

# COLUMBUS STATE

## COMMUNITY COLLEGE

### BOARD OF TRUSTEES

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### A G E N D A

#### BOARD OF TRUSTEES MEETING

Thursday, November 19, 2015  
Pete Grimes Board Room, Franklin Hall  
6:00 p.m.

- I. Call to Order
- II. Certification of Conformity with Section 121.22 (F) of the Ohio Revised Code
- III. Oath of Office Administered to New and Reappointed Board Members
- IV. Roll Call
- V. College's Mission and Vision Statements
- VI. Opening Remarks from Chair Flowers
- VII. Approval of Minutes
- VIII. Resolution in Support of Participation in the Franklin County Police Chief's Association Regional Shared Services System Local Government Innovation Fund (LGIF) Grant Application ..... 1
- IX. Five Percent Challenge Plan..... 3
- X. Financial Statements as of, and for the four months ended October 31, 2015..... 8
- XI. Personnel Information Items (Information Only)..... 21
- XII. President's Report

DAVID T. HARRISON Ph.D. **PRESIDENT**

XIII. Old Business

XIV. New Business

XV. Public Participation

XVI. Executive Session (*if needed*)

XVII. Adjournment



## COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

**DATE:** \_\_\_\_\_

### **SUBJECT:**

Resolution in support of participation in the Franklin County Police Chief's Association Regional Shared Services System Local Government Innovation Fund (LGIF) Grant Application with respect to the Justice Education Pathway, and authorization of the President to execute necessary grant application documents.

### **BACKGROUND INFORMATION:**

The Franklin County Police Chiefs' Association is currently working to operationalize the Justice Education Pathway. The Justice Education Pathway is the product of a collaboration between Franklin University and the Central Ohio Regional Enforcement Group, and it is designed to deliver, track and articulate to college credit the in-service training of all member law enforcement agencies under a single framework. This innovative private-public partnership is expected to provide significant financial and professional development benefits to participating member agencies and law enforcement professionals and their communities.

The Ohio Development Services Agency has made available \$45 million dollars through the Local Government Innovation Fund to assist local governments with implementing projects to become more efficient, and grant funds are available to support feasibility studies. The Franklin County Police Chief's Association is coordinating a proposal and application for several piloting agencies to participate in the Justice Education Pathway and utilize this grant funding to support a feasibility study. If participation in the grant application is approved, the Columbus State Police Department would join a number of police jurisdictions, institutions and organizations as Lead Agency.

The pilot study will assess the feasibility of using a common learning management platform for the development, delivery assessment, tracking, and reporting of agency training that is integrated into a pathway to a college degree. Participating entities include the Columbus State Police Department; Worthington Police Department; Westerville Police Department; Powell Police Department; Reynoldsburg Police Department; Delaware County Sherriff's Office; Ohio Association of Chiefs of Police; and Franklin University.

### **RECOMMENDATION:**

That the Board of Trustees approve the attached Resolution in Support of Participation in the Franklin County Police Chief's Association Regional Shared Services System Local Government Innovation Fund Grant Application with Respect to the Justice Education Pathway, and that the Board of Trustees authorize the President to execute necessary grant application documents, effective November 18, 2015.

**RESOLUTION IN SUPPORT OF PARTICIPATION  
IN THE FRANKLIN COUNTY POLICE CHIEF'S ASSOCIATION  
REGIONAL SHARED SERVICES SYSTEM  
LOCAL GOVERNMENT INNOVATION FUND APPLICATION  
WITH RESPECT TO THE JUSTICE EDUCATION PATHWAY**

WHEREAS, the Ohio Development Services Agency has made available \$45 million dollars through the Local Government Innovation Fund (LGIF) to assist local governments with the implementation of efficiency projects; and

WHEREAS, monies are available as grant funding to support feasibility studies; and

WHEREAS, the Franklin County Police Chief's Association is coordinating a proposal and application for several piloting agencies to participate in the Justice Education Pathway and utilize this grant funding; and

WHEREAS, the Columbus State Community College Board of Trustees ("Board of Trustees") agrees that it is in the College's best interest that the Columbus State Community College Police Department ("Columbus State Police Department") participate in this grant proposal;

NOW, THEREFORE, BE IT RESOLVED: That the Board of Trustees fully supports the participation of the Columbus State Police Department in the grant application with respect to the Justice Education Pathway; that the Columbus State Police Department agrees to participate in the pilot study of feasibility with respect to the Justice Education Pathway; that the Board of Trustees understand there are no other obligations incurred by participating in the LGIF grant proposal; and

BE IT FURTHER RESOLVED: That the Board of Trustees hereby authorizes President David T. Harrison to execute all required grant participation agreements and documents deemed necessary in connection with this Resolution and LGIF Grant Application requirements; and that the Board of Trustees understands there are no other obligations incurred by participating in the LGIF grant proposal.



## COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE \_\_\_\_\_

**SUBJECT:**

Five Percent Challenge Plan

**BACKGROUND INFORMATION:**

Section 369.600 of HB 64, the FY16-17 biennial budget bill, requires each state institution of higher education to develop and implement a plan to provide all in-state, undergraduate students the opportunity to reduce the student cost of earning a degree by five per cent. The legislation requires Boards of Trustees to approve the plan, which is commonly referred to as the Five Percent Challenge.

Columbus State is committed to making college affordable and has implemented a number of initiatives to reduce a student's cost of attendance, such as pathways for students that include earning college credit while in high school through the *College Credit Plus* program, 2+2 Preferred Pathways with four-year institutions, and various textbook affordability initiatives.

Columbus State's plan is outlined in the attached document, and represents costs savings to students of \$709.92 or 14.25 percent per year.

To meet the statutory required due date of October 15, 2015, Columbus State submitted the attached plan to the Ohio Department of Higher Education noting the Board will review and be asked to adopt the plan at its November meeting.

**RECOMMENDATION:**

That the Board of Trustees approves the five percent challenge plan designed to reduce the costs to students of earning a degree or certificate.

## Name of Institution: Columbus State Community College

### Legislative Requirements

House Bill 64 Section 369.600 requires the board of trustees of each state institution of higher education to develop and implement a plan to provide all in-state, undergraduate students the opportunity to reduce the student cost of earning a degree by five per cent.

Plans are due to the Chancellor by **October 15, 2015**.

*This template is intended to provide guidance for institutions' reports to the chancellor, based on the legislation – please modify and add additional detail as necessary.*

### Total Cost of Attendance at Institution

Please provide a breakdown of average tuition, fees, room, board, textbooks, etc, for a full-time student, living on campus. (Add explanation as necessary)

Type of Cost	Average Cost* (Dollar Amount)
Tuition: (\$135.93@30 sch per year)	\$4,077.90
Fees: (Avg. lab fee/sch@30 sch, Parking Pass@2, ARI Fee/2.	\$194.66
Books: (Total sales of new and used minus buyback/sch @ 30 sch)	\$584.84
Remedial coursework	\$124.20
<b>Total:</b>	<b>\$4,981.61</b>

\*Estimates based on what is planned for this school year informed by past data.

### Outline Options for reducing student costs:

- (1) Reducing the credit hours required to complete an associate or baccalaureate degree offered by the institution

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Reduction in Median degree length from 2015 to 2016 (Annualized)	\$101.95	2.05%

- (2) Offering a tuition discount or rebate to any student that completes a full load of coursework, as determined by the board of trustees. ("Tuition" means the instructional and general fees charged by a state institution of higher education.)

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
N/A		

(3) Offering a tuition discount or rebate or reduced tuition option to students enrolling in a summer semester or quarter ("Tuition" means the instructional and general fees charged by a state institution of higher education.)

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
N/A		

(4) Offering online courses or degrees

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
N/A		

(5) Reducing the cost of textbooks using cost-saving measures identified and implemented by the board of trustees

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Textbook Affordability initiatives	\$62.49	1.25%
Digitization of course material	\$59.65	0.02%*

\*In cases where the savings only applies to a certain type of student, the "Cost savings to student" amount represents the savings realized for a student utilizing this option. The "Percentage of total cost of attendance" is adjusted by the percentage of students likely to realize that savings in FY16. In this example, 1.4% of students are estimated to have the option to replace a textbook with completely digitized content.

(6) Incorporation of remediation in the coursework and curriculum of credit-bearing courses

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
English 1101	\$407.79	.09%

(7) Offering a fixed rate of instructional and general fees for any additional credits taken by students above a full course load, as determined by the board of trustees

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
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N/A		

**(8) Offering fast-track degree completion programs**

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Prior-learning Assessment: Students are granted credit toward their degree for prior learning	\$982.15	.24%
Proficiency Exam Credits	\$1,203.58	.11%

**(9) Eliminating, reducing or freezing auxiliary fees ("Auxiliary fees" mean charges assessed by a state institution of higher education to a student for various educational expenses including, but not limited to, course-related fees, laboratory fees, books and supplies, room and board, transportation, enrollment application fees, and other miscellaneous charges. "Auxiliary fees" do not include instructional or general fees uniformly assessed to all students.)**

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
N/A		

**(10) Increased participation in the college credit plus program**

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Annual participation is projected to double, based on autumn term enrollment	\$1,146.34	1.80%*

\*In Autumn, College Credit Plus students made up 9.4% of the student population and took an average of 4.6 credits. The estimated savings assumes that over the full year, CCP students will earn 8.4 credits and constitute 7.8% of the population.

**(11) Offering programs to reduce or eliminate the need for remediation coursework**

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Math 1099	\$407.79	.23%
Math (ALEKS) Boot Camp	\$570.91	.02%
Compass Boot Camp	\$815.58	.06%

**(12) Other options offered by the institution (any other option that does not fall into the categories above can be captured here or on additional pages)**

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
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2+2 Preferred Pathways: Average tuition for a 4-year degree at Ohio Public Universities is \$46,800. The average tuition with a 2+2 Pathway is \$31,500.	\$15,300	
2+2 Preferred Pathways: Average tuition for a 4-year degree at Ohio Private Universities is \$118,500. The average tuition with a 2+2 Pathway is \$67,400.	\$51,100	
Technology Fee	\$100	2.01%

**Options offered in previous academic years:**

Please be sure to quantify savings as they roll forward into the current academic year. (For instance, a tuition freeze last year would result in \$X and Y% cost avoidance to students in this academic year). Add additional fields and details as necessary.

**(13) Academic Year 2013-2014**

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Textbook Affordability initiatives	\$31.67	.64%

**(14) Academic Year 2014-2015**

Option offered by the institution	Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
Reduction in Median degree length from 2014 to 2015 (Annualized)	\$237.88	4.78%
Textbook Affordability initiatives	\$48.07	.96%

**Total Possible Cost Savings for Students** – Please add the previous columns and capture total possible student cost savings here.

Cost savings to student (Dollar Amount)	Percentage of total cost of attendance
\$709.91 (Average based on different types of students)	14.25%



## COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: \_\_\_\_\_

**SUBJECT:**

Financial Statements as of, and for the four months ended October 31, 2015.

**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 four months ended, October 31, 2015, be accepted as presented.

# COLUMBUS STATE

COMMUNITY COLLEGE

November 10, 2015

**TO:** Dr. David T. Harrison, President

**FROM:** Theresa J. Gehr, Senior Vice President |  Chief Financial Officer | Treasurer

**SUBJECT:** Financial Statements as of October 31, 2015

Attached are the financial statements of the Columbus State Community College District, the Foundation, and the President's Discretionary Fund for the period ended October 31, 2015.

## 1. General Fund (Exhibit B)

**Revenues.** While state subsidy (column G, line 1) remains unchanged from last month until allocations are finalized in November or December by the Ohio Department of Higher Education, Projected Year End tuition revenue is adjusted to reflect an updated year-end projection informed by Summer 2015 and Autumn 2015 enrollments.

While enrollment for FY16 was budgeted 5% below FY15, Autumn 2015 enrollment is projected to be 2.1% more than Autumn 2014 with increases attributable to returning students, high school students enrolled through *College Credit Plus*, and new non-high school students. We have updated year-end projections based on Autumn's results to assume that Spring and Summer 2016 will both be flat to the prior year rather than 5% down based. Special course revenue is also updated to exceed the original budget based on actuals to date and updated projections. These updated assumptions yield total Projected Year End revenue (column G, line 13) of almost 2.4% higher than the budget approved by the Board in May (column A, line 13).

Term	Budgeted Credit Hours	Actual Credit Hours*	Budget to		Prior Year FTEs	Current Year FTEs*	%
			Increase/ Decrease	Actual			
Summer 2015**	42,690	41,065	-3.8%	7,502	5,951	-20.7%	
Autumn 2015	203,685	216,485	6.3%	14,134	14,432	2.1%	
Spring 2016	190,459						
Summer 2016	50,114						

\* FY16 *preliminary* student credit hours has been defined historically as the preliminary Census day enrollment. Given changes in the deregistration process for non-payment, currently as a pilot, and the new deferred payment plan, the credit hours and FTEs are projected, not the Census day numbers used historically.

\*\* Summer semester 2015 straddles both FY15 and FY16, with 46% of the revenue attributed to FY16.

*Expenses.* Year-to-date expenditures through September are approximately 1.4% lower than the same period last year, due to lower-than-budgeted enrollment in Summer term that yielded lower enrollment-related instructional expenses. However, with higher-than-budgeted enrollment for Autumn 2015 and updated, higher enrollment projections for Spring 2016, we project expenses will be higher than budgeted, yielding projected year end expenses for this year exceeding last year's expenses by approximately 3.3%.

## 2. Auxiliary Fund (Exhibit D)

The Bookstore revenues through October are approximately \$95,000 or 1.6% lower than the same period last year due to lower enrollment over the summer and numerous textbook affordability initiatives. Cost of goods sold as a percent of revenue is lower, contributing to an overall increased gross margin. Bookstore expenditures are lower compared to the same period last year, largely because payroll expenses are lower due to budgeted positions that have not yet been filled. Food Service revenue is down compared to last year due to the timing of an annual \$75,000 payment to the College that has not been received yet for FY16.

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

To-date disbursements of \$1,025 left a balance of \$18,975 for October in this Fund.

## 4. Foundation (Exhibits G and H)

Foundation contributions through October are \$132,109, comparable to \$122,280 through the same period last year. Management and General expenses are higher due to increased fundraising expenditures, consultant fees, and costs related to the Annual State of the College event. While net investment activity is substantially down from last October, with net losses more than double that of a year ago, net investment activity improved over 62% from just last month, with net losses decreasing from \$350,790 to \$130,547, primarily the result of the stock market having its best month in four years, following one of its weakest quarterly performances in four years. Much of the realized investment income is the result of the repositioning of the Foundation portfolio by investment advisors newly appointed in July 2015. The Foundation Investment Committee is working closely with the new investment advisors during this transition and approved a revised investment policy in October 2015.

## 5. Investments

The College's portfolio is invested consistent with its investment policy, with 39.64% currently invested in STAR Ohio, STAR Plus, and other money markets, with the balance in various federal agencies, municipal bonds, and treasury notes.

**COLUMBUS STATE COMMUNITY COLLEGE**  
**BALANCE SHEET AT OCTOBER 31, 2015**  
 With Comparative Figures at October 31, 2014

EXHIBIT A

<u>Assets</u>	<u>October 31,</u> 2015	<u>October 31,</u> 2014	<u>Liabilities and Fund Balance</u>	<u>October 31,</u> 2015	<u>October 31,</u> 2014
<u>Current Funds</u>			<u>Current Funds</u>		
<u>Unrestricted</u>			<u>Unrestricted</u>		
Educational and general			Educational and general		
Cash	7,081,041	6,710,930	Accounts payable	\$ 12,836,773	\$ 12,427,760
Investments (including money markets at cost and treasury bills and agency discount notes at market - (note 1))	122,019,288	121,864,308	Deferred income		
Accounts receivable, net of allowance for doubtful accounts	19,091,580	22,060,896	Student tuition	26,259,014	27,979,496
Interest receivable	-	-	Lab fees and credit bank	318,483	324,904
Prepaid expense	557,319	313,026	Due to auxiliary funds	-	-
Due from agency funds	1,634,573	1,054,720	Due to restricted funds	-	-
Due from auxiliary funds	1,056,148	1,043,980	Due to plant funds	25,867,353	23,531,006
Total educational & general	<u>\$ 151,439,949</u>	<u>\$ 153,047,860</u>	Due to agency funds	-	-
			Fund balances (Exhibit C):		
			Allocated	67,307,829	66,669,168
			Unallocated	18,850,497	22,115,528
			Total fund balances	<u>86,158,326</u>	<u>88,784,696</u>
			Total educational & general	<u>\$ 151,439,949</u>	<u>\$ 153,047,860</u>
			<u>Auxiliary enterprise</u>		
			Accounts payable	\$ 40,476	\$ 151,689
			Due to educational & general fund	1,056,236	1,043,981
			Due to Plant Fund	1,475,070	1,475,070
			Fund balances (Exhibit D):		
			Allocated		
			Unallocated	13,554,850	13,038,230
			Total fund balances	<u>13,554,850</u>	<u>13,038,230</u>
			Total auxiliary enterprise	<u>16,126,632</u>	<u>15,708,970</u>
			Total unrestricted	<u>\$ 167,566,581</u>	<u>\$ 168,756,830</u>
			Total current funds	<u>\$ 167,566,581</u>	<u>\$ 168,756,830</u>
				[C]	[D]

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

(Continued)

**COLUMBUS STATE COMMUNITY COLLEGE**  
**BALANCE SHEET AT OCTOBER 31, 2015**  
 With Comparative Figures at October 31, 2014

**EXHIBIT A**  
 (Continued)

<u>Assets</u>	<u>October 31,</u> 2015	<u>October 31,</u> 2014	<u>Liabilities and Fund Balance</u>	<u>October 31,</u> 2015	<u>October 31,</u> 2014
<u>Plant funds</u>			<u>Plant funds</u>		
Unexpended			Unexpended		(1)
State appropriations receivable	-	-	Fund balances		(2)
Capital Improvement Fund	1,015,288	825,513	Restricted	1,015,288	(3)
Total unexpended	1,015,288	825,513	Total unexpended	1,015,288	(4)
Cash from Bond Proceeds	-	-			(5)
Deposit with trustees/escrow	-	-	Investment in plant:		(6)
Due from general fund	25,867,353	23,531,006	Interest payable	-	(7)
Land	25,518,235	25,518,235	Capital lease payable	-	(8)
Improvements other than buildings	12,433,778	12,433,778	Accounts payable	-	(9)
Buildings	168,151,168	158,589,637	Bonds payable	8,475,000	(10)
Movable equipment, furniture			Deferred Gift Annuity	-	(11)
and library books					(12)
Construction-in-progress	1,147,607	8,627,333	Net investment in plant	176,096,712	(13)
Other Assets	2,762,860	2,835,824			(14)
Less: accumulated depreciation	(95,708,105)	(88,798,557)	Total investment in plant	184,571,712	(15)
Total investment in plant	184,571,712	182,839,665			(16)
Total plant funds	185,587,000	183,665,178	Total plant funds	185,587,000	(17)
				\$	(18)
				\$	(19)
<u>Agency funds</u>			<u>Agency funds</u>		(20)
Cash	-	-	Deposits held in custody for others	-	(21)
Due from agencies	1,634,573	1,054,720	Due to educational and general fund	1,634,573	(22)
Due from general fund	-	-			(23)
Total agency funds	1,634,573	1,054,720	Total agency funds	1,634,573	(24)
	[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 FOUR MONTHS ENDED OCTOBER 31, 2015  
With Comparative Figures at October 31, 2014

	FY 16		FY 15		FY 16 Projected Year End		FY 15 Projected Year End		Projected % of Budget	Projected % of Budget
	Budget as approved May 2015	Expended to Date (Actuals & Encumbrances)	% of Budget Expended to Date	Revised Budget as approved January 2015	Expended to Date (Actuals & Encumbrances)	% of Budget Expended to Date	FY 16 Projected Year End	FY 15 Projected Year End		
<b>Revenues</b>										
<b>Appropriations</b>										
Subsidy	\$ 62,045,100	\$ 21,188,964	34.15%	\$ 61,204,273	\$ 20,223,780	33.04%	\$ 63,566,886	\$ 61,204,273	102.45%	100.00%
Student Support Services										
		21,188,964	34.15%	61,204,273	20,223,780	33.04%	63,566,886	61,204,273	102.45%	100.00%
<b>Student</b>										
Tuition	67,959,441	21,043,330	30.96%	70,589,986	21,967,690	31.12%	69,514,515	70,310,530	102.29%	99.59%
Fees	3,754,624	2,252,307	59.99%	4,092,691	2,068,448	50.54%	3,884,358	3,843,165	103.46%	93.90%
Special courses	1,055,295	430,923	40.83%	1,045,530	375,467	35.91%	1,135,210	1,378,089	107.57%	131.81%
	72,769,360	23,726,560	32.61%	75,738,207	24,411,605	32.23%	74,534,083	75,531,784	102.43%	99.73%
<b>Contracted Services</b>										
Net	309,234	42,258	13.67%	100,000	23,415	23.42%	309,234	325,582	100.00%	325.58%
	309,234	42,258	13.67%	100,000	23,415	23.42%	309,234	325,582	100.00%	325.58%
<b>Other</b>										
Partnership Revenue										
Miscellaneous	450,093	156,272	34.72%	250,000	78,102	31.24%	379,706	269,733	84.36%	107.89%
	450,093	156,272	34.72%	620,000	106,745	17.22%	379,706	450,534	84.36%	121.77%
<b>Total revenues</b>	135,573,787	45,114,054	33.28%	137,662,480	44,765,545	32.52%	138,789,909	137,824,436	102.37%	100.12%
<b>Operating Expenditures</b>										
Educational & general (Instructional)	71,835,592	22,860,305	31.82%	73,069,605	23,962,295	32.79%	71,947,813	70,889,880	100.16%	97.02%
Library	1,982,773	662,232	33.40%	1,987,766	660,663	33.24%	2,007,099	1,834,822	101.23%	92.31%
General	10,117,399	3,177,807	31.41%	10,195,213	3,038,243	29.80%	10,176,621	9,381,733	100.59%	92.02%
Information Technology	12,635,519	5,603,800	44.35%	13,293,384	5,229,208	39.34%	12,508,231	12,281,276	98.99%	92.39%
Student Services	13,805,439	4,385,455	31.77%	14,425,589	4,588,939	31.88%	13,723,733	13,608,417	99.41%	94.34%
Operation and maintenance of plant	14,915,577	4,625,264	31.01%	13,483,128	4,413,540	32.73%	15,094,202	13,490,323	101.20%	100.05%
Administration	8,857,749	3,150,337	35.57%	8,831,409	3,211,426	36.36%	8,864,495	8,602,459	100.08%	97.41%
Transfer for debt service	1,423,739	474,580	33.33%	1,376,385	458,795	33.33%	1,423,739	1,376,385	100.00%	100.00%
<b>Total expenditures</b>	135,573,787	44,939,780	33.15%	136,662,480	45,573,109	33.35%	135,745,931	131,465,295	100.13%	96.20%
<b>Non-operating &amp; Encumbered</b>										
Transfer for Capital Equipment				1,000,000						
Transfer for One-Time Compensation										
Transfer for Capital Improvements										
Transfer for Scholarships										
Transfer for Student Success and Innovation										
<b>Total expenditures and transfers</b>	135,573,787	44,939,780	33.15%	137,662,480	45,573,109	33.10%	135,745,931	135,765,295	100.13%	98.62%
Operational revenues		174,274	N/A		(807,564)	N/A	3,043,977	2,059,141	N/A	N/A
<b>Net Operating revenues</b>	\$	\$ 172,368		\$ 1,000,000	\$ 140,705		\$ 523,440	\$ 683,679		
		345,642			(666,858)		3,567,417	2,742,820		
<b>Interest Income</b>										
<b>Reserve expenditures from Exhibit C</b>										
		1,685,944			3,755,946			5,621,000		
		(1,339,302)			(4,422,804)			(3,078,180)		
<b>Net Revenues/(Expenditures)</b>	[A]	\$ [B]	[C]	[D]	[E]	[F]	[G]	[H]	[I]	[J]

The Board of Trustees authorized the allocation of this net income at its November 2014 meeting.

EXHIBIT C

COLUMBUS STATE COMMUNITY COLLEGE  
STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT  
EDUCATIONAL AND GENERAL FUNDS  
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2015

	Balance at June 30, 2015	Net Increase for Current Period	Board Approved Additions	Transfers	Expenditures	Balance at October 31, 2015
Unrestricted						
Allocated						
Capital Improvements & Land Acquisition	\$ 13,287,891	\$ -	(1,366,000)	\$ -	\$ -	11,921,891 (1)
Carpet/Furniture Reupholstering	146,861	-	-	-	(30,438)	116,423 (2)
Madison Hall One Stop Center	25,000	-	716,000	-	(21,542)	719,458 (3)
Jefferson Ave/Grove Street Repaving	-	-	650,000	-	-	650,000 (4)
Space Efficiency Upgrades	847,450	-	-	-	(109,900)	737,550 (5)
Project Planning	21,503	-	-	-	-	21,503 (6)
Union Hall Renovation	436,044	-	-	-	(42,924)	393,120 (7)
Site Development/Delaware Campus	1,172,279	-	-	-	-	1,172,279 (8)
Bookstore/DX Modifications	263,490	-	-	-	-	263,490 (9)
Facilities Infrastructure Improvements	113,053	-	-	-	(1,265)	113,053 (10)
Student Support Services	74,109	-	-	-	72,844	2,829 (11)
Massage Therapy Space	2,829	-	-	-	(233,613)	8,002,192 (12)
Capital Equipment	8,235,805	-	-	-	-	8,235,805 (13)
Target 2002	333,088	-	-	-	-	333,088 (14)
Collective Bargaining	33,104	-	-	-	-	33,104 (15)
Budget/Tuition Stabilization	20,756,987	-	-	-	-	20,756,987 (16)
Accumulated Lab Fees	1,457,455	-	-	-	-	1,457,455 (17)
Broadbanding	133,653	-	-	-	(14,980)	118,673 (18)
Think Again Scholarship	2,438,010	-	-	-	(233,190)	2,204,820 (19)
Student Success and Innovation	8,483,425	-	-	-	(326,120)	8,157,305 (20)
Strategic Growth Initiatives	2,504,305	-	-	-	(367,249)	2,137,056 (21)
Technology Initiatives	2,534,755	-	-	-	(106,817)	2,427,938 (22)
Human Capacity Development/Wellness	311,266	-	-	-	-	311,266 (23)
Campus Safety Initiatives	912,862	-	-	-	(72,196)	840,666 (24)
Energy Efficiency/Sustainability Initiatives	2,168,918	-	-	-	(18,917)	2,150,001 (25)
Delaware Campus Operations	-	-	-	-	-	- (26)
Health Care Self-Insurance Escrow	1,241,018	-	-	-	-	1,241,018 (27)
Health Care HSA Incentive	86,636	-	-	-	-	86,636 (28)
Self-Insured Workers Compensation Benefits	152,500	-	-	-	-	152,500 (29)
Voluntary Separation Incentive Plan	-	-	-	-	-	- (30)
One-Time Compensation	111,800	-	-	-	(66,284)	45,516 (31)
Partnerships for Student Success	148,959	-	-	-	(39,496)	109,463 (32)
Workforce Development	500,000	-	-	-	-	500,000 (33)
Tobacco Free Campus Implementation	57,219	-	-	-	-	57,219 (34)
PERFORMS	1,498	-	-	-	(1,014)	485 (35)
Unallocated	68,993,773	-	-	-	(1,685,944)	67,307,829 (36)
Total General Fund	\$ 17,963,255	(798,702)	-	\$ -	1,685,944	18,850,497 (37)
	\$ 86,957,028	(798,702)	-	\$ -	-	86,158,326 (38)
	[A]	[B]	[C]	[D]	[E]	[F]



COLUMBUS STATE COMMUNITY COLLEGE  
OPERATIONAL BUDGET COMPARISON FOR AUXILIARY SERVICES  
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2015  
With Comparative Figures at October 31, 2014

EXHIBIT D

Auxiliary	FY 16		FY 15		FY 16 Projected Year End		FY 15 Projected Year End	
	Revised Budget as approved May 2015	Actual to Date	% of Budget Expended to Date	Revised Budget as approved January 2015	Actual to Date	% of Budget Expended to Date	FY 16 Projected Year End	FY 15 Projected Year End
<b>Sales/Revenues</b>								
Bookstore	\$ 13,161,788	\$ 5,789,689	43.99%	\$ 13,325,234	\$ 5,884,437	44.16%	\$ 13,161,713	\$ 13,161,713
Food Services	360,000	109,558	30.43%	360,000	173,872	48.30%	360,000	400,180
Total Revenues	13,521,788	5,899,247	43.63%	13,685,234	6,058,309	44.27%	13,521,713	13,561,893
<b>Cost of Goods Sold</b>								
Bookstore	10,330,816	4,439,875	42.98%	10,585,924	4,588,422	43.34%	10,241,845	10,028,723
Food Service	65,000	19,352	29.77%	55,000	20,354	37.03%	57,600	61,584
Gross Margin	3,125,972	1,440,020	46.07%	3,044,310	1,449,523	47.61%	3,024,916	3,471,586
<b>Operating Expenses</b>								
Bookstore	1,891,552	542,883	28.70%	1,893,766	577,271	30.48%	1,853,604	1,711,242
Food Services	228,983	61,556	26.88%	223,717	32,917	14.71%	224,403	124,642
Auxiliary Administration	894,462	183,541	20.52%	924,650	173,245	18.74%	894,462	685,906
Total Expenses	3,014,997	787,980	26.14%	3,042,141	783,433	25.75%	2,972,469	2,531,790
Auxiliary Net Operating Income/(Loss)	110,975	652,040	587.56%	2,169	666,090	307.09.54%	52,447	939,796
<b>Net Income/(Loss)</b>								
Bookstore	939,420	806,931	85.90%	845,544	716,744	85.00%	866,912	1,421,748
Food Services	66,017	28,650	43.40%	81,283	120,591	148.36%	77,997	213,954
Auxiliary Administration	(894,462)	(183,541)	20.52%	(924,650)	(173,245)	18.74%	(894,462)	(685,906)
Net Auxiliary Income/(Loss)	110,975	652,040	587.56%	2,169	666,090	307.09.54%	52,447	939,796
Auxiliary Fund Balance at June 30, 2015	(1,250,000)	13,336,320		(119,000)	12,424,640		(1,250,000)	(119,000)
Transfers		(433,510)			(52,500)			
Audit Entries								
<b>Auxiliary Fund Balance at October 31, 2015</b>	<b>(A)</b>	<b>\$ 13,554,850</b>	<b>(C)</b>	<b>\$ 13,038,230</b>	<b>(E)</b>	<b>(F)</b>	<b>\$ (1,197,553)</b>	<b>(I)</b>
								<b>(J)</b>

COLUMBUS STATE COMMUNITY COLLEGE  
CASH FLOW FORECAST  
AS OF OCTOBER 31, 2015

EXHIBIT E

	Actual May 2015	Actual June 2015	Actual July 2015	Actual August 2015	Actual September 2015	Actual October 2015	
Beginning Cash	\$ 8,409,633	4,976,530	7,284,169	4,629,193	27,038,733	8,575,646	(1)
Cash Receipts	13,235,316	7,194,152	7,401,287	19,141,028	8,344,574	7,047,040	(2)
Cash Disbursements	(13,259,052)	(13,788,323)	(13,997,543)	(11,593,210)	(12,047,863)	(11,413,802)	(3)
Financial Aid	2,590,633	401,810	(588,720)	9,861,722	4,240,202	2,081,492	(4)
Outflow for investments	(8,000,000)	-	-	-	(19,000,000)	-	(5)
Inflow from investments	2,000,000	8,500,000	4,500,000	5,000,000	-	-	(6)
Ending Cash	\$ 4,976,530	7,284,169	4,629,193	27,038,733	8,575,646	6,290,376	(7)

	Forecasted November 2015	Forecasted December 2015	Forecasted January 2016	Forecasted February 2016	Forecasted March 2016	Forecasted April 2016	
Beginning Cash	\$ 6,290,376	5,400,376	5,155,376	5,255,376	5,145,376	5,395,376	(8)
Cash Receipts	4,850,000	7,250,000	14,950,000	6,350,000	6,250,000	6,550,000	(9)
Cash Disbursements	(12,000,000)	(10,500,000)	(12,500,000)	(12,500,000)	(11,500,000)	(11,000,000)	(10)
Financial Aid	(4,740,000)	5,000	14,650,000	40,000	(3,000,000)	5,000	(11)
Outflow for investments	-	-	(17,000,000)	-	-	-	(12)
Inflow from investments	11,000,000	3,000,000	-	6,000,000	8,500,000	4,500,000	(13)
Ending Cash	\$ 5,400,376	5,155,376	5,255,376	5,145,376	5,395,376	5,450,376	(14)

COLUMBUS STATE COMMUNITY COLLEGE  
 PRESIDENT'S DISCRETIONARY FUND  
 STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
 FOR THE FOUR MONTHS ENDED OCTOBER 31, 2015

EXHIBIT F

Cash at Beginning of Period		\$ 20,000	(1)
			(2)
<u>Receipts:</u>			(3)
			(4)
		-	(5)
			(6)
<u>Disbursements:</u>			(7)
Oberer's Flowers	1,025		(8)
		1,025	(9)
		\$ 18,975	(10)
	[A]	[B]	(11)
		[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  
BALANCE SHEET AT OCTOBER 31, 2015  
With Comparative Figures at October 31, 2014**

<u>Assets</u>	<u>October 31, 2015</u>	<u>October 31, 2014</u>	
Cash	\$ 1,132,163	\$ 950,419	(1)
Investments at market value (see note)	7,151,121	7,195,675	(2)
Pledges Receivable	5,378,161	6,743,686	(3)
Accounts Receivable	3,346	3,392	(4)
Total Assets	<u>\$ 13,664,791</u>	<u>\$ 14,893,172</u>	(5)
<u>Liabilities</u>			
Due to general fund	\$ (289)	\$ -	(6)
Pledge Payable	-	-	(7)
Trade Payables	634,802	-	(8)
Total Liabilities	<u>634,513</u>	<u>-</u>	(9)
<u>Fund balance</u>			
Permanently Restricted	4,062,162	3,932,622	(10)
Temporarily Restricted	6,462,887	8,553,855	(11)
Unrestricted	2,505,229	2,406,695	(12)
			(13)
Total fund balance	<u>13,030,278</u>	<u>14,893,172</u>	(14)
			(15)
Total Liabilities and fund balance	<u>\$ 13,664,791</u>	<u>\$ 14,893,172</u>	(16)
	[A]	[B]	(17)
			(18)

**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	\$ 208,374	208,374	2.91%
Equities	3,152,058	3,132,847	43.81%
Fixed Income	3,797,131	3,809,900	53.28%
Mutual Funds	-	-	0.00%
Total Investments	<u>\$ 7,157,563</u>	<u>\$ 7,151,121</u>	<u>100.00%</u>

EXHIBIT H

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION  
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
 FOR THE FOUR MONTHS ENDED OCTOBER 31, 2015  
 With Comparative Figures at October 31, 2014

	October 31, 2015			October 31, 2014	
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total All Funds	Total All Funds
Revenue					
Contributions - Scholarships and Programs	\$ 23,619	\$ 22,291	\$ 7,287	\$ 53,197	\$ 37,396
Contributions for Taste the Future	78,912	-	-	78,912	74,884
Contributions for Columbus State	-	-	-	-	10,000
Corporate Gift	-	-	-	-	-
Administration Fee Income	-	-	-	-	-
Interest Income	83	128	-	211	155
Investment Income					
Realized	151,036	73,978	-	225,014	69,349
Unrealized	(184,183)	(171,378)	-	(355,561)	(128,441)
Investment income-subtotal	(33,147)	(97,400)	-	(130,547)	(59,092)
Total revenues	69,467	(74,981)	7,287	1,773	63,343
Expenditures					
Scholarships and Projects					
Contributions to Columbus State	-	132,537	-	132,537	83,319
Corporate Gift	-	-	-	-	45,000
Administrative Fee Expense	-	-	-	-	-
Management and general	92,183	-	-	92,183	65,297
Total expenditures	92,183	132,537	-	224,720	193,616
Excess (deficit) of revenues over expenditures	(22,716)	(207,518)	7,287	(222,947)	(130,273)
Transfers					
Fund balance at beginning of period	2,527,945	6,670,405	4,054,875	13,253,225	15,023,445
Fund balance at end of period	2,505,229	6,462,887	4,062,162	13,030,278	14,893,172
	[A]	[B]	[C]	[D]	[F]

COLUMBUS STATE COMMUNITY COLLEGE  
NOTES TO FINANCIAL STATEMENTS  
AS OF OCTOBER 31, 2015

1) Investments

Investment Fund	Cost	Market Value	Yield to Maturity*	Average Maturity (days)
STAR Ohio/Operating	\$ 28,193,332	\$ 28,193,332	0.16%	1
STAR Ohio/Plant	1,015,288	1,015,288	0.16%	1
STAR Ohio/Auxiliary	3,389,047	3,389,047	0.16%	1
STAR Plus	15,041,605	15,041,605	0.20%	1
CSCC Operating Fund 1	35,397,567	35,292,667	0.76%	490
CSCC Operating Fund 2	34,386,013	34,501,790	1.10%	809
Auxiliary Services	4,926,198	4,948,973	0.85%	485
Plant Fund	8,953,250	8,989,895	1.08%	805
	<u>\$ 131,302,299</u>	<u>\$ 131,372,597</u>		

\* Weighted

<u>Portfolio Composition</u>	Type	% of Total
	STAR Ohio	36.26%
	Agencies	48.66% *
	Municipal Bonds	7.68%
	Treasury Notes	4.02%
	Cash & Equivalents	3.37%
		<u>100.00%</u>

\* This includes discount notes, callable, non-callable, securitized, and step-up agency investments.

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

Outstanding long-term debt consists of bonds payable in annual installments varying from \$800,000 to \$920,000 with interest at rates varying from 1.65% to 4.25%, 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 ACTION

DATE: \_\_\_\_\_

**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.

**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>
Barbara Choma	Office Associate	Automotive	10/16/15	\$29,993
Robert Cowles	Advisor	Advising Services	09/01/15	\$44,034
Tracy Kemp	Assistant Director	Library	10/01/15	\$70,000
Tamer Khadre	Advisor	International Student Services	10/16/15	\$44,034
Chaylee Liberator	Coordinator	Non-Credit Registration Office	10/01/15	\$53,196
Demarco Marable	Police Officer	Police Department	10/16/15	\$44,996
Diane Massey	Office Associate	TRIO & Special Projects	09/16/15	\$28,662
Jamie Minor	Specialist	Admissions	10/16/15	\$33,134
Catherine Mohr	Office Associate	Nursing	10/22/15	\$28,662
Deborah Plummer	Office Associate	Human Resources	09/16/15	\$31,158
Ju Leigh Serpa	Specialist	Admissions	10/16/15	\$33,134
JoYin Tang	Supervisor	International Student Services	10/16/15	\$58,000



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 resignations/voluntary cash separation incentives/reductions in force/terminations/retirements have been accepted.

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Anita Diles (Deceased)	Technician	Police Department	09/28/15
Ralph Harris (Retirement)	Security Specialist	Police Department	08/31/15
Robert Lloyd (Resignation)	Police Officer	Police Department	09/23/15