

Procedure for Determining Needs and Priorities for Capital  
Improvements at State Colleges and Universities in South Carolina\*

On July 1 of each year each college and university will present to the CHE a five year plan for capital improvements. These plans will rank the Capital Improvement needs by priority and will indicate preferred source of funding, and alternative sources, if available. There will be included in the five year projection a detailed analyses of the need for each of the facilities and improvements included. This analyses will include an outline of the factors which convinced the administrators of the campus that the facility was needed, a history of where the activity had been previously housed, reasons why the existing facility is not adequate or cannot be renovated, and a use projection.

By August 1 of each year, the Facilities Committee of the CHE will appoint a five person review committee for each campus. Each review committee will be composed of (1) one member of the CHE Facilities Committee; (2) one member of the staff of the institution being reviewed, appointed by the President of that institution; (3) one member appointed by the CHE Facilities Committee from another state college; (4) one member appointed by the CHE Facilities Committee from a non-public college in the state; and (5) one member of the CHE staff. In addition, for special purpose projects the CHE may designate other persons with the required expertise.

The Review Committees will visit the campuses which they have been appointed to study during the months of August and September. Their tasks will be to analyze and study the capital requests of the campus and to make a recommendation to the CHE as to the merits of the various projects included on the five year plan, with concentration on the projects recommended for the following year. Factors to be studied will include but not be limited to: enrollment patterns, the use of existing facilities, whether or not the facilities are essential to the tasks of the college; the possibility of using existing facilities with greater efficiency; the possibility of renovating existing facilities; the needs of the area which the college or university serves.

The Facilities Review Committee will submit their recommendation in writing to the Facilities Committee of the CHE by November 1 of each year.

During the month of November the Facilities Committee of the CHE will study the reports of all of the Review Committees and rank the Capital Funds Requests of all state colleges and universities in priority order, with the type funding recommended for each indicated, and forward them to the entire CHE as a recommendation. The recommendations of the CHE will then be forwarded to the Budget and Control Board and the Legislature.

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\*Adopted by the Commission on Higher Education on May 3, 1979.