



COPY TO ALL BOARD MEMBERS
Teresa Lister, Ex Officio Staff Member
Darrell Minor, Ex Officio Faculty Member
Jessica Jones, Ex Officio Student Member

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

**BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE**

Thursday, September 20, 2007
12:00 noon
Franklin Hall Board Room

AGENDA

	<u>Page</u>
(1) Revision of Policy 3-01 Employee Definitions	1
(2) Revision of Policy 3-16 Interruption of Campus Operations	3
(3) Revision of Policy 3-20 Conflict of Interest/Nepotism.....	5
(4) 356 Grant Avenue Renovation	8
(5) Ohio Board of Regents FY 2009-2014 Capital Improvements Requests.....	9
(6) Personnel Information Items.....	11
(7) Financial Statements as of and for the two months ending August 31, 2007.....	15
(8) Aligning Resources.....	Verbal
(9) Executive Session (if needed)	



Columbus State Community College Board Action

Date _____

SUBJECT:

Revision of Policy 3-01 Employee Definitions

BACKGROUND INFORMATION:

Over the years, the College has used to supplement the work force a category of part-time employees to meet operational needs and to provide additional services to students. Originally the category was defined as an employee who could not work more than 20 hours per week. This definition has caused some problems in that the number of hours requires the College to hire more part-time employees versus increasing the number of hours that a part-time employee could work. Operationally it makes more sense to change the definition to permit an additional 10 hours in this category. This change would give more flexibility to the College and benefit the employee as well.

RECOMMENDATION:

Change the definition of part-time employee to thirty (30) hours per week.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

EMPLOYEE DEFINITIONS

Effective

Policy No. 3-01

Page 1 of 1

- (A) An employee is any individual who is listed on the college's payroll.
- (B) A full-time employee is employed in a Board-approved position.
- (C) A part-time employee is employed in a non-Board-approved position working ~~twenty~~ THIRTY hours or less per week for a specific approved duration.
- (D) A temporary employee is employed in a non-Board-approved position that is expected to be six months or less in duration.
- (E) An externally funded employee is employed in a non-Board-approved position which is not funded from the unrestricted general fund resources of the college. Due to the nature of the funding (commonly contracts or grants), externally funded employment is subject to special employment conditions and/or restrictions.
- (F) The PRESIDENT ~~college~~ will establish procedures that define work categories.



COLUMBUS STATE COMMUNITY COLLEGE

BOARD ACTION

Date: September 20, 2007

SUBJECT:

Revision of Policy 3-16 Interruption of Campus Operations

BACKGROUND INFORMATION:

The Policy was written in 1985 and has not had a revision. The College is reviewing all Chapter 3 sections for cleanup and consistency. The College changed the number of hours in a work week approximately 3 years ago and this policy still reflected the previous 37.5 hour work week.

RECOMMENDATION:

The Board of Trustees adopted the revised policy as proposed.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

INTERRUPTION OF CAMPUS OPERATIONS

Effective

Policy No. 3-16

Page 1 of 1

- (A) The PRESIDENT HAS responsibility and authority to interrupt all or a specific part of the operations of the college due to weather conditions, natural calamity, at the direction of state or federal offices, or, if in his/her judgment the health, safety, or well-being of employees and students is jeopardized. ~~is vested in the President.~~
- (B) In the event of the college's operations being interrupted for not more than two days per quarter, all employees will be compensated at their normal rate of pay for the interrupted period. Non-exempt staff employees required to work during this period will be compensated at time and one-half for hours worked over the *forty* ~~thirty-seven and one-half~~ hour normal work week.
- (C) In the event the operation of the college is interrupted for more than two days per quarter, the Board of Trustees will decide if the interrupted days will be rescheduled and, if so, the nature of that schedule. Employees may elect to use vacation in lieu of work for the rescheduled days.
- (D) THE President will determine when an emergency is declared. ~~essential emergencies.~~
- (E) THE PRESIDENT WILL ESTABLISH PROCEDURES TO ADMINISTER THIS POLICY.



COLUMBUS STATE COMMUNITY COLLEGE

BOARD ACTION

Date: September 20, 2007

SUBJECT:

Revision of Policy 3-20 Conflict of Interest/Nepotism

BACKGROUND INFORMATION:

This Policy was written and passed by the Board of Trustees, June 2001. It has not since been revised. The College has been reviewing all policies in Chapter 3 for clean-up and consistency. In addition, the Attorney General's office has made recommendations that all state agencies and political sub-divisions review their conflict of interest policies. The proposed policy changes reflect the need to be consistent and coordinated with the Ethics Commissions guidelines.

RECOMMENDATION:

The Board of Trustees adopted the revised policy as proposed.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

CONFLICT OF INTEREST/NEPOTISM

Effective

Policy No. 3-20

Page 1 of 2

- (A) This policy is established to ensure that hiring, transfers, promotions, disciplinary action, supervision, and all other aspects of the college's day-to-day operations are conducted in a manner which helps prevent partiality, preferential treatment, improper influence, or conflict of interest or the appearance thereof. This policy is necessary to ensure the efficient operation of the college and to increase public confidence that officials and employees of the college act with integrity to promote the goals and welfare of the college. It applies to all college employees.
- (B) Nepotism - No employee OR TRUSTEE shall use his or her authority or influence because of his or her position at the college to transfer, effect promotion for, give preferential treatment to, or to hire or cause to be hired any person closely related by blood, marriage, or other significant relationship to serve in any position at the college. This includes: parent, sibling, grandparent, child, spouse, parents-in-law, children-in-law, sibling-in-law, grandchild, stepparents, stepchildren, a legal guardian or other person who stands in the place of a parent, other persons residing in the home of the employee, or a domestic partner. No employee shall directly supervise a relative as defined above.
- (1) The college recognizes that occasionally, relationships develop in the workplace that may present the possibility of a conflict of interest/nepotism when co-workers marry or an employee's relatives come to work for the college.
 - (2) No relative of a member of the Board of Trustees shall be appointed as an employee of the college without the Board of Trustees' being specifically informed of the relationship prior to the appointment.
 - (3) No relative of an employee of Columbus State Community College shall be appointed as an employee of the college without the President's being specifically informed of the relationship prior to the appointment.
- (C) Conflict of Interest - Employees, trustees, and their families will neither solicit nor accept personal gifts or services from vendors or potential vendors to the college. Gifts do not include advertising or promotional items such as pens, calendars, or note pads, nor do they include complimentary copies of textbooks that are being considered for adoption. ~~Gifts do not include a reasonable number of meals or travel provided by vendors as may be necessary in the usual conduct of business.~~ COLUMBUS STATE COMMUNITY COLLEGE COMPLIES WITH THE LAW AS SET FORTH BY THE OHIO ETHICS

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

CONFLICT OF INTEREST/NEPOTISM

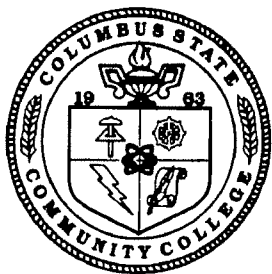
Effective

Policy No. 3-20

Page 2 of 2

COMMISSION. Vendors include firms or individuals that provide equipment, materials, or professional services to the college.

- (D) Individual employees shall not solicit nor accept, for their personal gain, special discounts from vendors. Employees shall not use their employment status with the college TO SEEK/RECEIVE ANYTHING OF VALUE FOR PERSONAL GAIN OR for the avoidance of taxes.
- (E) In making statements as private citizens, employees have the responsibility to make it clear that they are not representing the college.
- (F) Procedures to monitor this policy will be adopted by the President.



COLUMBUS STATE COMMUNITY COLLEGE

BOARD ACTION

Date: _____

SUBJECT:

356 Grant Avenue renovation

BACKGROUND INFORMATION:

For construction contracts over \$50,000, state law requires the approval by the Board of Trustees of an award of a contract.

This building renovation will create "swing space" for temporarily housing College employees while their work areas are being renovated.

This project was recommended by the Columbus Campus Planning Committee. A budget estimate for the project was approved by the Board in September of 2006. The original budget estimate was \$573,000. However, the project is now expected to cost approximately \$795,000 due to construction inflation and the need to replace the roof. It is being funded by the State of Ohio (\$575,000) as part of the 2007-2008 Capital Budget, and supplemented with local funds (\$220,000).

The contracts were bid using the State of Ohio's mandated bidding process.

RECOMMENDATION:

That the Board of Trustees authorize a total project budget of \$795,000, and the College to enter into the following contracts with the lowest responsive and responsible bidders.

<u>Contract</u>	<u>Company</u>	<u>Amount</u>
General	Williamson Builders	\$369,789
HVAC/Plumbing	Command Heating	\$140,863
Electrical	Union Electric	\$ 68,068



COLUMBUS STATE COMMUNITY COLLEGE

Date _____

BOARD ACTION

SUBJECT:

Ohio Board of Regents FY 2009-2014 Capital Improvements Requests.

BACKGROUND INFORMATION:

Every two years the Ohio Board of Regents (OBOR) requests from colleges and universities a 6-year capital improvements plan to assist in the development of its biennial capital improvements appropriation request for FY 2009-2010. Each institution's six-year plan is due to OBOR by September 28, 2007.

The college's plan is prepared using control totals provided by the Ohio Board of Regents. Each institution's allocations are determined by a formula and can change throughout the planning process.

In May 2007, the Board of Trustees approved \$4.2 million from unallocated funds for site development costs at the Delaware campus, with the understanding that the College would pursue State monies necessary to construct the infrastructure and first building (Building E) on that campus. When the initial allocation for Building E was requested, the property for the campus had not yet been purchased so all costs could not be factored prudently into the allocation. The College's request to the State of Ohio for 2009-2010 will include \$3.0 million in Space Shortage funds and a transfer of an available balance of approximately \$1.2 million available from the Building D construction allocation.

For the 2009-2010 biennium, the College will request \$5.8 million in project funds for the renovation of Columbus Hall, which serves as the College's educational resource center. This renovation was included in the recommendations made in July 2006 by the Columbus Campus Planning Committee.

Columbus State's proposed six-year capital improvements plan is attached.

RECOMMENDATION:

That the Board of Trustees authorize the submission to the Ohio Board of Regents of the proposed six-year capital improvements plan (FY 2009 – 2014).

**COLUMBUS STATE COMMUNITY COLLEGE
COMPREHENSIVE 6-YEAR CAPITAL PROGRAM**

Priority	Project Title	Total Project Cost	Sources of Funds
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FIRST BIENNIUM: 2009-2010

1	Transfer available balance from Building D to Building E Building E/Delaware Campus	\$1.2 million 3.0 million	State/Available Balance Space Short
2	Columbus Hall Renovation/Columbus Campus	5.8 million	State
3	Various facility projects and renovations	\$1.8 million <u>2.0 million</u>	State/Basic Renovations Local
	Total	\$13.8 million	

SECOND BIENNIUM: 2011-2012

1	Construction - Building F/Delaware Campus	\$28.0 million	State
2	Various facility projects and renovations	\$6.1 million <u>1.2 million</u>	Local State/Basic Renovations
	Total	\$35.2 million	

THIRD BIENNIUM: 2013-2014

1	Projects TBD	\$7-\$10 million	State
2	Facilities/Basic Renovations	\$1.2 million <u>TBD</u>	State/Basic Renovations Local
	Total	\$8.2-11.2 million	



Columbus State Community College

Date: September 27, 2007

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 July, August and September of 2007.

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>
Lisa Davis (Repl. R. Mayberry)	Office Associate	Assessment	08/01/07	\$32,131
Anita Diles (A. Griffith)	Technician I	Public Safety	07/16/07	\$29,703
Edward Dokes (New – Board Approved)	Maintenance I	Physical Plant	09/04/07	\$30,696
Scott Durbin (New – Board Approved)	Technician (Network Design)	Communication Technology & PC Services	08/16/07	\$53,196
Rebecca Fleming Safa (New – Board Approved)	Instructor	Communication Skills	09/19/07	\$41,065
Regina Harper (Repl. S. VonAhn)	Advisor	Financial Aid	08/01/07	\$44,034
Shalonda Hart (Repl. J. Dodge)	Technician I (Dispatch)	Public Safety	09/17/07	\$30,234
Adam Keller (Repl. R. Burrows)	Instructor (Chemistry)	Biological & Physical Sciences	09/19/07	\$39,486
Cameron Kishel (Repl. E. O’Conner)	Instructor (Math)	Developmental Education	09/19/07	\$39,486
Amy Kostecka (New- Board Approved)	Specialist, Loss Prevention	Auxiliary Services	08/01/07	\$36,481
Wdaniel McDonald	Instructor	Human Services	06/25/07	\$42,223
Gayle Murphy (Repl. L. Woods)	Teaching Assistant	Human Services	08/01/07	\$31,071
Thomas Nelson (Repl. C. Spangler)	Teaching Assistant	Integrated Media Services	09/04/07	\$30,481
Maggie O’Brien (Repl. M. Cora)	Account Clerk	Business Services	09/17/07	\$26,724
Jason Parker (Repl. B. Walker)	Associate Teacher	Child Development Center	09/04/07	\$25,025
Michelle Persinger	Instructor (Statistics)	Mathematics	09/19/07	\$42,645

(New- Board Approved)

Robert Ream (Repl. C. Grubbe)	Technician	Communication Technology & PC Services	09/17/07	\$40,063
Fauna Stout (Repl. K. Biggs)	Instructor (Medical Assisting)	Allied Health Profession	09/19/07	\$39,486
Sandra Zeller (Repl. D. Henry)	Buyer	Auxiliary Services	08/16/07	\$41,541

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>
Ali Abdelbari (Resignation)	Office Associate	Advising Services	09/19/07
Kay Biggs (Retirement)	Instructor	Allied Health (Medical Assisting Technology)	09/07/07
Ian Bolden (Resignation)	Technician	I.T. Support Services	08/15/07
Irene Bricker (Retirement)	Coordinator	Human Resources	08/31/07
Carol Carpenter (Resignation)	Counselor	Transitional Workforce	08/03/07
Brian Castle (Resignation)	Site Specialist (Bolton Field)	Off-Campus	09/07/07
Lindsay Miller (Resignation)	Office Associate	Modern Languages	08/14/07
Diana Roose (Retirement)	Specialist	Early Childhood Development	09/09/07
Jennifer Snider (Resignation)	Office Associate	Instructional Services/Distance Learning	08/17/07
Brittaney Walker (Resignation)	Associate Teacher	Child Development Center	07/27/07
Joan Young (Resignation)	Instructor	Electronic Engineering Technology	06/30/07



COLUMBUS STATE COMMUNITY COLLEGE

Date _____

BOARD ACTION

SUBJECT:

Financial Statements as of and for the two months ended, August 31, 2007.

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 two months ended, August 31, 2007 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: September 13, 2007
SUBJECT: Financial Statements as of August 31, 2007

Attached are the financial statements of Columbus State Community College, the Foundation, and the President's Discretionary Fund for the period ended August 31, 2007.

1. Columbus State Community College

- Enrollment

<u>Quarter</u>	<u>Budgeted Headcount</u>	<u>Headcount*</u>	<u>Increase/ Decrease</u>	<u>FY 07 FTEs</u>	<u>FY 08 FTEs*</u>	<u>% Variance</u>
Summer 2007	13,280	13,448	1.3%	7,140	7,401	3.6%
Autumn 2008						
Winter 2008						
Spring 2008						

*Preliminary headcounts and FTEs

- Revenues (Exhibit B)

Total revenues for August are \$17,066,125 or 14.4% of the FY 08 budget, compared to 13.9% last year. The difference in the two years is primarily due to a greater return on our investments and increased subsidy.

- Expenditures (Exhibit B)

Total operating expenditures (before transfers) are \$15,791,649 for the period, or 13.8% of the budget. This is consistent with the same period last year.

2. Auxiliary Services (Exhibit D)

Introduced this fiscal year, this consolidated Exhibit will summarize for each auxiliary program the financial position versus budget, the projected year end budget, and the fund balance.

- The Bookstore earned \$515,598 through August 31, 2007, 5% of its FY 08 budget, comparable to FY 07 on a percentage basis. Revenues are approximately \$29,000 higher due to sales from the café that had not opened at this point last year and increased sales of gifts and insignia merchandise.

Board of Trustees
Financial Statements as of August 31, 2007
Page 2

- Bridgeview earned \$148,055 through August 2007 or 27.3% of total budgeted revenues, compared to FY 07 revenues of \$147,908. Operating expenses were \$99,111, 17.9% of total budgeted expenses. Last year's same period expenses were \$138,947. The decrease in expenses is attributed to restructuring of operations for efficiency.
- The CDC continues to go through a re-engineering process. Revenues currently lag behind expectations for several reasons including lower than anticipated enrollment due to attrition and staff retention necessary to meet required room ratios. Monthly expenses have increased as a result of increased staffing for expanded operations, and adjustments continue to be made to maximize the goals of increased access for students while balancing the need for financial stability.

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

- The President's Discretionary Fund has a cash balance of \$19,945 at August 31, after disbursements of \$55.

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

- Foundation revenues are \$18,064 compared to \$195,492 in August last year. The primary reason for the difference continues to be the performance of the stock market. While the market is improving, the performance of the portfolio continues to fall behind from the same time last year. For the two months ended August 31, 2007, investment earnings are lower by \$138,368 compared to last year. Expenditures are \$56,822 compared to \$208,286 in August of last year. Prior year expenditures include approximately \$133,000 for a grant received through the foundation, for which revenue was received into the Foundation in the previous fiscal year.

5. **Investments**

- The College's portfolio is invested consistent with its investment policy, with 22.7% currently invested in STAROhio and other money markets, with the balance in federal agencies.

**COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT AUGUST 31, 2007
With Comparative Figures at August 31, 2006**

EXHIBIT A

<u>Assets</u>	<u>August 31, 2007</u>	<u>August 31, 2006</u>	<u>Liabilities and Fund Balance</u>	<u>August 31, 2007</u>	<u>August 31, 2006</u>
Current Funds			Current Funds		
Unrestricted			Unrestricted		
Educational and general			Educational and general		
Cash	\$ 8,000,929	\$ 7,810,933	Accounts payable	\$ 3,412,838	\$ 4,134,022
Investments (including money markets at cost and treasury bills and agency discount notes at market - (note 1))			Deferred income		
Accounts receivable, net of allowance for doubtful accounts	87,184,085	77,620,997	Student tuition	21,763,055	16,770,203
Interest receivable	23,721,185	17,560,974	Lab fees and credit bank	2,575,623	2,485,523
Prepaid expense	-	-	Due to auxiliary funds	292,647	2,342,729
Net investment in Golf Course	264,914	256,809	Due to restricted funds	-	-
Due from agency funds	-	34,931	Due to plant funds	2,727,194	2,111,633
			Due to agency funds	187,568	-
			Fund balances (Exhibit C):		
			Allocated	45,419,783	38,758,834
			Unallocated	42,792,406	36,723,926
			Total fund balances	88,212,189	75,482,760
Total educational & general	\$ 119,171,113	\$ 103,326,870	Total educational & general	\$ 119,171,113	\$ 103,326,870
Auxiliary enterprise			Auxiliary enterprise		
Cash	\$ 38,430	\$ 808,442	Accounts payable	\$ 1,355,221	\$ 687,078
Investments	5,295,285	3,132,965	Due to educational & general fund	-	-
Accounts receivable	641,926	668,989			
Inventories, at cost as defined (note 2)	2,853,734	1,606,307	Fund balances (Exhibit C):		
Other Assets	350,409	38,096	Allocated	-	-
Due from general fund	292,647	2,342,729	Unallocated	8,353,933	8,079,677
Due from grant funds	236,724	169,227	Total auxiliary enterprise	9,709,154	8,766,755
Total auxiliary enterprise	9,709,154	8,766,755	Total unrestricted	\$ 128,880,267	\$ 112,093,625
Total unrestricted	\$ 128,880,267	\$ 112,093,625			
Restricted			Restricted		
Cash	\$ -	\$ -	Due to general fund	\$ -	\$ -
Due from educational & general fund	-	-	Fund balances		
			Unallocated	-	-
Total restricted	-	-	Total restricted	-	-
Total current funds	\$ 128,880,267	\$ 112,093,625	Total current funds	\$ 128,880,267	\$ 112,093,625
	[A]	[B]		[C]	[D]

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

(Continued)

COLUMBUS STATE COMMUNITY COLLEGE
EXHIBIT A
BALANCE SHEET AT AUGUST 31, 2007
(Continued)
With Comparative Figures at August 31, 2006

<u>Assets</u>	<u>August 31,</u> 2007	<u>August 31,</u> 2006	<u>Liabilities and Fund Balance</u>	<u>August 31,</u> 2007	<u>August 31,</u> 2006
Plant funds			Plant funds		
Unexpended			Unexpended		
State appropriations receivable	-	-	Fund balances		
Capital improvement fund	1,957,953	1,231,082	Restricted	1,957,953	1,231,082
Total unexpended	1,957,953	1,231,082	Total unexpended	1,957,953	1,231,082
Cash from Bond Proceeds	313,110	1,160,031	Investment in plant:		
Deposit with trustees	42,243	210,978	Interest payable	-	-
Due from general fund	2,727,193	2,111,633	Capital lease payable	-	-
Land	29,674,722	29,674,722	Accounts payable	560,291	317,619
Improvements other than buildings	6,219,893	5,772,980	Bonds payable	19,830,000	21,250,000
Buildings	114,397,024	87,729,381	Deferred Gift Annuity	2,375,575	2,425,627
Movable equipment, furniture and library books	36,143,211	31,919,962	Net investment in plant	122,239,805	113,232,887
Construction-in-progress	6,854,955	26,543,218			
Other Assets	287,463	260,371	Total investment in plant	145,005,671	137,226,133
Less: accumulated depreciation	(51,654,142)	(48,157,143)	Total plant funds	146,963,624	138,457,215
Total investment in plant	145,005,671	137,226,133			
Total plant funds	146,963,624	138,457,215	Agency funds		
			Deposits held in custody for others	1,110,425	744,135
			Due to educational and general fund	-	42,226
			Total agency funds	1,110,425	786,361
				[C]	[D]

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

COLUMBUS STATE COMMUNITY COLLEGE
STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT
EDUCATIONAL AND GENERAL FUNDS
FOR THE TWO MONTHS ENDED AUGUST 31, 2007

EXHIBIT C

	Balance at June 30, 2007	Net Increase for Current Period	Board Approved Additions	Transfers	Expenditures	Balance at August 31, 2007	
Unrestricted							
Allocated							
Self Insurance	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	(1)
Equip. and Replacement	2,250,858	-	-	-	-	2,250,858	(2)
Nuclear Medicine Equipment	1,355	-	-	-	-	1,355	(3)
Equipment for Applied Technology	42,500	-	-	-	-	42,500	(4)
Capital Improvements	3,823,436	-	-	-	-	3,823,436	(5)
Capital Improvements 2008			2,500,000	(150,000)	-	2,350,000	(6)
Carpet/Furniture Reupholstering	-	-	-	150,000	(6,147)	143,853	(7)
Capital Improvements 2007	1,757,500	-	-	(20,000)	-	1,737,500	(8)
Bolton Field Site Analysis	33,883	-	-	-	-	33,883	(9)
Utility Mapping	6,436	-	-	20,000	-	26,436	(10)
Carpet/Furniture Reupholstering	30,505	-	-	-	(1,291)	29,214	(11)
Public Safety Space Efficiencies	1,183	-	-	-	-	1,183	(12)
HVAC Replacement/Switch Room	15,300	-	-	-	-	15,300	(13)
Davidson Hall, 229, 230	260,000	-	-	-	(881)	259,119	(14)
Eibling Hall Renovations (CCPC)	435,230	-	-	-	(89,794)	345,436	(15)
Space Efficiency Upgrades	23,843	-	-	-	(2,365)	21,478	(16)
Capital Improvements 2006	1,688,000	-	-	-	-	1,688,000	(17)
Delaware Site Planning	78,812	-	-	-	-	78,812	(18)
Wayfinding Services	235,683	-	-	-	(13,150)	222,533	(19)
HVAC Lab Upgrade	27,938	-	-	-	-	27,938	(20)
Carpet Replacement/Reupholstering	6,147	-	-	-	-	6,147	(21)
Project Planning	17,625	-	-	-	-	17,625	(22)
IT Closet/375 Grant	12,000	-	-	-	-	12,000	(23)
Capital Improvements 2005	1,193,845	-	-	-	-	1,193,845	(24)
Construction Related Relocation	59,141	-	-	-	-	59,141	(25)
Capital Improvements 2003-2004	2,415,961	-	-	-	-	2,415,961	(26)
Land	1,576,982	-	-	-	-	1,576,982	(27)
Equipment FY 2008	-	-	1,800,000	1,200,000	(50,207)	2,949,793	(28)
Equipment FY 2002-2007	2,702,476	-	-	(1,200,000)	(21,529)	1,480,947	(29)
Parking Garage	1,000,000	-	-	-	-	1,000,000	(30)
Teaching for Tomorrow Grant	5,355	-	-	-	-	5,355	(31)
Student Support Services	321,850	-	-	-	-	321,850	(32)
OBOR Learning Network	115,000	-	-	-	-	115,000	(33)
Union Hall Science Labs	500,000	-	-	-	-	500,000	(34)
Target 2002	333,088	-	-	-	-	333,088	(35)
Collective Bargaining	63,252	-	-	-	-	63,252	(36)
Facilities Plan 2002-2004	206,942	-	-	-	-	206,942	(37)
Renovate Aquinas 2nd Floor	411,999	-	-	-	-	411,999	(38)
Move Criminal Justice/Legal	82,920	-	-	-	-	82,920	(39)
Renovate Union Ground for PC Supp	461,925	-	-	-	-	461,925	(40)
Union Hall Renovation	6,132,595	-	-	-	(5,545)	6,127,050	(41)
Move Modern Language	17,000	-	-	-	-	17,000	(42)
Renovate for Information Services	5,295	-	-	-	-	5,295	(43)
Union Hall Nursing Labs	209,569	-	-	-	-	209,569	(44)
Renovate for Disability Services	211,766	-	-	-	-	211,766	(45)
Renovate for SFMT	36,400	-	-	-	-	36,400	(46)
Franklin Hall 245 Upgrades	789	-	-	-	-	789	(47)
IT Conduit	6,600	-	-	-	-	6,600	(48)
Revenue Contingency	4,000,000	-	-	-	-	4,000,000	(49)
Early Retirement Incentive	620,634	-	-	-	-	620,634	(50)
Early Retirement Payback	1,595,670	-	-	-	-	1,595,670	(51)
Colleague System Assessment	19,827	-	-	-	-	19,827	(52)
Site Development Delaware Campus	4,200,000	-	-	-	-	4,200,000	(53)
Accumulated Lab Fees *	1,532,009	-	-	-	-	1,532,009	(54)
Broadbanding	513,569	-	-	-	-	513,569	(55)
	41,310,693	-	4,300,000	-	(190,910)	45,419,783	(56)
Unallocated	45,767,723	1,133,773	(4,300,000)	-	190,910	42,792,406	(57)
Total General Fund	87,078,416	1,133,773	-	-	-	88,212,189	(58)
	[A]	[B]	[C]	[D]	[E]	[F]	

* Accumulated Lab Fees from prior years were previously recorded as deferred income on Exhibit A. These amounts were recognized as income in the June 2007 closing/audit entries to comply with generally accepted accounting principles. As these amounts are still available to support lab expenses, they will be reported as Allocated on this exhibit.

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

EXHIBIT C-1

COLUMBUS STATE COMMUNITY COLLEGE
 BOND FUNDED PROJECTS
 FOR THE TWO MONTHS ENDED AUGUST 31, 2007

	Bond Proceed Allocation	Proceeds Budget	Budget Reallocation 2006	Budget Reallocation 2007	Proceeds Expended to Date	Bond Proceeds Encumbered	Available to Spend	
Refunding 1993 Bonds	\$ 3,445,000	\$ 3,445,000	\$ -	\$ -	\$ 3,445,000	\$ -	\$ -	(1)
Bookstore	7,000,000	7,000,000	1,000,000	-	7,685,049	-	314,951	(2)
Facilities	3,400,000	-	-	-	-	-	-	(3)
Aquinas Hall*	1,631,673	1,631,673	(88,521)	-	1,543,153	-	-	(4)
366/370 N . Grant*	1,760,304	1,760,304	(51,066)	-	1,703,738	-	-	(5)
Unallocated	8,022	8,022	(8,022)	-	-	-	-	(6)
Child Development Center	3,000,000	3,000,000	(689,666)	(202,000)	1,871,409	-	236,925	(7)
Columbus Campus Facility Projects								(8)
Madison Hall				66,000	55,650	-	10,350	(9)
Rhodes Hall				55,000	27,979	-	27,021	(10)
Franklin Hall Suite Efficiencies				81,000	66,575	-	14,425	(11)
Planning				100,000	36,360	-	63,640	(12)
Issuance Costs	315,000	315,000	(55,830)	-	286,337	-	-	(13)
Interest Income	-	-	(106,895)	(100,000)	-	-	31,881	(14)
Total	\$ 17,160,000	\$ 17,160,000	\$ -	\$ -	\$ 16,721,251	\$ -	\$ 689,191	(15)
	[A]	[B]	[C]	[D]	[E]	[F]	[G]	

* 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 TWO MONTHS ENDED AUGUST 31, 2007
With Comparative Figures at August 31, 2006

	FY 08		FY 07		Projected FY 08 Year End Budget	Projected % of Revised Budget	
	Budget as approved May 2007	Actual to Date	Budget Expended to Date	Revised Budget as approved January 2007			Actual to Date
Sales/Revenues							
Bookstore	\$ 10,327,419	\$ 515,598	4.99%	9,546,183	\$ 486,375	5.09%	(1)
Child Development Center	1,196,717	77,748	6.50%	725,101	79,813	11.01%	(2)
Support from CSCC (CDC)	-	-	0.00%	278,055	37,308	13.42%	(3)
Food Services	369,468	25,510	6.90%	-	-	0.00%	(4)
Bridgeview	541,782	148,055	27.33%	282,771	147,908	52.31%	(5)
Total Revenues before Grant Activity	12,435,386	766,910	6.17%	10,832,110	751,404	6.94%	(6)
Cost of Goods Sold							(7)
Bookstore	7,520,934	304,961	4.05%	7,130,626	325,336	4.56%	(8)
Bridgeview	39,241	17,312	44.12%	45,365	43,002	94.79%	(9)
Gross Margin	4,875,211	444,637	9.12%	3,656,119	383,066	10.48%	(10)
Operating Expenses							(11)
Bookstore	2,697,731	353,788	13.11%	2,196,980	319,505	14.54%	(12)
Child Development Center	1,340,511	172,755	12.89%	1,003,156	116,042	11.57%	(13)
Food Services	72,525	126	0.17%	-	-	0.00%	(14)
Bridgeview	555,013	99,111	17.86%	191,610	138,786	72.43%	(15)
Total Expenses before Grant Activity	4,665,780	625,780	13.41%	3,391,746	574,333	16.93%	(16)
Auxiliary Net Operating Income/(Loss)	209,431	(181,143)	-86.49%	264,373	(191,267)	-72.35%	(17)
Grant Income	193,633	-	0.00%	163,633	14,037	8.58%	(18)
Grant Expense	193,633	-	0.00%	163,633	14,037	8.58%	(19)
Net Income/(Loss)	-	-	-	-	-	0.00%	(20)
Net Income/(Loss)							(21)
Bookstore	108,754	(143,151)	-131.63%	218,577	(158,466)	-72.50%	(22)
CDC	(143,794)	(95,007)	66.07%	(278,055)	(36,229)	13.03%	(23)
Food Services	296,943	25,384	8.55%	-	-	-	(24)
Bridgeview	(52,472)	31,632	-60.28%	45,796	(33,880)	-73.98%	(25)
Net Auxiliary Income/(Loss)	209,431	(181,143)	-86.49%	(13,682)	(228,575)	1670.63%	(26)
Auxiliary Fund Balance at June 30, 2007		8,511,387					(27)
Board Approved Additions		23,689					(28)
Transfers		-					(29)
Auxiliary Fund Balance at August 31, 2007		8,353,933					(30)

[A] [B] [C] [D] [E] [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.
FY 08 operating expense includes \$4,599 depreciation expense for the Bookstore and Bridgeview.
FY 08 operating expense includes \$155,564 debt service for CDC.
FY 07 Bridgeview budget is for the period 3/16/07 - 06/30/07.

EXHIBIT E

**COLUMBUS STATE COMMUNITY COLLEGE
CASH FLOW FORECAST
AS OF AUGUST 31, 2007**

	Actual March 2007	Actual April 2007	Actual May 2007	Actual June 2007	Actual July 2007	Actual August 2007	
Beginning Cash	\$ 5,439,018	\$ 9,842,280	\$ 6,680,504	\$ 5,111,633	\$ 10,377,078	\$ 3,999,480	(1)
Cash Receipts	32,559,640	6,678,341	8,488,229	16,129,838	5,192,197	9,905,089	(2)
Cash Disbursements	(13,156,378)	(15,840,117)	(10,057,100)	(13,864,393)	(13,569,795)	(9,864,455)	(3)
Outflow for investments	(15,000,000)	-	-	-	-	-	(4)
Inflow from investments	-	6,000,000	-	3,000,000	2,000,000	3,000,000	(5)
Ending Cash	\$ 9,842,280	\$ 6,680,504	\$ 5,111,633	\$ 10,377,078	\$ 3,999,480	\$ 7,040,114	(6)

	Forecasted September 2007	Forecasted October 2007	Forecasted November 2007	Forecasted December 2007	Forecasted January 2008	Forecasted February 2008	
Beginning Cash	\$ 7,040,114	\$ 6,001,386	\$ 4,462,658	\$ 4,423,930	\$ 6,385,202	\$ 6,346,474	(7)
Cash Receipts	28,961,272	7,461,272	5,961,272	27,961,272	7,961,272	7,961,272	(8)
Cash Disbursements	(16,000,000)	(14,000,000)	(12,000,000)	(16,000,000)	(14,000,000)	(14,000,000)	(9)
Outflow for investments	(14,000,000)	-	-	(10,000,000)	-	-	(10)
Inflow from investments	-	5,000,000	6,000,000	-	6,000,000	6,000,000	(11)
Ending Cash	\$ 6,001,386	\$ 4,462,658	\$ 4,423,930	\$ 6,385,202	\$ 6,346,474	\$ 6,307,746	(12)
	[A]	[B]	[C]	[D]	[E]	[F]	

**COLUMBUS STATE COMMUNITY COLLEGE
PRESIDENT'S DISCRETIONARY FUND
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE TWO MONTHS ENDED AUGUST 31, 2007**

EXHIBIT F

Cash at Beginning of Period		\$ <u>814</u>	(1)
			(2)
<u>Receipts:</u>			(3)
			(4)
Deposit	19,186	19,186	(5)
			(6)
			(7)
<u>Disbursements:</u>			(8)
Flowers	55		(9)
		(55)	(10)
		<u>\$ 19,945</u>	(11)
	[A]	[B]	[C]
		<u>[C]</u>	[D]

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 contribution, etc. and other appropriate expenditures not provided for in the college operating budget.

EXHIBIT G

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION, INC.
BALANCE SHEET AT AUGUST 31, 2007
With Comparative Figures at August 31, 2006

<u>Assets</u>	<u>August 31,</u> <u>2007</u>	<u>August 31,</u> <u>2006</u>	
Cash	\$ 380,542	\$ 100,708	(1)
Investments at market value (see note)	4,367,625	3,916,960	(2)
Pledges Receivable	425,409	713,651	(3)
Student Emergency Loans restricted - Net	<u>1,297</u>	<u>-</u>	(4)
		1,297	(5)
		<u>1,297</u>	(6)
Total Assets	<u>\$ 5,174,873</u>	<u>\$ 4,732,616</u>	(7)
			(8)
<u>Liabilities</u>			
Due to general fund	\$ 27,814	\$ 36,915	(9)
Trade Payables	<u>60,704</u>	<u>-</u>	(10)
Total Liabilities	<u>88,518</u>	<u>36,915</u>	(11)
<u>Fund balance</u>			
Permanently Restricted	3,148,430	3,086,190	(12)
Temporarily Restricted	1,791,197	1,493,420	(13)
Unrestricted	<u>146,728</u>	<u>116,091</u>	(14)
		116,091	(15)
		<u>116,091</u>	(16)
Total fund balance	<u>5,086,355</u>	<u>4,695,701</u>	(17)
			(18)
Total Liabilities and fund balance	<u>\$ 5,174,873</u>	<u>\$ 4,732,616</u>	(19)
	[A]	[B]	

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</u> <u>Portfolio</u>
Cash	\$ 54,652	\$ 54,652	1.25%
Equities	2,214,077	2,655,156	60.79%
Fixed Income	1,550,000	1,550,000	35.49%
Mutual Funds	<u>100,107</u>	<u>107,817</u>	<u>2.47%</u>
Total Investments	<u>\$ 3,918,836</u>	<u>\$ 4,367,625</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 TWO MONTHS ENDED AUGUST 31, 2007

	August 31, 2007				Total All Funds	
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total All Funds		
Revenue						
Contributions	\$ 47,250	\$ 15,297	\$ 1,729	\$ 64,276	\$ 103,336	(1)
Investment Income						(2)
Realized	13,980	21,414	-	35,394	25,534	(3)
Unrealized	(23,914)	(57,692)	-	(81,606)	66,622	(4)
Investment income-subtotal	(9,934)	(36,278)	-	(46,212)	92,156	(5)
Total revenues	37,316	(20,981)	1,729	18,064	195,492	(6)
Expenditures						
Scholarships	-	24,406	-	24,406	36,915	(7)
Contributions to Columbus State Management and general	32,416	-	-	32,416	171,371	(8)
Total expenditures	32,416	24,406	-	56,822	208,286	(9)
Excess (deficit) of revenues over expenditures	4,900	(45,387)	1,729	(38,758)	(12,794)	(11)
Transfers	-	-	-	-	-	(12)
Fund balance at beginning of period	141,828	1,836,584	3,146,701	5,125,113	4,708,495	(13)
Fund balance at end of period	\$ 146,728	\$ 1,791,197	\$ 3,148,430	\$ 5,086,355	\$ 4,695,701	(14)
	[A]	[B]	[C]	[D]	[F]	(15)

**COLUMBUS STATE COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
AS OF AUGUST 31, 2007**

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	\$ 19,216,208	\$ 19,216,208	5.17%	1
STAR Ohio/Plant	1,957,953	1,957,953	5.17%	1
CSCC Operating Fund 1	49,305,655	49,357,033	4.99%	424.8
CSCC Operating Fund 2	15,033,027	15,116,446	5.15%	456
Bond Proceeds	649,808	655,974	5.21%	33
Auxiliary Services	5,256,661	5,295,285	5.18%	367
Plant Fund	2,797,518	2,838,424	5.12%	265
	<u>\$ 94,216,830</u>	<u>\$ 94,437,323</u>		

* Weighted

<u>Portfolio Composition</u>	<u>Type</u>	<u>% of Total</u>
	STAR Ohio	22.42%
	Agencies	77.30%
	Cash & Equivalents	0.28%
		<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.