



President's Office

David T. Harrison, Ph.D.
PRESIDENT



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**BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE**

Thursday, May 17, 2012
12:00 p.m.
Pete Grimes Board Room, Franklin Hall

AGENDA

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(1) Revised Fiscal Year 2012 Operating Budget and Operating Budget for Fiscal Year 2013	1
(2) Mutual Aid Agreement between Columbus State and The Ohio State University	16
(3) Tenure Appointments and First Promotion in Rank	19
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(6) Executive Session (<i>if needed</i>)	

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COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

Date _____

SUBJECT:

Revised Fiscal Year 2012 Operating Budget and Operating Budget for Fiscal Year 2013

STRATEGIC CONTEXT:

During Fiscal Year 2012 (“FY12”), Columbus State Community College positioned itself to make significant progress in increasing the number of students who earn degrees, certificates, or transfer successfully in the years to come. A number of initiatives were advanced to provide a sustained foundation for student success and attainment. These include the college’s acceptance into *Achieving the Dream*, completion of the *Foundations of Excellence* self-study, further progress on our Developmental Education Initiative, and deeper alignment with K-12 and post-secondary partners. As the College’s strategic plan is developed around the student success core, resource decisions will be guided with this as a priority.

This strategy is being developed during the most challenging economic situation Columbus State has faced in recent memory. The combination of reduced state funding, the conversion from a quarter-based academic calendar to a semester-based academic calendar, and the possibility of slower enrollment growth or even an enrollment decline has created a period of financial uncertainty. These economic conditions call for a conservative budget approach as we monitor the impact of the new semester-based calendar. For the Fiscal Year 2013 (“FY13”), new initiatives and some continuing student success initiatives will be funded by reallocating operating funds or by the strategic use of reserves for non-recurring expenses. These principles guide this budget recommendation.

BACKGROUND INFORMATION:

Columbus State Community College Policy 9-01 requires that the Board of Trustees approves the District’s operating budget prior to the beginning of each fiscal year. FY13 begins on July 1, 2012.

Attached is the proposed FY13 operating budget which is accompanied by a brief narrative that describes revenue and expense assumptions for the FY13 Operating Budget.

Exhibit C lists proposed releases of reserves to be used for strategic purposes.

Budget Planning Context

Enrollment Trends

Columbus State Community College's enrollment has grown from 23,056 students in Autumn 2007 to 30,921 students in Autumn 2011, an increase of 7,865 or 34.1%.

State Share of Instruction (SSI) projections for FY13 were updated in April by the Ohio Board of Regents using updated FY12 FTEs provided by each public institution of higher education. Columbus State's FY12 FTEs are estimated to increase by 2.4% over FY11, while the University System of Ohio as a whole declined by 1.5%, and community colleges by 3.8% (see Table 1 below). Community colleges are reporting an average FTE decline of 4.5% for Spring 2012 compared to Spring 2011. FY13 SSI allocations will be finalized by December 2012.

Table 1: Full-Time Equivalent Students, FY11 Actual Compared to Projected FY12

	<u>Actual</u>	<u>Projected</u>	
	<u>FY11</u>	<u>FY12</u>	<u>Variance</u>
Columbus State	22,027	22,561	2.4%
Community Colleges	145,473	139,897	-3.8%
Universities: Main Campuses	228,194	228,644	0.2%
Universities: Regional Campuses	42,986	41,845	-2.7%
Totals	416,653	410,386	-1.5%

Source: Ohio Board of Regents

Switching to Semesters

Columbus State and 16 other institutions of higher education in Ohio are switching academic calendars this year from a quarter-based calendar to a semester-based calendar.

Two factors related to switching academic calendars impact the budget:

Alignment of Academic and Fiscal Calendars. During FY12 and FY13, the academic calendar and the fiscal calendar will align in a two-stage process as the start of Summer terms in 2012 and 2013 moves from the last week of June in a quarter-based academic calendar to a June 18th start in Summer Quarter 2012, and a May 20th start in Summer Semester 2013. As more instructional days move into the last quarter of the fiscal year, revenues and expenses are commensurately adjusted.

These calendar alignments result in one-time net gains in FY12 and FY13. The net gain in FY12 will provide resources for a one-time compensation for full-time and part-time non-bargaining unit employees, with adjustments to bargaining unit contracts as provided for in those contracts. In FY13, the net gain provides a net income on which the proposed FY13 budget is balanced. In FY 2014, the financial and academic calendars will be fully aligned into the new pattern of a semester-based calendar.

Enrollment. Because other institutions that have switched academic calendars tended more often than not to lose enrollment in the first year of the new calendar model, the FY13 budget assumes an enrollment decline of 5%. Budget Tuition Stabilization Fund will be used to mitigate the revenue impact as necessary.

Increasing Reliance on Tuition

Because Columbus State's enrollment grew dramatically in recent years while state support decreased – 9% between FY11 and FY12 – the state support per full-time equivalent (FTE) has declined substantially. As a percent of total operating income, state support has declined from 45.2% of the College's operating budget income in FY06 to 38.2% in the proposed FY13 budget. State subsidy per FTE in FY06 was \$3,415, and is projected to be \$2,676 in FY12, a 21.6% reduction.

As state support has declined, the College has become increasingly reliant on tuition as a primary revenue source. In an ongoing effort to keep tuition affordable, the College continues to aggressively reallocate and align its financial and other resources with its priorities, and implement a variety of expense efficiencies.

Strategic Use of Reserves

The College's unprecedented growth and, in better economic times, its healthy investment earnings, created a pool of reserves that have been and are being used for strategic purposes, including student scholarships, academic partnership initiatives, the launch of a second campus, energy efficiencies, employee retirement and separation incentives as means of slowing the growth of payroll, one-time compensation when pay raises in the base are not affordable, and campus safety initiatives, among others.

Exhibit C outlines the use of reserves proposed for FY13, including advancing the college's academic and student success initiatives, and stabilizing the budget as necessary as enrollment, subsidy or other variables change.

In summary, the FY13 budget is built on the following assumptions:

- As enrollment growth slows across community colleges, and as the College prepares to switch academic calendars from quarters to semesters, an enrollment decline of 5% is built into the FY13 operating budget. While expenses will be managed prudently, the Budget Tuition Stabilization Fund will be used as necessary to offset the impact of an enrollment decline on tuition revenue.
- Tuition revenue will be the primary source of income going forward; and
- Reallocation, reorganization, and restructuring to align with strategic goals are essential to the institution's continued vitality.

Key Budget Assumptions: General Fund

The proposed FY13 District budget is summarized in Exhibit A.

Calendar-Based Changes: Revenue and expenditure assumptions are outlined below. A switch to a semester-based academic calendar includes tuition revenue and expenses specifically projected for the calendar adjustment that will occur both at the end of the current fiscal year, FY12, and in FY13. This two-year adjustment period yields anomalies that will be exclusive to these two years making comparables challenging for this period.

Reallocation: To continue serving a growing population of students while keeping tuition affordable, the College has engaged aggressively in freeing up monies within existing revenues that can be reallocated with program priorities. In the proposed FY13 budget, payroll savings yielded by the first year of the Voluntary Separation Incentive Program authorized by the Board of Trustees allowed for various reallocations within existing revenues. Tight budgeting, better alignment of variable expenses to variable revenues, and tighter position control measures are additional means of ensuring solid stewardship of the College's operating revenues.

Revenues

FY13 estimated revenues total \$158.1 million, a 1.4% increase from projected FY12 year-end revenues. Of the total revenue, \$4.7 million or 3.0% in tuition revenue is attributable to an adjustment necessary to accommodate the switch from a quarter- to a semester-based academic calendar. Specific FY13 revenue assumptions include the following:

Enrollment

In the current academic year, Columbus State's enrollment continued to grow though at a slower pace than the growth the college experienced in recent years. For purposes of planning tuition revenues for the FY13 operating budget, enrollment is projected to decline by 5% over current year enrollment, in anticipation of a trend commonly experienced by institutions that have previously switched academic calendars.

Tuition

Beginning Autumn Semester 2012, Columbus State students will pay a higher rate of tuition for the first time in over six years when a waiver expires on a tuition increase that was authorized by the Board of Trustees in November 2009 and repeatedly waived since that time. The 3.5% increase will become effective Autumn semester 2012. Additionally, students per credit hour rate will be adjusted to equal a rate commensurate to a semester calendar.

The impact of both of these changes is outlined in Table 2 below.

Table 2: Tuition Adjustments Per Waiver Expiration and Conversion to Per Semester Credit Hour Rate

	Cost per		
	Quarter	Semester	Full-Time Student ²
<u>Tuition paid by students since Summer Quarter 2006 through Summer Quarter 2012¹</u>	\$79.00	\$118.50	\$3,555
<u>Tuition effective Autumn Semester 2012</u>	\$81.75	\$122.62	\$3,679
\$ Increase per credit hour	\$2.75	\$4.12	\$124
% increase per credit hour	3.5%	3.5%	3.5%

¹ The Board of Trustees increased tuition to \$81.75/quarter credit hour in September 2009 to become effective Winter Quarter 2010. The additional \$2.75/credit hour has been waived since it was increased and will continue to be waived through Summer Quarter 2012.

² 45 quarter credit hours; 30 semester credit hours

The majority of Ohio's community colleges have increased or plan to increase tuition for FY13 by at least \$150 annually, with at least 11 of the 23 community colleges planning on increasing tuition to the maximum cap of \$200 for a full-time student.

State Share of Instruction

The most recent FY13 State Share of Instruction (SSI) projection for Columbus State is \$60.4 million, a 3.8% increase over the College's FY12 allocation. Because subsidy is paid in arrears, the increase reflects enrollment growth and the increased proportion of the SSI being allocated based on student success (see "Success Points" below). Table 3 below illuminates the components of the SSI and a comparison of projected FY13 over actual FY12.

Table 3. Comparison of Subsidy Components, Actual FY12 to Projected FY13

Formula Component	Actual FY12	% of Total	Projected FY13	% of Total	% Change Actual FY12 to Projected FY13
Enrollment	\$46,418,796	79.8%	\$47,268,442	78.3%	1.8%
Access/Tuition Subsidy	8,078,507	13.9%	8,078,507	13.4%	0.0%
Success Points	3,925,483	6.7%	5,288,769	8.8%	34.7%
Stop Loss (4% in FY13)	(243,779)	-0.4%	(267,198)	-0.4%	9.6%
Total	\$58,179,007		\$60,368,520		3.8%

Success Points

Performance-based measures factored into the formula distribution for the second consecutive year, focusing on student success in the following areas: completion of developmental education courses, completion of prescribed numbers of credit hours, degrees earned, and transfers. In FY12, 6.5% of the total SSI was allocated for Success

Points across Ohio's institutions of higher education, and in FY13, the Success Points allocation within the SSI is projected to be 8.7%.

Expenditures

The College's FY13 operational expenditures total \$155.4 million (line (w), Exhibit A), or 3.8% over projected year-end FY12 spending. Of the operational expenditures, \$2.9 million, or 1.9% is attributable to the increase in expenses necessary to accommodate the shift from a quarter- to a semester-based academic calendar.

The total FY13 operating budget, which includes Operational Expenses and Transfers (line (ab), Exhibit A), is \$159.9 million, a 2.0% increase over projected prior year spending.

Compensation. Given that we are in the second year of a state budget that included a 9% reduction in state appropriation, funds are not available to provide a salary increase. The additional revenue realized in FY12 due to the academic calendar adjustment provides the opportunity to provide full-time employees with a one-time payment of \$2,000 and part-time employees with a \$1,000 payment, provided employees have met performance expectations. These payments have the benefit of providing a disproportional benefit to the college's lower paid employees. For example, for employees making \$50,000 annually, this is equivalent to a 4% raise in this fiscal year. The agreements with CSEA and the Teamsters call for a \$1,000 one-time payment for full-time employees in FY13. Given the effort put forth by all employees, the recommendation is for a \$2,000 one-time payment for full-time employees.

Reallocation Initiatives. Initiatives planned for FY13 include upgrading classroom technology to enhance consistent delivery of instruction while also improving scheduling of classroom resources, reviewing positions as they become vacant due to the Voluntary Separation Incentive Program to consider how they can best be used to advance the college's priorities, and improving business practices that will enhance student success while minimizing the college's bad debt expense. Bad debt expense has grown rapidly in the recent years, and steps are being taken to reverse this trend.

Key Budget Assumptions: Auxiliary Fund

The proposed FY13 budget for the Auxiliary Fund is summarized in Exhibit B. In planning the Auxiliary Fund budget, the objective is to operate with a positive net income in the aggregate. See Exhibit B for a summary of the enterprises budgeted in the Auxiliary Fund.

Bookstore

As the textbook industry evolves and as options for students become increasingly available for affordable textbooks and other materials, the college's bookstore is adapting accordingly to serve students' needs, including a new in-store rental program, expansion of the buy-back and used textbook programs, and implementation of comparative shopping software.

Bridgeview Golf Course

Bridgeview Golf Course continues to operate as a 9-hole course and driving range. While marketing efforts and unseasonably mild weather have attracted more golfers to Bridgeview, the enterprise continues to operate at a financial loss. For FY13 the loss is projected at just under \$95,000.

Child Development Center

A child care center's expenses are disproportionately tilted to personnel costs because of required teacher/child ratios. To maintain a subsidy at or below \$200,000, significant personnel-related cost reductions must be made, limiting to 80 the number of children served.

Food Services

The food service program continues to be financially self-sustaining. The growing enrollment at the Delaware Campus has merited expanded services there, and options for greater variety on the Columbus are being actively explored.

Columbus State Community College
District Operational Budget Comparison
Proposed FY13 Budget Compared to Projected RFY12 Year End & FY11 Year-End

	(1) FY11 Actual ⁽¹⁾	(2) RFY12 (Projected YE)	(3) FY13 Proposed	(4) Difference RFY12 vs. FY13	(5) Percent Change	
Revenues						
Appropriations						
(a)	Subsidy (2)	\$ 54,375,267	\$ 58,179,006	\$ 60,368,520	\$ 2,189,514	3.8%
(b)	SSI-Stimulus	9,277,688	-	-	-	
		63,652,955	58,179,006	60,368,520	2,189,514	3.8%
Student						
(c)	Tuition (3)	84,625,053	86,765,663	89,729,170	2,963,507	3.4%
(d)	Decrease Tuition - 5% enrollment decr (4)			(4,359,730)	(4,359,730)	
(e)	Add'l Tuition - calendar alignment (5)		3,145,907	4,718,861	1,572,954	50.0%
(f)	Fees (6)	4,929,390	4,862,948	4,973,724	110,776	2.3%
(g)	Special courses	1,378,851	1,399,467	1,399,467	0	0.0%
		90,933,294	96,173,985	96,461,492	287,507	0.3%
Contracted Services						
(h)	Net	644,563	600,000	600,000	-	0.0%
		644,563	600,000	600,000	-	0.0%
Other						
(i)	Partnership Revenue	-	430,000	430,000	0	0.0%
(j)	Miscellaneous	75,000	486,327	250,000	(236,327)	-48.6%
		75,000	916,327	680,000	(236,327)	-25.8%
(k)	Total Revenues	155,305,812	155,869,318	158,110,012	2,240,694	1.4%
Expenditures						
(l)	Educational & General					
(m)	(Instructional) (7)	82,627,969	86,238,397	88,886,856	2,648,459	3.1%
(n)	Library	2,082,580	2,202,714	2,170,555	(32,159)	-1.5%
(o)	General (8)	11,386,343	11,687,950	12,391,871	703,921	6.0%
(p)	Information Technology	11,983,933	12,531,367	13,360,772	829,405	6.6%
(q)	Student Affairs (9)	11,319,934	12,905,679	14,469,534	1,563,855	12.1%
(r)	Operation & Maintenance of Plant	13,215,486	14,186,786	14,616,032	429,246	3.0%
(s)	Administration (10)	7,808,544	9,846,099	10,790,761	944,662	9.6%
(t)	Delaware Contingency		100,000	-	(100,000)	-100.0%
(u)	Decrease adjunct exp - 5% enrollment decr (3)			(1,283,185)	(1,283,185)	
(w)	Operational Expenses	140,424,789	149,698,992	155,403,196	5,704,204	3.8%
(x)	Transfer for equip. & replacement	4,158,000	3,000,000	3,000,000	-	0.0%
(y)	Transfer for debt service	1,548,819	1,463,756	1,460,906	(2,850)	-0.2%
(z)	Transfer for Semester Conversion	4,000,000		-	-	
(aa)	Transfer for One-Time Compensation		2,600,000		(2,600,000)	-100.0%
(ab)	Total expenditures & transfers	150,131,608	156,762,748	159,864,102	3,101,354	2.0%
(ac)	Net Operational Income	\$ 5,174,204	\$ (893,430)	\$ (1,754,090)	\$ (860,660)	96.3%
Reserve Funding						
(ad)	Transfer-In Delaware Campus	2,297,868	1,684,200	823,668	(860,532)	-51.1%
(ae)	Reserve Funding for 5% Enrollment Decr (3)			3,076,545	3,076,545	
(af)	Net Operational Revenues	\$ 7,472,072	\$ 790,770	\$ 2,146,123	\$ 1,355,353	171.4%

Notes

- (1) FY11 numbers from Internal financial statements (unaudited) and Colleague.
- (2) FY13 Subsidy projection provided by Ohio Board of Regents.
- (3) Tuition revenue assumes tuition at \$122.62 per semester credit hour and enrollment flat to FY12.
- (4) 5% enrollment decline associated with switching to semesters to be funded from Budget/Tuition Stabilization Account
- (5) During FY12 and FY13, the academic calendar and the fiscal year will align in a two stage process as the start of Summer terms in 2012 and 2013 moves from the last week of June in a quarter-based academic calendar into an early May start in a semester-based academic calendar.
- (6) Fee revenue includes matriculation, lab, parking, and other fees.
- (7) *Education and General Instruction* includes the Divisions of Arts & Sciences, CEWD, Instructional Services, and Career & Technical Programs, and includes additional adjunct expenses in FY12 and FY13 necessary to meet additional instructional expenses for Summer term as described in Note (5) above.
- (8) *General* includes Planning & Construction, Human Resources, Print Shop, Office Services, Institutional Adv., KRP, Diversity & Inclusion, & Development Office.
- (9) *Student Affairs* includes Disability Services, Admissions, Student Assistance, Student Conduct, Career Services, Testing, Telephone Information, Registration, Financial Aid, Counseling, Advising, Athletics, Student Activities, Veterans Office, Student Life, and Dean/VP Offices. Increases in *Student Affairs* budget category include: restoring full funding for positions approved in FY12, increase in part-time hourly wages and benefits, and various realignments of positions and offices between the Academic Affairs Division and the Student Affairs Divisions.
- (10) *Administration* includes Sr VP BAS, President's Office, Delaware Campus Administration & Business Services and an allocation for bad debt. Lower than budgeted payroll and benefit expenditures in FY12 compared to FY13 budget allowed additional funding for projected bad debt expense, and a shift to *Administration* from *General* of the college's Payroll Office, contribute to the percent change between fiscal years.

Columbus State Community College
Columbus Campus Operational Budget Comparison
Proposed FY13 Budget Compared to Projected RFY12 Year End & FY11 Year-End

	(1) FY11 Actual	(2) RFY12 (Projected YE)	(3) FY13 Proposed	(4) Difference RFY12 vs. FY13	(5) Percent Inc./(Dec.)
Revenues					
Appropriations					
(a) Subsidy (2)	\$ 54,375,267	\$ 57,664,522	\$ 59,049,164	\$ 1,384,642	2.4%
(b) Subsidy (Federal Stimulus)	9,277,688	-	-	-	0.0%
(c) Access Challenge	-	-	-	-	0.0%
(d) Jobs Challenge	-	-	-	-	0.0%
	<u>63,652,955</u>	<u>57,664,522</u>	<u>59,049,164</u>	1,384,642	2.4%
Student					
(e) Tuition (3)	83,145,272	84,308,904	87,186,425	2,877,521	3.4%
(f) Decrease Tuition- 5%enroll decrease			(4,359,730)		
(g) Add'l Tuition-calendar alignment		3,145,907	4,718,861		
(h) Fees (5)	4,908,537	4,835,222	4,933,825	98,603	2.0%
(i) Special courses	1,378,851	1,399,467	1,399,467	-	0.0%
	<u>89,432,659</u>	<u>93,689,500</u>	<u>93,878,848</u>	189,348	0.2%
Contracted Services					
(j) Net	644,563	600,000	600,000	-	0.0%
	<u>644,563</u>	<u>600,000</u>	<u>600,000</u>	-	0.0%
Other					
(k) Miscellaneous	75,000	486,327	250,000	(236,327)	-48.6%
	<u>75,000</u>	<u>486,327</u>	<u>250,000</u>	<u>(236,327)</u>	<u>-48.6%</u>
(l) Total Revenues	<u>153,805,177</u>	<u>152,440,349</u>	<u>153,778,012</u>	1,337,663	0.9%
Expenditures					
Educational & General					
(m) (Instructional) (6)	81,015,758	84,107,096	86,940,151	2,833,055	3.4%
(n) Library	1,912,827	1,971,379	1,984,364	12,985	0.7%
(o) General (7)	11,303,025	11,561,511	12,225,742	664,231	5.7%
(p) Information Technology	11,479,175	12,020,979	12,657,437	636,458	5.3%
(q) Student Affairs (8)	11,016,183	12,636,091	14,123,717	1,487,626	11.8%
(r) Operation & Maintenance of Plant	12,410,250	13,288,764	13,448,026	159,262	1.2%
(s) Administration (9)	7,489,087	9,218,051	10,151,278	933,227	10.1%
(t) Decrease Adjunct exp- 5% enroll dec.			(1,283,185)		
(u) Operational Expenses	<u>136,626,286</u>	<u>144,803,871</u>	<u>150,247,528</u>	5,443,657	3.8%
(v) Transfer for equip. & replacement	4,158,000	2,781,952	3,000,000	218,048	7.8%
(w) Transfer for debt service	1,548,819	1,463,756	1,460,906	(2,850)	-0.2%
(x) Transfer Semester Conversion	4,000,000	-	-	-	0.0%
(y) Transfer One-Time Compensation		2,600,000			
(z) Total expenditures & transfers	146,333,105	151,649,579	154,708,434	3,058,855	2.0%
(aa) Net Operational Revenues	<u>\$ 7,472,072</u>	<u>\$ 790,770</u>	<u>\$ (930,422)</u>	<u>\$ (1,721,192)</u>	<u>-217.7%</u>

Notes

- (1) FY11 numbers from internal financial statements (unaudited) and Colleague.
- (2) FY13 Subsidy projection provided by Ohio Board of Regents.
- (3) Tuition revenue assumes tuition at \$122.62 per semester credit hour and enrollment flat to FY12.
- (4) During FY12 and FY13, the academic calendar and the fiscal year will align in a two stage process as the start of Summer terms in 2012 and 2013 moves from the last week of June in a quarter-based academic calendar into an early May start in a semester-based academic calendar.
- (5) Fee revenue includes matriculation, lab, parking, and other fees.
- (6) *Education and General Instruction* includes the Divisions of Arts & Sciences, CEWD, Instructional Services, and Career & Technical Programs, and includes additional adjunct expenses in FY12 and FY13 necessary to meet additional instructional expenses for Summer term as described in Note (4) above.
- (7) *General* includes Planning & Construction, Human Resources, Print Shop, Office Services, Institutional Adv., KRP, Diversity & Inclusion, & Development Office.
- (8) *Student Affairs* includes Disability Services, Admissions, Student Assistance, Student Conduct, Career Services, Testing, Telephone Information, Registration, Financial Aid, Counseling, Advising, Athletics, Student Activities, Veterans Office, Student Life, and Dean/VP Offices. Increases in *Student Affairs budget category* include: restoring full funding for positions approved in FY12, increase in part-time hourly wages and benefits, and various realignments of positions and offices between the Academic Affairs Division and the Student Affairs Divisions.
- (9) *Administration* includes Sr VP BAS, President's Office, Delaware Campus Administration & Business Services and an allocation for bad debt. Lower than budgeted payroll and benefit expenditures in FY12 compared to FY13 budget allowed additional funding for projected bad debt expense, and a shift to *Administration* from *General* of the college's Payroll Office, contribute to the percent change between fiscal years.

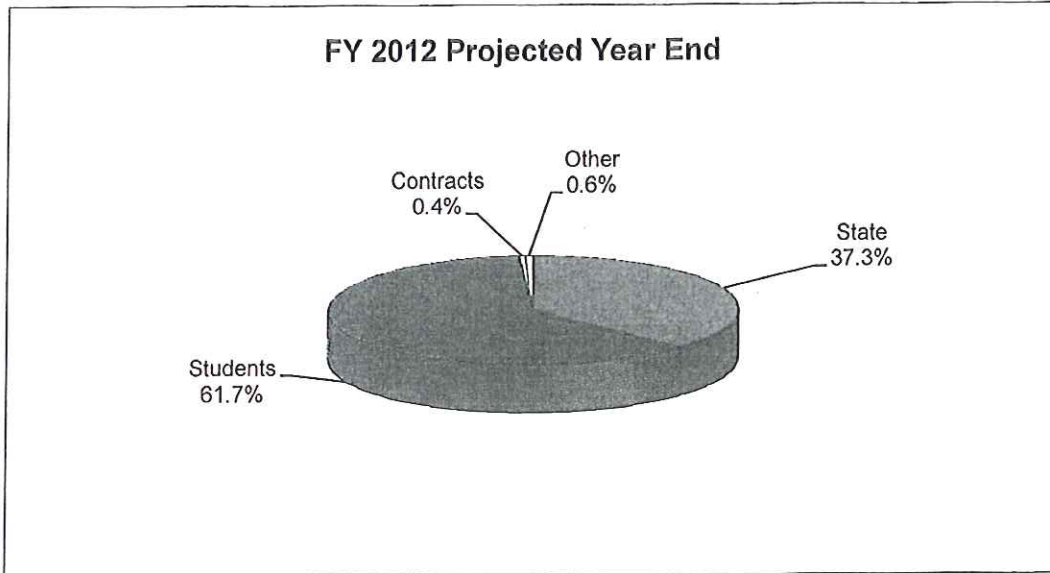
Columbus State Community College
Delaware Campus Operational Budget Comparison
Proposed FY13 Budget Compared to Projected RFY12 Year End & FY11 Year-End

	(1) FY11 Actual	(2) RFY12 (Projected YE)	(3) FY13 Proposed	(4) Difference RFY12 vs. FY13	(5) Percent Inc./(Dec.)
Revenues					
Appropriations					
(a)					
	\$ -	\$ 514,484	\$ 1,319,356	\$ 804,872	100.0%
	-	514,484	1,319,356	804,872	100.0%
Student					
(b)	1,479,782	2,456,759	2,542,745	85,986	3.5%
(c)	20,853	27,726	39,899	12,173	43.9%
(d)	-	-	-	-	0.0%
	1,500,635	2,484,485	2,582,644	98,159	4.0%
Other					
(e)	-	430,000	430,000	-	0.0%
	-	430,000	430,000	-	0.0%
(f)	1,500,635	3,428,969	4,332,000	903,031	26.3%
Expenditures					
Educational & General					
(g)	1,612,211	2,131,301	1,946,705	(184,596)	-8.7%
(h)	169,753	231,335	186,191	(45,144)	-19.5%
(i)	83,318	126,439	166,129	39,690	31.4%
(j)	504,758	510,388	703,336	192,948	37.8%
(k)	303,751	269,588	345,818	76,230	28.3%
(l)	805,236	898,022	1,168,006	269,984	30.1%
(m)	319,477	628,048	639,483	11,435	1.8%
(n)	0	100,000	-	(100,000)	-100.0%
(o)	3,798,503	4,895,121	5,155,668	260,547	5.3%
(p)	-	218,048	-	(218,048)	-100.0%
(q)	-	-	-	-	0.0%
(r)	-	-	-	-	0.0%
(s)	3,798,503	5,113,169	5,155,668	42,499	0.8%
(t)	\$ (2,297,868)	\$ (1,684,200)	\$ (823,668)	860,532	-51.1%

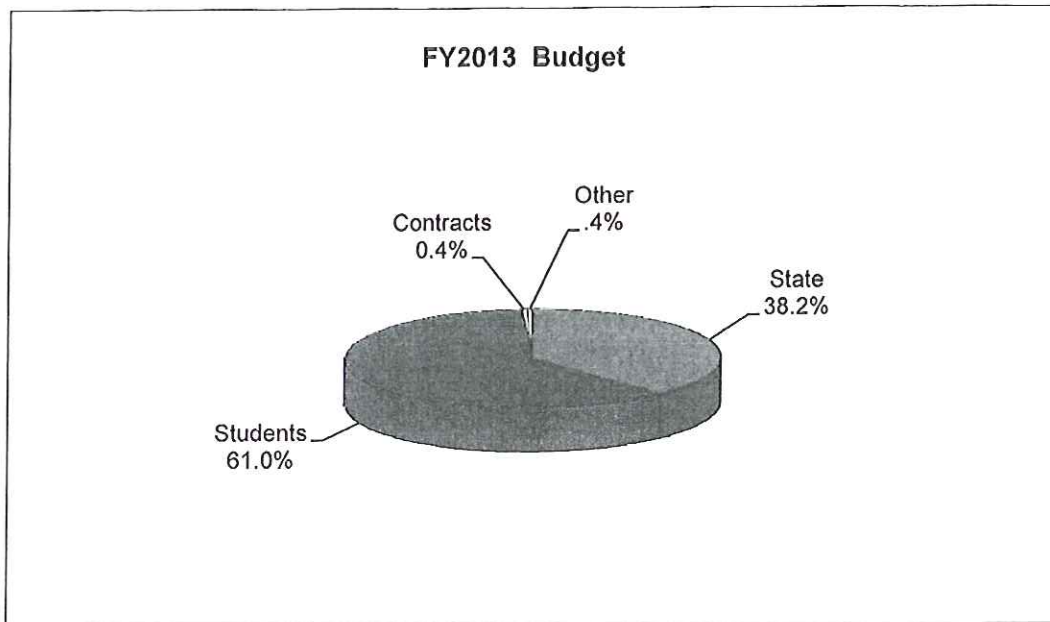
Notes

- (1) FY11 numbers from internal financial statements (unaudited) and Colleague.
- (2) FY13 Subsidy projection provided by Ohio Board of Regents.
- (3) Tuition revenue assumes tuition at \$122.62 per semester credit hour and enrollment flat to FY12.
- (4) Fee revenue includes lab fees.
- (5) *Education and General Instruction* includes the Divisions of Arts & Sciences, and Career & Technical Programs.
- (6) *General* includes Office Services and Institutional Adv.,
- (7) *Student Affairs* includes Enrollment Services.
- (8) *Administration* includes Delaware Campus Administration & Business Services.

**COLUMBUS STATE COMMUNITY COLLEGE DISTRICT
FY 13 PROPOSED OPERATING BUDGET REVENUES
May, 2012**

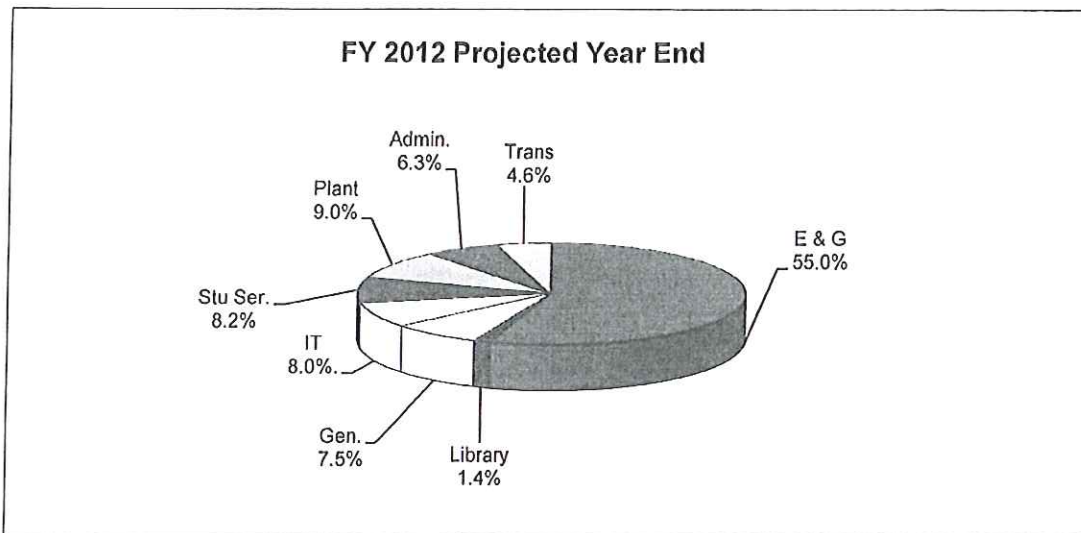


\$155,869,318

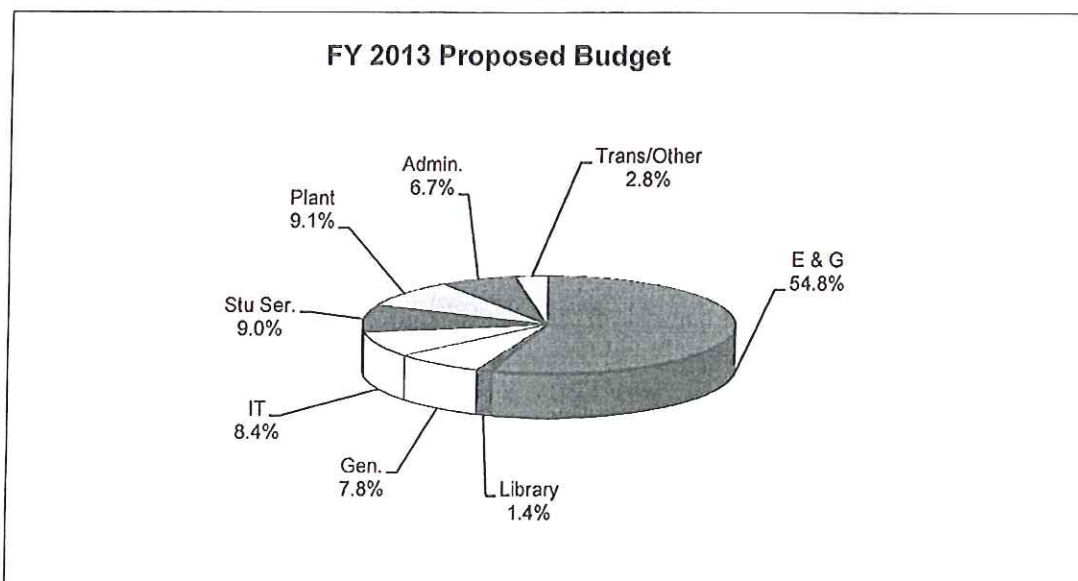


\$158,110,012

COLUMBUS STATE COMMUNITY COLLEGE DISTRICT FY 13 PROPOSED OPERATING BUDGET EXPENDITURES May, 2012



\$156,762,748



\$159,864,102

Columbus State Community College
Auxiliary Services Budget Comparison
Proposed FY13 Budget Compared to Revised FY12 Budget & FY11 Year-End

	FY11	FY12	FY13	Difference	Percent
<u>Revenues</u>	Actual ⁴	Revised Budget	Proposed	RFY12 vs FY13	Inc/(Dec)
Bookstore	\$ 3,270,608	\$ 3,150,010 ¹	\$ 3,104,479	\$ (45,531)	-1.4%
Child Development Center	807,138	733,342	599,320	(134,022)	-18.3%
Food Services	331,606	358,000	343,000	(15,000)	-4.2%
Bridgeview	374,688	415,717 ¹	430,500	14,783	3.6%
Total	4,784,040	4,657,069	4,477,299	(179,770)	-3.9%
<u>Expenses</u>					
Bookstore	1,916,458	2,320,830	2,232,772	(88,058)	-3.8%
Child Development Center	1,118,031	1,102,430	795,761	(306,669)	-27.8%
Food Services	84,006	93,076	196,871	103,796	111.5%
Bridgeview	457,799	509,128	494,833	(14,296)	-2.8%
Total	3,576,294	4,025,464	3,720,237	(305,227)	-7.6%
<u>Net Income/(Loss)</u>					
Bookstore	1,354,150	829,180	871,707	42,526	5.1%
Child Development Center	(310,893)	(369,088)	(196,441)	172,647	-46.8%
Food Services	247,600	264,924	146,129	(118,796)	-44.8%
Bridgeview	(83,111)	(93,411)	(64,333)	29,079	-31.1%
Total	1,207,746	631,605	757,062	125,457	19.9%
<u>Miscellaneous</u>					
Administrative Office	503,622	631,605 ²	596,709	(34,896)	-5.5%
Marketing	-	-	67,200	67,200	
	503,622	631,605	663,909	32,304	5.1%
Total Auxiliary Net Income	\$ 704,124	\$ 0	\$ 93,153	\$ 93,153	
One-time Compensation	-	- ³	118,000	118,000	

¹ Bookstore sales are budgeted at \$13,552,318 and Bridgeview sales are budgeted at \$459,300.

² Administrative Office contains expenses related to overseeing all Auxiliary as well as \$75k for Strategic Goals.

³ One-time compensation is funded from the unallocated funds in the Auxiliary fund.

⁴ Actual for FY2011 reflects unaudited numbers.

Allocation and Release of Strategic Reserves

Strategic Purpose	Strategic Purpose	Amount
College readiness and student success and attainment	The Academic Affairs and Student Affairs Divisions will implement initiatives that advance college readiness and student success and attainment, including but not limited to service learning, honors, textbook affordability, first year experience, orientation, student support and dual enrollment. Funds remaining from the Switch to Semesters Conversion project will be reallocated for these purposes.	Up to \$500,000
	As instructors become increasingly dependent on technology for classroom instruction, a consistent array of technology needs to be available across the college's classrooms. Funds available through lab fee accounts will be used to upgrade instructional technology in the college's classrooms. The upgrade of classroom technology will have the additional benefit of strengthening the scheduling of classroom resources.	Up to \$900,000
Campus Safety	Continue strengthening the campus safety program by releasing the balance of previously allocated funds to implement additional safety/security systems.	\$1.15 million
Budget/Tuition Stabilization	To continue serving a growing population of students while keeping tuition affordable, the College continues to aggressively engage in freeing up monies within existing revenues that can be reallocated with program priorities.	
	<i>Voluntary Separation Incentive Plan.</i> Transfer funds from the Budget Tuition Stabilization Account to the Voluntary Separation Incentive Plan Account for Year 2 (FY13) as authorized by the Board of Trustees in March 2012. Additional release may be necessary when the list of participants is finalized.	\$2.0 million
	<i>Budget Stabilization.</i> Funds that may be necessary to offset an enrollment decline projected at 5%.	\$3.1 million
	<i>Health Savings Account Option.</i> Release previously-approved allocation for health savings account option to continue incenting employees to participate in Health Savings Account Plans through which employees shoulder a high deductible plan thereby sharing risk and practicing consumerism and wellness.	\$400,000
Performance Management	To encourage employees to perform at levels that exceed expectations these funds provide for a salary bonus or one-time compensation pursuant to College Procedure 3-03(E), Salary Administration. Funds shall be moved from unallocated reserves to the PERFORMs account.	\$275,000

RECOMMENDATION:

That the Board of Trustees approves:

- Proposed revisions to the FY12 budget to reflect adjustments necessary to accommodate revenues and expenses projected for the adjustment to the academic calendar switching from quarters to semesters effective Summer Quarter 2012, which begins earlier than prior Summer quarters, resulting in a greater share of the quarter occurring in FY12.
- A one-time compensation for the college's non-union staff and administrators who were on the college's payroll as of January 1, 2012, and met performance expectations for the period July 1, 2011 through June 30, 2012. Full-time employees who meet these criteria will receive a one-time compensation of \$2,000, and part-time employees who meet these criteria will receive \$1,000. Compensation adjustments for employees in bargaining units are governed by contract and will be adjusted pursuant to the terms of the contract.
- Funding for the one-time compensation for employees will be as follows: \$2.6 million allocated in the proposed revised FY12 general fund operating budget, made available due to the academic calendar alignment with the fiscal year, in General Fund operating monies as proposed in the FY12 operating budget, and \$118,000 in unallocated funds in the Auxiliary Fund.
- The FY13 Operating Budget for the Columbus State Community College District (Exhibit A) and Auxiliary Enterprises (Exhibit B).
- Establishment of eight (8) new full-time tenure-track faculty positions for academic year 2013-14 to be funded through reallocation of resources devoted in 2012-13 to annual contract faculty.
- The release and reallocation of strategic initiatives as listed on Exhibit C, and the authorization of the President and Treasurer to reallocate as necessary between Board accounts to provide for these allocations and consolidate previously released allocations for efficient administration.



Columbus State Community College Board Action

Date _____

SUBJECT:

Mutual Aid Agreement between Columbus State Community College and The Ohio State University

BACKGROUND INFORMATION:

Pursuant to Ohio Revised Code 3345.041, a state institution of higher education can authorize its commissioned law enforcement officers to provide mutual assistance to another institution of higher education pursuant to an agreement authorized by the Boards of Trustees of both institutions.

Columbus State Community College and The Ohio State University each maintain separate police units. As public institutions of higher education who share an interest in the safety of their students, employees, and visitors, and who seek to share services when possible and appropriate, a mutual aid agreement will allow, not compel, either police unit to come to the temporary assistance of the other for emergency and non-emergency support pursuant to the terms of the mutual aid agreement.

The proposed mutual aid agreement is attached. Its terms will be evaluated and updated every two years.

RECOMMENDATION:

That the Board of Trustees authorizes the execution of a mutual aid agreement between Columbus State Community College and The Ohio State University.

**MUTUAL AID AGREEMENT
BETWEEN
COLUMBUS STATE COMMUNITY COLLEGE
and
THE OHIO STATE UNIVERSITY**

This Agreement made as of this _____ day of _____, 2012 between Columbus State Community College ("Columbus State") and The Ohio State University ("OSU") which have executed this Agreement pursuant to the Ohio Revised Code Section 3345.041.

WITNESSES

WHEREAS, Columbus State and OSU each maintain separate police departments pursuant to Ohio Revised Code Section 3345.04 and Ohio Revised Code Section 3358.08 respectively, and

WHEREAS, Columbus State and OSU collectively desire to provide for the mutual assistance and interchange and use of their respective police resources, including personnel and equipment in situations where one department needs and requests the assistance of the other at the OSU main campus and Columbus State's Columbus campus, and Columbus State's Delaware campus in Delaware, Ohio wherein the institutions have executed a separate Shared Facilities and Services Agreement supporting OSU-Marion and Columbus State's Delaware students, faculty and staff, and

WHEREAS, Columbus State and OSU, by virtue of Ohio Revised Code Section 3345.04 are empowered to designate law enforcement officers and to provide such mutual assistance pursuant to Ohio Revised Code Section 3345.041 by means of this Agreement;

NOW, THEREFORE, in consideration of the promises and obligations which are hereinafter set forth, the parties hereto agree as follows:

1. The terms and conditions for providing police resources for emergency and non-emergency needs and for mutual assistance in the conduct of criminal investigations shall be determined and mutually agreed upon by the chief of police of each institution prior to the provision of any resources hereunder.
2. Police officers of the responding party rendering assistance to the requesting party shall have the same authority as is conferred on police officers of the requesting party.
3. Radio communications between responding and requesting parties shall be determined by and provided by the requesting party. The responding party shall retain sole control over decisions concerning the availability of police personnel and equipment to the requesting party, and shall have the absolute right to decline to respond to a request or to withdraw police resources from the territorial jurisdiction of the requesting party. Neither party shall be liable for any damages to the other party for failure to answer, or neglect in answering any call for additional police protection or for inadequacy, negligent operation of equipment and apparatus, or for any cause whatsoever arising out of such use of equipment and apparatus or lack of performance or duties by its police department members. Neither party shall be liable in any manner or event to the other party for personal injuries suffered by any member of the police department of the other party hereto.

4. Each responding party shall assume the risk of loss or damage and be responsible for any personal injury or property damage caused by the negligent acts or negligent omissions by or through itself or its agents and contractors, subject to Chapter 2744 of the Ohio Revised Code, and shall be responsible for defending itself and paying the amounts of any judgments entered and paying any judgments or costs assessed against its police officers while traveling to and from or acting within the territorial jurisdiction of the requesting party. Nothing in this agreement shall impute or transfer any such responsibility from one party to the other.
5. All personnel of the responding party, while responding to a call of a requesting party, shall be acting within the scope of their employment by the responding party while en route to, en route from and while acting within the territory of the requesting party shall report promptly to the senior ranked officer of the requesting party or other officer requesting assistance.
6. On any occasion when police officers of both requesting and responding parties are present during the course of a joint action, the senior ranked police officer of the requesting party present and in charge of the department of such party shall have full charge of the authority over any assisting resources, to include personnel.
7. This Agreement and the rights of the parties hereunder shall be governed by the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any action or proceeding concerning the Agreement and/or performance thereunder.
8. This Agreement shall be in effect for the period of two years effective immediately upon signatures of both parties, provided however, that any party may withdraw from this Agreement upon delivering to the other party written notice to such effect.
9. The parties shall participate in an annual review of administrative procedures, policies, and the effects of such as may relate to the operation of this Agreement.

IN WITNESS WHEREOF, each party has, upon the dates hereinafter set forth, caused this Agreement to be fully executed.

Columbus State Community College

The Ohio State University

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____



Columbus State Community College Board Action

Date _____

SUBJECT:

Tenure Appointments and First Promotion in Rank

BACKGROUND INFORMATION:

In accordance with Tenure Policy No. 5-02 approved by the Board of Trustees and effective July 1, 2006 (July 1, 2005 version), 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, and the President. Twelve faculty members received recommendations that they be awarded tenure and promotion in rank to Assistant Professor and one faculty member received recommendations that he be awarded tenure and promotion in rank to Associate Professor by the Board of Trustees of the Columbus State Community College.

RECOMMENDATION:

That the following twelve individuals be granted tenure and be promoted in rank to Assistant Professor and *Charles Wilson be granted tenure and be promoted in rank to Associate Professor effective at the beginning of the 2012-2013 contract year.

Shannon Bookout	Business Programs (Accounting)
Amy DiBlasi	Business Programs (Business Office Applications)
William Highley	Automotive and Applied Technology (HVAC Technology)
Don Laubenthal	Hospitality, Massage Therapy and Sports & Exercise Studies (Sports & Exercise Studies)
Roger McGlaughlin	Health, Dental and Veterinary Technology (Dental Laboratory Technology)
Jeremy Porter	Integrated Media Technology (CIT)
Rodger Stinson	Health, Dental and Veterinary Technology (Nuclear Medicine)
Jorge Vallejos	Integrated Media Technology (CIT)
Don Bruce	English
Stephen Logan	English
Mark Polifroni	Psychology
Stephen Timmons	Humanities

*Charles Wilson, Associate Professor Automotive and Applied Technology (Auto)



Columbus State Community College Board Action

Date _____

SUBJECT:

Financial Statements as of and for the ten months ended, April 30, 2012.

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 ten months ended, April 30, 2012, 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: May 9, 2012
SUBJECT: Financial Statements as of April 30, 2012

Attached are the financial statements of Columbus State Community College District, the Foundation, and the President’s Discretionary Fund for the period ended April 30, 2012.

1. General Fund

These financial statements include comparisons of actual-to-date compared to the Revised FY 12 Budget approved by the Board in January 2012.

• **Enrollment**

Quarter	Budgeted Headcount	Headcount	Budget to Actual Increase/Decrease	Actual FY 11 FTEs	FY 12 FTEs	% Variance
Summer 2011	19,263	20,001	3.8%	10,781	11,590	7.5%
Autumn 2011	30,756	30,921	0.5%	20,104	20,258	0.8%
Winter 2012*	30,478	30,273	-0.7%	19,216	19,833	3.2%
Spring 2012*	30,049	28,670	-4.6%	18,331	18,502	0.9%

*Preliminary headcounts and FTEs

• **Revenues (Exhibit B)**

Total operating revenues through April are \$127,948,412, just 1.9% lower than the same period last year. While subsidy is down 8.5%, tuition revenue is up 3.2% compared to the same period last year. FY 12 year end projections are currently tracking at \$157,553,518, approximately 1.5% higher than the FY 12 revised budget. This includes additional tuition revenue of \$3,145,907 which reflects Summer quarter tuition that will be incurred in FY 12 rather than FY 13 because of the earlier start of Summer quarter.

• **Expenditures (Exhibit B)**

Total operating expenditures (before transfers) are \$118,285,870 for the period, or 5% higher than the same period last year, reflecting higher expenditures as planned for this fiscal year. Operating expenditures are tracking at nearly 100% of FY 12 revised budget. Within these projected totals are instructional costs of \$981,750 which will be incurred in FY 12 rather than FY 13, due to the earlier start of Summer quarter, the first of a two-stage calendar adjustment necessary to accommodate a semester-based academic calendar.

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

For the period ending April 30, the Auxiliary Fund's revenues are down 5% compared to the same period last year. The decreases in revenue are primarily due to lower enrollment at the Child Development Center in FY 12 compared to FY 11, and lower than anticipated sales at the bookstore for Winter and Spring quarters. Overall expenditures for the Auxiliary Fund are down 4% compared to last year. The auxiliary fund is expected to balance within the revenues the enterprises are projected to generate.

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

The President's Discretionary Fund has a cash balance of \$12,476 at April 30, after disbursements of \$7,524.

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

Adjusting for an inadvertent deposit in FY 11 of \$163,221 intended for the general fund that was corrected in June 2011, contributions to the Foundation through April are \$480,893 compared to \$538,554 through April of last year, a 10.7% decrease. Management and general expenditures are \$115,095 or 76.8% of budget. Through the month of April, the College has supported the operations of the Foundation in the amount of \$324,607 which is on track with the approved budget. The college support amount now includes rent for the offices at 750 E. Long Street.

5. **Investments**

The College's portfolio is invested consistent with its investment policy, with 15.75 % currently invested in STAROhio and other money markets, with the balance in federal agencies.

COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT APRIL 30, 2012
 With Comparative Figures at April 30, 2011

EXHIBIT A

<u>Assets</u>	April 30, 2012	April 30, 2011	<u>Liabilities and Fund Balance</u>	April 30, 2012	April 30, 2011
<u>Current Funds</u>			<u>Current Funds</u>		
<u>Unrestricted</u>			<u>Unrestricted</u>		
Educational and general			Educational and general		
Cash	\$ 11,119,271	\$ 16,265,472	Accounts payable	\$ 6,950,968	\$ 5,353,637
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	119,524,348	128,984,982	Student tuition	26,963,331	24,833,730
Interest receivable	20,177,565	17,495,264	Lab fees and credit bank	1,012,821	816,919
Prepaid expense	-	-	Due to auxiliary funds	-	-
Net investment in Golf Course	272,370	241,142	Due to restricted funds	-	-
Due from agency funds	1,319,846	683,498	Due to plant funds	12,923,560	8,921,971
Due from auxiliary funds	1,210,524	419,839	Due to agency funds		
Total educational & general	\$ 153,623,923	\$ 164,090,197	Fund balances (Exhibit C):		
Auxiliary enterprise			Allocated	78,897,994	88,085,475
Cash	\$ 3,224,157	\$ 2,955,262	Unallocated	26,875,249	36,078,465
Investments	6,118,297	5,779,315	Total fund balances	105,773,242	124,163,940
Accounts receivable	1,221,185	915,607	Total educational & general	\$ 153,623,923	\$ 164,090,197
Inventories, at cost as defined (note 2)	2,329,413	2,323,640			
Other Assets	411,951	359,956			
Due from general fund	-	-			
Due from grant funds	3,222	3,117			
Total auxiliary enterprise	13,308,225	12,336,897			
Total unrestricted	\$ 156,932,148	\$ 176,427,094			
Restricted					
Cash	-	-			
Due from educational & general fund	-	-			
Total restricted	-	-			
Total current funds	\$ 166,932,148	\$ 176,427,094			
	[A]	[B]			
				[C]	[D]

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

EXHIBIT A
(Continued)

COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT APRIL 30, 2012
With Comparative Figures at April 30, 2011

<u>Assets</u>	April 30, 2012	April 30, 2011	<u>Liabilities and Fund Balance</u>	April 30, 2012	April 30, 2011
<u>Plant funds</u>			<u>Plant funds</u>		
Unexpended			Unexpended		
State appropriations receivable	-	-	Fund balances	3,564,945	2,924,691
Capital Improvement Fund	3,564,945	2,924,691	Restricted	-	-
Total unexpended	3,564,945	2,924,691	Total unexpended	3,564,945	2,924,691
Cash from Bond Proceeds	9,691	370,877	Investment in plant		
Deposit with trustees	-	-	Interest payable	-	-
Due from general fund	12,923,560	8,921,972	Capital lease payable	-	-
Land	29,618,235	29,235,190	Accounts payable	45,252	-
Improvements other than buildings	12,117,274	11,610,588	Bonds payable	13,055,000	14,305,000
Buildings	141,507,797	140,438,064	Deferred Gift Annuity	-	-
Movable equipment, furniture			Net investment in plant	162,269,423	157,034,888
and library books	43,033,805	48,197,895			
Construction-in-progress	4,121,414	725,980	Total investment in plant	175,369,676	171,339,888
Other Assets	257,513	278,095	Total plant funds	178,934,621	174,264,579
Less: accumulated depreciation	(68,219,613)	(68,438,773)	<u>Agency funds</u>		
Total investment in plant	175,369,676	171,339,888	Cash	-	-
Total plant funds	178,934,621	174,264,579	Deposits held in custody for others	-	683,498
<u>Agency funds</u>			Due to educational and general fund	1,319,846	-
Cash	-	-	Total agency funds	1,319,846	683,498
Due from agencies	296,912	683,498		[C]	[D]
Due from general fund	1,022,934	-			
Total agency funds	1,319,846	683,498			
	[A]	[B]			

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

EXHIBIT B
COLUMBUS STATE COMMUNITY COLLEGE
OPERATIONAL BUDGET COMPARISON
FOR THE TEN MONTHS ENDED APRIL 30, 2012
With Comparative Figures at April 30, 2011

	FY 12		FY 11		FY 12 Projected Year End			
	Revised Budget as approved January 2012	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	\$ 58,179,006	\$ 48,571,018	83.49%	\$ 59,591,744	\$ 45,047,401	75.59%	\$ 58,179,006	100.00%
SSI - Stimulus	-	-	-	-	8,083,448	-	-	0.00%
Access Challenge	-	-	-	-	-	-	-	-
Jobs Challenge	-	-	-	-	-	-	-	-
Delaware - Transfer In	-	-	-	-	-	-	-	-
Student								
Tuition	87,194,616	71,701,535	81.20%	86,601,524	69,489,698	80.24%	89,911,570	103.12%
Fees	5,003,465	4,320,470	86.35%	5,741,427	4,386,770	76.41%	4,862,948	97.19%
Special courses	1,551,758	1,140,305	73.48%	1,551,758	1,149,822	74.10%	1,399,457	90.19%
Contracted Services	93,749,839	77,162,310	82.31%	93,894,709	75,026,290	79.90%	96,173,985	102.59%
Net	644,563	373,555	57.95%	255,585	421,476	164.91%	600,000	93.09%
Other	644,563	373,555	57.95%	255,585	421,476	164.91%	600,000	93.09%
Partnership Revenue	430,000	135,515	31.52%	-	92,251	-	430,000	100.00%
Miscellaneous	250,000	58,850	23.54%	250,000	92,251	36.90%	486,327	194.53%
Total revenues	680,000	154,365	22.58%	250,000	92,251	36.90%	916,327	134.75%
Operating Expenditures	155,291,624	127,948,412	82.39%	156,639,195	130,442,155	83.28%	157,553,518	101.46%
Educational & general (Instructional)	86,221,259	67,409,093	78.18%	84,720,272	65,330,700	77.11%	86,338,397	100.14%
Library	2,202,714	1,698,274	77.10%	2,082,580	1,718,952	82.54%	2,202,714	100.00%
General	12,090,113	9,389,268	77.66%	12,211,068	9,146,978	74.91%	11,687,950	96.67%
Information Technology	12,859,333	10,206,257	79.37%	12,501,282	9,760,896	78.08%	12,531,367	97.45%
Student Services	12,958,066	10,317,374	82.16%	11,694,596	9,049,659	77.39%	12,905,679	102.77%
Operation and maintenance of plant	14,356,773	11,225,354	78.19%	14,321,439	10,456,809	73.02%	14,186,786	98.82%
Administration	9,846,099	6,749,568	68.55%	8,392,748	5,899,899	70.29%	9,846,099	100.00%
Transfer for debt service	1,548,819	1,290,683	83.33%	1,548,819	1,290,683	83.33%	1,548,819	100.00%
Total expenditures	151,683,176	118,285,870	77.98%	147,472,802	112,653,076	76.39%	151,247,811	99.71%
Non-operating & Encumbered	3,000,000	See Exhibit C	See Exhibit C	3,600,000	See Exhibit C	See Exhibit C	3,000,000	100.00%
Transfer for equipment and replacement	-	-	-	4,000,000	-	-	-	N/A
Transfer for Semester Conversion	-	-	-	-	-	-	-	-
Transfer for scholarships	-	-	-	-	-	-	-	-
Total expenditures and transfers	154,683,176	118,285,870	76.47%	155,072,802	112,653,076	72.65%	154,247,811	99.72%
Operational revenues	608,448	9,662,542	N/A	1,566,392	17,789,079	N/A	3,305,707	N/A
Interest Income	-	-	-	-	-	-	-	-
Net Operating revenues	\$ 608,448	\$ 425,173	69.88%	\$ 1,566,392	\$ 348,908	22.28%	\$ 425,173	67.85%
Net Operating expenses	\$ 10,085,714	\$ 10,085,714	100.00%	\$ 10,085,714	\$ 10,085,714	100.00%	\$ 10,085,714	100.00%
Net Operating income	\$ 608,448	\$ 425,173	69.88%	\$ 1,566,392	\$ 348,908	22.28%	\$ 425,173	67.85%
Total revenues	\$ 680,000	\$ 154,365	22.58%	\$ 250,000	\$ 92,251	36.90%	\$ 916,327	134.75%
Total expenditures	\$ 155,291,624	\$ 127,948,412	82.39%	\$ 156,639,195	\$ 130,442,155	83.28%	\$ 157,553,518	101.46%
Net Operating Income	\$ 608,448	\$ 425,173	69.88%	\$ 1,566,392	\$ 348,908	22.28%	\$ 425,173	67.85%
Net Operating Expense	\$ 10,085,714	\$ 10,085,714	100.00%	\$ 10,085,714	\$ 10,085,714	100.00%	\$ 10,085,714	100.00%
Net Operating Income	\$ 608,448	\$ 425,173	69.88%	\$ 1,566,392	\$ 348,908	22.28%	\$ 425,173	67.85%

* Assumes revenues and expenses associated with an earlier start in June for Summer Quarter 2012 to accommodate the switch to a semester-based calendar.

EXHIBIT C

COLUMBUS STATE COMMUNITY COLLEGE
STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT
EDUCATIONAL AND GENERAL FUNDS
FOR THE TEN MONTHS ENDED APRIL 30, 2012

	Balance at June 30, 2011	Net Increase for Current Period	Board Approved Additions	Transfers	Expenditures	Balance at April 30, 2012
Unrestricted						
Allocated						
Capital Improvements & Land Acquisition	\$ 4,857,207	\$ -	\$ 1,800,000	\$ 664,784	\$ -	\$ 7,321,991
Carpet/Furniture Reupholstering	60,394	-	-	225,000	(93,301)	192,093
Bolton Field Site Analysis	33,883	-	-	(33,883)	-	-
Eibling Hall Renovations (CCPC) and Lobby	23,082	-	-	(23,082)	-	-
Space Efficiency Upgrades	3,819,045	-	-	-	(1,713,809)	2,105,236
Project Planning	139,339	-	-	-	(109,393)	29,946
Union Hall Renovation	14,728,638	-	-	-	(1,516,841)	13,211,797
Site Development Delaware Campus	2,509,487	-	-	(1,200,000)	(130,187)	1,179,300
Bookstore/DX Modifications	289,024	-	-	-	(21,360)	267,664
Facilities Infrastructure Improvements	37,443	-	-	50,000	(5,635)	81,808
Delaware Hall Renovation	3,099	-	-	(3,099)	-	-
Parking Capacity	23,072	-	-	(23,072)	-	-
145-149 Cleveland Avenue Purchase	12,619	-	-	-	-	-
Capital Equipment	5,008,606	-	3,000,000	806,993	(3,261,908)	12,619
Target 2002	333,088	-	-	-	-	5,553,691
Collective Bargaining	63,252	-	-	-	-	333,088
Budget/Tuition Stabilization	22,756,987	-	-	-	-	63,252
Accumulated Lab Fees	1,622,651	-	-	-	-	22,756,987
Broadbanding	222,780	-	-	210,205	(69,505)	1,763,351
Think Again Scholarship	5,570,160	-	-	-	(1,494)	221,286
Teaching and Learning Initiatives	8,613,905	-	-	-	(1,947,703)	3,622,457
Strategic Growth Initiatives	2,500,000	-	-	-	(1,853,758)	6,760,147
Technology Initiatives	2,485,640	-	-	-	(83,334)	2,416,666
Human Capacity Development/Wellness	372,493	-	-	-	(47,132)	2,438,508
Campus Safety Initiatives	1,457,956	-	-	-	(61,227)	311,266
Energy Efficiency/Sustainability Initiatives	3,125,637	-	-	-	(75,904)	1,382,052
Delaware Campus Operations	2,966,619	-	25,000	-	(263,988)	2,886,648
Health Care Self-Insurance Escrow	1,023,018	-	(1,647,164)	-	-	1,319,455
Health Care HSA Incentive	680,441	-	-	-	-	1,023,018
Self-Insured Workers Compensation Benefits	152,500	-	1,053,051	-	(260,494)	419,947
Voluntary Separation Incentive Plan	2,000,000	-	2,300,000	-	-	152,500
One-Time Compensation	500,000	-	-	-	(2,341,403)	711,648
Partnerships for Student Success	272,991	-	-	-	(2,447,639)	(147,639)
PERFORMS	88,265,056	-	8,153,051	(948,318)	(265,780)	7,211
Unallocated	26,046,868	(8,538,682)	(8,153,051)	948,318	(16,571,795)	78,897,994
Total General Fund	\$ 114,311,924	\$ (8,538,682)	\$ (8,153,051)	\$ 948,318	\$ 16,571,795	\$ 26,875,249
	[A]	[B]	[C]	[D]	[E]	[F]

COLUMBUS STATE COMMUNITY COLLEGE
BOND FUNDED PROJECTS
FOR THE TEN MONTHS ENDED APRIL 30, 2012

EXHIBIT C-1

	Bond Proceed Allocation	Proceeds Budget	Prior Budget Reallocations	Budget Reallocation 2011/2012	Proceeds Expended to Date	Bond Proceeds Encumbered	Available to Spend	
Refunding 1993 Bonds	\$ 3,445,000	\$ 3,445,000	\$ 709,635	\$ 3,408	\$ 3,445,000	\$ -	\$ -	(1)
Bookstore Facilities	7,000,000	7,000,000	-	-	7,709,635	-	-	(2)
Aquinas Hall*	3,400,000	1,631,673	(88,521)	588	1,538,816	-	-	(3)
366/370 N. Grant*		1,760,304	(51,066)		1,709,238	-	-	(4)
Unallocated		8,022	(8,022)		-	-	-	(5)
Child Development Center	3,000,000	3,000,000	(891,666)	(108,124)	1,999,698	-	-	(6)
Columbus Campus Facility Projects								(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			32,985		32,985	-	-	(17)
Automotive Flooring			137,832		137,832	-	-	(18)
Bolton Field Upgrades			75,000	(11,156)	63,844	-	-	(19)
CWD Space Adjustments			16,000		16,000	-	-	(20)
Office Space Efficiencies				22,000	13,163	-	8,837	(21)
Rhodes Hall Space Efficiencies			98,000		97,855	-	145	(22)
Bridgeview Signage			(55,830)	6,000	5,870	-	130	(23)
Issuance Costs	315,000	315,000	(297,395)	27,797	286,967	-	-	(24)
Interest Income				(190,177)				(25)
Total	\$ 17,160,000	\$ 17,160,000	\$ 308,225	\$ (190,177)	\$ 17,638,835	\$ -	\$ 9,691	(26)
	[A]	[B]	[C]	[D]	[E]	[F]	[G]	(27)

* 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 TEN MONTHS ENDED APRIL 30, 2012
 With Comparative Figures at April 30, 2011

	FY 12		FY 11		Projected FY 12 Year End Budget	Projected % of Budget
	Revised Budget as approved January 2012	% of Budget Expended to Date	Revised Budget as approved January 2011	% of Budget Expended to Date		
Sales/Revenues						
Bookstore	\$ 13,534,748	87.99%	\$ 13,975,969	89.26%	\$ 13,534,748	100.00%
Child Development Center	733,342	78.85%	907,493	74.16%	708,342	96.59%
Food Services	358,000	74.11%	347,071	78.72%	339,376	94.80%
Bridgeview	440,200	67.60%	474,310	57.06%	402,141	91.35%
Total Revenues before Grant Activity	15,066,290	86.52%	15,704,843	87.18%	14,984,607	98.46%
Cost of Goods Sold						
Bookstore	10,384,738	87.20%	10,524,161	89.59%	10,384,738	100.00%
Bridgeview	24,483	71.27%	24,510	44.18%	22,366	91.35%
Gross Margin	4,681,069	85.41%	5,180,682	82.49%	4,600,869	98.29%
Operating Expenses						
Bookstore	2,320,830	66.32%	2,280,577	68.40%	2,320,830	100.00%
Child Development Center	1,102,430	76.59%	1,176,681	79.23%	1,077,430	97.73%
Food Services	93,076	88.29%	84,695	84.14%	101,134	108.66%
Bridgeview	509,128	74.20%	561,680	62.71%	466,065	91.54%
Auxiliary Administration	631,605	60.03%	625,248	70.37%	446,076	70.63%
Total Expenses before Grant Activity	4,657,069	69.20%	4,738,881	70.95%	4,411,535	94.73%
Auxiliary Net Operating Income/(Loss)	-		417,291	213.49%	165,968	-
Grant Income	-	0.00%	-	-	-	0.00%
Grant Expense	-	0.00%	-	-	-	0.00%
Net Grant Income/(Loss)	-		-	-	-	-
Net Income/(Loss)						
Bookstore	829,180	158.55%	1,161,231	127.50%	829,180	100.00%
CDC	(369,088)	72.11%	(269,188)	96.33%	(369,088)	100.00%
Food Services	264,924	69.12%	262,376	76.97%	238,242	89.93%
Bridgeview	(93,411)	-104.55%	(111,880)	-82.61%	(86,290)	92.38%
Auxiliary Administration	(631,605)	60.03%	(625,248)	70.37%	(446,076)	70.63%
Net Auxiliary Income/(Loss)	754,889	-	417,291	213.49%	165,968	-
Auxiliary Fund Balance at June 30, 2011	10,427,062		9,734,506			
Board Approved Improvements	(172,745)		(6,500)			
Transfers	-		-			
Auxiliary Fund Balance at April 30, 2012	\$ 11,009,206		\$ 10,618,897			

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 APRIL 30, 2012

	Actual November 2011	Actual December 2011	Actual January 2012	Actual February 2012	Actual March 2012	Actual April 2012	
Beginning Cash	\$ 11,101,555	9,776,118	46,832,723	6,700,022	6,984,260	8,573,565	(1)
Cash Receipts	6,320,526	11,944,481	6,567,921	8,615,796	13,389,910	6,604,396	(2)
Cash Disbursements	(14,418,334)	(12,744,861)	(14,760,735)	(12,898,974)	(13,815,099)	(13,677,691)	(3)
Financial Aid	(1,227,629)	34,856,985	(22,939,887)	(1,432,584)	35,014,494	(21,924,369)	(4)
Outflow for investments	-	-	(14,000,000)	-	(38,000,000)	-	(5)
Inflow from investments	8,000,000	3,000,000	5,000,000	6,000,000	5,000,000	30,000,000	(6)
Ending Cash	\$ 9,776,118	46,832,723	6,700,022	6,984,260	8,573,565	9,575,901	(7)

	Forecasted May 2012	Forecasted June 2012	Forecasted July 2012	Forecasted August 2012	Forecasted September 2012	Forecasted October 2012	
Beginning Cash	\$ 9,575,901	9,013,244	11,148,811	10,142,956	11,072,312	10,091,305	(8)
Cash Receipts	6,003,994	11,003,994	6,503,994	17,603,994	6,503,994	6,503,994	(9)
Cash Disbursements	(13,576,651)	(13,668,427)	(14,529,849)	(14,024,636)	(14,500,000)	(14,000,000)	(10)
Financial Aid	(990,000)	11,800,000	(980,000)	37,350,000	(22,985,000)	1,505,000	(11)
Outflow for investments	-	(7,000,000)	-	(40,000,000)	-	-	(12)
Inflow from investments	8,000,000	-	8,000,000	-	30,000,000	5,000,000	(13)
Ending Cash	\$ 9,013,244	11,148,811	10,142,956	11,072,312	10,091,306	9,100,300	(14)

COLUMBUS STATE COMMUNITY COLLEGE
 PRESIDENT'S DISCRETIONARY FUND
 STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
 FOR THE TEN MONTHS ENDED APRIL 30, 2012

EXHIBIT F

Cash at Beginning of Period		\$ 18,842	(1)
		<u> </u>	(2)
<u>Receipts:</u>			(3)
			(4)
Deposit	-	1,158	(5)
			(6)
			(7)
<u>Disbursements:</u>			(8)
Oberer's Flowers	1,359		(9)
Dress for Success	5,000		(10)
Jazz Arts Group	250		(11)
Columbus Metropolitan Library	200		(12)
Riverside United Methodist Church	65		(13)
Prevent Blindness Ohio	500		(14)
Smart Business Network	150		(15)
		7,524	(16)
		<u>\$ 12,476</u>	(17)
	[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 APRIL 30, 2012
With Comparative Figures at April 30, 2011

<u>Assets</u>	<u>April 30, 2012</u>	<u>April 30, 2011</u>	
Cash	\$ 383,053	\$ 364,949	(1)
Investments at market value (see note)	5,750,795	5,638,955	(2)
Pledges Receivable	59,596	57,122	(3)
Student Emergency Loans restricted - Net	<u>-</u>	<u>-</u>	(4)
Total Assets	<u>\$ 6,193,444</u>	<u>\$ 6,061,026</u>	(5) (6)
 <u>Liabilities</u>			
Due to general fund	\$ 241,471	\$ 792	(7)
Pledge Payable	-	-	(8)
Trade Payables	<u>-</u>	<u>131</u>	(9)
Total Liabilities	<u>241,471</u>	<u>923</u>	(10)
 <u>Fund balance</u>			
Permanently Restricted	3,639,991	3,530,790	(11)
Temporarily Restricted	1,623,440	2,019,197	(12)
Unrestricted	<u>688,542</u>	<u>510,116</u>	(13) (14)
Total fund balance	<u>5,951,973</u>	<u>6,060,103</u>	(15) (16)
Total Liabilities and fund balance	<u>\$ 6,193,444</u>	<u>\$ 6,061,026</u>	(17) (18)
	[A]	[B]	(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	\$ 158,678	158,677	2.76%
Equities	2,513,798	3,031,067	52.71%
Fixed Income	537,535	609,216	10.59%
Mutual Funds	<u>1,848,488</u>	<u>1,951,835</u>	<u>33.94%</u>
Total Investments	<u>\$ 5,058,499</u>	<u>\$ 5,750,795</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 TEN MONTHS ENDED APRIL 30, 2012
 With Comparative Figures at April 30, 2011

	April 30, 2012			Total All Funds	April 30, 2011 Total All Funds	
	Unrestricted	Temporarily Restricted	Permanently Restricted			
Revenue						
Contributions	\$ 146,030	\$ 118,587	\$ 77,626	\$ 342,243	\$ 580,835	(1)
Contributions for Columbus State	-	138,650	-	138,650	120,940	(2)
Administration Fee Income	47,584	-	-	47,584	47,214	(3)
Interest Income	104	-	-	104	107	(4)
Investment Income						
Realized	139,325	38,561	-	177,886	222,398	(5)
Unrealized	36,059	8,541	-	44,600	754,858	(6)
Investment income-subtotal	175,384	47,102	-	222,486	977,256	(7)
Total revenues	369,102	304,339	77,626	751,067	1,726,352	(8)
Expenditures						
Scholarships	-	235,747	-	235,747	234,721	(10)
Contributions to Columbus State	-	172,985	-	172,985	120,940	(11)
Administrative Fee Expense	-	47,584	-	47,584	47,214	(12)
Management and general	115,095	-	-	115,095	146,967	(13)
Total expenditures	115,095	456,316	-	571,411	549,842	(14)
Excess (deficit) of revenues over expenditures	254,007	(151,977)	77,626	179,656	1,176,510	(15)
Transfers	(2,484)	-	2,484	-	-	(16)
Fund balance at beginning of period	437,019	1,775,417	3,559,881	5,772,317	4,883,593	(17)
Fund balance at end of period	\$ 688,542 [A]	\$ 1,623,440 [B]	\$ 3,639,991 [C]	\$ 5,951,973 [D]	\$ 6,060,103 [F]	(18)
						(19)

**COLUMBUS STATE COMMUNITY COLLEGE
NOTES TO FINANCIAL STATEMENTS
AS OF APRIL 30, 2012**

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	\$ 15,647,759	\$ 15,647,759	0.07%	1
STAR Ohio/Plant	3,564,945	3,564,945	0.07%	1
STAR Ohio/Auxiliary	285,037	285,037	0.07%	1
CSCC Operating Fund 1	49,443,016	49,384,456	0.21%	176.4
CSCC Operating Fund 2	49,466,260	49,662,419	0.84%	1033
Auxiliary Services	5,794,548	5,833,263	1.03%	948
Plant Fund	4,804,461	4,829,713	0.96%	1049
	<u>\$ 129,006,026</u>	<u>\$ 129,207,593</u>		

* Weighted

<u>Portfolio Composition</u>	<u>Type</u>	<u>% of Total</u>
	STAR Ohio	15.09%
	Agencies	84.25%
	Cash & Equivalents	0.66%
		<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.

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>
Stephan Armintrout (Repl. M. Mawalkar)	Specialist	Data Center	05/16/12	\$33,129
Carol Beneker (Repl. T. Berry)	Instructor	Nursing	03/26/12	\$44,224
Teresa Berry (Repl. A. Charles)	Office Associate	Diversity, Study Abroad, TRIO	04/02/12	\$28,652
Terrence Brooks (Repl. K. Brennen)	Program Coordinator	Student Conduct	04/02/12	\$48,375
Vincent Coccozza (Repl. C. Trogas)	Office Associate	Allied Health Profession	04/16/12	\$28,652
Vanessa Cummings (New – B/A)	Supervisor I	Public Safety	03/16/12	\$67,300
Carmen Daniels (Repl. A. Frole)	Chairperson	Business Programs	06/18/12	\$85,000
Timothy Davis (Repl. T. Cowan)	Coordinator (Southeast)	Off-Campus Programs	05/01/12	\$53,196
John Donahue (Repl. E. Yount)	System Specialist	Records & Registration	05/01/12	\$37,856
Kimberly Fahringer (Repl. K. Gatliff)	Technician I	Public Safety	03/01/12	\$28,652
Kathleen Frank (Repl. A. Reid)	Assistant	Records & Registration	04/16/12	\$24,226
Mabel Freeman (New – B/A)	Administrator	President's Office	04/02/12	\$72,000
Gretchen Friend (Repl. A. Hart)	Instructor	Hospitality, Massage, Sport Exercise Studies	06/18/12	\$41,065
Michael Johnson (Repl. M. Wise)	Coordinator (Grounds)	Physical Plant	04/02/12	\$41,267
Jonathan Krabill (Repl. G. Feiertag)	Instructor	Business Programs	05/01/12	\$39,486

Sherry Layton (Reclass – M. West)	Supervisor I	Business & Campus Services	04/02/12	\$55,262
Jonathan Link (Repl. D. Morlan)	Instructor	Construction Sciences and Engineering Technology	06/16/12	\$42,645
Misty Mahefkey (New – B/A)	Assistant Director	Admissions	05/16/12	\$67,537
Linda Merritt (Repl. D. Meyer)	Account Clerk	Business Services	05/16/12	26,204
Adam Miller (New – B/A)	Office Associate	Counseling Center	04/16/12	\$32,989
Marisa Naftzger (New – B/A)	Assistant Director	Advising Services	06/01/12	\$67,537
Stacie Odhner-Sibley (Repl. L. Brown)	Advisor	Advising Services	04/02/12	\$44,034
Susan Poling (Repl. J. Bonnivier)	Instructor	Nursing	03/26/12	\$44,224
Kimberly Rhyan (Repl. T. Rashid)	Director I	Student Engagement and Leadership	04/16/12	\$71,953
Luke Robson (Repl. T. Kennedy)	Supervisor I	Business & Campus Services	04/02/12	\$55,262
Michael Sayers (Repl. R. McGuire)	Maintenance II	Physical Plant	05/01/12	\$37,583
Melissa Shaid (Repl. L. Rogers)	Teaching Assistant	Justice & Safety	06/01/12	\$37,849
Helen Taylor (Repl. T. Berry)	Instructor	Nursing	06/16/12	\$44,224
Marisa Vernon (New B/A)	Assistant Director	Advising Services	06/01/12	\$67,537

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/retirements have been accepted.

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Joy Bonnivier (VCSI)	Instructor	Nursing	03/16/12
Lorraine Boyd (VCSI)	Instructor	Nursing	03/16/12
Gary Charles (Resignation)	System Analyst I	Library	04/13/12
Zachary Dzikowski (Resignation)	Instructor	Integrated Media & Technology	03/17/12
Claudia Fowler (VCSI)	Office Associate	K-12	03/31/12
Jonathan Grimm (Resignation)	System Administrator	Data Center	04/20/12
Charles Meyer (Resignation)	Maintenance Repairperson I	Physical Plant	04/16/12
Julie Molnar (VCSI)	Professor	Modern Languages	03/17/12
Dallas Morlan (VCSI)	Assistant Professor	Civil Engineering	04/13/12
Patricia Parker (VCSI)	Professor	Accounting	05/30/12
James Reed (VCSI)	Associate Professor	Integrated Media & Technology	03/17/12
Vicki Rockhold (VCSI)	Associate Teacher	Child Development Center	03/30/12
Loreen Slevin (VCSI)	Coordinator – Westerville	Off-Campus Programs	03/30/12
Ludwig Sprandel (VCSI)	Professor	Physical Sciences	03/17/12
Cheryl Trogus (VCSI)	Office Associate	Allied Health	03/15/12

Michael Walsdorf (VCSI)	Material Handler I	Business & Campus Services Bookstore	03/30/12
Michael Wise (VCSI)	Coordinator	Physical Plant	03/30/12
Natalie Zelaya (Resignation)	Specialist	Off-Campus Programs	05/05/12