



COPY TO ALL BOARD MEMBERS
Vena Hill, Ex-Officio Staff Member
Tenisha McKay, Ex-Officio Student Member
Thomas Shanahan, Ex-Officio Faculty Member

**BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE**

**Friday, May 21, 2021
Virtual Meeting hosted on Zoom**

AGENDA

1. Call to Order
2. Roll Call
3. Certification of Conformity with Section §121.22(F) of the Ohio Revised Code
4. Opening Remarks from President Harrison
5. Approval of Minutes
6. Construction Contract Approvals: Campus-Wide Switchgear Replacements, Parking Garage Updates-Pedestrian Bridge, Water Metering Improvements, Campus-Wide Elevator Upgrades, and Roof Replacements (for Board Approval).....1
7. Tenure Appointments and First Promotion in Rank (for May Review and June Vote)4
8. Operating Budget for Fiscal Year 2022 (for May Discussion and June Vote)
9. Financial Statements as of and for the Ten Months Ended April 30, 2021 (for Board Information).....5
10. Personnel Items (for Board Information).....20
11. Discussion of Current Issues
12. Executive Session (*if needed*)
13. Adjournment

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



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

Construction Contract Approvals: Campus-Wide Switchgear Replacements, Parking Garage Updates-Pedestrian Bridge, Water Metering Improvements, Campus-Wide Elevator Upgrades, and Roof Replacements.

BACKGROUND INFORMATION:

State law requires the Board of Trustees to authorize the award of construction contracts for any project that exceeds \$200,000.

I. Campus-Wide Switchgear Replacements

This project will upgrade switchgear equipment at multiple locations across the Columbus Campus. Switchgear upgrade work is planned for the following campus buildings: Aquinas Hall, Delaware Hall, Eibling Hall, Franklin Hall, Madison Hall, and Rhodes Hall.

The AE design services contract for this project is \$175,000.00 with a total project budget estimated to be \$1,700,000.00, funded entirely with Series 2020 bond proceeds. The final construction costs will be identified during the design and bidding phase, which is anticipated to be complete by the end of 2021. Using the statutorily-required qualification based AE design selection process, the AE firm selected for this project is Scheeser Buckley Mayfield. With the approval of this contract, design is anticipated to commence in Summer 2021 and be complete in Fall 2021. Bidding and construction will commence thereafter.

II. Parking Garage Upgrades – Pedestrian Bridge

This project will upgrade the existing parking garage at the Columbus Campus, located at 534 E. Long Street and the connecting pedestrian bridge.

The AE design services contract for this project is \$368,800.00 with a total project budget estimated to be \$4,000,000.00, funded entirely with Series 2020 bond proceeds. The final construction costs will be identified during the design and bidding phase, which is anticipated to be complete by the end of 2021. Using the statutorily-required qualification based AE Design selection process, the AE firm selected for this project is DLZ Architecture. With approval of this contract, design is anticipated to commence in Summer 2021 and be complete in Fall 2021. Bidding and construction will commence thereafter.

III. Water Metering Improvements

This project will upgrade water meters to comply with local regulations at multiple locations

across the Columbus Campus. Water meter upgrade work is planned at the following campus locations: Davidson Hall and Mitchell Hall/Center for Technology and Learning.

The AE design services contract for this project is \$72,000.00 with a total project budget estimated to be \$800,000.00, funded entirely with Series 2020 bond proceeds. The final construction costs will be identified during the design and bidding phase, which is anticipated to be complete by the end of 2021. Using the statutorily-required qualification based AE design selection process, the AE firm selected for this project is Heapy Engineering. With approval of this contract, design is anticipated to commence in Summer 2021 and be complete in Fall 2021. Bidding and construction will commence thereafter.

IV. Campus-Wide Elevator Improvements

This project will upgrade and modernize elevators in six Columbus campus buildings (Aquinas Hall, Davidson Hall, Franklin Hall, Madison Hall, Nestor Hall, and Rhodes Hall).

The AE design services contract for this project is \$168,226.00 with a total project budget estimated to be \$1,600,000.00, funded entirely with Series 2020 bond proceeds. The final construction costs will be identified during the design and bidding phase, which is anticipated to be complete by the end of 2021. Using the statutorily-required qualification based AE Design selection process, the AE firm selected for this project is MSA Design. With approval of this contract, design is anticipated to commence in Summer 2021 and be complete in Fall 2021. Bidding and construction will commence thereafter.

V. Roof Replacements

This project will replace roofs on two Columbus campus buildings (Delaware Hall and Eibling Hall), and the Bolton Field Aviation building.

The AE Design services contract for this project is \$233,750.00 with a total project budget estimated to be \$3,000,000.00, funded entirely with Series 2020 bond proceeds. The final construction costs will be identified during the design and bidding phase, which is anticipated to be complete by the end of 2021. Using the statutorily-required qualification based AE Design selection process, the AE firm selected for this project is eS Architecture. With approval of this contract, design is anticipated to commence in Summer 2021 and be complete in Fall 2021. Bidding and Construction will commence thereafter.

RECOMMENDATION:

That the Board of Trustees authorizes the College to enter into the following contracts with the selected firms:

Project	Company	Amount
Campus-Wide Switchgear Replacements	Scheeser Buckley Mayfield	\$175,000
Parking Garage Upgrades – Pedestrian Bridge	DLZ Architecture	\$368,800
Water Metering Improvements	Heapy Engineering	\$72,000

Campus-Wide Elevator Upgrades MSA Design \$168,226

Roof Replacements eS Architecture \$233,750



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

Tenure Appointments and First Promotion in Rank

BACKGROUND INFORMATION:

In accordance with Promotion and Tenure Policy No. 5-19 approved by the Board of Trustees and effective August 31, 2015, all individuals having met the eligibility requirements for tenure and first promotion were reviewed by the Department Chairperson, Department Promotion and Tenure Review Committee, the Division Promotion and Tenure Review Committee, the Division Dean, the College Promotion and Tenure Review Committee, the Senior Vice President for Academic Affairs, and the President. Seven faculty members received recommendations that they be awarded tenure and promotion in rank to Assistant Professor by the Board of Trustees of the Columbus State Community College.

RECOMMENDATION:

That the following seven individuals be granted tenure and be promoted in rank to Assistant Professor effective at the beginning of the 2021-2022 contract year, and invited to attend the September Board Meeting to be recognized.

Health & Human Services

James Hofe	Nursing
Heather Less	Nursing
Edna McQuesten	Nursing
Beth Vetter	Allied Health

Information Systems Technology

Madeline Cardona-Lebron	Information Systems Technology
Michael Greer	Information Systems Technology

Business, Engineering & Tech

Jennifer McCord	Business Programs
-----------------	-------------------



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

Financial Statements as of and for the ten months ended April 30, 2021.

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.

FOR INFORMATION ONLY

COLUMBUS STATE

COMMUNITY COLLEGE

May 14, 2021

TO: Dr. David T. Harrison, President

FROM: Aletha M. Shipley, Vice President | Chief Financial Officer | Treasurer

SUBJECT: Financial Statements as of April 30, 2021

Attached are the financial statements of the Columbus State Community College District, the Foundation, and the President's Discretionary Fund for the period ended April 30, 2021.

1. General Fund (Exhibit B)

Revenues. Total revenues reported through April are 1.1% (\$1.5M) below last year. This is primarily driven by Fees being down \$2.5M, due to the waiving of parking and lab fees, along with other decreases offset by increased State Share of Instruction (SSI or Subsidy) and increased tuition primarily due to a 3.2% increase in tuition rates starting with the Autumn 2020 semester.

Overall, FY21 Projected Year End revenue (Column G, Row 15) is reduced by \$500K from the Revised Budget approved by the Board in March. The reduction is primarily driven by an assumption that SU21 will land 7% below what was budgeted. Budgeted enrollment for SU21 was assumed to be at SU19 levels because the 11.2% increase in SU20 was assumed to be an anomaly as a result of the pandemic. The 16.4% decrease in the table below is compared to the final SU20 enrollments. The SSI total (Column G, Row 3) now represents the College's final allocation from ODHE. Remaining smaller revenue sources are trending slightly up in aggregate.

Term	Revised Budgeted Credit Hours	Actual Credit Hours*	Budget to		Prior Year FTEs	Current Year FTEs*	% Variance
			Increase/ Decrease	Actual			
Summer 2020**	41,025	41,030	0.0%	5,345	5,946	11.3%	
Autumn 2020	217,730	216,547	-0.5%	14,511	14,436	-0.5%	
Spring 2021	190,491	190,975	0.3%	13,510	12,732	-5.8%	
Summer 2021**	43,348	40,262	-7.1%	5,946	4,971	-16.4%	

* Summer 2020 and Autumn 2020 credit hours and FTEs are Census Day numbers provided by the Ohio Department of Higher Education (ODHE). Spring 2021 credit hours and FTEs are preliminary Census Day numbers reported by the Office of Institutional Effectiveness (IE). Summer 2021 credits and FTEs are estimates by the Resource Planning & Analysis (RPA) Office based on current trend.

** Summer semester 2020 straddles both FY20 and FY21, with 46% of the revenue attributed to FY21. Likewise, Summer semester 2021 straddles both FY21 and FY22, with 54% of the revenue attributed to FY21.

Expenses and Transfers. Through the end of April, expenditures are 6.5% (\$8M) lower than the same period last year because of federal relief funds offsetting operational expenses (as reflected on Column B, Row 24) and lower spending in general due to the virtual nature of operations in FY21. Examples of lower spending include conferences, printing, and expenses related to in-person labs.

FY21 Projected Year-End (Column G, Row 25) expenditures are expected to be \$4.9 million less overall than the FY21 Revised Budget. Projected underspending is mostly reflected in non-payroll related costs like utilities. One exception is group insurance, which is currently projected to land \$500K below budget, up from last month's projection of \$1M below budget due to a shift in claims from last month to this month. Group insurance is always difficult to project due to the lag time with expenses being submitted, but the pandemic has added another layer of uncertainty. Given what is known at this time, though, it is felt that these one-time savings are reasonably safe to assume. Adding a portion of projected interest income (Column G, Row 36), which is not budgeted, results in projected net income of approximately \$4.5M. Note that a significant portion of interest income earnings comes from bond proceeds and tax collections which are not part of the projected operating fund.

COVID-19 Federal Support: The College has been awarded five primary grants through the CARES Act to help with FY20 and FY21 costs related to the pandemic. The initial award totaling \$12.56M was the Higher Education Emergency Relief Fund (HEERF) and included a student portion and an institutional portion. In addition, the following grants under CARES Act have been awarded: Strengthening Institutions Program grant totaling about \$622K; two rounds of Coronavirus Relief Fund grants awarded by the State totaling \$4.7M; and a mental health grant awarded by the State totaling almost \$361K. Each CARES Act grant has different spending regulations and time periods for which to use them. Grant awards from the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act and the American Rescue Plan (ARP) Act will mostly be used for FY22 costs.

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

Bookstore revenues to date are down \$1.6M, or 19.1%, compared to the same period last year, and gross margin is down \$667K, or 35.0%. While textbooks and general merchandise are down \$1.9M from the same time last year, Inclusive Access revenue has increased \$556K. The pandemic has had a substantial impact on sales since the physical Bookstore location has been closed but online business has increased substantially, somewhat mitigating sales decreases. Bookstore operating expense is down 7.9% from last year, due in part to a reduction in payroll resulting from vacated positions not backfilled as well as use of temporary employees. Food Service revenues are down 60.9% from last year due to minimal vending commission and no catering income this year compared to last. Expenses are flat.

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

To-date disbursements of \$2,131 left a balance of \$17,869 for April in this fund.

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

Total Foundation revenues are up \$4.5M, or 108%. Contributions to date (\$6.4M), are up \$3.1M, or 95%, from the prior year, primarily due to an increase in Mitchell Hall contributions which had a \$1M gift from the Wexner Family recognized in November. Contributions for Columbus State (Row 3) includes corporate awards of a \$1.4M pledge from JP Morgan Chase for a Career Readiness project and a \$2.5M pledge from AEP Foundation to support continuation of the Credits Count program; in the prior year corporate contributions were primarily a \$1M pledge, also from JP Morgan Chase, supporting workforce development in the Central Ohio region, and a contribution from Cardinal Health for the MidOhio Market at C-State. Net investment activity, which is \$2.2M through April, was up \$1.4M from activity through the same period in FY20 as unrealized losses occurred in FY20 in the early months of the pandemic; net investment activity for the current month is up \$466K from March 31, 2021. Unrestricted expenses are down 4.0% from the previous year, primarily due to lower spending from unallocated unrestricted funds for Staff Expense and Campus Outreach while Investment Management Fees were higher than in FY20; spending from allocated unrestricted funds is nearly flat to FY20 spending.

5. **Investments**

The College's portfolio is invested consistently with its investment policy, with 47.57% currently invested in STAR Ohio and other money markets, and the balance in various federal agencies, municipal bonds, and treasury notes. The amount invested in STAR Ohio has been substantially higher since October than previous months due to the opening of two new STAR Ohio accounts to hold proceeds totaling \$150M from bonds issued in October from the College's first ever voted bond issue. Of the \$301K net interest income reported on Exhibit B, \$934K is unrealized losses while \$1.235M is realized income and includes earnings generated from bond proceeds.

**COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT APRIL 30, 2021
With Comparative Figures at April 30, 2020**

EXHIBIT A

<u>Assets</u>	<u>April 30, 2021</u>	<u>April 30, 2020</u>		<u>Liabilities and Fund Balance</u>	<u>April 30, 2021</u>	<u>April 30, 2020</u>	
Current Funds			(1)	Current Funds			(1)
Unrestricted			(2)	Unrestricted			(2)
Educational and general			(3)	Educational and general			(3)
Cash	\$ 5,560,403	\$ 4,287,831	(4)	Accounts payable	\$ 14,194,351	\$ 12,110,245	(4)
Investments (including money markets at cost and treasury bills and agency discount notes at market - (note 1)	129,053,092	119,173,096	(5) (6) (7)	Deferred income			(5)
Accounts receivable, net of allowance for doubtful accounts	19,429,978	21,814,620	(8) (9)	Student tuition	12,189,874	13,244,376	(6)
Interest receivable	-	-	(10)	Lab fees and credit bank	214,736	326,454	(7)
Prepaid expense	769,069	723,159	(11)	State CARES funds	1,896,023	-	(8)
Inventory	137,371	161,840	(12)	Due to auxiliary funds	-	-	(9)
Due from agency funds	385,232	4,069,608	(13)	Due to plant funds	58,467,642	49,934,817	(10)
Due from auxiliary funds	607,389	399,549	(14)	Due to agency funds	-	-	(11)
			(15)	Fund balances (Exhibit C):			(12)
Total educational & general	<u>\$ 155,942,532</u>	<u>\$ 150,629,703</u>	(16)	Allocated	59,324,266	58,869,816	(13)
				Unallocated	9,655,640	16,143,995	(14)
				Total fund balances	<u>68,979,905</u>	<u>75,013,811</u>	(15)
				Total educational & general	<u>\$ 155,942,532</u>	<u>\$ 150,629,703</u>	(16)
Auxiliary enterprise				Auxiliary enterprise			
Cash	\$ 2,086,181	\$ 2,371,219	(17)	Accounts payable	\$ 76,783	\$ 75,530	(17)
Investments	11,072,671	11,119,815	(18)	Due to educational & general fund	607,389	399,550	(18)
Accounts receivable	1,233,357	1,334,743	(19)	Due to Plant Fund	270,878	390,738	(19)
Inventories, at cost as defined (note 2)	1,910,282	1,801,407	(20)	Fund balances (Exhibit D):			(20)
Other Assets	70,178	70,178	(21)	Allocated	437,301	360,271	(21)
Due from general fund	-	-	(22)	Unallocated	15,095,671	15,471,273	(22)
Due from grant funds	115,353	-	(23)	Total fund balances	<u>15,532,972</u>	<u>15,831,544</u>	(23)
Total auxiliary enterprise	<u>16,488,022</u>	<u>16,697,362</u>	(24)	Total auxiliary enterprise	<u>16,488,022</u>	<u>16,697,362</u>	(24)
Total unrestricted	<u>\$ 172,430,554</u>	<u>\$ 167,327,065</u>	(25)	Total unrestricted	<u>\$ 172,430,554</u>	<u>\$ 167,327,065</u>	(25)
Total current funds	<u>\$ 172,430,554</u>	<u>\$ 167,327,065</u>	(31)	Total current funds	<u>\$ 172,430,554</u>	<u>\$ 167,327,065</u>	(31)
	[A]	[B]			[C]	[D]	

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

(Continued)

**COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT APRIL 30, 2021
With Comparative Figures at April 30, 2020**

**EXHIBIT A
(Continued)**

<u>Assets</u>	<u>April 30, 2021</u>	<u>April 30, 2020</u>		<u>Liabilities and Fund Balance</u>	<u>April 30, 2021</u>	<u>April 30, 2020</u>	
Plant funds			(1)	Plant funds			(1)
Unexpended			(2)	Unexpended			(2)
State appropriations receivable	\$ -	\$ -	(3)	Fund balances			(3)
Capital Improvement Fund	<u>1,541,387</u>	<u>1,537,423</u>	(4)	Restricted	\$ <u>1,541,387</u>	\$ <u>1,537,423</u>	(4)
Total unexpended	<u>1,541,387</u>	<u>1,537,423</u>	(5)	Total unexpended	<u>1,541,387</u>	<u>1,537,423</u>	(5)
Cash from Bond Proceeds	1,905,562	3,375,075	(6)				(6)
Investments	157,268,610	-	(7)				(7)
Deposit with trustees/Bond Retirement Fund	3,259,710	906,118	(8)	Investment in plant:			(8)
Due from general fund	58,467,642	49,934,817	(9)	Interest payable	-	-	(9)
Due from Auxiliary	3,851,526	390,738	(10)	Capital lease payable	195,290	569,244	(10)
Land	30,161,442	27,719,338	(11)	Accounts payable	51,811	53,021	(11)
Improvements other than buildings	14,781,441	14,678,305	(12)	Bonds payable	177,592,127	26,309,216	(12)
Buildings	177,052,980	176,097,293	(13)	Deferred Gift Annuity	-	-	(13)
Movable equipment, furniture and library books	57,989,237	55,425,805	(14)	Due from Grant Funds	232,000	232,000	(14)
Construction-in-progress	36,700,962	32,513,538	(15)	Net investment in plant	227,394,729	206,907,741	(15)
Other Assets	57,954	95,665	(17)				(16)
Less: accumulated depreciation	<u>(136,031,111)</u>	<u>(127,065,470)</u>	(18)				(17)
Total investment in plant	<u>405,465,957</u>	<u>234,071,222</u>	(19)	Total investment in plant	<u>405,465,957</u>	<u>234,071,222</u>	(18)
Total plant funds	<u>\$ 407,007,344</u>	<u>\$ 235,608,645</u>	(20)	Total plant funds	<u>\$ 407,007,344</u>	<u>\$ 235,608,645</u>	(19)
	[A]	[B]			[C]	[D]	(20)
Agency funds			(21)	Agency funds			(21)
Cash	\$ -	\$ -	(22)	Deposits held in custody for others	\$ -	\$ -	(22)
Due from agencies	385,232	4,069,608	(23)	Due to educational and general fund	385,232	4,069,608	(23)
Due from general fund	-	-	(24)				(24)
Total agency funds	<u>385,232</u>	<u>4,069,608</u>	(25)	Total agency funds	<u>\$ 385,232</u>	<u>\$ 4,069,608</u>	(25)

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

**COLUMBUS STATE COMMUNITY COLLEGE
OPERATIONAL BUDGET COMPARISON
FOR THE TEN MONTHS ENDED APRIL 30, 2021
With Comparative Figures at April 30, 2020**

EXHIBIT B

	FY 21			FY 20			FY 21 Projected Year End		FY 20 Audited Year End		
	Revised Budget as approved March 2021	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	Revised Budget as approved January 2020	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	FY 21 Projected Year End	Projected % of Budget	FY 20 Audited Year End	% of Budget	
Revenues											
Appropriations											
Subsidy	\$ 73,264,542	\$ 60,318,199	82.33%	\$ 69,790,276	\$ 58,147,836	83.32%	\$ 73,264,542	100.00%	\$ 67,136,142	96.20%	(1)
Student Support Services	-	-	-	-	-	-	-	-	-	-	(2)
	<u>73,264,542</u>	<u>60,318,199</u>	<u>82.33%</u>	<u>69,790,276</u>	<u>58,147,836</u>	<u>83.32%</u>	<u>73,264,542</u>	<u>100.00%</u>	<u>67,136,142</u>	<u>96.20%</u>	(3)
Student											
Tuition	75,547,268	69,561,647	92.08%	74,866,040	69,179,817	92.40%	75,063,006	99.36%	76,773,210	102.55%	(4)
Fees	1,337,908	1,103,284	82.46%	4,032,253	3,561,989	88.34%	1,355,605	101.32%	3,125,549	77.51%	(5)
Special Courses	890,013	804,467	90.39%	2,151,760	1,557,440	72.38%	916,783	103.01%	1,777,489	82.61%	(6)
	<u>77,775,189</u>	<u>71,469,398</u>	<u>91.89%</u>	<u>81,050,053</u>	<u>74,299,246</u>	<u>91.67%</u>	<u>77,335,393</u>	<u>99.43%</u>	<u>81,676,248</u>	<u>100.77%</u>	(7)
Contracted Services											
Net	640,023	505,088	78.92%	676,865	448,143	66.21%	636,306	99.42%	878,673	129.82%	(8)
	<u>640,023</u>	<u>505,088</u>	<u>78.92%</u>	<u>676,865</u>	<u>448,143</u>	<u>66.21%</u>	<u>636,306</u>	<u>99.42%</u>	<u>878,673</u>	<u>129.82%</u>	(9)
Other											
Partnership Revenue	29,811	23,162	77.70%	41,800	31,215	74.68%	23,875	80.09%	42,505	101.69%	(10)
Miscellaneous	469,166	344,352	73.40%	1,018,634	530,425	52.07%	419,038	89.32%	606,098	59.50%	(11)
Mitchell Hall Transfer In	-	-	-	869,394	724,495	83.33%	-	-	869,394	100.00%	(12)
Transfer In for Debt Service	1,228,463	-	-	1,286,891	-	-	1,228,463	100.00%	-	-	(13)
	<u>1,727,440</u>	<u>367,514</u>	<u>21.28%</u>	<u>3,216,719</u>	<u>1,286,135</u>	<u>39.98%</u>	<u>1,671,376</u>	<u>96.75%</u>	<u>1,517,997</u>	<u>47.19%</u>	(14)
Total Revenues	<u>153,407,194</u>	<u>132,660,198</u>	<u>86.48%</u>	<u>154,733,913</u>	<u>134,181,360</u>	<u>86.72%</u>	<u>152,907,616</u>	<u>99.67%</u>	<u>151,209,060</u>	<u>97.72%</u>	(15)
Operating Expenditures											
Educational & general (Instructional)	79,956,976	65,319,924	81.69%	81,206,669	67,664,348	83.32%	78,495,964	98.17%	80,458,779	99.08%	(16)
Library	1,837,590	1,392,065	75.75%	1,944,305	1,565,716	80.53%	1,724,577	93.85%	1,910,486	98.26%	(17)
General	11,409,678	8,105,888	71.04%	11,208,498	8,414,564	75.07%	10,503,001	92.05%	10,190,479	90.92%	(18)
Information Technology	13,182,337	11,136,385	84.48%	13,279,035	11,527,762	86.81%	12,648,642	95.95%	13,171,649	99.19%	(19)
Student Services	14,348,710	10,931,769	76.19%	15,261,698	11,876,344	77.82%	13,552,399	94.45%	14,046,193	92.04%	(20)
Operation and maintenance of plant	15,731,481	11,492,110	73.05%	16,157,291	12,922,067	79.98%	14,430,539	91.73%	15,645,921	96.84%	(21)
Administration	9,747,333	7,522,025	77.17%	10,456,064	7,040,295	67.33%	9,941,703	101.99%	8,664,014	82.86%	(22)
Transfer for debt service	2,602,949	2,169,124	83.33%	2,669,662	2,224,718	83.33%	2,602,949	100.00%	2,669,662	100.00%	(23)
CARES Act Offset	(3,079,860)	(2,869,069)	-	-	-	-	(3,030,662)	98.40%	-	-	(24)
Total Expenditures	<u>145,737,194</u>	<u>115,200,220</u>	<u>79.05%</u>	<u>152,183,222</u>	<u>123,235,814</u>	<u>80.98%</u>	<u>140,869,112</u>	<u>96.66%</u>	<u>146,757,183</u>	<u>96.43%</u>	(25)
Non-operating & Encumbered											
Transfer for Capital Equipment	500,000	See Exhibit C	-	500,000	See Exhibit C	-	500,000	N/A	500,000	N/A	(26)
Transfer for Capital Improvements	620,000	-	-	-	-	-	620,000	N/A	-	N/A	(27)
Transfer for Student Success & Innovation	600,000	-	-	1,230,691	-	-	600,000	N/A	-	N/A	(28)
Transfer for Scholarships	-	-	-	-	-	-	-	N/A	-	N/A	(29)
Transfer for Technology Initiatives	1,820,000	-	-	820,000	-	-	1,820,000	N/A	820,000	N/A	(30)
Transfer for Mitchell Hall Start Up Costs	-	-	-	-	-	-	-	N/A	600,000	N/A	(31)
Transfer for One Time Compensation	4,130,000	-	-	-	-	-	4,130,000	N/A	3,450,000	N/A	(32)
COVID-19	-	-	-	-	(167,176)	-	-	N/A	-	N/A	(33)
Total expenditures and transfers	<u>153,407,194</u>	<u>115,200,220</u>	<u>75.09%</u>	<u>154,733,913</u>	<u>123,068,638</u>	<u>79.54%</u>	<u>148,539,112</u>	<u>96.83%</u>	<u>152,127,183</u>	<u>98.32%</u>	(34)
Operational Revenues	-	17,459,978	N/A	-	11,112,722	N/A	4,368,504	N/A	(918,123)	N/A	(35)
Interest Income											
Net Operating Revenues	\$ -	\$ 300,596	-	\$ -	\$ 3,017,195	-	\$ 300,596	-	\$ 3,643,051	-	(36)
	<u>-</u>	<u>17,760,574</u>	<u>-</u>	<u>-</u>	<u>14,129,917</u>	<u>-</u>	<u>4,669,100</u>	<u>-</u>	<u>2,724,928</u>	<u>-</u>	(37)
Reserve expenditures from Exhibit C											
Net Revenues/(Expenditures)	-	8,533,540	-	-	4,961,494	-	5,018,107 *	-	7,093,503	-	(38)
	<u>-</u>	<u>9,227,034</u>	<u>-</u>	<u>-</u>	<u>9,168,423</u>	<u>-</u>	<u>9,168,423</u>	<u>-</u>	<u>(4,368,575)</u>	<u>-</u>	(39)
	[A]	[B]	[C]	[D]	[E]	[F]	[G]	[H]	[I]	[J]	

*As it is very early in the fiscal year, the amount in [G](38) contains only the actuals expended year to date. Estimated year-end entries for State capital appropriations, capitalization of assets, depreciation expense and other required year-end audit accruals and adjustments will be included in the September financial statements.

**COLUMBUS STATE COMMUNITY COLLEGE
STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT
EDUCATIONAL AND GENERAL FUNDS
FOR THE TEN MONTHS ENDED APRIL 30, 2021**

EXHIBIT C

	Balance at June 30, 2020	Net Increase for Current Period	Board Approved Additions	Transfers	Expenditures	Balance at April 30, 2021	
Unrestricted							
Allocated							
Capital Improvements & Land Acquisition	\$ 7,830,025	\$ -	\$ 620,000	\$ -	\$ (186,753)	\$ 8,263,272	(1)
Carpet/Furniture Reupholstering	23,812	-	-	-	-	23,812	(2)
Jefferson Ave/Grove Street Repaving	22,222	-	-	-	-	22,222	(3)
Space Efficiency Upgrades	187,257	-	-	-	-	187,257	(4)
Site Development Delaware Campus	1,172,279	-	-	-	-	1,172,279	(5)
Bookstore/DX Modifications	263,490	-	-	-	-	263,490	(6)
Facilities Infrastructure Improvements	70,741	-	-	-	-	70,741	(7)
Student Support Services	199,785	-	-	-	-	199,785	(8)
Creative Campus	38,869	-	-	-	(1,378)	37,491	(9)
School of Hospitality Management	(16,638)	-	-	-	(25,997)	(42,634)	(10)
Advancement	862,821	-	400,000	-	(99,422)	1,163,399	(11)
COTA	75,000	-	-	-	-	75,000	(12)
EB 302 Renovation	10,057	-	-	-	-	10,057	(13)
Vet Tech Upgrade	23,055	-	-	-	-	23,055	(14)
Fire Science	318,660	-	-	-	-	318,660	(15)
Ongoing Maintenance	16,140	-	-	-	-	16,140	(16)
Mitchell Hall Start-Up Costs	1,131,501	-	-	-	(1,002)	1,130,499	(17)
COVID-19	(462,199)	-	-	-	(286,887)	(749,086)	(18)
Capital Equipment	5,588,426	-	500,000	-	(161,475)	5,926,951	(19)
Target 2002	333,088	-	-	-	-	333,088	(20)
Collective Bargaining	33,104	-	-	-	-	33,104	(21)
Budget/Tuition Stabilization	20,756,987	-	-	-	-	20,756,987	(22)
Accumulated Lab Fees	1,699,768	-	-	-	(410,632)	1,289,135	(23)
Broadbanding	103,337	-	-	-	-	103,337	(24)
Scholarships	349,903	-	350,000	-	(595,292)	104,610	(25)
Student Success and Innovation	8,365,661	-	1,800,000	-	(765,800)	9,399,861	(26)
Strategic Growth Initiatives	689,107	-	-	-	-	689,107	(27)
Technology Initiatives	3,168,508	-	1,820,000	-	(715,944)	4,272,563	(28)
Human Capacity Development/Wellness	311,266	-	-	-	-	311,266	(29)
Campus Safety Initiatives	176,134	-	-	-	-	176,134	(30)
Energy Efficiency/Sustainability Initiatives	1,570,416	-	-	-	-	1,570,416	(31)
Health Care Self-Insurance Escrow	1,241,018	-	-	-	-	1,241,018	(32)
Health Care HSA Incentive	86,636	-	-	-	-	86,636	(33)
Self-Insured Workers Compensation Benefits	152,500	-	-	-	-	152,500	(34)
One-Time Compensation	226,657	-	5,630,000	-	(5,157,181)	699,476	(35)
Partnerships for Student Success	20,529	-	-	-	-	20,529	(36)
Workforce Development	39,165	-	-	-	(125,776)	(86,611)	(37)
Tobacco Free Campus Implementation	57,219	-	-	-	-	57,219	(38)
PERFORMS	1,499	-	-	-	-	1,499	(39)
	56,737,806	-	11,120,000	-	(8,533,540)	59,324,266	(40)
Unallocated	2,474,466	9,767,634	(11,120,000)	-	8,533,540	9,655,640	(41)
Total General Fund	\$ 59,212,271	\$ 9,767,634	\$ -	\$ -	\$ -	\$ 68,979,905	(42)
	[A]	[B]	[C]	[D]	[E]	[F]	(43)

**COLUMBUS STATE COMMUNITY COLLEGE
OPERATIONAL BUDGET COMPARISON FOR AUXILIARY SERVICES
FOR THE TEN MONTHS ENDED APRIL 30, 2021
With Comparative Figures at April 30, 2020**

EXHIBIT D

	FY 21			FY 20			FY 21 Projected Year End		FY 20 Audited Year End		
	Revised Budget as approved March 2021	Actual to Date	% of Budget Expended to Date	Budget as approved January 2020	Actual to Date	% of Budget Expended to Date	FY 21 Projected Year End	Projected % of Budget	FY 20 Audited Year End	% of Budget	
Auxiliary											
Sales/Revenues											
Bookstore	\$ 7,161,013	\$ 6,818,279	95.21%	\$ 9,309,487	\$ 8,423,610	90.48%	\$ 7,161,013	100.00%	\$ 9,642,530	103.58%	(1)
Food Services	82,500	83,089	100.71%	219,500	212,728	96.91%	82,500	100.00%	213,226	97.14%	(2)
Total Revenues	7,243,513	6,901,368	95.28%	9,528,987	8,636,338	90.63%	7,243,513	100.00%	9,855,756	103.43%	(3)
Cost of Goods Sold											
Bookstore	6,081,744	5,579,450	91.74%	7,474,192	6,518,153	87.21%	6,081,744	100.00%	7,522,028	100.64%	(4)
Food Service	-	-	0.00%	-	-	0.00%	-	0.00%	618	0.00%	(5)
Gross Margin	1,161,769	1,321,918	113.78%	2,054,795	2,118,185	103.08%	1,161,769	100.00%	2,333,110	113.54%	(6)
Operating Expenses											
Bookstore	1,296,657	995,099	76.74%	1,374,421	1,080,103	78.59%	1,296,657	100.00%	1,281,685	93.25%	(7)
Food Services	77,502	64,015	82.60%	92,823	65,240	70.28%	77,502	100.00%	81,314	87.60%	(8)
Auxiliary Administration	161,562	150,662	93.25%	333,671	168,501	50.50%	161,562	100.00%	221,564	66.40%	(9)
Total Expenses	1,535,721	1,209,776	78.78%	1,800,915	1,313,844	72.95%	1,535,721	100.00%	1,584,563	87.99%	(10)
Auxiliary Net Operating Income/(Loss)	(373,952)	112,142	-29.99%	253,880	804,341	316.82%	(373,952)	100.00%	748,547	294.84%	(11)
Net Income/(Loss)											
Bookstore	(217,388)	243,730	-112.12%	460,874	825,354	179.08%	(217,388)	100.00%	838,817	182.01%	(12)
Food Services	4,998	19,074	381.64%	126,677	147,488	116.43%	4,998	100.00%	131,294	103.64%	(13)
Auxiliary Administration	(161,562)	(150,662)	93.25%	(333,671)	(168,501)	50.50%	(161,562)	100.00%	(221,564)	66.40%	(14)
CARES Offset/Transfer-In	373,952	-	n/a	-	-	n/a	373,952	100.00%	-	n/a	(15)
Net Auxiliary Income/(Loss)	-	112,142	0.00%	253,880	804,341	316.82%	-	0.00%	748,547	294.84%	(16)
Reserve Expenditures											
Non-operating Revenues/Expenditures	(30,000)	-		(50,000)	(12,744)		(30,000)		(12,744)		(17)
College Credit Plus	-	-		-	-		-		-		(18)
College Strategic Priorities	(101,000)	(25,000)		-	-		(101,000)		-		(19)
Food Services/Renovations	-	-		-	-		-		-		(20)
Transfer for Debt Service	(331,301)	(276,084)		(323,015)	(269,179)		(331,301)		(323,015)		(21)
	[A]	[B]	[C]	[D]	[E]	[F]	[G]	[H]	[I]	[J]	

**COLUMBUS STATE COMMUNITY COLLEGE
CASH FLOW FORECAST
AS OF APRIL 30, 2021**

EXHIBIT E

	Actual November 2020	Actual December 2020	Actual January 2021	Actual February 2021	Actual March 2021	Actual April 2021	
Beginning Cash	\$ 7,218,362	11,030,763	4,850,664	6,282,156	5,538,044	6,638,755	(1)
Cash Receipts	11,965,081	9,489,774	22,023,827	8,928,679	11,004,964	9,337,317	(2)
Cash Disbursements	(12,948,807)	(15,888,715)	(14,475,195)	(14,193,293)	(13,080,310)	(13,519,716)	(3)
Financial Aid	(203,873)	218,842	12,882,860	520,502	176,057	(155,311)	(4)
Outflow for investments	-	-	(19,000,000)	-	-	-	(5)
Inflow from investments	5,000,000	-	-	4,000,000	3,000,000	3,000,000	(6)
Ending Cash	<u>\$ 11,030,763</u>	<u>4,850,664</u>	<u>6,282,156</u>	<u>5,538,044</u>	<u>6,638,755</u>	<u>5,301,045</u>	(7)

	Forecasted May 2021	Forecasted June 2021	Forecasted July 2021	Forecasted August 2021	Forecasted September 2021	Forecasted October 2021	
Beginning Cash	\$ 5,301,045	5,795,180	5,147,109	5,484,038	5,265,967	5,167,896	(8)
Cash Receipts	14,770,000	9,700,000	9,075,000	21,980,000	8,770,000	10,160,000	(9)
Cash Disbursements	(15,205,865)	(16,548,071)	(14,748,071)	(14,548,071)	(15,048,071)	(14,048,071)	(10)
Financial Aid	3,930,000	200,000	(990,000)	10,350,000	3,180,000	325,000	(11)
Outflow for investments	(8,000,000)	-	-	(21,000,000)	-	-	(12)
Inflow from investments	5,000,000	6,000,000	7,000,000	3,000,000	3,000,000	4,000,000	(13)
Ending Cash	<u>\$ 5,795,180</u>	<u>5,147,109</u>	<u>5,484,038</u>	<u>5,265,967</u>	<u>5,167,896</u>	<u>5,604,825</u>	(14)

**COLUMBUS STATE COMMUNITY COLLEGE
PRESIDENT'S DISCRETIONARY FUND
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE TEN MONTHS ENDED APRIL 30, 2021**

EXHIBIT F

Cash at Beginning of Period		\$ <u>18,000</u>	(1)
<u>Receipts:</u>			
Deposit from General Fund	2,000	2,000	(2)
<u>Disbursements:</u>			
Oberer's Flowers	1,646		(3)
Donation	60		(4)
Columbus State	86		(5)
Discovery Exchange	339	2,131	(6)
		\$ <u>17,869</u>	(7)
	[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
BALANCE SHEET AT APRIL 30, 2021
With Comparative Figures at April 30, 2020

<u>Assets</u>	<u>April 30,</u> <u>2021</u>	<u>April 30,</u> <u>2020</u>	
Cash	\$ 3,156,571	\$ 4,798,903	(1)
Investments at market value (see note)	16,833,597	11,203,321	(2)
Pledges Receivable - Mitchell Hall	2,430,252	2,298,526	(3)
Pledges Receivable - Other	5,971,245	4,649,823	(4)
Accounts Receivable	-	-	(5)
Other Assets	377,123	377,123	(6)
Total Assets	<u>\$ 28,768,788</u>	<u>\$ 23,327,696</u>	(7)
<u>Liabilities</u>			
Due to general fund	\$ -	\$ -	(8)
Pledge Payable	-	-	(9)
Trade Payables	280,000	463,868	(10)
Total Liabilities	<u>280,000</u>	<u>463,868</u>	(11)
<u>Fund balance</u>			
Permanently Restricted	5,120,619	4,892,162	(12)
Temporarily Restricted	18,687,086	14,275,717	(13)
Unrestricted			
Allocated	134,363	150,272	(14)
Unallocated	4,546,720	3,545,677	(15)
Total fund balance	<u>28,488,788</u>	<u>22,863,828</u>	(16)
Total Liabilities and fund balance	<u>\$ 28,768,788</u>	<u>\$ 23,327,696</u>	(17)
	[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 & Equivalents	\$ 476,314	476,436	2.83%
Equities	5,771,591	8,099,897	48.12%
Fixed Income	5,912,029	5,855,505	34.78%
Mutual Funds	<u>2,323,659</u>	<u>2,401,759</u>	<u>14.27%</u>
Total Investments	<u>\$ 14,483,593</u>	<u>\$ 16,833,597</u>	<u>100.00%</u>

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TEN MONTHS ENDED APRIL 30, 2021
With Comparative Figures at April 30, 2020

	April 30, 2021				April 30, 2020		
	Unrestricted Allocated	Unrestricted Unallocated	Temporarily Restricted	Permanently Restricted	Total All Funds	Total All Funds	
Revenue							
Contributions							
Scholarships and Programs	\$ -	\$ 116,696	\$ 266,188	\$ 201,783	\$ 584,667	\$ 976,208	(1)
Taste the Future	-	127,860	-	-	127,860	210,604	(2)
Contributions for Columbus State	-	-	4,252,896	-	4,252,896	1,933,721	(3)
Mitchell Hall	-	-	1,375,525	-	1,375,525	159,125	(4)
Creative Campus	-	-	40,000	-	40,000	-	(5)
Administration Fee Income	-	-	-	-	-	-	(6)
Rental Income	-	-	-	-	-	-	(7)
Interest Income	-	17,170	1,278	-	18,448	3,221	(8)
Investment Income							
Realized	-	403,766	859,795	-	1,263,561	956,209	(9)
Unrealized	-	319,792	649,308	-	969,100	(88,873)	(10)
Investment income-subtotal	-	723,558	1,509,103	-	2,232,661	867,336	(11)
Total revenues	-	985,284	7,444,990	201,783	8,632,057	4,150,215	(12)
Expenditures							
Scholarships and Programs	-	-	319,911	-	319,911	436,398	(13)
Contributions to Columbus State	-	-	841,374	-	841,374	599,956	(14)
Corporate Gift	-	-	2,282,313	-	2,282,313	715,000	(15)
Creative Campus	-	-	1,481	-	1,481	49,461	(16)
Mitchell Hall	-	-	-	-	-	-	(17)
Administrative Fee Expense	-	-	-	-	-	-	(18)
Management and general	15,909	255,057	2,500	-	273,466	281,645	(20)
Total expenditures	15,909	255,057	3,447,579	-	3,718,545	2,082,460	(21)
Excess (deficit) of revenues over expenditures	(15,909)	730,227	3,997,411	201,783	4,913,512	2,067,755	(22)
Transfers	-	-	-	-	-	-	(23)
Other Board Distributions	-	-	-	-	-	(315,000)	(24)
Fund balance at beginning of period	150,272	3,816,493	14,689,675	4,918,836	23,575,276	21,111,073	(25)
Fund balance at end of period	\$ 134,363	\$ 4,546,720	\$ 18,687,086	\$ 5,120,619	\$ 28,488,788	\$ 22,863,828	(26)
	[A]	[B]	[C]	[D]	[E]	[F]	

**COLUMBUS STATE COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
AS OF APRIL 30, 2021**

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	\$ 32,094,937	\$ 32,094,937	0.08%	1
STAR Ohio/Plant	1,541,387	1,541,387	0.08%	1
STAR Ohio/Auxiliary	5,727,978	5,727,978	0.08%	1
STAR Plus	2,621,898	2,621,898	0.07%	1
STAR 2020A Bonds	1,015,013	1,015,013	0.08%	1
STAR 2020B Bonds	61,064,568	61,064,568	0.08%	1
CSCC Operating Fund	83,778,769	84,514,903	1.13%	942
Auxiliary Services	5,378,923	5,460,046	1.39%	880
2020A Bond Proceeds	26,000,102	26,002,082	0.10%	110
2020B Bond Proceeds	58,998,411	59,012,157	0.11%	157
County Proceeds	10,055,304	10,174,791	0.03%	1
Plant Fund	9,745,142	9,821,354	0.99%	872
	<u>\$ 298,022,430</u>	<u>\$ 299,051,112</u>		

* Weighted

<u>Portfolio Composition</u>	<u>Type</u>	<u>% of Total</u>
	STAR Ohio	34.80%
	Agencies	28.44% *
	Municipal Bonds	13.39%
	Corporate Issues	10.17%
	Treasury Notes	0.43%
	Stocks	0.00%
	Cash & Equivalents	<u>12.77%</u>
		100.00%

* 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. A complete physical inventory is taken annually and adjustments, if any, are recorded.

A weighted average cost is used for inventory for the Retail Operations in Mitchell Hall. Inventory is taken monthly 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 \$1,285,000 with interest rates of 1.65% to 5%, the final installment being due in 2038, 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

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>
Jose Chamocho	Facilities Support Worker II	Building Services	04/01/2021	\$34,091
Juan Chamocho	Facilities Support Worker II	Building Services	04/01/2021	\$36,338
Christine Frankart	Associate Counsel	Legal Office	04/05/2021	\$85,000
Alex Stigler	Assistant Director	Enrollment Service Operations	04/01/2021	\$74,503
Brandon White	Groundskeeper I	Grounds	04/26/2021	\$34,091

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>
James Duffey	Maintenance Technician	Maintenance	04/30/2021
Rosie Sanok	Functional Analyst	Human Resources Information Systems	04/02/2021