capital projects, a revenue source other than state appropriations is used to pay for the project. Attached is the list of projects East Carolina University submitted to General Administration for the 2006/07 fiscal year.
## Projects for the 2006 Non-Appropriated Projects Bill

<table>
<thead>
<tr>
<th>PROJECT TITLE</th>
<th>Estimated Cost (to the nearest hundred $)</th>
<th>Fund sources (provide rough amounts from each)</th>
<th>Debt Financing (provide term and amt.)</th>
<th>Describe any fee increases</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mendenhall Student Union and Ledonia Wright Cultural Center Renovation and Addition</td>
<td>$39,000,000</td>
<td>Student Fees</td>
<td>20-30 year, $39 million Bond</td>
<td>$150 student fee to be used for debt service.</td>
</tr>
<tr>
<td>Todd Dining Hall Servery Renovations</td>
<td>$2,100,000</td>
<td>Dining Revenues</td>
<td>20-30 year, $2.1 million Bond</td>
<td>D</td>
</tr>
<tr>
<td>Project Description</td>
<td>Amount</td>
<td>Funding Source</td>
<td>Debt Service</td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>---------</td>
<td>---------------------------------------------</td>
<td>--------------</td>
<td></td>
</tr>
<tr>
<td>Brody School of Medicine Auditorium Renovation</td>
<td>$1,200,000</td>
<td>Medicare Pass-thru Funds</td>
<td>20-30 year, $1.2 million bond</td>
<td></td>
</tr>
<tr>
<td>Health Science Campus: Administration Space Study &amp; Renovation</td>
<td>$6,000,000</td>
<td>Medicare Pass-thru Funds or Practice Plan Reserve</td>
<td>20-30 year, $6 million bond</td>
<td></td>
</tr>
</tbody>
</table>
Design and construction of a new addition and renovation for both the Mendenhall Student Center and the Ledonia Wright Cultural Center. The current space of 120,000 gsf and 2,600 gsf respectively are undersized to meeting the needs of increased student enrollment. The expanded and renovated Student Center will include additional banquet areas, additional meeting space, student organization offices, Student entertainment spaces, adequate storage, retail space for a bookstore, dining and business center, as well as Student Government Office and Senate Chambers. The Cultural Center will be expanded as a stand alone addition to the Student Union to meet the needs as a facility for research, educational programming and as the repository for the University's collection of African and African-American Art.

Modernize and rearrange servery area to provide better circulation for students for higher customer satisfaction. The renovation of the servery in Todd Dining Hall will include replacing existing serving lines and stations and floor, to allow for a better flow of traffic thru the dining hall. This will include expanding the servery into the current Sweetheart’s space, the addition of a stone pizza oven, a Mongolian grill, a bakery station. This will include relocating the beverage stations currently located inside the servery to the existing seating areas. This will also include replacing the current dishmachine, which is over 10 years old and has seen almost constant use over the past 11 years.
This project is the renovation of the Brody Auditorium in the Brody School of Medicine Building on the ECU Health Sciences Campus. The auditorium is approximately 8,800 square feet and has about 500 seats. The scope of the project will include replacement of seating, replacement of dividing partitions, new curtains, new projection screen, new entry doors, lighting, ceiling, finishes, and will address accessibility issues. The design team will work in conjunction with ECU ITCS Instructional Technology to provide the required infrastructure and power for the audiovisual equipment.

The project will include a program study and renovation of the space to be vacated by the Health Sciences Library in May of 2006. The vacated space is approximately 43,000 square feet located on the first and second floors of the Brody School of Medicine. Health Sciences Administration and elements of the Brody School of Medicine will be included within the scope of the project. The renovation work will likely be a phased construction project that may include multiple bids. The scope of the project will incorporate a demolition, reorganization, and replacement of interior walls, ceilings, lighting, flooring, and other finishes. HVAC and support services will be rework as necessary to accommodate the new layout and functions, and replacement of air handlers may be required.
<table>
<thead>
<tr>
<th>Budget Code</th>
<th>Description</th>
<th>Factor</th>
<th>Staff</th>
<th>Rounded</th>
<th>Rate</th>
<th>2005-06</th>
<th>2006-07</th>
</tr>
</thead>
<tbody>
<tr>
<td>0180 - 1210</td>
<td>SPA Reg. Salaries</td>
<td>1: 18,000 GSF</td>
<td>2.61</td>
<td>2.6</td>
<td>19,830</td>
<td>$51,558</td>
<td>$51,558</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1: 12 Hskpr.</td>
<td>0.22</td>
<td>0.2</td>
<td>21,813</td>
<td>4,363</td>
<td>4,363</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1: 25,000 GSF</td>
<td>1.88</td>
<td>1.9</td>
<td>33,881</td>
<td>64,374</td>
<td>64,374</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1: 100,000 GSF</td>
<td>0.47</td>
<td>0.0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1: 300,000 GSF</td>
<td>0.16</td>
<td>0.0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1: 250,000 GSF</td>
<td>0.19</td>
<td>0.0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1: 15 CLS</td>
<td>0.00</td>
<td>0.0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1: 57,000 GSF</td>
<td>0.82</td>
<td>0.8</td>
<td>19,967</td>
<td>15,974</td>
<td>15,974</td>
</tr>
<tr>
<td></td>
<td>Subtotal</td>
<td>6.35</td>
<td>5.5</td>
<td>136,268</td>
<td>136,268</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0180 - 1232</td>
<td>Shift Differential</td>
<td>10.00 %</td>
<td></td>
<td></td>
<td>5,156</td>
<td>5,156</td>
</tr>
<tr>
<td></td>
<td>0180 - 1810</td>
<td>Social Security</td>
<td>7.65 %</td>
<td></td>
<td></td>
<td>10,425</td>
<td>10,425</td>
</tr>
<tr>
<td></td>
<td>0180 - 1820</td>
<td>State Retirement</td>
<td>5.815 %</td>
<td>PO1 add</td>
<td>5.0 %</td>
<td>7,924</td>
<td>7,924</td>
</tr>
<tr>
<td></td>
<td>0180 - 1830</td>
<td>Medical Insurance</td>
<td>3,432 ea.</td>
<td></td>
<td></td>
<td>18,876</td>
<td>18,876</td>
</tr>
<tr>
<td></td>
<td>0180 - 2100</td>
<td>Hskpng. Supplies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0180 - 2400</td>
<td>Repair Supplies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0180 - 2900</td>
<td>Other Supplies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0180 - 3300</td>
<td>Utilities</td>
<td>1.00</td>
<td>3.45</td>
<td>$/GSF</td>
<td>162,150</td>
<td>162,150</td>
</tr>
</tbody>
</table>
### The University of North Carolina

#### Institution: East Carolina University

#### 2005-2007 Operating Reserves

#### Schedule: MASTER

#### Attachment: GWH/CP 07-28-04

<table>
<thead>
<tr>
<th>Budget Code</th>
<th>Description</th>
<th>C.I. Code</th>
<th>Year 2005-06</th>
<th>Year 2006-07</th>
<th>Annual Budget</th>
<th>Annual Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>0180 - 83XX</td>
<td>Reserve for Maintenance and Operating of MSC Addition</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0180 General Institutional Support</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0180 - 3200 Communications</td>
<td>0.108 $/GSF</td>
<td></td>
<td>5,076</td>
<td>5,076</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0180 - 3900 Other Current Services</td>
<td></td>
<td></td>
<td>Moving Costs</td>
<td>28,026 Est.</td>
<td>5,076</td>
<td>5,076</td>
</tr>
<tr>
<td>0180 - 4400 Maint. Contracts</td>
<td>Elev. Maint. (# of Elev.)</td>
<td>1</td>
<td>2,779 Est. @</td>
<td>2,779</td>
<td>2,779</td>
<td>2,779</td>
</tr>
<tr>
<td>Pest Control</td>
<td>573 Est.</td>
<td>573</td>
<td>573</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refuse Removal</td>
<td>2,594 Est.</td>
<td>2,594</td>
<td>2,594</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Uniforms (# of New Employee)</td>
<td>5.5</td>
<td>3,157 Est.</td>
<td>3,157</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cont./Chillers/Sec.</td>
<td>10,838 Est.</td>
<td>10,838</td>
<td>10,838</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td></td>
<td>19,942</td>
<td>19,942</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0180 - 4500 Insurance</td>
<td>Real Property</td>
<td>0 Est.</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle</td>
<td>2</td>
<td>301 Est. @</td>
<td>602</td>
<td>602</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td></td>
<td>602</td>
<td>602</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0180 - 5400 Vehicles</td>
<td>2</td>
<td>29,414 Est. @</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0180 - 5500 Other Equipment</td>
<td>33,500 Att. List or Basis</td>
<td>(See Other Eqpt)</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL – RESERVE FOR OPERATION OF MSC Addition</td>
<td></td>
<td></td>
<td>$402,269</td>
<td>$402,269</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Project Description and Explanation of Special Operating Requirements:**

Describe project as completely as possible - A general description of the project and what activities will take place in the building. For example, instruction, gymnasium/athletics, etc.

What is the source of funds for the building? For example, 1999 appropriation; Year 2000 Bond Issue

Explain each of the following calculations:

- Utilities per square foot
- The funds needed for moving costs
- Maintenance contracts - the basis for your figures?
- Insurance costs for real property and vehicles
<table>
<thead>
<tr>
<th>Building Type</th>
<th>Number of Months Budgeted</th>
<th>Number of Smart Classrooms</th>
<th>SUBHEAD</th>
<th>DESCRIPTION</th>
<th>2005-06</th>
<th>2006-07</th>
<th>20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adm/Acad/Classroom</td>
<td>12</td>
<td></td>
<td></td>
<td>The number and type of vehicles for the project - why these are needed</td>
<td></td>
<td></td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Other equipment requests - what/why?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Item IIIC – Designer Selections

Since the last Board meeting designer selections were made for the following projects:

   Scott Hall Renovation – Davis Kane Associates

   Tenth Street Steam Distribution Upgrades – Affiliated Engineers East, PC

Attached for your information is correspondence used in the selection process.
MEMORANDUM

TO: Dr. George Harrell
FROM: William E. Bagnell
DATE: January 12, 2006

SUBJ: Designer Selection
Re: Scott Hall Renovation
Code: 40536 Item: 307

The Designer selection committee recommends approval of the following three firms in prioritized order:

1. Davis Kane Associates Raleigh, NC
2. BBH Design Research Triangle Park, NC
3. BJAC Raleigh, NC

The above firms were interviewed on campus on January 11, 2005. The selection committee consisted of:

- Mr. Todd Johnson, Associate Vice Chancellor of Campus Living, Housing & Dining
- Mr. Aaron Lucier, Director of Campus Living Operations
- Dr. George Harrell, Senior of Campus Operations
- Mr. Ken Kisida, Executive Director of Facilities Services
- Mr. William E. Bagnell, Director of Facilities Engineering and Architectural Services
- Ms. Gina Shoemaker, Project Manager Facilities Engineering and Architectural Services
- Mr. Mark Kimball, Assistant Director Residence Facilities

To the best of my knowledge and belief, all requirements for Designer selection as required by the State Building Commission for the University of North Carolina system have been followed, and approval by the Board of Trustees Finance and Facilities Committee is in order.

If you have any questions or need additional information, please do not hesitate to call.
MEMORANDUM

January 18, 2006

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJECT: Designer Selection – Scott Hall Renovation
Code: 40536 Item: 307

Attached is the recommendation from the Designer Pre-Selection Committee in regard to the Scott Hall Renovation. The firms are recommended in priority order; the firm recommended for first priority is Davis Kane Associates, Raleigh, NC.

Please review this recommendation, register your vote below, and return this memo by fax to (252) 328-0792.

Please contact Bill Bagnell or me at (252) 328-6858 if you have any questions regarding this recommendation.

Thank you.

George W. Harrell, PhD
Senior Associate Vice Chancellor for Campus Operations

Attachment

cc: K. Seitz
    J. Durham
    B. Bagnell

Approved Date

Disapproved Date
MEMORANDUM

TO: Dr. George W. Harrell

FROM: William E. Bagnell

DATE: January 10, 2006

SUBJ: Designer Selection
Tenth Street Steam Distribution Upgrades

The designer pre-selection committee recommends the following three firms in prioritized order:

1. Affiliated Engineers East, P.C. Chapel Hill, NC
2. RMF Engineering, Inc. Durham, NC
3. KCI Associates of NC Raleigh, NC

The designer pre-selection committee consisted of Mr. Kenneth Kisida, Executive Director of Facilities Services, Mr. Tony Yamada, Assistant Director of Facilities Services Utilities, Mr. Nicholas McKinley, PE, Project Manager of Facilities Engineering & Architectural Services and Mr. Robert Still, Utilities Project Manager of Facilities Engineering and Architectural Services.

To the best of our knowledge and belief, all steps in this selection were conducted in accordance with requirements of the State Building Commission as they apply to the institutions of the University of North Carolina.

This project consists of replacement of the existing Steam Distribution Piping system in the Tenth Street area of main campus at East Carolina University. The existing piping is 12” pre-insulated steam and 6” pre-insulated condensate. The FRP outer conduit has been compromised in multiple locations and due to the high ground water table in this area of campus, the ensuing water flashes to steam within the FRP conduit and vents to atmosphere through adjacent manholes and in some places directly through earth. This creates significant safety concerns and the existing piping is rapidly deteriorating.

Approval by the Board of Trustees is requested. If you have any questions or need additional information, please do not hesitate to call.
MEMORANDUM

January 18, 2006

TO: Finance and Facilities Committee

FROM: George W. Harrell

SUBJECT: Designer Selection
Tenth Street Steam Distribution Upgrades

Attached is the recommendation from the Designer Pre-Selection Committee in regard to the Tenth Street Distribution Upgrades. The firms are recommended in priority order; the firm recommended for first priority is Affiliated Engineers East, P.C., Chapel Hill, NC.

Please review this recommendation, register your vote below, and return this memo by fax to (252) 328-0792.

Please contact Bill Bagnell or me at (252) 328-6858 if you have any questions regarding this recommendation.

Thank you.

George W. Harrell, PhD
Senior Associate Vice Chancellor
for Campus Operations

Attachment

cc: K. Seitz
    J. Durham
    B. Bagnell

approved Date

Disapproved Date
Item IIID – Status of Major Capital Projects

Attached is a revised report on the major capital projects ECU is undertaking. The last section of the report includes projects which are only in the conceptual stage.
STATUS OF CAPITAL PROJECTS UNDER CONSTRUCTION
EAST CAROLINA UNIVERSITY

ALLIED HEALTH, NURSING AND HEALTH SCIENCES LIBRARY:
Funding Source: Higher Education Bond Project - New construction on the Health Sciences Campus that will re-locate the Schools of Allied Health, Nursing and the Health Sciences Library to the School of Medicine Campus. The building will be a 3 and 4-story structure, consisting 303,000 SF, a 25-acre site with parking lots, and a new campus entrance.

Designer: Walter, Robbs, Callahan and Pierce, Winston Salem, NC
CM @ Risk: Bovis Lend Lease, Raleigh, NC

Project Completion Date: January, 24, 2006
Anticipated Completion Date: April 27, 2006

Project Status: The project is under construction with a notice to proceed issued on August 2, 2004. The project is approximately 82% complete. The Construction Manager continues to pursue options to recover lost time. Steel structure and concrete floor slabs are complete. Installation of concrete block and brick is complete. Roofing installation is complete except trim. Overhead Mechanical, Electrical & Plumbing work, and metal stud work is complete. In wall MEP work is completing and installation of drywall is approx 90%. Parking lot curbs and base asphalt work is complete, only final paving remains. All finishes including paint, tile, and carpet are on-going. A web camera has been established to observe the construction at http://150.216.193.13/view/view.shtml

COLLEGE HILL SUITES – PHASE I:
Funding Source: Self Liquidating Project – Student Life project consists of construction of a new 488 bed Residence Hall in a suite style arrangement. Project is sited between Tyler Residence Hall and Todd Dining. The project budget is $31,500,000.

Designer: Burt Hill Kosar, Philadelphia, PA
CM @ Risk: Skanska USA Building, Inc., Raleigh, NC

Project Completion Date: July 24, 2006
Project Completion Date: July 24, 2006

Project Status: Building is under construction and approximately 70% complete. Underground utility re-locations are 99% complete. Concrete Block and Concrete Plank are complete. Steel installation is 95% complete. Brick installation is 60% complete. Roof top equipment is 50% complete. Roofing is on-going. Mechanical, Electrical & Plumbing rough-in is underway on all floors. Metal Stud framing is on-going on all floors. Drywall has started on two floors and window installation has begun. Steam tie-in will occur during the Spring Break. A web camera has been established to observe the construction at http://150.216.128.239/top/liveapplet.html. Control the camera by hitting “Start Control”or select one of the preset camera positions. You will have control for a minimum of 20 seconds, at this point if someone else is in on the camera, they can take control. You will remain in control until someone else takes it. If this occurs, you can take control back after the 20 minimum seconds.
STATUS OF CAPITAL PROJECTS UNDER CONSTRUCTION
EAST CAROLINA UNIVERSITY

FLETCHER MUSIC ADDITION:
Funding Source: Higher Education Bond Project
Project consists of a 17,000 GSF addition to the Fletcher School of Music. The addition will add rehearsal and practice room to meet the student growth of the School of Music.

Designer: Calloway, Johnson, Moore & West, Greensboro, NC
General Contractor: Daniels and Daniels, Goldsboro, NC

Project Completion Date: June 27, 2006
Anticipated Completion Date: July 18, 2006

Project Status: Project is under construction and approximately 55% complete. Underground utility relocations are on-going, foundations are complete, and interior demolition is complete. Installation of the stone base has started and floor slabs have started in the renovation areas, exterior walls are on-going. Steel is on site. Mechanical, Electrical & Plumbing rough-in work is on-going. Building Chilled water lines were connected to the central utility plant. Main Building and Recital Hall entrance work is on-going.

OLD CAFETERIA RENOVATION:
Funding Source: Higher Education Bond Project
Renovation of the 54,800 GSF building that was built in several phases, beginning in 1909. The renovation will primarily address deferred maintenance needs related to mechanical, electrical, plumbing and building systems. The project will include modernization of the building to office space and renovation of Student Financial Aid offices. The South Wing ground floor offices including Student Loans and the Cashiers Office were recently renovated and will remain unchanged. Project Budget is $8,700,005.

Designer: Davis Kane Architects, Raleigh, NC
General Contractor: D.S. Simmons, Goldsboro, NC

Project Completion Date: July 14, 2006
Anticipated Completion Date: August 14, 2006

Project Status: Construction is underway. Demolition is complete and Asbestos abatement is complete. Temporary power for occupied portions of the building and Mamie Jenkins Building are complete, Conversion of the data and telecommunications room is complete. Parking area has been demolished and curb and gutter is complete. Storm sewer is complete. Mechanical, Electrical and Plumbing rough-in is 60% complete. Metal Stud installation is 50% complete. Exterior waterproofing and brick tuck point is 40% complete. Roof remediation is 90% complete. Project duration is 11 months.
CAPITAL PROJECTS ANTICIPATED FOR ADVANCED PLANNING AND DESIGN
EAST CAROLINA UNIVERSITY

EAST CAROLINA CARDIOVASCULAR INSTITUTE:
Funding Source: State Appropriation: House Bill – H 1264 Certificates of Participation. This ECU project consists of two components that comprise a 210,000 gsf building. The new building will include cardiovascular clinical research, outpatient programs and an education center, and basic science research for cardiovascular disease. The new building will create a facility with a focused initiative directed toward comprehensive treatment, prevention and eradication of cardiovascular maladies. Project Budget is $60,000,000.

Designer: Perkins and Will, Charlotte, NC
CM@ Risk: Bovis Lend Lease, Raleigh, NC

Project Status: The building program has been restructured to meet budget. The two story addition and elevated bridge to Warren Life Sciences have been eliminated. In addition, the new ECCI building has been increased to four floors to accommodate both clinical and research functions. Revised Design Development drawings have been submitted to DOI and State Construction and to East Carolina for review. Upfits for the Auditorium in the Education Wing and the 4th Floor Research upfits will be designed, but treated as additive alternates that will be accepted if funds allow. The anticipated project schedule will include an early release site package to start in June 2006 with the building package following in August 2006 and a project completion date of November 2007.

GERIATRICS CENTER:
Funding Source: Donor Gift: This program is for a new Geriatrics Clinic space of approximately 10,000 gsf and a total project budget of $2,500,000. The new facility will be located in proximity to the future Family Practice Building on the Health Sciences Campus. The building will consist of exam rooms, support spaces, offices, patient services and building support spaces.

Designer: BBH Design Research Triangle Park, NC

Project Status: Design contract has been approved and executed. Schematic Design and Programming are complete. Site selection is underway and will be coordinated with the site selection for the Family Medicine Center. It is expected that site selection for both projects will be submitted for approval before the next Board Meeting. At this time, the proposal is to incorporate the center into the Family Medicine Building, but with an identifiable presence including a separate entrance.
MENDENHALL STUDENT CENTER AND LEDONIA WRIGHT CULTURAL CENTER STUDY:
Funding Source: Self Liquidating Project – Student Life. This is a design study to analyze and program the space requirements for an expansion and renovation of the Student Union and Cultural Arts Center that maintains pace with increasing enrollment. Mendenhall and the Ledonia Wright Cultural Center currently occupy about 123,000 square feet of floor space. Enrollment projections define a need to increase the student center up to 320,000 square feet. A renovated and expanded student/campus services center will include relocation of the Ledonia Wright Cultural Center, additional 1000 seat banquet room, additional meeting rooms, student organization offices, lounge spaces, gallery spaces, media center, entertainment spaces, retail spaces, business center, expanded game areas, and additional building renovations. The project budget is $35,000,000.

Designer: The Freelon Group, Inc., Research Triangle Park, NC

Project Status: The Programming and Concept Design document has been completed and reviewed with the executive committee. The program includes new and renovated space for Mendenhall Student Union and Ledonia Wright Cultural Center. A design proposal and fee were received and fee negotiations have been underway. Anticipated design contract completion and design to begin February.

NORTH RECREATIONAL FIELDS:
Funding Source: Self Liquidating Project – Student Recreational Services This project is an incremental development of a 129 acre site for additional recreational sports fields to accommodate enrollment growth in the student population. The site is outside the city limits of Greenville at the intersection of highways NC 33 and US 264. The site development includes new roadways, parking, infrastructure, support facilities, and fields for intramurals and club sport activities. Once the site is fully developed, fields would include but not be limited to football, softball, soccer, rugby, lacrosse, ultimate Frisbee, and field hockey. A large lake for boating and swimming, a skate park, a student services building and an amphitheater have also been considered in the planning effort. Phase I project budget is $6,000,000.

Designer: Site Solutions, Inc., Charlotte, NC
Project Status: Master plan was approved by the Board of Trustees. Construction Documents will be submitted for review before the end of the year. Documents will also be forwarded to State Construction and DOI for review. Elevations for the Restroom/Picnic Facility were approved at the last Board meeting. Anticipate construction to begin April/May 2006.

BELK BUILDING RENOVATIONS:
CAPITAL PROJECTS ANTICIPATED FOR ADVANCED PLANNING
AND DESIGN
EAST CAROLINA UNIVERSITY

Funding Source: Higher Education Bond Project This project is a comprehensive renovation and conversion from Allied Health to General Academic use by the College of Health and Human Performance. The scope of work is primarily deferred maintenance needs as well as a significant amount of asbestos abatement that will restore the flexibility and utility of the building.

Designer: Michael Hining Architects, Chapel Hill, NC

Project Status: Construction Document drawings have been submitted for reviewed by SCO, DOI and the owner. The project will proceed with the current scope and identify bid alternates that will allow the project to be bid within the budget. Anticipate bidding and construction to begin May 2006 once the School of Allied Health moves to the new building on the Health Sciences Campus.

UNC COASTAL STUDIES INSTITUTE:
Funding Source: State Appropriation The Coastal Studies Institute will consist of the development of 40 acres adjoining the North Carolina Aquarium and the Dare County Airport in Manteo, NC. The Institute will conduct basic research and training on large scale interactions between ecological systems, the ocean, the earth, and the atmosphere. The research activities of the Institute will require offices, common spaces, areas of computer research, wet labs, dry labs, flexible space for equipment assembly and storage, as well as associated facilities that include residential functions for visiting researchers. The design will place a high priority on minimizing environmental impacts as well as maximizing possible energy efficiency and use of sustainable materials necessary for LEED certification. The project is approved for advanced planning with a planning budget of $1,300,000.

Designer: PBC+L Architecture/ Kahoon & Casten Raleigh, NC
CM@Risk: Whiting-Turner Contracting Co., Raleigh, NC

Project Status: Construction Manager at Risk selection is complete. Initial programming meetings were held in Manteo on August 18 and 19. The final programming documents have been submitted for review and comment. The program identifies 90,000gsf and $28.1 million program budget. A meeting was held at UNC-GA to review the program as well as the proposed project budget for consideration in the 2006 General Assembly. It is anticipated that the legislative request will be $30-31 million to include; design, construction, FF&E, LEEDS Certification, Scientific Equipment, and Wetland development for Research. An agenda item for this board meeting is proposed to review the proposed site for CSI as well as the proposed property development for the Administration, Classroom, Research and Residential Components of the project. Once approved, we anticipate schematic design to begin in March 2006.

WRIGHT CIRCLE INFRASTRUCTURE REPAIRS:
Funding Source: 2003 COPS Repairs and Renovation Funds $412,900.
CAPITAL PROJECTS ANTICIPATED FOR ADVANCED PLANNING AND DESIGN
EAST CAROLINA UNIVERSITY

The project involves removing the fountain and repairing the storm drain line beneath that has deteriorate and is causing sink holes in Wright circle and below the fountain. In addition, the project will relocate a sanitary sewer line crossing under the fountain and repair a storm drain line from the steam tunnel located beneath the fountain. The fountain, landscaping and walkways will be restored following the repairs.

Designer: Rivers and Associates, Greenville, NC

Project Status: Revised Construction Documents have been submitted for review. Anticipate bidding and notice to proceed for construction in March/April 2006. Plans and specifications have been forwarded to Mr. Showfety for evaluation of scope and the potential of donor contributions for changes to the fountain and landscaping within the Wright Circle. The University has contacted two fountain companies to solicit input for enhancing the fountain as a visual anchor for the Wright Circle. Delta fountains in Jacksonville, Fl has been sent drawings but has not yet responded. Dynamic Fountains in Cartersville, GA has not responded.
CAPITAL PROJECTS ANTICIPATED FOR ADVANCED PLANNING AND DESIGN
EAST CAROLINA UNIVERSITY

**Academic Building A:** Designer Selection Underway

**Family Medicine Center:** Designer Contract Amendment Underway

**Health Science Campus Student Services Building and Police Department:** Project Authorization Requested

**Health Science Administration Space Study and Renovation:** Designer Selection Underway (vacated Health Sciences Library)

**Brody School of Medicine Auditorium Renovation:** Designer Selection Underway

**Main Campus: New Police Department Building:** Project Authorization Requested

**Performing Arts Building Study:** Concept Planning Started

**Belk Residence Hall Demolition:** Project Authorization Requested

**Scott Residence Hall Renovation:** Designer Selection Approved

**Todd Dining Hall Servery Renovation:** Designer Selection Underway

**Health Sciences Campus New Dental School Study:** Concept Planning Started

**Ficklen Stadium East Endzone Expansion:** Project Authorization Requested
Item IV – ITCS – Banner Implementation

Attached for your information is a report regarding the implementation of Banner administrative systems.
Banner Project Update

In May of 2003, ECU decided to replace its outdated administrative software systems with an integrated, enterprise-wide suite of applications known collectively as SCT Banner. The modules include Finance, Human Resources, Student and Advancement. The implementation probably constitutes the largest non-capital project ECU has undertaken and has involved major resources and time commitments from every division. I am pleased to report that as a result of those efforts, the Finance module became operational on February 9th.

While we only have a few days of experience, early indications are that the system is working well. The core applications are working as expected and the system has been able to accommodate the user volume.

A significant amount of training took place in preparation for implementation. Nearly 2000 persons attended training with more than 1500 of those receiving hands-on, computer-based instruction.

Prior to implementation, the functional and technical teams tested the system over a period of several months. While the new and old systems were not run in parallel, financial data from July 1, 2005 through January 2006 were loaded into Banner and checked for consistency against the legacy system. In addition, UNC General Administration and the Office of the State Controller had to be satisfied that monthly reports ECU generated from the new system were accurate. ECU’s Internal Audit department is reviewing the internal controls associated with the new business processes which result from the Banner implementation.

In order to assist users during the implementation period a help structure was established with “super users” identified in each division who were ready to assist staff with problems or questions regarding the new system. The super users will continue to be available to users and can be contacted via telephone call or email. They are also prepared to travel to a staff member’s worksite to assist them if the issues cannot be resolved over the phone.

As mentioned, the finance module is the first one to be implemented. Human Resources, and the first phase of the Student module, Admissions, are expected to be on line in the latter half of 2006 with the remaining modules to be implemented in 2007.

We will continue to keep the Board informed of progress with the Banner project.

Vice Chancellor for Administration and Finance
February 13, 2006