



COPY TO ALL BOARD MEMBERS
Susan Thomas, Ex Officio Staff Member
Darrell Minor, Ex Officio Faculty Member
Jillian Woltz, Ex Officio Student Member

**BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE**

Thursday, September 15, 2011
12:00 p.m.
Pete Grimes Board Room, Franklin Hall

AGENDA

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(1) Renewal of Agreement between Columbus State Community College and the Columbus State Community College Development Foundation	1
(2) Financial Statements as of August 31, 2011	6
(3) Personnel Information Items (Information Only)	20
(4) Executive Session (<i>if needed</i>)	



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

Date: _____

SUBJECT:

Renewal of Agreement between Columbus State Community College and the Columbus State Community College Development Foundation, Inc.

BACKGROUND INFORMATION:

In 1981, the Columbus State Community College Board of Trustees authorized the formation of the Columbus State Community College Development Foundation, Inc., as an Internal Revenue Code Section 501 (C)(3) entity. The Foundation is an independent, non-profit corporation established pursuant to Ohio Revised Code Chapter 1702.

Under the advice of the Ohio Attorney General, in November, 2000, the College and the Foundation formalized their relationship by written Agreement to cooperatively advance the educational programs and services of the College. Such Agreements are recognized as a "best practice" in Ohio for state colleges and universities.

The current Agreement was executed and approved by the CSCC Board of Trustees in 2006, extending for a term of five (5) years expiring October 27, 2011. It is now necessary to approve and execute a new Agreement. The proposed updated Agreement, attached, includes one substantive change from the prior Agreement, namely, granting a license to the Foundation permitting use of the College's trademarked name, logo and/or other symbols in conducting business.

RECOMMENDATION:

That the Board of Trustees approve and execute an updated Agreement between the Columbus State Community College and the Columbus State Community College Development Foundation.

**AGREEMENT BETWEEN COLUMBUS STATE COMMUNITY COLLEGE
AND COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT
FOUNDATION, INC.**

This Agreement is made by and between Columbus State Community College, (College) and Columbus State Community College Development Foundation, Inc., (Foundation).

RECITALS

WHEREAS, Columbus State Community College is an institution of higher education created pursuant to Ohio Revised Code Chapter 3358; and

WHEREAS, Columbus State Community College Development Foundation, Inc. is an independent non-profit corporation established pursuant to Ohio Revised Code Chapter 1702; and

WHEREAS, College has the authority to enter into contracts as are necessary for the efficient management of the College; and

WHEREAS, Foundation is organized and operated exclusively to generate, receive, hold, invest, manage, and allocate funds and property for the advancement, achievement, and support of the educational programs and services of College; and

WHEREAS, the parties desire to formalize their relationship to achieve an efficient coordination between them to foster the educational programs and services of the College;

NOW, THEREFORE, in consideration of the mutual covenants, promises and conditions herein contained, College and Foundation agree as follows:

1.0 Responsibilities of College

1.1. College shall share with Foundation at least annually its strategic plan, institutional priorities and projects and resource requirements so that Foundation may present the direction and needs of the College to donor prospects and align its programs and campaigns with the strategic objectives of the College.

1.2. College shall promptly alert the Foundation to prospective gifts, so that each opportunity for enhancing gift potential and donor relations is utilized fully.

1.3. College agrees to cooperate with Foundation in making available office space, equipment, and information technology and other support services as may be necessary for the Foundation to carry out its responsibilities. The Foundation shall reimburse the College for space, equipment and services at fair market value as soon as deemed practicable by Foundation.

1.4. College shall cooperate with Foundation in the development of Foundation's fund raising programs and campaigns, including providing speakers, facilities for meetings and functions on the College campus, and to the extent permitted by law, information, data, and such other materials and services as may reasonably be necessary for the successful conduct of fund raising programs and campaigns.

1.5. Foundation acknowledges and agrees that all of College's trade names, service marks, trademarks, logos and symbols utilized by the College are and shall remain the sole and exclusive property of CSCC throughout the Term and thereafter. CSCC hereby grants and agrees to permit Foundation a limited right and license to use the College's name, logo(s), marks, image or symbol(s) during the Term of this Agreement, but solely in connection with the promotion of or for operation of business by the parties in connection with this Agreement. Foundation shall not adopt, register, assign, sell, distribute, lease or sublicense the right to use, in whole or in part, the College's name, logo(s), marks or symbol(s).

2.0 Responsibilities of Foundation

2.1. Foundation shall solicit gifts, where appropriate, in the name of the Foundation. Its correspondence, solicitations, activities and advertisements concerning the Foundation shall be clearly discernible as being from the Foundation.

2.2. Foundation shall conduct its activities in such a manner as will maintain its status as a tax exempt, charitable organization under the state and federal tax laws.

2.3. Foundation shall plan all fundraising activities and the promotion and sponsoring of programs in support of College activities in a manner consistent with the mission and purpose of the College and in close cooperation with the President or his or her designee for the development of the College.

2.4. Foundation agrees to notify, coordinate, and solicit the comments of the College President regarding all significant disbursements and expenditures planned by the Foundation on behalf of the College. Foundation shall notify the College President, at the earliest possible date, of any proposed purchase of real estate and any significant debt to be incurred for permanent or working capital, and coordinate its efforts with the College.

2.5. Foundation shall obtain prior approval from College before accepting any gift for the benefit of the College that contains restrictive terms or conditions or involves real estate and shall advise prospective donors that any such gifts are subject to the approval of the College under this Agreement.

2.6. The Foundation shall hold, invest, manage and allocate, as appropriate, funds and property received in the name of the Foundation and such endowments received in the name of the College and transferred to the Foundation to be managed on its behalf and for its benefit according to their terms. Such endowments shall be segregated and separately accounted for. The Foundation shall develop procedures for

documenting when gifts intended for the Foundation are erroneously made payable to the College and when an exchange check may be issued by the College to the Foundation.

2.7. The Foundation shall have in place an accounting system to assure financial activities are carried out and reported in accordance with generally accepted business and accounting practices and shall have an audit of its financial activities conducted annually by a certified public accountant. Such accountant may, but need not necessarily be, the same accountant as conducts the financial audit of the College.

2.8. With the Foundation governing board's approval, which shall not be unreasonably withheld, the College President or his/her designee may inspect and audit the Foundation's books and records at reasonable times.

2.9. The Foundation shall provide to the College President at such times as may be mutually agreed, but not less than annually, a report including but not limited to the activities, programs, holdings, investments, income and fiscal operations of the Foundation.

2.10. Foundation agrees to consult with College before any changes in the nature, scope or purpose of the Foundation. The Foundation shall provide the College President with an advance copy of any amendments, additions or deletions to Foundation's Bylaws.

2.11. Foundation shall retain its own independent legal counsel in all matters in which it seeks the advice of counsel.

3.0 Relationship Between College and Foundation

3.1. College acknowledges and accepts the separate and independent nature of the Foundation and Foundation acknowledges and accepts the separate and independent nature of the College. Each agrees to cooperate with the other in the advancement, achievement, and support of the educational programs and services of the College.

3.2. Foundation shall be solely responsible for the satisfaction of its own obligations, debts, liabilities and judgments. Foundation shall not use funds belonging to the College and managed by Foundation on its behalf for the satisfaction of any such obligation, debt, liability or judgment.

3.3. Foundation shall indemnify College, its governing board, officers, employees, agents, and students in their official and personal capacities, from and against any and all claims, damages, liabilities, injuries, expenses, demands, and judgments, including court costs and attorney's fees, arising out of Foundation's performance of this Agreement or arising out of service by any such person or persons at Foundation's request or on its behalf. Foundation shall maintain, at all times, a policy or policies of insurance for the benefit of the College and all persons referenced in this paragraph so as to satisfy its indemnification obligation hereunder. This paragraph 3.3 shall survive the termination of this Agreement.

4.0 Term

The term of this Agreement shall be FIVE years commencing on the date this Agreement is executed as set forth hereinafter. This Agreement may be renewed for an additional FIVE years, provided that such renewal is set forth in writing and signed by both parties.

5.0 Governing Law

This Agreement shall be construed under and governed by the laws of the State of Ohio.

6.0 Miscellaneous Provisions

This Agreement constitutes the entire agreement between the parties. Modifications, amendments or additions to this Agreement, in order to be effective, must be in writing and signed by both parties. Inaction or failure to demand strict performance of the terms hereof shall not be deemed a waiver of any provision of this Agreement. The contracting parties represent that each has the authority to execute this Agreement, to enter into the transactions contemplated by this Agreement and to perform its obligations under this Agreement.

IN WITNESS WHEREOF, the undersigned parties through their authorized representatives have executed this Agreement on this _____ day of _____, 2011.

College:

Foundation:

Columbus State Community College

Columbus State Community College
Development Foundation, Inc.

By: _____
(Signature)

By: _____
(Signature)

(Printed Name)

(Printed Name)

(Title)

(Title)

Columbus State Community College Board Action



Date _____

SUBJECT:

Financial Statements as of and for the two months ended, August 31, 2011.

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, 2011 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. David T. Harrison, President
DATE: September 9, 2011
SUBJECT: Financial Statements as of August 31, 2011

Attached are the financial statements of Columbus State Community College District, the Foundation, and the President's Discretionary Fund for the period ended August 31, 2011.

1. General Fund

These financial statements include comparisons of actual-to-date compared to the FY 12 Budget approved by the Board in May.

- **Enrollment**

Quarter	Budgeted Headcount	Headcount	Actual Increase/ Decrease	Actual FY 11 FTEs	FY 12 FTEs	% Variance
Summer 2011*	19,263	19,699	2.3%	10,781	11,699	8.5%
Autumn 2011						
Winter 2012						
Spring 2012						

*Preliminary headcounts and FTEs

- **Revenues (Exhibit B)**

Total operating revenues through August are \$20,999,552, nearly flat to the same period last year. Tuition revenue is up 7.4% compared to the same period last year, while subsidy is down 8.5%.

- **Expenditures (Exhibit B)**

Total operating expenditures (before transfers) are \$20,346,106 for the period, or 10.7% higher than the same period last year. Several prior year expenditures have been restated to facilitate comparisons with current year expenditures. This restatement is necessary due to timing differences of year-end accruals that were made in August and September last year but made in July this year. As we are reporting only 2 months into the fiscal year, projected year-end remains at the budgeted amount.

2. Auxiliary Fund (Exhibit D)

For the period ending August 2011, the Auxiliary Fund's revenues are up 3% compared to the same period last year. Revenue for the bookstore is flat due to the timing of summer quarter this year to last year. Overall expenditures for the Auxiliary fund are down 3% compared to last year.

3. President's Discretionary Fund (Exhibit F)

The President's Discretionary Fund has a cash balance of \$19,940 at August 31, after disbursements of \$60.

4. Foundation (Exhibits G and H)

Foundation contributions through August are \$132,333 compared to \$300,973 through August of last year. Last year's contribution amount includes revenue that was determined to be royalties owed to the authors. The adjustment to remove those revenues from the Foundation occurred in June 2011. Investment income decreased from July by \$210,822. Management and general expenditures are \$16,547 compared to \$22,636 through the same period last year. Through the month of August, the College has supported the operations of the Foundation in the amount of \$64,590, compared to \$65,704 at the same time last year.

5. Investments

The College's portfolio is invested consistent with its investment policy, with 11.98 % currently invested in STAROhio and other money markets, with the balance in federal agencies.

EXHIBIT A
COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT AUGUST 31, 2011
With Comparative Figures at August 31, 2010

<u>Assets</u>	<u>August 31,</u> 2011	<u>August 31,</u> 2010	<u>Liabilities and Fund Balance</u>	<u>August 31,</u> 2011	<u>August 31,</u> 2010
<u>Current Funds</u>			<u>Current Funds</u>		
<u>Unrestricted</u>			<u>Unrestricted</u>		
Educational and general			Educational and general		
Cash	\$ 14,459,979	\$ 4,450,616	Accounts payable	\$ 6,612,118	\$ 6,984,246
Investments (including money markets at cost and treasury bills and agency discount notes at market - (note 1))		127,031,116	Deferred income	30,000,602	28,831,311
Accounts receivable, net of allowance for doubtful accounts	114,277,384		Student tuition	944,965	933,103
Interest receivable	31,818,619	30,155,181	Lab fees and credit bank	-	-
Prepaid expense	462,676	722,592	Due to auxiliary funds	9,004,954	6,352,857
Net investment in Golf Course			Due to restricted funds	-	-
Due from agency funds	1,840,347	1,409,162	Due to plant funds	-	-
Due from auxiliary funds	637,274	261,677	Due to agency funds	-	-
Total educational & general	\$ 163,496,279	\$ 164,030,344	Fund balances (Exhibit C):		
Auxiliary enterprise			Allocated	92,453,789	83,398,708
Cash	\$ 756,058	\$ 1,209,153	Unallocated	24,479,853	37,530,119
Investments	6,566,994	6,246,777	Total fund balances	116,933,641	120,928,827
Accounts receivable	1,050,254	816,620	Total educational & general	\$ 163,496,279	\$ 164,030,344
Inventories, at cost as defined (note 2)	2,893,250	1,904,596			
Other Assets	365,005	278,358	Auxiliary enterprise		
Due from general fund	-	-	Accounts payable	\$ 725,763	\$ 1,037,303
Due from grant funds	3,117	360,271	Due to educational & general fund	637,274	279,220
Total auxiliary enterprise	11,634,678	10,815,735	Fund balances (Exhibit D):		
Total unrestricted	\$ 175,130,958	\$ 174,846,079	Allocated	350,000	250,000
Restricted			Unallocated	9,921,641	9,249,212
Cash	\$ -	\$ -	Total fund balances	10,271,641	9,499,212
Due from educational & general fund	-	-	Total auxiliary enterprise	11,634,678	10,815,735
Total restricted	-	-	Total unrestricted	\$ 175,130,958	\$ 174,846,079
Total current funds	\$ 175,130,958	\$ 174,846,079	Restricted		
	[A]	[B]	Due to general fund	\$ -	\$ -
			Fund balances	-	-
			Unallocated	-	-
			Total restricted	-	-
			Total current funds	\$ 175,130,958	\$ 174,846,079
				[C]	[D]

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

(Continued)

EXHIBIT B
COLUMBIUS STATE COMMUNITY COLLEGE
OPERATIONAL BUDGET COMPARISON
FOR THE TWO MONTHS ENDED AUGUST 31, 2011
With Comparative Figures at August 31, 2010

	FY 12		FY 11		FY 12 Projected Year End			
	Budget as approved May 2011	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	Revised Budget as approved January 2011	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date		Projected FY 12 Year End Budget
Revenues								
Appropriations								
Subsidy	\$ 58,710,089	\$ 9,785,014	16.67%	\$ 59,591,744	\$ 9,022,878	15.14%	\$ 58,710,089	100.00%
SSI - Stimulus	-	-	-	-	1,672,670	-	-	0.00%
Access Challenge	-	-	-	-	-	-	-	-
Jobs Challenge	-	-	-	-	-	-	-	-
Delaware - Transfer in	2,038,216	417,243	20.47%	2,647,157	275,227	10.40%	2,038,216	100.00%
	50,748,305	10,202,257	16.79%	62,238,901	10,970,775	17.63%	50,748,305	100.00%
Student								
Tuition	85,982,450	9,591,494	11.16%	86,601,524	8,928,942	10.31%	85,982,450	100.00%
Fees	5,003,465	1,052,740	21.04%	5,741,427	1,147,518	19.99%	5,003,465	100.00%
Special courses	1,551,758	158,872	10.24%	1,551,758	106,740	6.88%	1,551,758	100.00%
	92,537,673	10,803,106	11.67%	93,894,709	10,183,200	10.85%	92,537,673	100.00%
Contracted Services								
Net	526,335	(36,895)	-7.01%	255,585	18,830	7.37%	526,335	100.00%
	526,335	(36,895)	-7.01%	255,585	18,830	7.37%	526,335	100.00%
Other								
Partnership Revenue	430,000	-	0.00%	-	-	-	430,000	100.00%
Miscellaneous	250,000	31,083	12.43%	250,000	650	0.26%	250,000	100.00%
	680,000	31,083	4.57%	250,000	650	0.26%	680,000	100.00%
Total revenues	154,492,313	20,999,552	13.59%	156,639,195	21,173,455	13.52%	154,492,313	100.00%
Operating Expenditures								
Educational & general (Instructional)	85,178,713	10,436,176	12.25%	84,282,272	9,380,841	11.13%	85,178,713	100.00%
ERC	2,667,062	373,546	14.01%	2,082,580	325,757	15.64%	2,667,062	100.00%
General	11,720,458	1,743,206	14.87%	12,161,068	1,881,902	15.47%	11,720,458	100.00%
Information Technology	12,719,795	2,740,030	21.54%	12,501,282	2,738,216	21.50%	12,719,795	100.00%
Student Services	13,022,492	1,789,107	13.74%	11,694,596	1,363,569	11.66%	13,022,492	100.00%
Operation and maintenance of plant	14,350,198	1,945,027	13.55%	14,321,439	1,488,810	10.47%	14,350,198	100.00%
Administration	8,746,733	1,060,878	12.13%	8,322,746	927,694	11.15%	8,746,733	100.00%
Transfer for debt service	1,548,819	258,137	16.67%	1,548,819	258,137	16.67%	1,548,819	100.00%
Total expenditures	149,954,270	20,346,106	13.57%	146,514,902	18,374,926	12.51%	149,954,270	100.00%
Non-operating & Encumbered								
Transfer for equipment and replacement	3,000,000	See Exhibit C		4,158,000	See Exhibit C		3,000,000	100.00%
Transfer for Semester Conversion	-	-		4,000,000	-		-	N/A
Transfer for scholarships	-	20,346,106	13.30%	155,072,802	18,374,926	11.85%	152,954,270	100.00%
Total expenditures and transfers	152,954,270	653,445	N/A	1,566,392	2,798,829	N/A	1,538,042	N/A
Operational revenues	1,538,042						1,538,042	
Interest Income		173,454			72,625		600,000	
Net Operating revenues	\$ 1,538,042	\$ 826,899	53.76%	\$ 1,566,392	\$ 2,871,154	183.30%	\$ 2,138,042	139.01%

EXHIBIT C

COLUMBUS STATE COMMUNITY COLLEGE
STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT
EDUCATIONAL AND GENERAL FUNDS
FOR THE TWO MONTHS ENDED AUGUST 31, 2011

	Balance at June 30, 2011	Net Increase for Current Period	Board Approved Additions	Transfers	Expenditures	Balance at August 31, 2011
Unrestricted						
Allocated						
Capital Improvements & Land Acquisition	\$ 4,857,207	\$ -	\$ 1,800,000	(\$43,352)	\$ -	6,113,855 (1)
Carpet/Furniture Reupholstering	60,394	-	-	225,000	(11,484)	273,910 (2)
Bolton Field Site Analysis	33,883	-	-	-	-	33,883 (3)
Elbling Hall Renovations (COPC) and Lobby	3,819,045	-	-	-	(510,862)	23,082 (4)
Space Efficiency Upgrades	139,339	-	-	-	(13,775)	3,308,183 (5)
Project Planning	14,728,638	-	-	-	(48,092)	125,564 (6)
Union Hall Renovation	2,509,487	-	-	-	(10,328)	14,680,546 (7)
Site Development Delaware Campus	289,024	-	-	-	-	2,499,159 (8)
Bookstore/DX Modifications	37,443	-	-	-	-	289,024 (9)
Facilities Infrastructure Improvements	3,099	-	-	-	-	37,443 (10)
Delaware Hall Renovation	23,072	-	-	-	-	3,099 (11)
Parking Capacity	12,619	-	-	-	-	23,072 (12)
145-149 Cleveland Avenue Purchase	5,008,606	-	3,000,000	806,993	(129,044)	12,619 (13)
Capital Equipment	333,088	-	-	-	-	8,686,555 (14)
Target 2002	22,756,987	-	-	-	-	333,088 (15)
Collective Bargaining	63,252	-	-	-	-	63,252 (16)
Budget/Tuition Stabilization	1,622,651	-	-	-	-	22,756,987 (17)
Accumulated Lab Fees	222,780	-	-	210,205	(4,000)	1,828,856 (18)
Broadbanding	5,570,160	-	-	-	-	222,780 (19)
Think Again Scholarship	8,613,905	-	-	-	(90,377)	5,539,783 (20)
Teaching and Learning Initiatives	2,500,000	-	-	-	(199,064)	8,414,841 (21)
Strategic Growth Initiatives	2,485,640	-	-	-	-	2,500,000 (22)
Technology Initiatives	372,493	-	-	-	(1,425)	2,484,215 (23)
Human Capacity Development/Wellness	1,457,956	-	-	-	-	372,493 (24)
Campus Safety Initiatives	3,125,637	-	-	-	-	1,457,956 (25)
Energy Efficiency/Sustainability Initiatives	2,966,619	-	-	-	-	3,125,637 (26)
Delaware Campus Operations	1,023,018	-	-	-	-	2,966,619 (27)
Health Care Self-Insurance Escrow	680,441	-	-	-	(255,000)	768,018 (28)
Health Care HSA Incentive	152,500	-	-	-	(55,063)	625,378 (29)
Self-Insured Workers Compensation Benefits	2,000,000	-	-	-	(231,522)	137,500 (30)
Voluntary Separation Incentive Plan	500,000	-	2,300,000	-	(2,095,077)	1,768,478 (31)
One-Time Compensation	272,991	-	-	-	-	204,923 (32)
Partnerships for Student Success	88,265,056	-	7,100,000	698,846	(3,610,113)	500,000 (33)
PERFORMS	31,025,974	(2,357,389)	(7,100,000)	(698,846)	-	272,991 (34)
Unallocated						
Total General Fund	\$ 119,291,030	\$ (2,357,389)	\$ (7,100,000)	\$ (698,846)	\$ (3,610,113)	\$ 92,453,789 (35)
	[A]	[B]	[C]	[D]	[E]	[F]

EXHIBIT C-1

COLUMBUS STATE COMMUNITY COLLEGE
BOND FUNDED PROJECTS
FOR THE TWO MONTHS ENDED AUGUST 31, 2011

	Bond Proceed Allocation	Proceeds Budget	Prior Budget Reallocations	Budget Reallocation 2011	Proceeds Expended to Date	Bond Proceeds Encumbered	Available to Spend	
Refunding 1999 Bonds	\$ 3,445,000	\$ 3,445,000	\$ 706,227	\$ 3,408	\$ 3,445,000	\$ -	\$ -	(1)
Bookstore Facilities	7,000,000	7,000,000	-	-	7,709,635	-	-	(2)
Aquinas Hall*	3,400,000	-	-	-	-	-	-	(3)
366/870 N. Grant*	-	1,631,873	(88,521)	588	1,538,816	-	-	(4)
Unallocated	-	1,760,304	(51,066)	-	1,709,238	-	-	(5)
Child Development Center	-	8,022	(8,022)	-	-	-	-	(6)
Columbus Campus Facility Projects	3,000,000	3,000,000	(891,666)	(108,124)	1,999,698	-	-	(7)
356 N. Grant	-	-	158,931	(8,953)	155,445	-	-	(8)
Madison Hall	-	-	62,913	6,076	68,989	-	-	(9)
Rhodes Hall	-	-	27,979	-	27,979	-	-	(10)
Franklin Hall Suite Efficiencies	-	-	80,950	2,800	83,750	-	-	(11)
Planning	-	-	100,000	409	100,409	-	-	(12)
TRIO	-	-	67,500	432	67,932	-	-	(13)
Student Life/Judicial	-	-	48,000	(3,284)	44,716	-	-	(14)
K-12 Move	-	-	20,000	(20,000)	-	-	-	(15)
Cisco Lab	-	-	65,000	(16,289)	48,711	-	-	(16)
339 Cleveland Avenue	-	-	137,832	-	137,832	-	-	(17)
Automotive Flooring	-	-	75,000	(11,156)	63,844	-	-	(18)
Bolton Field Upgrades	-	-	16,000	6,000	97,855	-	22,000	(19)
CWD Space Adjustments	-	-	98,000	-	5,970	-	145	(20)
Rhodes Hall Space Efficiencies	-	-	-	-	286,967	-	130	(21)
Bridgeview Signage	-	-	-	-	-	-	-	(22)
Issuance Costs	315,000	315,000	(55,830)	27,797	-	-	-	(23)
Interest Income	-	-	(297,395)	(190,177)	-	-	-	(24)
Total	\$ 17,160,000	\$ 17,160,000	\$ 304,817	\$ (190,177)	\$ 17,625,672	\$ -	\$ 579	(25)
	[A]	[B]	[C]	[D]	[E]	[F]	[G]	(26)

* 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, 2011
 With Comparative Figures at August 31, 2010

	FY 12		FY 11			
	Revised Budget as approved May 2011	Actual to Date	% of Budget Expended to Date	Revised Budget as approved January 2011	Actual to Date	% of Budget Expended to Date
Sales/Revenues						
Bookstore	\$ 13,528,247	\$ 686,672	5.08%	\$ 13,975,969	\$ 685,208	4.90%
Child Development Center	912,740	135,935	14.88%	907,493	107,628	11.86%
Food Services	358,000	22,489	6.28%	347,071	17,477	5.04%
Bridgeview	479,507	134,339	28.02%	474,310	136,392	28.76%
Total Revenues before Grant Activity	15,278,594	979,435	6.41%	15,174,843	948,706	6.03%
Cost of Goods Sold						
Bookstore	10,353,010	485,520	4.69%	10,524,161	481,968	4.59%
Bridgeview	24,510	7,004	28.58%	24,510	6,746	27.52%
Gross Margin	4,901,074	496,911	9.93%	5,156,172	457,592	8.88%
Operating Expenses						
Bookstore	2,359,318	283,644	12.02%	2,290,577	295,014	12.88%
Child Development Center	1,144,193	153,013	13.37%	1,176,681	151,366	12.87%
Food Services	95,118	11,085	11.65%	84,685	8,115	9.58%
Bridgeview	503,937	70,874	14.06%	591,980	72,489	12.91%
Auxiliary Administration	631,532	65,497	10.37%	625,248	74,284	11.90%
Total Expenses before Grant Activity	4,734,098	584,113	12.34%	4,738,081	601,288	12.69%
Auxiliary Net Operating Income/(Loss)	166,976	(97,202)		417,291	(212,448)	-50.91%
Grant Income	-	-	0.00%	-	9,365	-
Grant Expense	-	-	0.00%	-	9,365	-
Net Grant Income/(Loss)	-	-		-	-	
Net Income/(Loss)						
Bookstore	816,019	(82,492)	-10.11%	1,181,231	(91,773)	-7.50%
CDC	(231,453)	(17,078)	7.38%	(269,188)	(43,758)	16.26%
Food Services	262,882	11,404	4.34%	262,376	9,362	3.57%
Bridgeview	(48,840)	56,461	115.37%	(111,860)	57,157	51.09%
Auxiliary Administration	(631,532)	(65,497)	10.37%	(625,248)	(74,284)	11.90%
Net Auxiliary Income/(Loss)	166,976	(97,202)	-58.21%	417,291	(143,396)	-34.36%
Auxiliary Fund Balance at June 30, 2011		10,368,843			9,711,660	
Board Approved Improvements		-			-	
Transfers		-			-	
Auxiliary Fund Balance at August 31, 2011		\$ 10,271,641			\$ 9,568,264	

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

EXHIBIT E

COLUMBUS STATE COMMUNITY COLLEGE
CASH FLOW FORECAST
AS OF AUGUST 31, 2011

	Actual March 2011	Actual April 2011	Actual May 2011	Actual June 2011	Actual July 2011	Actual August 2011	
Beginning Cash	\$ 20,992,913	24,465,843	14,776,936	13,363,670	14,075,343	12,711,611	(1)
Cash Receipts	15,361,034	7,933,631	7,782,203	14,674,413	6,833,830	7,799,994	(2)
Cash Disbursements	(12,266,508)	(13,212,985)	(13,702,494)	(13,092,006)	(11,650,954)	(16,632,668)	(3)
Financial Aid	25,378,404	(14,409,853)	(492,975)	14,129,266	(11,546,608)	19,207	(4)
Outflow for investments	(35,000,000)	-	-	(20,000,000)	(15,000,000)	-	(5)
Inflow from investments	10,000,000	10,000,000	5,000,000	5,000,000	30,000,000	10,000,000	(6)
Ending Cash	\$ 24,465,843	14,776,936	13,363,670	14,075,343	12,711,611	13,898,144	(7)

	Forecasted September 2011	Forecasted October 2011	Forecasted November 2011	Forecasted December 2011	Forecasted January 2012	Forecasted February 2012	
Beginning Cash	\$ 13,896,144	14,290,651	11,213,158	11,135,665	11,028,172	10,920,679	(8)
Cash Receipts	13,392,507	5,892,507	5,892,507	12,892,507	5,892,507	5,892,507	(9)
Cash Disbursements	(15,500,000)	(14,000,000)	(14,000,000)	(15,500,000)	(16,500,000)	(14,500,000)	(10)
Financial Aid	20,500,000	(14,970,000)	30,000	22,500,000	(12,500,000)	(2,500,000)	(11)
Outflow for investments	(18,000,000)	-	-	(20,000,000)	-	-	(12)
Inflow from investments	-	20,000,000	8,000,000	-	23,000,000	10,000,000	(13)
Ending Cash	\$ 14,290,651	11,213,158	11,135,665	11,028,172	10,920,679	9,813,186	(14)

COLUMBUS STATE COMMUNITY COLLEGE
 PRESIDENT'S DISCRETIONARY FUND
 STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
 FOR THE TWO MONTHS ENDED AUGUST 31, 2011

EXHIBIT F

Cash at Beginning of Period		\$ 18,842	(1)
			(2)
<u>Receipts:</u>			(3)
			(4)
Deposit	-	1,158	(5)
			(6)
			(7)
<u>Disbursements:</u>			(8)
Oberer's Flowers	60		(9)
		60	(10)
		\$ 19,940	(11)
	[A]	[B]	[C]

NOTE:

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

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

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION, INC.
BALANCE SHEET AT AUGUST 31, 2011
With Comparative Figures at August 31, 2010

<u>Assets</u>	August 31, 2011	August 31, 2010	
Cash	\$ 253,936	\$ 740,420	(1)
Investments at market value (see note)	5,283,718	4,403,593	(2)
Pledges Receivable	49,122	145,753	(3)
Student Emergency Loans restricted - Net	<u>-</u>	<u>1,297</u>	(4)
			(5)
Total Assets	<u>\$ 5,586,776</u>	<u>\$ 5,291,063</u>	(6)
<u>Liabilities</u>			
Due to general fund	\$ 20,451	\$ 606	(7)
Pledge Payable	-	-	(8)
Trade Payables	-	<u>4,500</u>	(9)
Total Liabilities	<u>20,451</u>	<u>5,106</u>	(10)
<u>Fund balance</u>			
Permanently Restricted	3,562,459	3,429,221	(11)
Temporarily Restricted	1,736,339	1,999,289	(12)
Unrestricted	<u>267,527</u>	<u>(142,553)</u>	(13)
			(14)
Total fund balance	<u>5,566,325</u>	<u>5,285,957</u>	(15)
			(16)
Total Liabilities and fund balance	<u>\$ 5,586,776</u>	<u>\$ 5,291,063</u>	(17)
	[A]	[B]	(18)
			(19)

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	\$ 122,908	122,908	2.33%
Equities	2,473,096	2,686,700	60.89%
Fixed Income	524,411	592,279	11.21%
Mutual Funds	<u>1,791,228</u>	<u>1,879,831</u>	<u>35.57%</u>
Total Investments	<u>\$ 4,911,643</u>	<u>\$ 5,283,718</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, 2011
 With Comparative Figures at August 31, 2010

	August 31, 2011			August 31, 2010 Total All Funds	
	Unrestricted	Temporarily Restricted	Permanently Restricted		
Revenue					
Contributions	\$ 59,093	\$ 35,662	\$ 2,578	\$ 97,333	(1)
Contributions for Columbus State Administration Fee Income	-	35,000	-	35,000	(2)
Interest Income	-	-	-	-	(3)
Investment Income	9	-	-	9	(4)
Realized	13,364	3,939	-	17,303	(5)
Unrealized	(215,011)	(60,626)	-	(275,637)	(6)
Investment income-subtotal	(201,647)	(56,687)	-	(258,334)	(7)
Total revenues	(142,545)	13,975	2,578	126,409	(8)
				427,382	(9)
Expenditures					
Scholarships	-	2,919	-	2,919	(10)
Contributions to Columbus State Administrative Fee Expense	-	50,060	-	50,060	(11)
Management and general	16,547	-	-	16,547	(12)
Total expenditures	16,547	52,979	-	69,526	(13)
				22,636	(14)
				23,119	
Excess (deficit) of revenues over expenditures	(159,092)	(39,004)	2,578	(195,518)	(15)
Transfers	-	-	-	-	(16)
Fund balance at beginning of period	426,619	1,775,343	3,559,881	4,881,694	(17)
Fund balance at end of period	267,527	1,736,339	3,562,459	5,285,957	(18)
	[A]	[B]	[C]	[D]	[E]
					[F]

COLUMBUS STATE COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
AS OF AUGUST 31, 2011

1) Investments

Investment Fund	Cost	Market Value	Yield to Maturity*	Average Maturity (days)
STAR Ohio/Operating	\$ 10,643,560	\$ 10,643,560	0.04%	1
STAR Ohio/Plant	3,244,544	3,244,544	0.04%	1
STAR Ohio/Auxiliary	784,914	784,914	0.04%	1
CSCC Operating Fund 1	49,418,568	49,429,074	0.21%	147.6
CSCC Operating Fund 2	49,264,367	49,398,987	0.92%	810
Auxiliary Services	5,756,874	5,795,941	1.20%	967
Plant Fund	4,778,827	4,805,762	1.21%	917
	<u>\$ 123,891,654</u>	<u>\$ 124,102,782</u>		

* Weighted

Portfolio Composition	Type	% of Total
	STAR Ohio	11.82%
	Agencies	88.02%
	Cash & Equivalents	0.16%
		<u>100.00%</u>

2) Inventories

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

3) Plant Funds

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

4) Long-term debt

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

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

5) Interfund Accounts

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



COLUMBUS STATE COMMUNITY COLLEGE BOARD 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.

The attached Personnel Information actions took place during the months of July, August and September 2011.

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>
Darrin Albaugh (Repl. B. Farmer – Internal Promotion)	Supervisor I	Business Services	08/16/11	\$57,251
Dominique Alex (Repl. J. Trimmer)	Specialist	Public Safety	08/16/11	\$28,652
Bradley Beck (Repl. K. Sherman – Internal Promotion)	Accountant	Business Services	08/16/11	\$37,849
Tersa Colapieto (Repl. S. Bockus)	Instructor	Nursing	07/18/11	\$41,065
Carrie Cole (Repl. M. Clegg)	Specialist	Public Safety	08/16/11	\$28,652
Gary Charles (Repl. M. Dunn – Internal Promotion)	System Analyst I	Educational Resource Center	09/01/11	\$48,375
Jennifer Dragoo (Repl. P. Rowe)	Instructor	Mathematics	09/16/11	\$39,486
Jan Ellis (Repl. Vacant Office Services Clerk – Internal Promotion)	Director I	Business Services	08/16/11	\$90,000
Bradley Farmer (Repl. M. West – Internal Promotion)	Director I	Business Services	08/16/11	\$81,000
Beth Garrett (Repl. J. Willison)	Specialist	Data Center	08/16/11	\$33,129
Lucas Gorz (Repl. R. McKay – Internal Promotion)	Material Handler II	Business Services	08/01/11	\$28,652
Erin Helms (Repl. A. McGraph)	Office Associate	Instructional Services/ Distance Learning	09/01/11	\$28,652
Linda Merritt (Repl. G. Shepherd)	Clerk	Business Services	08/16/11	\$24,211

Margaret Power (Repl. M. Dixon)	Assistant	Auxiliary Services	08/01/11	\$24,226
Jeffrey Williams (Repl. M. Schmidlin)	Building Services I	Physical Plant	09/01/11	\$24,055
Julie Williams (Repl. J. Brown)	Specialist	Financial Aid	08/16/11	\$33,129
Derek Zoladz (Repl. K. Shelton)	Librarian	Educational Resources	09/01/11	\$44,034

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/terminations have been accepted.

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Betty Allen (Retirement)	Professor	Business Programs	08/01/11
Michelle Bernett (Resignation)	Accountant II	Business Services	08/08/11
Jane Breitmeier (Retirement)	Supervisor I	Educational Resources Center	09/01/11
Jeffery Brown (Resignation)	Specialist	Financial Aid	07/08/11
Stephen Clegg (Resignation)	Site Specialist	Off-Campus	08/26/11
Monique Coleman (Resignation)	Advisor	Financial Aid	09/02/11
Thomas Combs (Retirement)	Maintenance Repairperson	Physical Plant	08/01/11
Joy Jackson (Discharged)	Advisor	Financial Aid	07/07/11
Chris Lockhart (Resignation)	Programmer/Analyst	Data Center	08/12/11
Angela Lookabaugh (Resignation)	Office Associate	Transitional Workforce	07/22/11
Jean Marado (Discharged)	Specialist	Off-Campus (Prison Programs)	08/23/11
Edward Martin (Retirement)	Professor	English	10/01/11
Jeremy Patterson (Resignation)	Instructor	Integrated Media and Tech.	06/17/11
Katrina Payne (Resignation)	Program Coordinator	Financial Aid	08/01/11
Barbara Shea (Resignation)	Representative	Telephone Information Center	06/03/11

Gary Shepherd (Resignation)	Clerk	Office Services	07/15/11
Kim Sherman (Resignation)	Accountant II	Business Services	07/08/11
Laurence Stephens (Resignation)	Professor	Justice and Safety	09/30/11
Betty Tatum (Retirement)	Administrative Assistant	Academic Affairs	09/01/11
Rhiannon Weilbacher (Discharged)	Representative	Telephone Information Center	07/22/11
Keith Welch (Retirement)	Specialist	Off-Campus	09/01/11
Kevin Williams (Probationary Removal)	Police Officer	Public Safety	08/03/11
Joyce Willison (Retirement)	Specialist	Data Center	08/01/11
George Wolfinger (Retirement)	Supervisor I	Data Center	08/01/11