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BOARD OF TRUSTEES

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A G E N D A
BOARD OF TRUSTEES MEETING
Thursday, March 25, 2010
Howard P. Grimes Board Room, Franklin Hall
6:00 p.m.

I.	Call to Order	
II.	Roll Call	
III.	Certification of Conformity with Section 121.22 (F) of the Ohio Revised Code	
IV.	Approval of Minutes	
V.	Communications/Recognition	
	A. Community Agency Award for 2010	
VI.	Consent Agenda	
	A. Tuition Waiver for Academic Year 2010-2011	1
	B. Approval of Fifteen (15) New Staff Positions	3
	C. Make Permanent Two (2) Temporary Positions	16
	D. Personnel Information Items	19
VII.	Financial Statements as of January 31, 2010	23
VIII.	President's Report	
	A. Awards	
	B. Communications	
	C. Presentations/Reports	

*COLUMBUS STATE COMMUNITY COLLEGE
BOARD OF TRUSTEES AGENDA
March 25, 2010
Page Two*

IX. Old Business

X. New Business

A. Trustee Reports

B. Resolution in Support of State Issue 1

XI. Public Participation

XII. Executive Session

XVI. Adjournment

*President's Office
MVM:pf*



COLUMBUS STATE COMMUNITY COLLEGE

Date _____

BOARD ACTION

SUBJECT:

Tuition Waiver for Academic Year 2010-2011

BACKGROUND INFORMATION:

In September 2009, the Board of Trustees increased tuition effective Winter quarter 2010. The increase was waived for Winter 2010 and Spring 2010 by the Board of Trustees and the Chancellor of the Ohio Board of Regents, and the cost of tuition at Columbus State remained constant for the fourth consecutive year.

The Board seeks to extend the waiver through the 2010-2011 academic year to keep tuition as affordable as possible for students to attend college.

If the Chancellor of the Ohio Board of Regents approves the College's requested waiver, tuition at Columbus State Community College for the 2010-2011 academic year will be as follows:

Ohio Resident Fee: \$79 per credit hour. This fee includes a \$70 instructional fee and a \$9 general fee.

Non-Ohio, U.S. Resident Fee: \$175 per credit hour. This fee includes a \$159 instructional fee and a \$16 general fee.

International Student Fee: \$210 per credit hour. This fee includes a \$189 instructional fee and a \$21 general fee.

RECOMMENDATION:

That the Board of Trustees approve, effective Summer Quarter 2010 through Spring Quarter 2011, a waiver of \$2.75 per credit hour for Ohio residents, \$6 per credit hour for Non-Residents of Ohio, and \$7.25 per credit hour for International Students, pending approval by the Chancellor of the Ohio Board of Regents.

**COLUMBUS STATE COMMUNITY COLLEGE
Fee Structure**

Tuition for Summer 2010 through Spring 2011 Without a Waiver				Tuition for Summer 2010 through Spring 2011 With Tuition Waiver		
Credit Hours	Ohio Resident	Non-Resident of Ohio	International Students	Ohio Resident	Non-Resident of Ohio	International Students
1	\$ 81.75	\$ 181.00	\$ 217.25	\$ 79.00	\$ 175.00	\$ 210.00
2	163.50	362.00	434.50	158.00	350.00	420.00
3	245.25	543.00	651.75	237.00	525.00	630.00
4	327.00	724.00	869.00	316.00	700.00	840.00
5	408.75	905.00	1,086.25	395.00	875.00	1,050.00
6	490.50	1,086.00	1,303.50	474.00	1,050.00	1,260.00
7	572.25	1,267.00	1,520.75	553.00	1,225.00	1,470.00
8	654.00	1,448.00	1,738.00	632.00	1,400.00	1,680.00
9	735.75	1,629.00	1,955.25	711.00	1,575.00	1,890.00
10	817.50	1,810.00	2,172.50	790.00	1,750.00	2,100.00
11	899.25	1,991.00	2,389.75	869.00	1,925.00	2,310.00
12	981.00	2,172.00	2,607.00	948.00	2,100.00	2,520.00
13	1,062.75	2,353.00	2,824.25	1,027.00	2,275.00	2,730.00
14	1,144.50	2,534.00	3,041.50	1,106.00	2,450.00	2,940.00
15	1,226.25	2,715.00	3,258.75	1,185.00	2,625.00	3,150.00
16	1,308.00	2,896.00	3,476.00	1,264.00	2,800.00	3,360.00
17	1,389.75	3,077.00	3,693.25	1,343.00	2,975.00	3,570.00
18	1,471.50	3,258.00	3,910.50	1,422.00	3,150.00	3,780.00
19 or more	81.75	181.00	217.25	79.00	175.00	210.00
	per credit hour additional	per credit hour additional	per credit hour additional	per credit hour additional	per credit hour additional	per credit hour additional



Columbus State Community College

Board Action

Date _____

SUBJECT:

Fifteen (15) New Staff Positions (General Funds).

BACKGROUND INFORMATION:

With the continued growth of the College, in enrollment facilities, program expansions increased data requirements and grant activities, the following staff positions are necessary to meet the operations and enhance staff capacity.

The attached information outlines specifically the rationale for eight positions in IT. Five of these positions are already in the budget as they are the result of a restructuring of the computer labs services. The total cost of these five full-time positions is less than the cost of the multiple part-time positions being currently utilized. The three additional positions are tied to college compliance requirements, and to the increase in enrollment.

The position of a Video/Media Production Tech referenced in Institutional Advancement is currently outsourced. As the demand for video production increases, the sporadic outsourcing is no longer sufficient to meet the needs of the college. The hiring of a full-time position will meet this demand and provide consistent quality.

The Research Program Coordinator position in Knowledge Resource and Planning is needed to meet our response to accreditation requirements, and USO plan alignment, especially in the retention and success of students.

The five positions in Learning Systems are needed to meet the growth demand in clerical support and in the testing center. Program Coordinator, Internship and Retention—this program is funded by a grant that will soon be terminated. Having internship opportunities for students is a goal of the USO plan and it also benefits student learning and job opportunities.

RECOMMENDATION:

That the Board of Trustees approves fifteen (15) new staff positions as listed in the attached information as permanent staff positions. The total annual cost of the 15 positions from the General Fund will be \$466,193 for salary, \$138,294 for benefits, \$24,100 for equipment, totaling \$628,587.

REQUEST FOR ADDITIONAL STAFF
Information Technology

POSITION TITLE

Program Coordinator (Technology Risk Management – Disaster Recovery and PCI)

DEPARTMENT

IT Support Services

RATIONALE FOR POSITION

It is necessary for the college to be diligent in maintaining its Disaster Recovery Plan and services. The plan requires continuous updates, testing and monitoring of services that are not currently being adequately met due to increased information security and privacy protection concerns. As well, focus on Payment Card Industry (PCI) standard compliance has become more detailed and requires higher degree of monitoring, reporting and collaboration with various vendors, auditors and internal departments. This position would be responsible for maintaining Columbus State's information technology systems disaster recovery plans, as well as ensuring Information Technology systems remain PCI compliant. This responsibility includes coordinating the maintenance and testing of the overall disaster recovery plans for each critical functional area within Information Technology. The selected candidate will also be responsible for participating in any actual disaster recovery effort. This position will also ensure Columbus State's I.T. systems comply with the PCI Data Security Standard by following the criteria set forth in the PCI DSS Self-Assessment Questionnaire.

Additionally, the resource will ensure that the activities related to DR and PCI training, internal systems monitoring and audits, and reporting and solving of related issues are taken care of in collaboration with other departments at the college and outside vendors and consultants.

POSITION COSTS

Salary:	\$ 57,000
Benefits:	\$ 15,633
Equipment:	\$ 4,500
Space needed:	New space for this resource is requested
Other:	
Total:	\$ 77,133

REQUEST FOR ADDITIONAL STAFF
Information Technology

POSITION TITLE

System Administrator (Network Engineering)

DEPARTMENT

Communication Technologies and PC/LAN Support

RATIONALE FOR POSITION

Every technology system that supports the many different academic departments, administrative departments and all service units of the college requires the network. Every server, application, camera, key card, printer, HVAC controller, desktop, wireless device, IP phone, Video Conferencing Unit etc. requires some level of analysis and consideration before it appears on the network. Each one of these systems has an impact on security, performance (bandwidth), and capacity. There is a great need to separate operational functions from engineering functions as both required dedicated time and different skill sets in our rapidly growing environment. Engineering will be project focused to meet project demands and to provide the required engineering to meet the project scope requirements. Operations will stay focused on deploying and maintaining the production systems. These will include current production and any future network related systems which are deployed. We currently have only one resource dedicated to project engineering and demands are far beyond the capacity of this one resource. It is requested to add one additional resource to adequately respond to the college's increasing network and infrastructure needs.

POSITION COSTS

Salary:	\$ 57,000
Benefits:	\$ 15,633
Equipment:	\$ 4,500
Space needed:	New space for this resource is requested
Other:	
Total:	\$ 77,133

REQUEST FOR ADDITIONAL STAFF
Information Technology

POSITION TITLE

System Administrator (PCI and Network Access Control)

DEPARTMENT

Communication Technologies and PC/LAN Support

RATIONALE FOR POSITION

It is vital for our college to maintain reliable and protected technology network systems for secure transmission and storage of mission-critical and confidential data. The threats to data and information security grow as quickly as the demand of services for access to it. We need a dedicated resource to engineer and configure specific network security systems as they relate to every service request. This resource will also proactively design future systems in anticipation of rapid changes in the threat environment. We are audited by multiple agencies regarding our ability to provide secure transmission and safe storage of our data. We need this dedicated resource to work with our faculty, staff, students, and our service providers to ensure we meet the highest standards of security.

We have specific tools that need constant attention and quick response to stay ahead of the potential and manifest information security risks and threats. We have no dedicated engineering resource for this task. We can monitor and report but our ability to quickly respond with engineering changes is greatly diminished by lack of such resource. This resource is requested to ensure adequate level of attention is paid to eliminate or mitigate risks, and remain in compliance with information security standards such as Payment Card Industry (PCI) standards.

POSITION COSTS

Salary:	\$ 57,000
Benefits:	\$ 15,633
Equipment:	\$ 4,500
Space needed:	New space for this resource is requested
Other:	
Total:	\$ 77,133

REQUEST FOR ADDITIONAL STAFF
Information Technology

POSITION TITLE

Assistant, IT Support Services (Computer Labs) (4 fulltime positions)

DEPARTMENT

IT Support Services

RATIONALE FOR POSITION

These positions requested along with the request for the fulltime Computer Lab Coordinator use existing funds within the operational budget and would not require new funding.

Student growth and increased demands placed on computer labs at the college have presented many challenges for the staff that help to maintain these areas. The staff has addressed many requests to meet the evolving needs of both the students and faculty as much as possible. We have increased the hours of operation, added labs and increased the number of classes that visit us daily. More recently we have added a mobile lab, wireless assistance, reference librarians and group and individual study spaces in collaboration with the ERC to assist students with their questions and study needs. Traditional student population, faculty needs, as well as distance learning usage continues to increase and evolve.

In order to be in a position to support our students and faculty in the most effective and efficient way possible, it is necessary to change the current model of staffing we have in place. This change in staffing would address a number of issues such as turnover, frequent disciplinary problems, and the inability to provide adequate service coverage due to lack of persistent commitment and knowledge base. Addressing these issues with the recommended new staffing model will help move the current service level to students and faculty to a higher level of timely and effective care for their studies and curriculum support.

POSITION COSTS

Salary:	\$ 0.00 (\$96,904 from existing funds in the operating budget)
Benefits:	\$ 0.00 (\$40,376 from existing funds in the operating budget)
Equipment:	\$ 0.00
Space needed:	Existing
Other:	
Total:	\$ 0.00 in new funds

REQUEST FOR ADDITIONAL STAFF
Information Technology

POSITION TITLE

Coordinator, IT Support Services (Computer Labs)

DEPARTMENT

IT Support Services

RATIONALE FOR POSITION

This position request, along with the request for the fulltime assistants, uses existing funds and would not require new funding with the exception for the one-time equipment fund.

Student growth and increased demands placed on computer labs at the college have presented many challenges for the staff that help to maintain these areas. The staff has addressed many requests to meet the evolving needs of both the students and faculty as much as possible. We have increased the hours of operation, added labs and increased the number of classes that visit us daily. More recently, we have added a mobile lab, wireless assistance, reference librarians and group and individual study spaces in collaboration with the ERC to assist students with their questions and study needs. Traditional student population, faculty needs, as well as distance learning usage continues to increase and evolve.

In order to be in a position to support our students and faculty in the most effective and efficient way possible, it is necessary to change the current model of staffing we have in place. This change in staffing would address a number of issues such as turnover, frequent disciplinary problems, and the inability to provide adequate service coverage due to lack of persistent commitment and knowledge base. Addressing these issues with the recommended new staffing model will help move the current service level to students and faculty to a higher level of timely and effective care for their studies and curriculum support.

POSITION COSTS

Salary:	\$ 0.00 (\$48,000 from existing funds in the operating budget)
Benefits:	\$ 0.00 (\$14,112 from existing funds in the operating budget)
Equipment:	\$ 2,500
Space needed:	Existing
Other:	
Total:	\$ 2,500 new one-time fund

REQUEST FOR ADDITIONAL STAFF
INSTITUTIONAL ADVANCEMENT

POSITION TITLE

Technician II (Video/Media Production)

DEPARTMENT

Institutional Advancement

RATIONALE FOR POSITION

Nationally (according to a study from the Pew Research Institute) among Columbus State students, the most preferred source for news is video, followed by the internet. During the past year, Institutional Advancement has begun a new video initiative to capitalize on students' interest in web-based video and to better showcase Columbus State to prospective students; to highlight programs, courses, and campus opportunities to current students; to showcase our faculty and give students an opportunity to view instructors in action; and to establish the college as a leader in online video communication and as an institution that is in touch with the needs of today's students.

To continue and expand this initiative—and to better communicate with prospects, students, and employees—we propose adding a fulltime multimedia/video production technician to IA. This person will also be required to have good skills in website production and in using social media for college communication. In addition to shooting and editing videos to promote access to the college, they will also play an important role in facilitating student success by producing video segments that provide current students with tutoring lessons, program and career information, and information about college resources. The position will also help to produce training videos for employees.

POSITION COSTS

Salary:	\$44,034 (Professional pay band)
Benefits:	\$ 13,442
Equipment:	\$ 3,500
Space Needed:	Cubicle
Total:	\$60,976

**REQUEST FOR ADDITIONAL STAFF
KNOWLEDGE RESOURCES & PLANNING**

POSITION TITLE

Research Program Coordinator

DEPARTMENT

Knowledge Resources and Planning

RATIONALE FOR POSITION

Columbus State is increasing its investment in strategies and improved operations targeted to increase retention and success of learners. A sound data model and analysis plan will ensure that the college fully benefits from this investment. Information gained through this research will inform faculty and staff regarding what is most effective in meeting the needs of different learner groups. This information will increase the college's ability to participate in grant - funded success initiatives. Further, the college's increasing participation in grant programs calls for program evaluation plans that document the success of projects and serve as a foundation for future grant awards. The need for this work will increase over the next year.

POSITION COSTS

Salary:	\$60,692
Benefits:	15,765
Equipment:	1,400
Space Needed:	Existing
Other:	N/A
Total:	\$77,857

REQUEST FOR ADDITIONAL STAFF
LEARNING SYSTEMS

Position Title: Testing Center Specialist
Department: Off Campus Programs

Status: Full-time

Justification:

The Testing Center utilizes multiple databases, an electronic intake process and a virtual course management and testing system to support the academic testing process at the College. This position will be responsible for monitoring and maintaining these electronic and virtual systems and act as a liaison with the Information Technology Division to support the technical needs of the Center. In addition, this position will be responsible for maintaining the Center's website and assisting faculty with electronic test submissions.

This position will provide critical technical support for the collection, dissemination and tracking of all academic testing conducted in the Center. This position will allow the Center to better meet the testing needs of learners and our faculty.

Costs of Hiring Position:

Salary:	\$33,129
Benefits:	\$11,599
Equipment:	\$ 1,600
Total	\$46,328

Office Space Needs: A cubicle will be needed in the Testing Center area.

REQUEST FOR ADDITIONAL STAFF
LEARNING SYSTEMS

Position Title: Program Coordinator, Internship and Retention
Department: Integrated Media & Technology

Status: Full-time

Justification:

Columbus State's Career & Technical Division has made a concerted effort to focus on the work-readiness of its graduates. Many majors such as nursing, medical assisting, and hospitality management have included clinical, field experience or practicum hours in their curricula to increase students' exposure to real world applications of their academic studies. However, there were many students who did not have the advantage of such an experience. Because of their importance, the faculty in Integrated Media & Technology and Business Programs decided that internships be made a requirement in each of its 11 associate degree programs. Beginning in Autumn 2009, all majors in the Integrated Media & Technology and Business Programs departments had an internship requirement in their plan of study; collectively these two departments serve approximately 11,000 students (duplicated headcount) in a given quarter. As these students approach the end of their coursework, the anticipated number of enrolled interns will increase from 25 students per quarter to between 120-150 students per quarter. For the past two years, these efforts have been supported by an OCAN grant. This request is to continue this position with Columbus State funds.

The demand for internships within Business Programs and Integrated Media & Technology departments is anticipated to grow significantly. The grant funding helped to create the infrastructure for an effective program; however, the program is only successful if this dedication is sustained. The position will be enhanced to also assist in the scope of student success. This individual will aid in incoming student evaluation, retention and tutoring efforts, business community outreach efforts, and support federal and state grants.

Costs of Hiring Position:

Salary:	\$56,000
Benefits:	\$15,464
Equipment:	N/A
Total	\$71,464

Office Space Needs: Space allocated for this position – EB 302

REQUEST FOR ADDITIONAL STAFF
LEARNING SYSTEMS

Position Title: Office Associate
Department: Mathematics

Status: Full-time

Justification:

Mathematics is our largest department with approximately 34,000 annual enrollments in its courses, and now 30 faculty members and several hundred adjuncts. In addition, because mathematics tends to cause students the most difficulty, which is common at most institutions, the amount of student need for tutoring assistance and for resolution of their concerns about performance, is very high.

At present, we have one permanent Office Associate position and 60 hours of part-time help as divided into two 30 hour positions. We now request the conversion of those 60 hours into one additional full-time Office Associate and a continued 20 hours of part-time assistance. This will provide regularity, consistency, and coverage over a 12 hour period (mathematics would have double coverage for the four especially busy hours).

Costs of Hiring Position:

Salary:	\$28,652
Benefits:	\$10,842
Equipment:	N/A
Total	\$39,494

Office Space Needs: N/A

REQUEST FOR ADDITIONAL STAFF
LEARNING SYSTEMS

Position Title: Office Associate
Department: Psychology
Status: Full-time

Justification:

The creation of three additional departments in the Division of Arts and Sciences involved designated funding for three Chair positions, but did not include funding for Office Associate positions. Two of the positions were funded by separating the two full-time Communication Skills Office Associate positions to Communication and English, and the one Biological Sciences Office Associate position and the one data entry position to Office Associate positions for Biological Sciences and for Physical Sciences.

However, the need remains for a full time Office Associate for Psychology.

we had no such opportunity to deal with the division of Social and Behavioral Sciences into Psychology and Social Sciences. Human Resources provided a temporary resolution by placing one of their full-time temporary positions in Psychology. This obviously does not meet the long term needs of either HR or Psychology, and we therefore request funding for a permanent full-time Office Associate position for the Department of Psychology. Each of these departments has approximately 18,000 enrollments over the course of a year, both have faculty in the teens, and both have nearly 200 adjuncts.

Costs of Hiring Position:

Salary:	\$28,652
Benefits:	\$10,842
Equipment:	N/A
Total	\$39,494

Office Space Needs: N/A

REQUEST FOR ADDITIONAL STAFF
LEARNING SYSTEMS

Position Title: Coordinator of COMPASS & ESL Testing
Department: Off Campus Programs

Status: Full-time

Justification:

COMPASS Placement and ESL testing are critical components of getting started at the College for many learners. Many of the students that report for placement and ESL testing require special attention and information as this is often one of their first experiences on our campus. After they complete testing these learners often need detailed explanations of their scores and to be directed to meet with an Academic Advisor. This person will coordinate those who work directly with assisting the college's COMPASS and ESL testers. In addition, this position will be required to act as a liaison with the Advising Center, Admissions and the Language Institute as well as K-12 institutions interested in placement testing for underage learners.

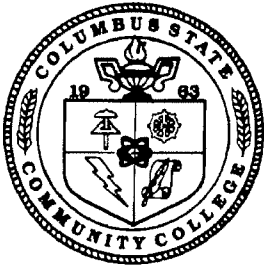
Currently, these services are provided by various staff making consistency and quality of service difficult to measure. The addition of this position will greatly improve services to these learners. This position will enable there to be a planned, consistent approach to meeting the first quarter academic needs of this population.

Costs of Hiring Position:

Salary:	\$44,034
Benefits:	\$13,441
Equipment:	\$ 1,600
Total	\$59,075

Office Space Needs: A cubicle will be needed in the Testing Center area.

Columbus State Community College



Date _____

Board Action

SUBJECT:

Make Permanent two (2) temporary staff positions

BACKGROUND INFORMATION:

To fill a temporary need and/or to test the need for a position, the College engages employees on a full-time temporary basis.

For the past several months, these positions have been engaged to complete essential work that would otherwise have been left undone or hindered the efficiency of the President's Office, Human Resources Department.

The rationale for making permanent these positions having a temporary status is outlined in the specific requests attached to this Board Agenda.

Total cost for funding these positions is \$149,201.81 which has already been allocated along with space and office equipment.

RECOMMENDATION:

That the Board approves as permanent the two (2) positions listed in the attached information.

REQUEST FOR ADDITIONAL STAFF
HUMAN RESOURCES

POSITION TITLE

Program Coordinator

DEPARTMENT

Human Resources

RATIONALE FOR POSITION

This position is an approved Board initiative. The primary responsibility is to provide on-boarding for faculty and adjuncts.

POSITION COSTS

Salary:	\$55,679.00
Benefits:	9,409.75
Equipment:	\$0
Space Needed:	Existing
Other:	\$0
Total:	\$65,088.75

REQUEST FOR ADDITIONAL STAFF
HUMAN RESOURCES

POSITION TITLE

Administrator-Benefits

DEPARTMENT

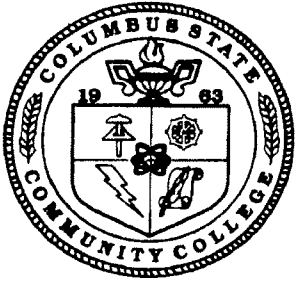
Human Resources

RATIONALE FOR POSITION

This position is needed to provide review, implementation and management for the College's Self-Insurance Initiative for medical, dental, vision and workers compensation benefits. The work is currently being performed by a full-time temporary administrator.

POSITION COSTS

Salary:	\$71,953.00
Benefits:	12,160.06
Equipment:	\$0
Space Needed:	Existing
Other:	\$0
Total:	\$84,113.06



Columbus State Community College

Date _____

Board Action

SUBJECT: Personnel Information Items

BACKGROUND INFORMATION:

In accordance with a Board of Trustees resolution approved and adopted at their regular meeting held on October 18, 1978, the President has the authority to make staff appointments to positions which have already been approved by the Board and included in the current budget, and to accept faculty and staff resignations. The attached personnel actions took place during the months of January, February and March, 2010.

FOR INFORMATION ONLY

COLUMBUS STATE COMMUNITY COLLEGE

BOARD OF TRUSTEES

INFORMATION ONLY

In accordance with a Board Resolution approved and adopted at a regular meeting held on October 18, 1978, which enables the President to make employee appointments to positions which have already been approved by the Board and included in the current budget, the following persons have been **appointed**.

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>SALARY</u>
Brittany Appleman (Repl. L. Karas)	Police Officer	Public Safety	01/19/10	\$30,696
Laura Baisden (Repl. A. Hassan)	Specialist	Financial Aid	02/16/10	\$33,129
Henry Bawden (Repl. P. Kenney)	Instructor	Integrated Media & Technology	02/01/10	\$42,645
Bradley Beck (Repl. B. McBride)	Account Clerk	Business Services	03/01/10	\$26,204
Kristina Bellamy (Repl. S. Hayes)	Associate Teacher	Child Development Center	03/01/10	\$28,652
Lori Brown (New – B/A)	Advisor	Advising Services	03/01/10	\$44,034
Keith Coates (New-B/A)	Advisor	Enrollment Services Delaware Campus	02/16/10	\$44,034
Julie Collins (Repl. S. Nichols)	Office Associate	Student Activities & Athletics	02/01/10	\$31,500
Joseph Creitz (Repl. S. Habecker)	Police Officer	Public Safety	01/19/10	\$30,696
Susan Downing (Repl. A. New)	Assistant	Records & Registration	03/01/10	\$24,266
David Foor (New-B/A)	Instructor	Automotive & Applied Techology	03/01/10	\$41,065
Shannon Hayes (New-B/A)	Specialist	Enrollment Services Delaware Campus	02/16/10	\$33,129
Murray Holmes (Repl. P. Smith)	Supervisor I	Business Services	03/01/10	55,262
Amy Jackson (New-B/A)	Clinical Coordinator	Nursing	03/01/10	\$41,600
Jason LaMar (Repl. R. James)	Developer	Instructional Technology/ Distance Learning	02/10/10	\$44,034
Roman Lavochnik	Programmer/Analyst	Data Center	03/01/10	\$53,196

(Repl. C. Butler)

Jean Liddle (New-B/A)	Advisor	Enrollment Services Delaware Campus	02/16/10	\$55,352
Courtney Martin (New-B/A)	Program Coordinator	Communication Technology/ PC Services	03/15/10	\$44,034
Maggie O'Brien (New-B/A)	Accountant I	Business Services	03/01/10	\$37,849
Sharmaine Pechac (New-B/A)	Advisor	Advising Services	03/01/10	\$44,034
John Riggs (Repl. E. Chan)	Coordinator (Cashier)	Business Services	02/16/10	\$48,375
Shawn Rinehart (New-B/A)	Systems Administrator	Data Center Delaware Campus	02/16/10	\$53,196
Ann Signet (Reclassification)	Supervisor I	Business & Industry	02/16/10	\$70,960
Monique Sims (Repl. A. Joseph)	Associate Teacher	Child Development Center	03/01/10	\$28,652
Jeff Spain (Reclassification)	Supervisor I	Business & Industry	02/16/10	\$71,486
Jo Yin Tang (Repl. S. Ewing-Ramsey)	Advisor	Admissions	03/01/10	\$44,034
Todd Taylor (New-B/A)	Advisor	Advising Services	03/01/10	\$44,034
Veronica Wigfall (Repl. R. Hill)	Specialist	Financial Aid	02/01/10	\$33,129
Shaniqua Williams (Repl. C. Preston)	Associate Teacher	Child Development Center	03/01/10	\$28,652

BOARD OF TRUSTEES**INFORMATION ONLY**

In accordance with a Board Resolution approved and adopted at a regular meeting held on October 18, 1978, which enables the President to make employee appointments to positions which have already been approved by the Board and included in the current budget, the following resignations/terminations have been accepted.

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Marla Baxter (Probationary Removal)	Technician	Public Safety	12/01/09
Marcus Bedford (Resignation)	Office Associate	Physical Sciences	02/19/10
Christopher Bell (Resignation)	Assistant Professor	Emergency Medical Tech	12/01/09
Denise Cantre-Vazquez (Resignation)	Associate Teacher	Child Development Center	01/13/10
Melinda Cooksey (Resignation)	Instructor	Physical Sciences	03/20/10
Patricia Devlin (Resignation)	Program Coordinator	Knowledge Resources & Planning	02/26/10
John Gableman (Deceased)	Instructor	Accounting	11/26/09
Lisa Karas (Termination)	Coordinator	Public Safety	02/26/10
Robert Keefer (Resignation)	Chairperson	Physical Sciences	12/18/09
Brenda McBride (Retirement)	Account Clerk	Business Services	02/25/10
Jeffrey Mellman (Retirement)	Professor	Computer Information Technology	12/31/09
Martha Nesser (Retirement)	Administrative Assistant	Information Technology	01/31/10
Carol Preston (Resignation)	Associate Teacher	Child Development Center	10/28/09
Judith Scherer (Resignation)	Provost	Learning Systems	12/11/09
Mary Wanamaker (Resignation)	Office Associate	Mathematics	01/08/10

Columbus State Community College



Date _____

Board Action

SUBJECT:

Financial Statements as of and for the eight months ended, February 28, 2010.

BACKGROUND INFORMATION:

Columbus State Community College policy requires that monthly the President provide each Board of Trustees member a copy of the college's financial statements.

RECOMMENDATION:

That the financial statements as of and for the eight months ended, February 28, 2010, be accepted as presented.



550 East Spring Street
P.O. Box 1609
Columbus, Ohio 43216-1609
614/287-2400

TO: Board of Trustees
FROM: Dr. Val Moeller, President
DATE: March 9, 2010
SUBJECT: Financial Statements as of February 28, 2010

Attached are the financial statements of Columbus State Community College, the Foundation, and the President’s Discretionary Fund for the period ended February 28, 2010.

1. General Fund

As noted last month, these financial statements now combine the FY 2010 Delaware Campus budget approved by the Board in September 2009 with the Revised FY 2010 budget approved by the Board in January 2010. See specifically Exhibit B which includes both the “transfer in” of revenues for the Delaware Campus (the first year yields no tuition or subsidy revenues), and budgeted expenses of \$1.3 million for the Delaware campus as approved by the Board for FY10.

- **Enrollment**

<u>Quarter</u>	<u>Budgeted Headcount</u>	<u>Headcount</u>	<u>Increase/ Decrease</u>	<u>FY 09 FTEs</u>	<u>FY 10 FTEs</u>	<u>% Variance</u>
Summer 2009	14,265	16,845	18.1%	7,859	9,532	21.3%
Autumn 2009	24,482	28,539	16.6%	16,065	18,882	17.5%
Winter 2010*	28,049	28,261	0.8%	15,874	18,717	17.9%
Spring 2010						

*Preliminary headcounts and FTEs

- **Revenues** (Exhibit B)

Total operating revenues through February 2010 are \$94,799,818, 10.4% higher than the same period last year. The difference in the two years is primarily due to increased tuition and fee revenue as a result of higher enrollment. Projected year-end numbers currently reflect the revised FY 10 budget, which includes increased projected enrollment and the related tuition and fee revenues.

- **Expenditures** (Exhibit B)

Total operating expenditures (before transfers) are \$79,468,454 for the period, or 7.2% higher than the same period last year. Projected year-end numbers for expenditures also currently reflect the revised FY 10 budget, which provides for new faculty and advisor positions for the Columbus Campus, an increased adjunct budget necessary to support the increase in enrollment, as well as start-up costs for the Delaware Campus.

2. **Auxiliary Fund** (Exhibit D)

The Auxiliary fund realized a 20% operating gain over the same period last year which continues to be attributed to the college's enrollment growth compared to last year, resulting in higher textbook sales for the Bookstore. Auxiliary fund expenditures are higher this year by 9% compared to last year due in large part to the alignment of expenses that occurred at mid-year last year and to an increase in staffing levels required for quarterly rush.

3. **President's Discretionary Fund** (Exhibit F)

The President's Discretionary Fund has a cash balance of \$7,906 at February 28, after disbursements of \$12,094.

4. **Foundation** (Exhibits G and H)

Foundation contributions are \$337,618 compared to \$606,296 through February of last year. Investments increased this month by almost \$75,000 this month over last month. Expenditures through February are \$279,822 compared to \$444,016 last year. Both the revenues and expenditures were higher last year due to a grant that was received in the foundation that was transferred to the college to be administered.

5. **Investments**

The College's portfolio is invested consistent with its investment policy, with 33.7% currently invested in STAROhio and other money markets, with the balance in federal agencies.

**COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT FEBRUARY 28, 2010
With Comparative Figures at February 28, 2009**

EXHIBIT A

<u>Assets</u>	<u>February 28, 2010</u>	<u>February 28, 2009</u>	<u>Liabilities and Fund Balance</u>	<u>February 28, 2010</u>	<u>February 28, 2009</u>
Current Funds			Current Funds		
Unrestricted			Unrestricted		
Educational and general			Educational and general		
Cash	\$ 2,792,177	\$ 4,844,258	Accounts payable	\$ 5,018,153	\$ 4,707,172
Investments (including money markets at cost and treasury bills and agency discount notes at market - (note 1))			Deferred income	26,138,037	19,693,644
Accounts receivable, net of allowance for doubtful accounts	131,818,811	114,323,314	Student tuition	1,031,926	1,058,440
Interest receivable	26,903,437	22,175,810	Lab fees and credit bank	-	-
Prepaid expense	-	-	Due to restricted funds	-	-
Net Investment in Golf Course	219,637	175,752	Due to plant funds	10,677,964	9,024,031
Due from agency funds	-	-	Due to agency funds	458,732	432,404
Due from auxiliary funds	501,146	153,819	Fund balances (Exhibit C):		
			Allocated	87,960,986	76,720,590
			Unallocated	30,949,410	30,036,672
Total educational & general	\$ 162,235,208	\$ 141,672,953	Total fund balances	118,910,396	106,757,262
			Total educational & general	\$ 162,235,208	\$ 141,672,953
Auxiliary enterprise			Auxiliary enterprise		
Cash	\$ 2,546,054	\$ 393,015	Accounts payable	\$ 1,796,631	\$ 644,875
Investments	6,198,146	6,825,877	Due to educational & general fund	500,669	153,819
Accounts receivable	677,195	581,659			
Inventories, at cost as defined (note 2)	1,693,442	1,250,315	Fund balances (Exhibit D):		
Other Assets	290,109	383,931	Allocated	250,000	250,000
Due from general fund	-	-	Unallocated	9,185,259	8,547,979
Due from grant funds	327,613	161,876	Total fund balances	9,435,259	8,797,979
Total auxiliary enterprise	11,732,559	9,596,673	Total auxiliary enterprise	11,732,559	9,596,673
Total unrestricted	\$ 173,967,767	\$ 151,269,626	Total unrestricted	\$ 173,967,767	\$ 151,269,626
				[C]	[D]
Restricted			Restricted		
Cash	\$ -	\$ -	Due to general fund	\$ -	\$ -
Due from educational & general fund	-	-	Fund balances	-	-
			Unallocated	-	-
Total restricted	-	-	Total restricted	-	-
Total current funds	\$ 173,967,767	\$ 151,269,626	Total current funds	\$ 173,967,767	\$ 151,269,626
	[A]	[B]		[C]	[D]

(See accompanying summary of significant accounting policies and notes to financial statements)

(Continued)

**COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT FEBRUARY 28, 2010
With Comparative Figures at February 28, 2009**

**EXHIBIT A
(Continued)**

<u>Assets</u>	<u>February 28, 2010</u>	<u>February 28, 2009</u>	<u>Liabilities and Fund Balance</u>	<u>February 28, 2010</u>	<u>February 28, 2009</u>
Plant funds			Plant funds		
Unexpended			Unexpended		(1)
State appropriations receivable	-	-	Fund balances		(2)
Capital Improvement Fund	2,282,353	1,639,590	Restricted	2,282,353	1,639,590
Total unexpended	2,282,353	1,639,590	Total unexpended	2,282,353	1,639,590
Cash from Bond Proceeds	17,563	142,856	Investment in plant:		(6)
Deposit with trustees	-	2,908	Interest payable	-	(7)
Due from general fund	10,677,964	9,024,031	Capital lease payable	-	(8)
Land	29,235,190	29,674,722	Accounts payable	324,193	385,183
Improvements other than buildings	6,866,985	6,338,835	Bonds payable	16,030,000	17,710,000
Buildings	123,870,034	117,238,951	Deferred Gift Annuity	2,195,445	2,260,945
Movable equipment, furniture and library books	44,633,397	42,302,727	Net investment in plant	146,403,131	128,154,968
Construction-in-progress	12,185,371	1,415,455			(14)
Other Assets	265,716	286,299			(15)
Less: accumulated depreciation	(62,799,451)	(57,915,687)	Total investment in plant	164,952,769	148,511,096
Total investment in plant	164,952,769	148,511,097			(16)
Total plant funds	167,235,123	150,150,686	Total plant funds	167,235,122	150,150,686
	\$	\$		\$	\$
Agency funds			Agency funds		
Cash	-	-	Deposits held in custody for others	712,659	695,777
Due from agencies	272,345	263,373	Due to educational and general fund	-	-
Due from general fund	440,314	432,404			(22)
Total agency funds	712,659	695,777	Total agency funds	712,659	695,777
	\$	\$		\$	\$
	[A]	[B]		[C]	[D]

(See accompanying summary of significant accounting policies and notes to financial statements)

EXHIBIT B

COLUMBUS STATE COMMUNITY COLLEGE
OPERATIONAL BUDGET COMPARISON
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2010
With Comparative Figures at February 28, 2009

	FY 10			FY 09			FY 10 Projected Year End		
	Revised Budget as approved January 2010	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	Revised Budget as approved January 2009	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	Projected FY 10 Year End Budget	Projected % of Budget	
Revenues									
Appropriations									
Subsidy	\$ 62,168,736	\$ 34,940,113	56.20%	\$ 52,981,736	\$ 35,192,002	66.42%	\$ 52,344,287	84.20%	(1)
SSI - Stimulus	-	6,249,463	-	-	-	-	9,824,449	0.00%	(2)
Access Challenge	-	-	-	6,202,382	4,773,731	76.97%	-	-	(3)
Jobs Challenge	-	-	-	237,287	107,531	45.32%	-	-	(4)
Delaware - Transfer In	1,311,043	-	-	-	-	-	1,311,043	-	(5)
	63,479,779	41,189,576	64.89%	59,421,405	40,073,264	67.44%	63,479,779	100.00%	(6)
Student									
Tuition	78,583,740	49,129,404	62.52%	67,061,018	42,017,493	62.66%	78,583,740	100.00%	(7)
Fees	5,350,420	3,723,946	69.60%	4,529,209	3,121,468	68.92%	5,350,420	100.00%	(8)
Special courses	500,000	480,311	96.06%	600,000	489,965	81.66%	500,000	100.00%	(9)
	84,434,160	53,333,661	63.17%	72,190,227	45,628,926	63.21%	84,434,160	100.00%	(10)
Contracted Services									
Net	255,585	100,860	39.46%	255,585	93,967	36.77%	255,585	100.00%	(11)
	255,585	100,860	39.46%	255,585	93,967	36.77%	255,585	100.00%	(12)
Other									
Miscellaneous	250,000	175,720	70.29%	250,000	53,713	21.49%	250,000	100.00%	(13)
	250,000	175,720	70.29%	250,000	53,713	21.49%	250,000	100.00%	(14)
Total revenues	148,419,524	94,799,818	63.87%	132,117,217	85,849,870	64.98%	148,419,524	100.00%	(15)
Operating Expenditures									
Educational & general (Instructional)	79,202,176	45,816,647	57.85%	69,238,352	42,107,915	60.82%	79,202,176	100.00%	(16)
ERC	1,800,336	1,154,894	64.15%	1,726,302	1,139,822	66.03%	1,800,336	100.00%	(17)
General	11,393,334	6,152,187	54.00%	10,785,558	6,064,216	56.23%	11,393,334	100.00%	(18)
Information Technology	12,176,666	7,455,106	61.22%	10,425,696	6,722,597	64.48%	12,176,666	100.00%	(19)
Student Services	10,804,703	6,526,602	60.41%	10,059,852	6,170,116	61.33%	10,804,703	100.00%	(20)
Operation and maintenance of plant	12,690,986	7,290,605	57.45%	12,707,221	7,318,202	57.59%	12,690,986	100.00%	(21)
Administration	7,739,646	4,039,867	52.20%	6,743,806	3,591,713	53.26%	7,739,646	100.00%	(22)
Transfer for debt service	1,548,819	1,032,546	66.87%	1,548,818	1,032,546	66.67%	1,548,819	100.00%	(23)
Delaware Campus	1,311,043	-	0.00%	-	-	-	1,311,043	100.00%	(24)
Total expenditures	138,667,710	79,468,454	57.31%	123,235,605	74,147,127	60.17%	138,667,709	100.00%	(25)
Non-operating & Encumbered									
Transfer for equipment and replacement	2,200,000	See Exhibit C		3,400,000	See Exhibit C		2,200,000	100.00%	(26)
Transfer for capital improvements	-	-		-	-		-	N/A	(27)
Transfer for scholarships	-	-		3,500,000	-		-	-	(28)
Total expenditures and transfers	140,867,710	79,468,454	56.41%	130,135,605	74,147,127	56.98%	140,867,709	100.00%	(29)
Operational revenues	7,551,814	15,331,364	N/A	1,981,612	11,702,743	N/A	7,551,814	N/A	(30)
Interest Income									
Total revenues	\$ 7,551,814	\$ 672,330	211.92%	\$ 1,981,612	\$ 2,682,851	725.95%	\$ 766,272	N/A	(31)
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
		16,003,694		14,385,594			8,318,086	110.15%	(33)

EXHIBIT C

**COLUMBUS STATE COMMUNITY COLLEGE
STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT
EDUCATIONAL AND GENERAL FUNDS
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2010**

	Balance at June 30, 2009	Net Increase for Current Period	Board Approved Additions	Transfers	Expenditures	Balance at February 28, 2010	
Unrestricted Allocated	\$ 12,071,024	\$ -	\$ 2,750,000	(150,000)	\$ -	\$ 14,671,024	(1)
Capital Improvements & Land Acquisition	79,840	-	-	-	(36,960)	42,880	(2)
Carpet/Furniture Reupholstering	33,883	-	-	-	-	33,883	(3)
Bolton Field Site Analysis	12,912	-	-	-	-	12,912	(4)
Utility Mapping	2,509	-	-	-	-	2,509	(5)
HVAC Replacement/Switch Room	23,082	-	-	-	-	23,082	(6)
Eibling Hall Renovations (CCPC) and Lobby	12,091	-	-	-	-	12,091	(7)
Davidson Hall 229,230	4,790,318	-	-	-	(74,573)	4,715,745	(8)
Space Efficiency Upgrades	64,824	-	-	-	-	64,824	(9)
Delaware Site Planning	43,962	-	-	(43,417)	(545)	-	(10)
Wayfinding Services	81,824	-	150,000	-	(35,288)	196,536	(11)
Project Planning	461,925	-	-	-	-	461,925	(12)
Renovate Union Hall Ground for PC Support	6,505,117	-	-	-	(270,981)	6,234,136	(13)
Union Hall Renovation	4,154,180	-	-	-	(717,053)	3,437,127	(14)
Site Development Delaware Campus	297,469	-	-	-	-	297,469	(15)
Bookstore/DX Modifications	164,612	-	-	-	(22,103)	142,509	(16)
Facilities Infrastructure Improvements	120,757	-	-	-	(124,206)	(3,449)	(17)
Delaware Hall Renovation	4,461,671	-	2,200,000	-	(1,064,732)	5,596,939	(18)
Capital Equipment	333,088	-	-	-	-	333,088	(19)
Target 2002	63,252	-	-	-	-	63,252	(20)
Collective Bargaining	14,400,000	-	4,020,499	-	-	18,420,499	(21)
Budget/Tuition Stabilization	1,595,670	-	-	-	-	1,595,670	(22)
Early Retirement Payback	1,038,082	-	-	428,125	-	1,371,733	(23)
Accumulated Lab Fees	293,354	-	-	-	(94,474)	263,881	(24)
Broadbanding	5,958,176	-	-	-	(1,454,514)	4,503,662	(25)
Think Again Scholarship	5,000,000	-	-	-	(26,518)	4,973,482	(26)
Teaching and Learning Initiatives	2,500,000	-	-	-	-	2,500,000	(27)
Strategic Growth Initiatives	2,500,000	-	1,600,000	-	(396,252)	3,703,748	(28)
Human Capacity Development/Wellness	500,000	-	-	-	(49,840)	450,160	(29)
Campus Safety Initiatives	1,369,001	-	-	-	(113,975)	1,255,026	(30)
Energy Efficiency/Sustainability Initiatives	3,957,048	-	-	-	(108,299)	3,848,749	(31)
Delaware Campus Operations	2,500,000	-	3,000,000	-	(32,612)	5,467,388	(32)
Health Care Self-Insurance Escrow	1,500,000	-	-	-	(8,901)	1,491,099	(33)
Health Care HSA Incentive	1,295,259	-	-	-	(200,353)	1,094,906	(34)
Self-Insured Workers Compensation Benefits PERFORMS	-	-	182,500	-	-	182,500	(35)
	250,000	-	250,000	-	-	500,000	(36)
Unallocated	78,434,930	-	14,002,999	384,708	(4,861,651)	87,960,986	(37)
Total General Fund	\$ 28,049,567	\$ 12,425,899	\$ (14,002,999)	\$ (384,708)	\$ 4,861,651	\$ 30,949,410	(38)
	\$ 106,484,497	\$ 12,425,899	\$ -	\$ -	\$ -	\$ 118,910,396	(39)
	(A)	(B)	(C)	(D)	(E)	(F)	(40)

EXHIBIT C-1

COLUMBUS STATE COMMUNITY COLLEGE
BOND FUNDED PROJECTS
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2010

	Bond Proceed Allocation	Proceeds Budget	Prior Budget Reallocations	Budget Reallocation 2010	Proceeds Expended to Date	Bond Proceeds Encumbered	Available to Spend	
	\$	\$	**	***	\$	\$	\$	(1) - (23)
Refunding 1993 Bonds	3,445,000	3,445,000	706,227	3,408	3,445,000	-	-	(1)
Bookstore	7,000,000	7,000,000			7,709,635	-	-	(2)
Facilities	3,400,000							(3)
Aquinas Hall*		1,631,673	(88,521)	588	1,538,816	-	-	(4)
366/370 N. Grant*		1,760,304	(51,066)		1,709,238	-	-	(5)
Unallocated		8,022	(8,022)	11,476	-	-	11,476	(6)
Child Development Center	3,000,000	3,000,000	(891,666)	(108,124)	2,000,210	-	-	(7)
Columbus Campus Facility Projects								(8)
356 N. Grant			158,931		149,978	-	8,953	(9)
Madison Hall			62,913	6,076	68,989	-	-	(10)
Rhodes Hall			27,979		27,979	-	-	(11)
Franklin Hall Suite Efficiencies			80,950	2,800	83,750	-	-	(12)
Planning			100,000	409	100,409	-	-	(13)
TRIO			67,500	432	67,932	-	-	(14)
Student Life/Judicial			48,000	(3,284)	44,716	-	-	(15)
K-12 Move			20,000		-	-	20,000	(16)
Cisco Lab			65,000		48,711	-	16,289	(17)
339 Cleveland Avenue			55,000		32,985	-	22,015	(18)
Automotive Flooring			-	140,000	137,832	-	2,168	(19)
EB Hall Lower Level Space Update				100,000	-	-	100,000	(20)
Issuance Costs	315,000	315,000	(55,830)	27,797	286,967	-	-	(21)
Interest Income	-	-	(297,395)	(181,578)	-	-	9,493	(22)
Total	17,160,000	17,160,000	-	-	17,453,149	-	180,394	(23)

* These two projects were funded from both the General Fund and the Bond Proceeds.

** As approved by the Board of Trustees on January 26, 2006, available balances in projects funded by the 2003 bond proceeds were reallocated to the Bookstore/Retail Complex.

***As approved by the Board of Trustees on September 28, 2006, certain Columbus Campus Facility Projects may be funded by unspent balances from 2003 bond proceeds.

EXHIBIT D

COLUMBUS STATE COMMUNITY COLLEGE
 OPERATIONAL BUDGET COMPARISON FOR AUXILIARY SERVICES
 FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2010
 With Comparative Figures at February 28, 2009

	FY 10		FY 09		Projected FY 10 Year End Budget	Projected % of Budget
	Revised Budget as approved January 2010	Actual to Date	Budget Expended to Date	Revised Budget as approved January 2009		
Sales/Revenues						
Bookstore	\$ 12,743,992	\$ 8,980,152	70.47%	10,909,020	\$ 7,536,965	69.09%
Child Development Center	965,895	623,024	64.50%	957,608	603,532	63.02%
Food Services	364,390	222,898	61.15%	342,412	227,567	66.46%
Bridgeview	502,301	234,435	46.67%	482,218	214,636	44.51%
Total Revenues before Grant Activity	14,576,578	10,060,449	69.02%	12,691,258	8,582,700	67.63%
Cost of Goods Sold						
Bookstore	9,750,995	6,873,027	70.49%	8,207,686	5,683,355	69.24%
Bridgeview	24,213	13,682	56.51%	35,118	34,202	97.39%
Gross Margin	4,801,370	3,173,740	66.10%	4,446,454	2,865,143	64.41%
Operating Expenses						
Bookstore	2,288,223	1,319,863	57.68%	2,705,956	1,240,597	45.85%
Child Development Center	1,237,493	722,071	58.35%	1,129,847	713,477	63.15%
Food Services	77,363	47,377	61.24%	74,130	45,144	60.90%
Bridgeview	541,404	295,049	54.50%	504,385	259,846	51.52%
Auxiliary Administration	608,109	316,353	0.00%	-	211,676	0.00%
Total Expenses before Grant Activity	4,752,592	2,700,713	56.83%	4,414,318	2,470,740	55.97%
Auxiliary Net Operating Income/(Loss)	48,778	473,027	-	34,136	394,403	1155.39%
Grant Income	-	44,464	0.00%	-	118,973	-
Grant Expense	-	44,464	0.00%	-	118,973	-
Net Grant Income/(Loss)	-	-	-	-	-	-
Net Income/(Loss)						
Bookstore	704,774	787,262	111.70%	(4,622)	613,013	-13262.94%
CDC	(271,598)	(99,047)	36.47%	(172,239)	(109,945)	63.83%
Food Services	287,027	175,461	61.13%	268,282	182,423	68.00%
Bridgeview	(63,316)	(74,296)	117.34%	(57,285)	(79,412)	138.63%
Auxiliary Administration	(608,109)	(316,353)	-	-	(211,676)	0.00%
Net Auxiliary Income/(Loss)	48,778	473,027	-	34,136	394,403	1155.39%
Auxiliary Fund Balance at June 30, 2009	8,966,443				8,403,576	
Board Approved Improvements	(4,211)					
Transfers						
Auxiliary Fund Balance at February 28, 2010	\$	9,435,259	[B]		8,797,979	[E]
			[A]			[D]
			[C]			[F]
						[G]
						[H]

NOTES: Grant income is separately identified for a holistic view of CDC's financial picture. It is accounted for as a project account and not part of the Auxiliary Fund.

EXHIBIT E

**COLUMBUS STATE COMMUNITY COLLEGE
CASH FLOW FORECAST
AS OF FEBRUARY 28, 2010**

	Actual September 2009	Actual October 2009	Actual November 2009	Actual December 2009	Actual January 2010	Actual February 2010	
Beginning Cash	\$ 3,211,006	8,772,663	3,412,653	1,913,453	5,546,734	1,905,928	(1)
Cash Receipts	39,660,871	2,353,994	6,273,113	42,757,209	609,086	7,326,736	(2)
Cash Disbursements	(12,599,214)	(17,714,004)	(11,772,313)	(14,123,928)	(17,249,892)	(12,265,819)	(3)
Outflow for investments	(27,500,000)	-	-	(30,000,000)	-	-	(4)
Inflow from investments	6,000,000	10,000,000	4,000,000	5,000,000	13,000,000	5,000,000	(5)
Ending Cash	\$ 8,772,663	3,412,653	1,913,453	5,546,734	1,905,928	1,966,845	(6)

	Forecasted March 2010	Forecasted April 2010	Forecasted May 2010	Forecasted June 2010	Forecasted July 2010	Forecasted August 2010	
Beginning Cash	\$ 1,966,845	10,812,633	7,658,421	8,104,209	2,950,005	1,795,793	(7)
Cash Receipts	38,245,788	2,245,788	7,845,788	13,245,796	17,245,788	17,245,788	(8)
Cash Disbursements	(14,400,000)	(17,400,000)	(12,400,000)	(15,400,000)	(18,400,000)	(15,400,000)	(9)
Outflow for investments	(20,000,000)	-	-	(8,000,000)	-	-	(10)
Inflow from investments	5,000,000	12,000,000	5,000,000	5,000,000	-	-	(11)
Ending Cash	\$ 10,812,633	7,658,421	8,104,209	2,950,005	1,795,793	3,641,581	(12)

**COLUMBUS STATE COMMUNITY COLLEGE
PRESIDENT'S DISCRETIONARY FUND
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2010**

EXHIBIT F

Cash at Beginning of Period		\$ <u>2,570</u>	(1)
			(2)
<u>Receipts:</u>			(3)
			(4)
Deposit	17,430	17,430	(5)
			(6)
			(7)
<u>Disbursements:</u>			(8)
American Red Cross	1,500		(9)
Business First	50		(10)
Children's Hunger Alliance	1,500		(11)
Choices	1,000		(12)
Columbus Chamber of Commerce	750		(13)
Columbus Council on World Affairs	1,000		(14)
Columbus Housing Parnership	200		(15)
Columbus International Program	200		(16)
Columbus Metropolitan Library	1,000		(17)
Discovery Exchange	320		(18)
Flowers	962		(19)
Goodwill Columbus	150		(20)
House of Hope, Inc.	450		(21)
MLK Breakfast Committee	351		(22)
Prevent Blindness	500		(23)
Southeast, Inc.	270		(24)
Tech Columbus	516		(25)
The Gathering	1,250		(26)
Thurber House	125		(27)
		<u>12,094</u>	(28)
		<u>\$ 7,906</u>	(29)
	[A]	[B]	[C]

NOTE:

The President's Discretionary fund is a separate fund from the operating and capital funds of the college. The source of funds is from other-than-public (governmental) monies or student fees, as specified by the Board of Trustees.

The purpose of the fund is to enhance the mission of the college. Expenditures are to promote or enhance the image of the college, the college educational programs, operations, entertainment, contributions, and other appropriate expenditures not provided for in the college operating budget.

**COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION, INC.
BALANCE SHEET AT FEBRUARY 28, 2010
With Comparative Figures at February 28, 2009**

<u>Assets</u>	<u>February 28, 2010</u>	<u>February 28, 2009</u>	
Cash	\$ 848,547	\$ 603,934	(1)
Investments at market value (see note)	4,095,985	3,046,466	(2)
Pledges Receivable	200,734	403,569	(3)
Other Assets	-	143,248	(4)
Student Emergency Loans restricted - Net	<u>1,297</u>	<u>1,297</u>	(5)
Total Assets	<u>\$ 5,146,563</u>	<u>\$ 4,198,514</u>	(6)
			(7)
<u>Liabilities</u>			
Due to general fund	\$ 127,455	\$ 128,344	(8)
Pledge Payable	40,000	73,319	(9)
Trade Payables	<u>3,179</u>	<u>145,439</u>	(10)
Total Liabilities	<u>170,634</u>	<u>347,102</u>	(11)
<u>Fund balance</u>			
Permanently Restricted	3,376,031	3,220,640	(12)
Temporarily Restricted	1,776,191	1,724,111	(13)
Unrestricted	<u>(176,293)</u>	<u>(1,093,339)</u>	(14)
Total fund balance	<u>4,975,929</u>	<u>3,851,412</u>	(15)
			(16)
Total Liabilities and fund balance	<u>\$ 5,146,563</u>	<u>\$ 4,198,514</u>	(17)
	[A]	[B]	(18)
			(19)
			(20)

Note: Investments

Investments are valued at market, which is generally determined by use of published market quotations. Realized gains and losses from sale or redemption of investments are based upon the cost of the specific investment sold or redeemed. Purchases and sales of investments are reflected on a trade-date basis. A summary of investments is as follows:

	<u>Cost</u>	<u>Market</u>	<u>Percent of Portfolio</u>
Cash	\$ 150,115	150,115	3.66%
Equities	2,137,324	2,134,359	52.11%
Fixed Income	466,342	547,986	13.38%
Mutual Funds	<u>1,183,001</u>	<u>1,263,525</u>	30.85%
Total Investments	<u>\$ 3,936,782</u>	<u>\$ 4,095,985</u>	<u>100.00%</u>

EXHIBIT H

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION, INC
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE EIGHT MONTHS ENDED FEBRUARY 28, 2010
 With Comparative Figures at February 28, 2009

	2010			2009 Total All Funds	
	Unrestricted	Temporarily Restricted	Permanently Restricted		
Revenue					
Contributions	\$ 94,932	\$ 174,500	\$ 42,036	\$ 311,468	(1)
Contributions for Columbus State	-	26,150	-	26,150	(2)
Investment Income					(3)
Realized	230,130	41,978	-	272,108	(4)
Unrealized	256,719	28,218	-	284,937	(5)
Investment income-subtotal	486,849	70,196	-	557,045	(6)
Total revenues	581,781	270,846	42,036	894,663	(7)
Expenditures					
Scholarships	-	145,216	-	145,216	(8)
Contributions to Columbus State	-	26,150	-	26,150	(9)
Management and general	108,456	-	-	108,456	(10)
Total expenditures	108,456	171,366	-	279,822	(11)
Excess (deficit) of revenues over expenditures	473,325	99,480	42,036	614,841	(12)
Transfers	-	(29,865)	29,865	-	(13)
Fund balance at beginning of period	(649,618)	1,706,576	3,304,130	4,361,088	(14)
Fund balance at end of period	\$ (176,293) [A]	\$ 1,776,191 [B]	\$ 3,376,031 [C]	\$ 4,975,929 [D]	(15)
				\$ 3,851,412 [F]	(16)

**COLUMBUS STATE COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
AS OF FEBRUARY 28, 2010**

1) **Investments**

<u>Investment Fund</u>	<u>Cost</u>	<u>Market Value</u>	<u>Yield to Maturity*</u>	<u>Average Maturity (days)</u>
STAR Ohio/Operating	\$ 43,589,024	\$ 43,589,024	0.04%	1
STAR Ohio/Plant	2,282,353	2,282,353	0.04%	1
STAR Ohio/Auxiliary	533,967	533,967	0.04%	1
CSCC Operating Fund 1	49,302,055	49,332,465	0.23%	158.4
CSCC Operating Fund 2	33,366,782	33,724,823	2.17%	602
Bond Proceeds	477,843	478,349	0.65%	101
Auxiliary Services	5,595,409	5,655,964	2.42%	460
Plant Fund	4,657,481	4,694,149	2.39%	574
	<u>\$ 139,804,914</u>	<u>\$ 140,291,095</u>		

* Weighted

<u>Portfolio Composition</u>	<u>Type</u>	<u>% of Total</u>
	STAR Ohio	33.07%
	Agencies	66.29%
	Cash & Equivalents	0.64%
		<u>100.00%</u>

2) **Inventories**

Bookstore inventories at year-end are stated at actual cost. At or near year-end a complete physical inventory is taken and adjustments, if any, are recorded.

3) **Plant Funds**

Physical plant and equipment are stated at cost at date of acquisition or fair value at date of donation in case of gifts. Depreciation of physical plant and equipment is recorded.

4) **Long-term debt**

Long-term debt consists of bonds payable in annual installments varying from \$545,000 to \$1,120,000 with interest at rates varying from 2.00% to 4.50%, the final installment being due in 2023, collateralized by a gross pledge basis, of the general receipts of the college, which include the full of every type and character of receipts, excepting only those specifically excluded which are primarily those that are appropriated from the State of Ohio.

Debt service for this long-term debt is paid from an annual allocation in the College's Operating fund, the Auxiliary Services fund, and from the State's Capital Component Program.

5) **Interfund Accounts**

All interfund borrowings have been made from current funds and amounts are due currently without interest.

Columbus State Community College

BOARD OF TRUSTEES

RESOLUTION IN SUPPORT OF STATE ISSUE 1

WHEREAS, the Ohio Third Frontier initiative was created to preserve and create jobs, enhance educational opportunities, and improve the quality of life and general wellbeing of people and businesses throughout Ohio by expanding Ohio's research capabilities to promote product innovation, development and commercialization; and

WHEREAS, the Third Frontier program has laid the foundation for the creation and growth of technology-based jobs and businesses, increased early stage capital investments, improved the environment for technology entrepreneurs, increased collaboration in research and development, and enhanced our economic competitiveness and diversity; and

WHEREAS, more statewide economic benefits are expected of this program in the next few years as the research translates into market solutions, companies and lasting jobs; and

WHEREAS, the State of Ohio's Third Frontier initiative has delivered measurable results by investing \$681 million since 2002, which has yielded \$6.6 billion in economic activity, \$2.4 billion in wages and benefits, and more than 48,000 jobs; and

WHEREAS, Columbus State Community College, as a result of its participation in the Third Frontier program, has supported and teamed statewide with business and industry partners and universities across Ohio to undertake technology development and to prepare technicians to provide vital support of technology development and product commercialization; and

WHEREAS, the proposed state constitutional amendment will authorize the State of Ohio to issue up to \$700 million in bonds for the Third Frontier initiative in order to provide financial assistance for research, product innovation, and commercialization in support of Ohio industries and businesses in such areas as advanced materials, biosciences, alternative energy and fuel development, biomedical imaging, and improved diagnostics, treatments and cures for cancer, heart and other diseases; and

WHEREAS, Issue 1 will continue to foster job creation through the advancement of new products and services based on science and technology research and development, thus ensuring Ohio's ability to create and compete for jobs today and in the future; and

WHEREAS, Columbus State Community College is an integral partner in the effort to advance scientific knowledge and to prepare a skilled workforce to use that knowledge in commercial applications that will enhance our state's economy; and

WHEREAS, the Ohio General Assembly deserves much appreciation for its strong bipartisan support of the Third Frontier program and its placement of the constitutional amendment on the ballot.

NOW, THEREFORE, BE IT RESOLVED that the said investment will improve the quality of life for all Ohioans and that Columbus State Community College supports and endorses the passage of State Issue 1 and that a copy of this resolution be tendered to the Governor, the Ohio General Assembly and other interested constituencies.

(Approved by the Board of Trustees
March 25, 2010)