



President's Office

David T. Harrison, Ph.D.
PRESIDENT

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A G E N D A
BOARD OF TRUSTEES MEETING
Thursday, July 18, 2013
Howard P. Grimes Board Room, Franklin Hall
6:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Certification of Conformity with Section 121.22 (F) of the Ohio Revised Code
- IV. Approval of Minutes
- V. Consent Agenda
 - A. Revise Policy 7-14, Reporting of Felonies and Other Violent Crime 1
 - B. Revise Policy 13-01, Facilities Use 3
- VI. Resolution - Comprehensive Master Plan: A Flexible Framework 5
- VII. Preliminary year-end financial statements as of, and for the year ended June 30, 2013 7
- VIII. Personnel Information Items (Information Only)..... 21
- IX. President's Report
- X. Old Business
- XI. New Business
- XII. Public Participation
- XIII. Executive Session (*if needed*)
- XIV. Adjournment

President's Office/lss



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

Date: _____

SUBJECT:

Revise Policy 7-14, Reporting of Felonies and Other Violent Crime

BACKGROUND INFORMATION:

Policy 7-14 establishes the parameters under which the College evaluates the criminal history of applicants and currently enrolled students. Under the current Policy, an applicant or currently enrolled student is obligated to report any felony convictions and any prior convictions (typically misdemeanors) involving violence, harm to others, or weapons in any state or country. The current Policy further provides that the College may deny admission based on the nature and circumstances of the crime.

The proposed revisions to Policy 7-14:

- (1) maintain the requirement for felony reporting;
- (2) delete language related to the reporting of violent misdemeanor convictions (research indicates that review of felony convictions is the most effective method for impacting campus safety and efficiently utilizing administrative resources);
- (3) establish reporting conditions for currently enrolled, returning and previously enrolled students;
- (4) allow the College to deny, defer or place conditions on continued enrollment;
- (5) situate administrative review within the Office of Student Conduct; and
- (6) amend the title of the Policy to "Felony Reporting."

RECOMMENDATION:

That the Board of Trustees adopts the proposed revisions to Policy 7-14, Reporting of Felonies and other Violent Crime.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

~~REPORTING OF FELONIES AND OTHER VIOLENT CRIME~~

Effective March 17, 2011

FELONY REPORTING

Policy No. 7-14

Page 1 of 1

- (A) Columbus State Community College (CSCC) has a high standard of conduct for members of its college community, including students. To enhance the safety of the CSCC community, all applicants are responsible for informing the college of any ~~of his or her~~ prior felony convictions (INCLUDING PLEA BARGAINS) ~~and any prior convictions involving violence, harm to others, or weapons~~ in any state or country upon application to the college. The college may deny, DEFER, OR PLACE CONDITIONS UPON admission based on the nature and circumstances of the crime.
- (B) ~~Admitted~~ CURRENTLY ENROLLED students are required to self-report any felony conviction ~~or conviction involving violence, harm to others, or weapons~~ in any state or country subsequent to application (including plea bargains) to the ~~Dean of Enrollment Services and the Dean of Student Life~~ OFFICE OF STUDENT CONDUCT in writing before registration begins for the term SEMESTER following the conviction. The college may deny, DEFER, OR PLACE CONDITIONS ON continued enrollment based upon the nature and circumstances of the crime.
- (C) RETURNING OR PREVIOUSLY ENROLLED STUDENTS ARE REQUIRED TO REPORT ANY FELONY CONVICTIONS SUBSEQUENT TO APPLICATION (INCLUDING PLEA BARGAINS) TO THE OFFICE OF STUDENT CONDUCT IN WRITING PRIOR TO RE-ENROLLMENT. THE COLLEGE MAY DENY, DEFER, OR PLACE CONDITIONS ON RE-ENROLLMENT BASED UPON THE NATURE AND CIRCUMSTANCES OF THE CRIME AND PLACE A HOLD ON REGISTRATION UNTIL THE PROCES IS COMPLETE.
- (C) The President shall establish procedures to administer this policy.

Last Effective Date: *June 26, 2000(Felony Conviction)*



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

Date: _____

SUBJECT:

Revise Policy 13-01, Facilities Use

BACKGROUND INFORMATION:

As a publicly-funded institution of higher education, Columbus State Community College is responsible to its students and taxpayers for the appropriate and effective use of its facilities. The Facilities Use Policy 13-01 establishes the parameters for use of the College's facilities for internal and external events.

The Policy currently states only that "no person or organization shall be excluded from rental or use of college facilities based on age, gender, race, color, creed, disability or national origin." The Board of Trustees has updated its non-discrimination and anti-harassment policies, and the proposed revision makes express reference to the College's updated Non-Discrimination/Anti-Harassment Policy 3-43.

RECOMMENDATION:

That the Board of Trustees adopt the proposed revisions to Policy 13-01, Facilities Use.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

FACILITIES USE

Effective April 1, 2007

Policy No. 13-01

Page 1 of 1

- (A) *Purpose:* As a publicly-funded institution of higher education, Columbus State Community College is responsible to its students and taxpayers for the appropriate and effective use of its facilities. The college shall allocate these resources for college and community functions that advance the college's mission.

~~No person or organization shall be excluded from rental or use of college facilities based on age, gender, race, color, creed, disability or national origin.~~ RENTAL OR USE OF COLLEGE FACILITIES SHALL BE IN COMPLIANCE WITH THE COLLEGE'S NON-DISCRIMINATION/ANTI-HARASSMENT POLICY 3-43.

- (B) Employee groups recognized by the President and registered student groups may use campus facilities at no charge.
- (C) Agencies and organizations may use campus facilities at a reasonable cost, provided space is available and the mission and goals of the agency are consistent with those of the college.
- (D) Alcohol is prohibited in college-owned or leased buildings, or on college-owned or leased grounds and parking lots, unless authorized by the President for an event, or purchased for resale by a college auxiliary enterprise with a liquor permit.
- (E) An agency or organization unaffiliated with the college but approved to use the college facilities may use the college's name only for reference to event location unless written approval for its use in some other way has been expressly granted by the President or his/her designee.
- (F) In extenuating circumstances, the President may waive provisions of this policy or related procedures if doing so will advance the college's mission.
- (G) The President shall establish procedures to administer this policy.

Last Effective Date: February 1, 2006

August 15, 1995 (Assignment of Facilities)



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

Date _____

RESOLUTION

Comprehensive Master Plan: A Flexible Framework

WHEREAS, Columbus State Community College serves Delaware, Franklin, Madison, and Union counties through its campuses in Columbus and Delaware County, its regional learning centers throughout Central Ohio, and extensive outreach through online learning and academic partnerships; and

WHEREAS, the College began its comprehensive master planning process in August 2011 to coincide with planning initiatives by neighboring institutions and public entities that impact roadways, streetscapes, campuses, and neighborhoods on or near the Columbus and Delaware campuses; and

WHEREAS, the College owns sufficient land in Columbus and in Delaware County to support substantial student and programmatic growth, rendering new land purchases unnecessary to fulfill this Master Plan; and

WHEREAS, the College will continue to expand its reach throughout Central Ohio through partnership-driven regional learning centers, expanded access to technology-enhanced learning, and collaborative relationships with K-12 districts, colleges and universities, libraries, and other partners; and

WHEREAS, the College's planning process, designed to be inclusive and engaging, included more than 100 sessions during the data-gathering and option-review phases of the planning process, involving input from more than 500 internal and external stakeholders through focus groups, college forums, briefings, group presentations, and one-on-one conversations during both the data-gathering and option-review stages of the planning process; and

WHEREAS, it is recognized that phasing of projects contained in this plan will be determined based on academic need, resource availability, partnership potential, community and regional priorities, and other factors, and, as appropriate, will be done in coordination with other regional planning initiatives; and

WHEREAS, the planning process yielded the following guiding principles on which the comprehensive master plan was developed and by which its implementation will be guided to align with the College's strategic goals of student success, workforce development, and civic engagement:

Guiding principles

- *Enhance the Learning Environment.* Student success principles and academic program needs will guide facility decisions. Formal and informal spaces that inspire student learning, enhance the visibility of academic programs, and expand the availability of modern classrooms and other teaching and learning spaces will be priorities.

- *Enrich Student Life.* The College will provide welcoming, safe, and comfortable spaces that meet the diverse needs of students and evoke a strong sense of place. Spaces will be designed to make it convenient for students and prospective students to navigate administrative and academic support processes. Purpose-built spaces for co-curricular activities, food service, recreation, housing, and other services will enhance student success. Space design also will take into account student needs that exist across the broad range of student ages, cultures and lifestyles, physical abilities, and working schedules, which defines the Columbus State student community.
- *Develop Strategic Partnerships.* Connectivity and active partnerships within the College and between the College and its neighbors, cities, and other governmental entities, school districts, universities and colleges, and others are essential. The College will seek like-minded partners to advance student success and workforce outcomes, share resources, pursue regional priorities in a collaborative manner, and maximize impact.
- *Use Resources Responsibly.* Environmental stewardship will guide design and priority decisions. Bikeways, bike corrals, and public transit will be integral means of access. Design principles will include compact and walkable campus environments and energy efficient and sustainable solutions for college facilities and grounds. Structured parking is preferred over surface parking to maximize green space. New construction and renovations will be completed in an environmentally and financially sustainable manner.
- *Design for the Future.* The College will recognize the impact emerging technologies will have on building and facility needs, including classrooms and other learning environments, common spaces, and parking. The College will make efficient use of existing facilities and capital investments before undertaking building expansion. The College will design flexible spaces to accommodate expected and unexpected needs.
- *Preserve Unique Character.* Design principles shall be applied consistent with the unique character of Columbus State's two campuses: the Columbus Campus, located in an urban environment, and the Delaware Campus, located in a natural setting accessible via a major thoroughfare. The College will be responsible neighbors in the civic and community structure of these two unique campuses.

NOW, THEREFORE, BE IT RESOLVED, the Columbus State Community College Board of Trustees accepts the Columbus State Community College Master Plan prepared by consultants NBBJ, LLC, in close collaboration with the President, and that its adoption signifies the importance of the plan as guidance for the College to align its physical assets to its core focus of student success; and

BE IT FURTHER RESOLVED, the President will finalize the comprehensive plan, incorporating the assumptions and principles authorized by the Board of Trustees, and use the approved Master Plan to inform the six-year capital plan due to the State of Ohio each biennium, during which a State capital improvements budget is prepared for consideration; and

BE IT FURTHER RESOLVED, spending authority of College funds for priority construction or renovation projects pursuant to the Master Plan shall be presented by the President to the Board of Trustees as decisions separate and apart from the Board's approval of the Master Plan and that future facility investments brought forward by the President to the Board of Trustees will be considered in the context of the priorities and principles outlined in this plan.



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

Date _____

SUBJECT:

Preliminary year-end financial statements as of, and for the year ended June 30, 2013.

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 preliminary year-end financial statements as of and for the year ended June 30, 2013, 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: July 11, 2013
SUBJECT: Preliminary Year-End Financial Statements as of June 30, 2013

Attached are the preliminary year-end financial statements of Columbus State Community College District, the Foundation, and the President’s Discretionary Fund for the year ended June 30, 2013.

During this year of transition from a quarter- to a semester-based calendar, actual revenue and expenses for FY13 have been discussed in the context of the Board-authorized budget.

1. General Fund

These financial statements include comparisons of actual-to-date compared to the Revised FY 13 Budget approved by the Board in January.

• **Enrollment**

| <u>Term</u> | <u>Budgeted Headcount</u> | <u>Headcount</u> | <u>Budget to Actual Increase/Decrease</u> | <u>Actual FY 12 FTEs</u> | <u>FY 13 FTEs</u> | <u>% Variance</u> |
|--------------|---------------------------|------------------|-------------------------------------------|--------------------------|-------------------|-------------------|
| Summer 2012 | 20,001 | 18,265 | -8.7% | 11,699 | 10,029 | -14.3% |
| Autumn 2012 | 29,375 | 25,970 | -11.6% | 20,257 | 15,161 | -25.2% |
| Spring 2013* | 24,368 | 25,312 | 3.9% | 18,502 | 15,284 | -17.4% |

*FY13 preliminary headcounts and FTEs

• **Revenues** (Exhibit B)

Spring FTE enrollment was budgeted at 5% less than Autumn, and ended up approximately 1% higher. Additionally, Summer 2013 revenue is approximately 35% higher than budget. Because Summer term straddles two fiscal years, 54% of the term’s revenue will be accounted for in FY13.

• **Expenditures** (Exhibit B)

Projected Year End estimates indicate the \$3.9M in reserves allocated from the Delaware Campus and Budget Tuition Stabilization accounts will not be necessary to balance the year-end operating budget, as anticipated. Spending is projected to be approximately \$143.3M or 1.2% less than the revised operating budget authorized by the Board in January 2013. The increased expense in Education and General is attributable to instructional costs resulting from higher than budgeted Summer 2013 enrollment. The increase in Summer 2013 enrollment yielded projected net income higher than budgeted. If projected-year end estimates hold, the College will be able to allocate \$2M for capital equipment purchases that had been deferred due to challenging budget circumstances.

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

As of June 30, the auxiliary fund's actual revenues are tracking at 103.9% of the revised FY 13 budget, while expenses are tracking at 95.8%, almost 4% lower than budgeted for the time period.

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

The President's Discretionary Fund has a cash balance of \$17,907 at June 30, after disbursements of \$2,093.

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

Foundation contributions through June are \$703,845, compared to \$531,818 through June of last year. Contributions are higher this year due to a \$100,000 pledge received in November as well as \$100,000 pledged (and subsequently paid out) to allow the college to join the Pathways to Prosperity network. Management and General expenditures are \$108,414 compared to \$141,962 through the same period last year and the College has supported the operations of the Foundation in the amount of \$281,700 compared to \$387,742 at the same time last year. These differences are due mainly to a decrease in salary expense during a year of transition and the timing of expenditures.

5. **Investments**

The College's portfolio is invested consistent with its investment policy, with 32.8% currently invested in STAROhio and other money markets, with the balance in federal agencies.

**COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT JUNE 30, 2013
With Comparative Figures at June 30, 2012**

EXHIBIT A

| <u>Assets</u> | <u>June 30, 2013</u> | <u>June 30, 2012</u> | <u>Liabilities and Fund Balance</u> | <u>June 30, 2013</u> | <u>June 30, 2012</u> |
|-----------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
| <u>Current Funds</u> | | | <u>Current Funds</u> | | |
| <u>Unrestricted</u> | | | <u>Unrestricted</u> | | |
| Educational and general | | | Educational and general | | |
| Cash | \$ 8,731,683 | \$ 8,461,758 | Accounts payable | \$ 11,055,152 | \$ 8,164,647 |
| 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 | 107,393,986 | 116,585,405 | Student tuition | 25,170,834 | 25,071,011 |
| Interest receivable | 26,582,066 | 24,812,075 | Lab fees and credit bank | 1,616,019 | 1,073,807 |
| Prepaid expense | - | - | Due to auxiliary funds | - | - |
| Net investment in Golf Course | 554,107 | 447,503 | Due to restricted funds | - | - |
| Due from agency funds | 238,522 | 455,324 | Due to plant funds | 13,218,905 | 12,284,366 |
| Due from auxiliary funds | 1,875,596 | 1,327,013 | Due to agency funds | - | - |
| Total educational & general | \$ 145,375,960 | \$ 152,089,078 | Fund balances (Exhibit C): | | |
| | | | Allocated | 69,827,380 | 78,012,697 |
| <u>Auxiliary enterprise</u> | | | Unallocated | 24,487,670 | 27,482,550 |
| Cash | \$ 3,504,964 | \$ 3,496,140 | Total fund balances | 94,315,050 | 105,495,247 |
| Investments | 7,138,320 | 6,126,692 | Total educational & general | \$ 145,375,960 | \$ 152,089,078 |
| Accounts receivable | 970,356 | 1,213,801 | | | |
| Inventories, at cost as defined (note 2) | 2,975,404 | 1,947,477 | <u>Auxiliary enterprise</u> | | |
| Other Assets | 474,938 | 409,133 | Accounts payable | \$ 773,573 | \$ 901,711 |
| Due from general fund | - | - | Due to educational & general fund | 1,875,596 | 1,327,013 |
| Due from grant funds | 516,605 | 3,173 | Due to Plant Fund | 1,512,719 | |
| Total auxiliary enterprise | 15,580,587 | 13,196,416 | Fund balances (Exhibit D): | | |
| Total unrestricted | \$ 160,956,547 | \$ 165,285,494 | Allocated | 350,000 | 350,000 |
| | | | Unallocated | 11,068,699 | 10,617,692 |
| <u>Restricted</u> | | | Total fund balances | 11,418,699 | 10,967,692 |
| Cash | \$ - | \$ - | Total auxiliary enterprise | 15,580,587 | 13,196,416 |
| Due from educational & general fund | - | - | Total unrestricted | \$ 160,956,547 | \$ 165,285,494 |
| Total restricted | - | - | | | |
| Total current funds | \$ 160,956,547 | \$ 165,285,494 | <u>Restricted</u> | | |
| | [A] | [B] | Due to general fund | \$ - | \$ - |
| | | | Fund balances | - | - |
| | | | Unallocated | - | - |
| | | | Total restricted | - | - |
| | | | Total current funds | \$ 160,956,547 | \$ 165,285,494 |
| | | | | [C] | [D] |

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

(Continued)

COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT JUNE 30, 2013
With Comparative Figures at June 30, 2012

EXHIBIT A
(Continued)

| <u>Assets</u> | June 30, 2013 | June 30, 2012 | <u>Liabilities and Fund Balance</u> | June 30, 2013 | June 30, 2012 |
|-----------------------------------|------------------|------------------|-------------------------------------|------------------|------------------|
| <u>Plant funds</u> | | | <u>Plant funds</u> | | |
| Unexpended | | | Unexpended | | |
| State appropriations receivable | - | - | Fund balances | 3,252,717 | 3,725,139 |
| Capital Improvement Fund | 3,252,717 | 3,725,139 | Restricted | - | - |
| Total unexpended | 3,252,717 | 3,725,139 | Total unexpended | 3,252,717 | 3,725,139 |
| Cash from Bond Proceeds | - | 9,691 | Investment in plant: | | |
| Deposit with trustees/Escrow | 7,659,657 | - | Interest payable | - | - |
| Due from general fund | 13,218,905 | 12,284,366 | Capital lease payable | - | - |
| Land | 29,618,235 | 29,618,235 | Accounts payable | 88,666 | 45,252 |
| Improvements other than buildings | 12,117,274 | 12,117,274 | Bonds payable | 19,005,000 | 12,425,000 |
| Buildings | 151,340,040 | 148,404,880 | Deferred Gift Annuity | - | - |
| Movable equipment, furniture | | | Net investment in plant | 164,045,357 | 162,444,345 |
| and library books | 38,100,514 | 36,246,434 | | | |
| Construction-in-progress | 4,204,385 | 4,121,414 | Total investment in plant | 183,139,024 | 174,914,597 |
| Other Assets | 1,277,274 | 257,513 | Total plant funds | 186,391,741 | 178,639,736 |
| Less: accumulated depreciation | (74,597,259) | (68,145,210) | <u>Agency funds</u> | | |
| Total investment in plant | 183,139,024 | 174,914,597 | Deposits held in custody for others | 238,522 | 556,764 |
| Total plant funds | 186,391,741 | 178,639,736 | Due to educational and general fund | 64,789 | 455,324 |
| <u>Agency funds</u> | | | Total agency funds | 303,311 | 1,012,088 |
| Cash | - | - | | [C] | [D] |
| Due from agencies | 303,311 | 1,012,088 | | | |
| Due from general fund | - | - | | | |
| Total agency funds | 303,311 | 1,012,088 | | | |
| | [A] | [B] | | | |

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

COLUMBUS STATE COMMUNITY COLLEGE
OPERATIONAL BUDGET COMPARISON
FOR THE TWELVE MONTHS ENDED JUNE 30, 2013
With Comparative Figures at June 30, 2012

EXHIBIT B

| | FY 13 | | | FY 13 Projected Year End | | |
|--------------------------------------------|--------------------------------------------------|---------------------------------------------------|---------------------------------------|------------------------------------------|-----------------------------|------|
| | Revised Budget as approved January 2013 | Expended to Date (Actual & Encumbrances) | % of Budget Expended to Date | Projected FY 13 Year End Budget | Projected % of Budget | |
| Revenues | | | | | | |
| Appropriations | | | | | | |
| Subsidy | \$ 60,304,059 | \$ 60,304,099 | 100.00% | \$ 60,304,059 | 100.00% | (1) |
| Access Challenge | - | - | - | - | - | (2) |
| Student Support Services | - | 53,376 | - | 53,376 | - | (3) |
| Jobs Challenge | - | - | - | - | - | (4) |
| | <u>60,304,059</u> | <u>60,357,475</u> | <u>100.09%</u> | <u>60,357,435</u> | <u>100.09%</u> | (5) |
| Student | | | | | | |
| Tuition | 73,156,221 | 76,924,053 | 105.15% | 76,745,355 | 104.91% | (6) |
| Fees | 4,973,724 | 4,316,243 | 86.78% | 4,204,046 | 84.53% | (7) |
| Special courses | 1,399,467 | 1,272,508 | 90.93% | 1,272,508 | 90.93% | (8) |
| | <u>79,529,412</u> | <u>82,512,804</u> | <u>103.75%</u> | <u>82,221,909</u> | <u>103.39%</u> | (9) |
| Contracted Services | | | | | | |
| Net | 600,000 | 332,050 | 55.34% | 335,000 | 55.83% | (10) |
| | <u>600,000</u> | <u>332,050</u> | <u>55.34%</u> | <u>335,000</u> | <u>55.83%</u> | (11) |
| Other | | | | | | |
| Partnership Revenue | 430,000 | 245,128 | 57.01% | 331,548 | 77.10% | (12) |
| Miscellaneous | 250,000 | 125,835 | 50.33% | 144,532 | 57.81% | (13) |
| | <u>680,000</u> | <u>370,963</u> | <u>54.55%</u> | <u>476,080</u> | <u>70.01%</u> | (14) |
| Total revenues | <u>141,113,471</u> | <u>143,573,292</u> | <u>101.74%</u> | <u>143,390,424</u> | <u>101.61%</u> | (15) |
| Operating Expenditures | | | | | | |
| Educational & general (Instructional) | 78,085,837 | 77,908,938 | 99.77% | 78,723,596 | 100.82% | (16) |
| Library | 2,164,804 | 1,817,148 | 83.94% | 1,990,976 | 91.97% | (17) |
| General | 12,012,036 | 10,302,032 | 85.76% | 10,302,032 | 85.76% | (18) |
| Information Technology | 12,491,343 | 11,849,471 | 94.86% | 11,952,596 | 95.69% | (19) |
| Student Services | 13,874,365 | 13,426,474 | 96.77% | 13,489,381 | 97.23% | (20) |
| Operation and maintenance of plant | 14,577,304 | 12,706,880 | 87.17% | 13,034,407 | 89.42% | (21) |
| Administration | 9,847,089 | 9,284,277 | 94.28% | 9,847,089 | 100.00% | (22) |
| Transfer for debt service | 1,460,906 | 1,460,906 | 100.00% | 1,460,906 | 100.00% | (23) |
| Total expenditures | <u>144,513,684</u> | <u>138,756,127</u> | <u>96.02%</u> | <u>140,800,983</u> | <u>97.43%</u> | (24) |
| Non-operating & Encumbered | | | | | | |
| Transfer for equipment and replacement | 500,000 | See Exhibit C | | 2,500,000 | 500.00% | (25) |
| Transfer for Semester Conversion | - | | | - | - | (26) |
| Transfer for scholarships | - | | | - | - | (27) |
| Transfer for One-Time Compensation | - | | | - | - | (28) |
| Total expenditures and transfers | <u>145,013,684</u> | <u>138,756,127</u> | <u>95.68%</u> | <u>143,300,983</u> | <u>98.82%</u> | (29) |
| Operational revenues | <u>(3,900,213)</u> | <u>4,817,165</u> | N/A | <u>89,441</u> | N/A | (30) |
| Reserve Funding | | | | | | |
| Transfer-in Delaware Campus | 823,668 | - | 0.00% | - | 0.00% | (31) |
| Reserve Funding for 5% Enrollment Decrease | 3,076,545 | - | - | - | 0.00% | (32) |
| Reserve Operation revenues | <u>3,900,213</u> | <u>-</u> | <u>0.00%</u> | <u>-</u> | <u>-</u> | (33) |
| Interest Income | | | | | | |
| Net Operating revenues | - | 197,582 | - | 197,582 | - | (34) |
| | <u>\$ -</u> | <u>\$ 5,014,747</u> | <u>-</u> | <u>\$ 287,023</u> | <u>-</u> | (35) |
| Non-capital reserve expenditures* | | | | | | |
| Net Revenues/(Expenditures) | - | 7,245,908 | | 11,556,532 | | |
| | <u>[A]</u> | <u>[B]</u> | [C] | <u>[D]</u> | <u>[E]</u> | |

* Projected year-end represents projected cash reserve spending adjusted for spending that will be capitalized assets versus expensed, and depreciation.

EXHIBIT C

COLUMBUS STATE COMMUNITY COLLEGE
 STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT
 EDUCATIONAL AND GENERAL FUNDS
 FOR THE TWELVE MONTHS ENDED JUNE 30, 2013

| | Balance at June 30, 2012 | Net Increase for Current Period | Board Approved Additions | Transfers | Expenditures | Balance at June 30, 2013 |
|----------------------------------------------|--------------------------------|---------------------------------------|--------------------------------|-------------|--------------|--------------------------------|
| Unrestricted | | | | | | |
| Allocated | | | | | | |
| Capital Improvements & Land Acquisition | \$ 7,321,991 | \$ - | - | - | (9,100) | 7,312,891 (1) |
| Carpet/Furniture Reupholstering | 180,719 | - | - | - | (10,203) | 170,516 (2) |
| Space Efficiency Upgrades | 1,723,769 | - | - | 12,617 | (581,608) | 1,154,778 (3) |
| Project Planning | 18,349 | - | - | - | (12,233) | 6,117 (4) |
| Union Hall Renovation | 11,323,938 | - | - | - | (549,146) | 10,774,792 (5) |
| Site Development Delaware Campus | 1,176,282 | - | - | - | (4,003) | 1,172,279 (6) |
| Bookstore/DX Modifications | 266,064 | - | - | - | (2,574) | 263,490 (7) |
| Facilities Infrastructure Improvements | 81,808 | - | - | - | - | 81,808 (8) |
| 145-149 Cleveland Avenue Purchase | 12,617 | - | - | (12,617) | - | - (9) |
| Student Support Services | - | - | - | 53,376 | - | 53,376 (10) |
| Capital Equipment | 4,971,885 | - | 2,500,000 | - | (732,207) | 6,739,678 (11) |
| Target 2002 | 333,088 | - | - | - | - | 333,088 (12) |
| Collective Bargaining | 33,104 | - | - | - | - | 33,104 (13) |
| Budget/Tuition Stabilization | 22,756,987 | - | - | (2,000,000) | - | 20,756,987 (14) |
| Accumulated Lab Fees | 1,746,562 | - | - | 456,648 | (804,357) | 1,398,852 (15) |
| Broadbanding | 221,079 | - | - | - | - | 221,079 (16) |
| Think Again Scholarship | 3,322,462 | - | - | - | (783,442) | 2,539,020 (17) |
| Teaching and Learning Initiatives | 6,485,218 | - | - | - | (338,621) | 6,146,597 (18) |
| Strategic Growth Initiatives | 2,150,000 | - | - | - | (936,491) | 1,213,509 (19) |
| Technology Initiatives | 2,002,700 | - | - | - | (690,405) | 1,312,295 (20) |
| Human Capacity Development/Wellness | 311,266 | - | - | - | - | 311,266 (21) |
| Campus Safety Initiatives | 1,391,921 | - | - | - | - | 1,391,921 (22) |
| Energy Efficiency/Sustainability Initiatives | 2,885,934 | - | - | - | (501,802) | 2,384,132 (23) |
| Delaware Campus Operations | 1,098,432 | - | - | - | - | 1,098,432 (24) |
| Health Care Self-Insurance Escrow | 1,023,018 | - | - | - | - | 1,023,018 (25) |
| Health Care HSA Incentive | 368,196 | - | - | - | (281,560) | 86,636 (26) |
| Self-Insured Workers Compensation Benefits | 152,500 | - | - | - | - | 152,500 (27) |
| Voluntary Separation Incentive Plan | 512,458 | - | - | 2,000,000 | (1,246,582) | 1,265,876 (28) |
| One-Time Compensation | 2,452,361 | - | - | - | (2,373,696) | 78,665 (29) |
| Partnerships for Student Success | 478,547 | - | - | - | (139,958) | 338,589 (30) |
| PERFORMS | 7,211 | - | 275,000 | - | (270,122) | 12,089 (31) |
| Unallocated | 76,810,466 | - | 2,775,000 | 510,024 | (10,268,109) | 69,827,380 (32) |
| Total General Fund | 22,190,740 | (4,686,156) | (2,775,000) | (510,024) | 10,268,109 | 24,487,670 (33) |
| | \$ 99,001,206 | (4,686,156) | - | - | - | \$ 94,315,050 (34) |

COLUMBUS STATE COMMUNITY COLLEGE
 BOND FUNDED PROJECTS
 FOR THE TWELVE MONTHS ENDED JUNE 30, 2013

| | Bond Proceed Allocation | Proceeds Budget | Prior Budget Reallocations | Budget Reallocation 2011-2013 | Proceeds Expended to Date | Bond Proceeds Encumbered | Available to Spend | |
|-----------------------------------|-------------------------|-----------------|----------------------------|-------------------------------|---------------------------|--------------------------|--------------------|----------|
| | (\$) | (\$) | (\$) | (\$) | (\$) | (\$) | (\$) | (1)-(27) |
| Refunding 1993 Bonds | 3,445,000 | 3,445,000 | 709,635 | 3,408 | 3,445,000 | - | - | (1) |
| Bookstore | 7,000,000 | 7,000,000 | - | - | 7,709,870 | - | - | (2) |
| Facilities | 3,400,000 | - | - | - | - | - | - | (3) |
| Aquinas Hall* | - | 1,631,673 | (88,521) | 588 | 1,538,816 | - | - | (4) |
| 368/370 N. Grant* | - | 1,760,304 | (51,066) | - | 1,709,238 | - | - | (5) |
| Unallocated | - | 8,022 | (8,022) | - | - | - | - | (6) |
| Child Development Center | 3,000,000 | 3,000,000 | (891,666) | (108,124) | 1,999,698 | - | - | (7) |
| Columbus Campus Facility Projects | - | - | - | - | - | - | - | (8) |
| 356 N. Grant | - | - | 158,931 | (8,953) | 155,445 | - | - | (9) |
| Madison Hall | - | - | 62,913 | 6,076 | 68,989 | - | - | (10) |
| Rhodes Hall | - | - | 27,979 | - | 27,979 | - | - | (11) |
| Franklin Hall Suite Efficiencies | - | - | 80,950 | 2,800 | 83,750 | - | - | (12) |
| Planning | - | - | 100,000 | 409 | 100,409 | - | - | (13) |
| TRIO | - | - | 67,500 | 432 | 67,932 | - | - | (14) |
| Student Life/Judicial | - | - | 48,000 | (3,284) | 44,716 | - | - | (15) |
| K-12 Move | - | - | 20,000 | (20,000) | - | - | - | (16) |
| Cisco Lab | - | - | 65,000 | (16,289) | 48,711 | - | - | (17) |
| 339 Cleveland Avenue | - | - | 32,985 | - | 32,985 | - | - | (18) |
| Automotive Flooring | - | - | 137,832 | - | 137,832 | - | - | (19) |
| Bolton Field Upgrades | - | - | 75,000 | (11,156) | 63,844 | - | - | (20) |
| CWD Space Adjustments | - | - | 16,000 | - | 16,000 | - | - | (21) |
| Office Space Efficiencies | - | - | 98,000 | 21,077 | 21,077 | - | - | (22) |
| Rhodes Hall Space Efficiencies | - | - | - | (145) | 97,855 | - | - | (23) |
| Bridgeview Signage | - | - | - | 5,870 | 5,870 | - | - | (24) |
| Close Bond Proceeds Account | - | - | - | 1,776 | 1,776 | - | - | (25) |
| Insurance Costs | 315,000 | 315,000 | (55,830) | 27,797 | 286,967 | - | - | (26) |
| Interest Income | - | - | (297,395) | (190,177) | - | - | - | (27) |
| Total | 17,160,000 | 17,160,000 | 308,225 | - | 17,648,759 | - | - | |
| | [A] | [B] | [C] | [D] | [E] | [F] | [G] | |

* These two projects were funded from both the General Fund and the Bond Proceeds.

** As approved by the Board of Trustees on January 26, 2006, available balances in projects funded by the 2003 bond proceeds were reallocated to the Bookstore/Retail Complex.

***As approved by the Board of Trustees on September 28, 2006, certain Columbus Campus Facility Projects may be funded by unspent balances from 2003 bond proceeds.

COLUMBUS STATE COMMUNITY COLLEGE
 OPERATIONAL BUDGET COMPARISON FOR AUXILIARY SERVICES
 FOR THE TWELVE MONTHS ENDED JUNE 30, 2013
 With Comparative Figures at June 30, 2012

EXHIBIT D

| | FY 13 | | | | Projected FY 13 Year End Budget | Projected % of Budget |
|-----------------------------------------|--------------------------------------------------|----------------|---------------------------------------|---------------|------------------------------------------|-----------------------------|
| | Revised Budget as approved January 2013 | Actual to Date | % of Budget Expended to Date | | | |
| Auxiliary | | | | | | |
| Sales/Revenues | | | | | | |
| Bookstore | \$ 14,076,046 | \$ 14,826,365 | 105.33% | \$ 14,826,365 | 105.33% | (1) |
| Child Development Center | 566,975 | 656,785 | 115.84% | 656,785 | 115.84% | (2) |
| Food Services | 590,452 | 562,348 | 95.24% | 562,348 | 95.24% | (3) |
| Bridgeview | 496,160 | 297,971 | 60.06% | 297,971 | 60.06% | (4) |
| Total Revenues | 15,729,633 | 16,343,469 | 103.90% | 16,343,469 | 103.90% | (5) |
| Cost of Goods Sold | | | | | | |
| Bookstore | 10,923,012 | 11,994,026 | 109.81% | 11,994,026 | 109.81% | (7) |
| Bridgeview | 31,258 | 58,408 | 186.86% | 58,408 | 186.86% | (9) |
| Food Service | 161,267 | 143,843 | 89.20% | 143,843 | 89.20% | (10) |
| Gross Margin | 4,614,096 | 4,147,192 | 89.88% | 4,147,192 | 89.88% | (11) |
| Operating Expenses | | | | | | |
| Bookstore | 1,993,244 | 1,836,435 | 92.13% | 1,836,435 | 92.13% | (13) |
| Child Development Center | 795,761 | 824,321 | 103.59% | 824,321 | 103.59% | (14) |
| Food Services | 262,317 | 183,286 | 69.87% | 183,286 | 69.87% | (15) |
| Bridgeview | 545,912 | 437,783 | 80.19% | 437,783 | 80.19% | (16) |
| Auxiliary Administration | 506,209 | 492,559 | 97.30% | 492,559 | 97.30% | (17) |
| Total Expenses | 4,103,443 | 3,774,384 | 91.98% | 3,774,384 | 91.98% | (18) |
| Auxiliary Net Operating Income/(Loss) | 510,653 | 372,808 | | 372,808 | | (19) |
| Net Income/(Loss) | | | | | | (20) |
| Bookstore | 1,159,790 | 995,904 | 85.87% | 995,904 | 85.87% | (23) |
| CDC | (228,786) | (167,536) | 73.23% | (167,536) | 73.23% | (24) |
| Food Services | 166,868 | 235,219 | 140.96% | 235,219 | 140.96% | (25) |
| Bridgeview | (81,010) | (198,220) | -244.69% | (198,220) | -244.69% | (26) |
| Auxiliary Administration | (506,209) | (492,559) | 97.30% | (492,559) | 97.30% | (27) |
| Net Auxiliary Income/(Loss) | 510,653 | 372,808 | 73.01% | 372,808 | 73.01% | (28) |
| Auxiliary Fund Balance at June 30, 2012 | | 10,988,604 | | 10,988,604 | | (29) |
| Non-operating Revenues/Expenditures | | 57,287 | | 57,287 | | (30) |
| Transfers | | | | | | (31) |
| Auxiliary Fund Balance at June 30, 2013 | \$ | 11,418,699 | | 11,418,699 | | (32) |
| | [A] | [B] | [C] | [G] | [H] | (33) |
| | | | | | | (34) |
| | | | | | | (35) |

COLUMBUS STATE COMMUNITY COLLEGE
CASH FLOW FORECAST
AS OF JUNE 30, 2013

EXHIBIT E

| | Actual January 2013 | Actual February 2013 | Actual March 2013 | Actual April 2013 | Actual May 2013 | Actual June 2013 | |
|-------------------------|---------------------------|----------------------------|-------------------------|-------------------------|-----------------------|------------------------|-----|
| Beginning Cash | \$ 5,926,324 | 10,413,221 | 9,143,352 | 4,034,971 | 5,830,407 | 848,389 | (1) |
| Cash Receipts | 15,370,945 | 5,815,244 | 6,495,525 | 7,498,448 | 12,426,037 | 6,252,846 | (2) |
| Cash Disbursements | (12,053,580) | (11,578,256) | (11,611,135) | (10,703,970) | (12,542,785) | (11,136,778) | (3) |
| Financial Aid | 16,169,532 | (506,857) | 7,229 | 958 | (4,865,270) | 12,719,716 | (4) |
| Outflow for investments | (15,000,000) | - | - | - | - | - | (5) |
| Inflow from investments | - | 5,000,000 | - | 5,000,000 | - | - | (6) |
| Ending Cash | \$ 10,413,221 | 9,143,352 | 4,034,971 | 5,830,407 | 848,389 | 8,884,173 | (7) |

| | Forecasted July 2013 | Forecasted August 2013 | Forecasted September 2013 | Forecasted October 2013 | Forecasted November 2013 | Forecasted December 2013 | |
|-------------------------|----------------------------|------------------------------|---------------------------------|-------------------------------|--------------------------------|--------------------------------|------|
| Beginning Cash | \$ 8,684,173 | 5,404,146 | 5,574,119 | 5,394,092 | 5,419,092 | 5,419,092 | (8) |
| Cash Receipts | 6,519,973 | 17,619,973 | 6,519,973 | 6,500,000 | 6,500,000 | 6,500,000 | (9) |
| Cash Disbursements | (14,000,000) | (14,000,000) | (14,000,000) | (14,000,000) | (14,000,000) | (14,000,000) | (10) |
| Financial Aid | - | 15,050,000 | 300,000 | (7,975,000) | - | - | (11) |
| Outflow for investments | - | (18,500,000) | - | - | - | - | (12) |
| Inflow from investments | 4,200,000 | - | 7,000,000 | 15,500,000 | 7,500,000 | 7,500,000 | (13) |
| Ending Cash | \$ 5,404,146 | 5,574,119 | 5,394,092 | 5,419,092 | 5,419,092 | 5,419,092 | (14) |

COLUMBUS STATE COMMUNITY COLLEGE
 PRESIDENT'S DISCRETIONARY FUND
 STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
 FOR THE TWELVE MONTHS ENDED JUNE 30, 2013

EXHIBIT F

| | | | |
|-----------------------------|-------|-----------|------|
| Cash at Beginning of Period | | \$ 12,296 | (1) |
| | | | (2) |
| <u>Receipts:</u> | | | (3) |
| | | | (4) |
| Deposit | - | 7,704 | (5) |
| | | | (6) |
| | | | (7) |
| <u>Disbursements:</u> | | | (8) |
| Oberer's Flowers | 1,943 | | |
| Lisa Barton | 150 | | |
| | | 2,093 | (9) |
| | | \$ 17,907 | (10) |
| [A] | [B] | [C] | (11) |

NOTE:

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

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

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION
BALANCE SHEET AT JUNE 30, 2013
With Comparative Figures at June 30, 2012

| <u>Assets</u> | <u>June 30, 2013</u> | <u>June 30, 2012</u> | |
|------------------------------------------|--------------------------|--------------------------|----------------------|
| Cash | \$ 90,510 | \$ 94,327 | (1) |
| Investments at market value (see note) | 6,298,264 | 5,506,170 | (2) |
| Pledges Receivable | 250,850 | 59,596 | (3) |
| Student Emergency Loans restricted - Net | <u>-</u> | <u>-</u> | (4) |
| Total Assets | <u>\$ 6,639,624</u> | <u>\$ 5,660,093</u> | (5) (6) |
| | | | |
| <u>Liabilities</u> | | | |
| Due to general fund | \$ - | \$ - | (7) |
| Pledge Payable | - | - | (8) |
| Trade Payables | <u>-</u> | <u>-</u> | (9) |
| Total Liabilities | <u>-</u> | <u>-</u> | (10) |
| | | | |
| <u>Fund balance</u> | | | |
| Permanently Restricted | 3,673,728 | 3,646,520 | (11) |
| Temporarily Restricted | 1,685,401 | 1,445,280 | (12) |
| Unrestricted | <u>1,280,495</u> | <u>568,293</u> | (13) (14) (15) |
| Total fund balance | <u>6,639,624</u> | <u>5,660,093</u> | (16) (17) |
| Total Liabilities and fund balance | <u>\$ 6,639,624</u> | <u>\$ 5,660,093</u> | (18) (19) |
| | [A] | [B] | |

Note: Investments

Investments are valued at market, which is generally determined by use of published market quotations. Realized gains and losses from sale or redemption of investments are based upon the cost of the specific investment sold or redeemed. Purchases and sales of investments are reflected on a trade-date basis. A summary of investments is as follows:

| | <u>Cost</u> | <u>Market</u> | <u>Percent of Portfolio</u> |
|-------------------|---------------------|---------------------|---------------------------------|
| Cash | \$ 98,265 | 98,265 | 1.56% |
| Equities | 2,961,661 | 3,717,472 | 59.02% |
| Fixed Income | 528,689 | 576,298 | 9.15% |
| Mutual Funds | <u>1,828,203</u> | <u>1,906,229</u> | <u>30.27%</u> |
| Total Investments | <u>\$ 5,416,818</u> | <u>\$ 6,298,264</u> | <u>100.00%</u> |

EXHIBIT H

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 FOR THE TWELVE MONTHS ENDED JUNE 30, 2013
 With Comparative Figures at June 30, 2012

| | June 30, 2013 | | | Total All Funds | June 30, 2012 Total All Funds | |
|------------------------------------------------|---------------|------------------------|------------------------|-----------------|----------------------------------|------|
| | Unrestricted | Temporarily Restricted | Permanently Restricted | | | |
| Revenue | | | | | | |
| Contributions | \$ 174,067 | \$ 405,476 | \$ 27,208 | \$ 606,751 | \$ 400,728 | (1) |
| Contributions for Columbus State | - | 97,094 | - | 97,094 | 131,090 | (2) |
| Administration Fee Income | 44,767 | - | - | 44,767 | 47,584 | (3) |
| Interest Income | 127 | - | - | 127 | 120 | (4) |
| Investment Income | | | | | | |
| Realized | 258,427 | 73,807 | - | 332,234 | 203,423 | (5) |
| Unrealized | 255,205 | 70,330 | - | 325,535 | (225,582) | (6) |
| Investment income-subtotal | 513,632 | 144,137 | - | 657,769 | (22,159) | (7) |
| Total revenues | 732,593 | 646,707 | 27,208 | 1,406,508 | 557,363 | (8) |
| Expenditures | | | | | | |
| Scholarships and Projects | - | 346,884 | - | 346,884 | 349,250 | (10) |
| Contributions to Columbus State | - | 100,844 | - | 100,844 | 131,090 | (11) |
| Administrative Fee Expense | - | 44,767 | - | 44,767 | 47,584 | (12) |
| Management and general | 108,415 | - | - | 108,415 | 141,663 | (13) |
| Total expenditures | 108,415 | 492,495 | - | 600,910 | 669,587 | (14) |
| Excess (deficit) of revenues over expenditures | 624,178 | 154,212 | 27,208 | 805,598 | (112,224) | (15) |
| Transfers | (3,000) | 3,000 | - | - | - | (16) |
| Fund balance at beginning of period | 659,317 | 1,528,189 | 3,646,520 | 5,834,026 | 5,772,317 | (17) |
| Fund balance at end of period | \$ 1,280,495 | \$ 1,685,401 | \$ 3,673,728 | \$ 6,639,624 | \$ 5,660,093 | (19) |
| | [A] | [B] | [C] | [D] | [F] | |

COLUMBUS STATE COMMUNITY COLLEGE
 NOTES TO FINANCIAL STATEMENTS
 AS OF JUNE 30, 2013

1) **Investments**

| Investment Fund | Cost | Market Value | Yield to Maturity* | Average Maturity (days) |
|-----------------------|-----------------------|-----------------------|-----------------------|----------------------------|
| STAR Ohio/Operating | \$ 25,663,552 | \$ 25,663,552 | 0.03% | 1 |
| STAR Ohio/Plant | 3,252,717 | 3,252,717 | 0.03% | 1 |
| STAR Ohio/Auxiliary | 1,285,350 | 1,285,350 | 0.03% | 1 |
| CSCC Operating Fund 1 | 27,017,710 | 26,978,018 | 0.14% | 176.4 |
| CSCC Operating Fund 2 | 49,837,114 | 49,901,966 | 0.58% | 583 |
| Auxiliary Services | 5,848,730 | 5,853,007 | 0.81% | 732 |
| Plant Fund | 4,847,635 | 4,850,449 | 0.75% | 710 |
| | <u>\$ 117,752,808</u> | <u>\$ 117,785,060</u> | | |

* Weighted

| Portfolio Composition | Type | % of Total |
|-----------------------|--------------------|----------------|
| | STAR Ohio | 25.64% |
| | Agencies | 67.17% |
| | Cash & Equivalents | 7.19% |
| | | <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**

Outstanding long-term debt consists of bonds payable in annual installments varying from \$800,000 to \$920,000 with interest at rates varying from 1.65% to 4.25%, the final installment being due in 2023, collateralized by a gross pledge basis, of the general receipts of the college, which include the full of every type and character of receipts, excepting only those specifically excluded which are primarily those that are appropriated from the State of Ohio.

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

5) **Interfund Accounts**

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



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

Date _____

SUBJECT:

Personnel Information Items

BACKGROUND INFORMATION:

In accordance with a Board of Trustees resolution approved and adopted at their regular meeting held on October 18, 1978, the President has the authority to make staff appointments to positions which have already been approved by the Board and included in the current budget and to accept faculty and staff resignations.

FOR INFORMATION ONLY

COLUMBUS STATE COMMUNITY COLLEGE

BOARD OF TRUSTEES

INFORMATION ONLY

In accordance with a Board Resolution approved and adopted at a regular meeting held on October 18, 1978, which enables the President to make employee appointments to positions which have already been approved by the Board and included in the current budget, the following persons have been **appointed**.

| <u>NAME</u> | <u>POSITION</u> | <u>DEPARTMENT</u> | <u>DATE</u> | <u>SALARY</u> |
|----------------------------------------------------------------------------------|----------------------------|---------------------------------------------|-------------|---------------|
| Patricia Allen (Repl. J. Walli) | Instructor | Nursing | 08/14/13 | \$44,224 |
| Robert Cheripko (Repl. B. Dean) | Assistant | Business and Campus Services (Bookstore) | 06/01/13 | \$24,226 |
| Yaizmen Fayne (Y. Watson – position reclassified from Program Coordinator) | Coordinator | Off-Campus Programs (Gahanna Center) | 06/03/13 | \$53,196 |
| Charles Krouse (Repl. C. Meyer) | Maintenance Repairperson I | Physical Plant | 06/29/13 | \$44,676 |
| Vanessa Kumar (Repl. M. Mahefkey) | Supervisor I | Admissions | 05/16/13 | \$55,262 |
| Pamela McGraner (Repl. F. Johns) | Office Associate | Social Sciences | 07/01/13 | \$28,652 |
| Kathy McManamon (Repl. J. Wagner) | Instructor | Nursing | 08/14/13 | \$44,224 |
| Kay Morehead (Repl. N. Zelaya) | Specialist | Off-Campus Programs (Gahanna Center) | 06/03/13 | \$33,129 |
| Jennifer Patterson (Repl. D. Fout) | Counselor | Counseling Services | 06/17/13 | \$48,375 |
| Cody Penn (Repl. E. Kaufman) | Office Associate | Psychology | 07/01/13 | \$28,652 |
| Andrea Pifher (Repl. M. Carter) | Instructor | Allied Health | 08/14/13 | \$41,065 |
| Michele Teasley (New- B/A) | Director I | Testing Center | 07/01/13 | \$79,496 |

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/reductions in force/terminations/retirements have been accepted.

| <u>NAME</u> | <u>POSITION</u> | <u>DEPARTMENT</u> | <u>DATE</u> |
|-------------------------------------------|---------------------|------------------------------------------|-------------|
| Steven Bailey (Resignation) | Specialist | Financial Aid | 06/14/13 |
| Jonathan Baker (Resignation) | Chairperson | Mathematics | 07/19/13 |
| Kathryn Baldwin (Resignation) | Office Associate | Mathematics | 06/07/13 |
| Charles Boltwood (Position Ended) | Representative | Business & Industry | 06/30/13 |
| Kerry Bonaventura (Resignation) | Supervisor | Data Center | 06/07/13 |
| Steve Borton (Resignation) | Police Officer | Police Department | 06/22/13 |
| Carl Bradwell (Position Ended) | Representative | Business & Industry | 06/30/13 |
| Kimberly Brazwell (Resignation) | Supervisor II | Diversity Services | 07/12/13 |
| Margaretta Carrington (Position Ended) | Associate Teacher | Child Development Center | 06/14/13 |
| Scott Dolan (Resignation) | Associate Professor | Nursing | 05/15/13 |
| Donald Durst (Resignation) | Office Associate | Health, Dental, Veterinary Technology | 05/10/13 |
| Brent Ernsberger (Position Ended) | Supervisor II | Bridgeview Golf Course | 06/30/13 |
| Emily Estok (Position Ended) | Associate Teacher | Child Development Center | 06/28/13 |
| Ellen France (Position Ended) | Associate Teacher | Child Development Center | 06/14/13 |
| Elizabeth Freeman (Resignation) | Security Specialist | Police Department | 04/20/13 |

| | | | |
|--------------------------------------------------------|---------------------|--------------------------|----------|
| Zachary Gerdman (Probationary Removal) | Police Officer | Police Department | 05/22/13 |
| Kent Heisley (Position Ended) | Supervisor | Bridgeview Golf Course | 06/30/13 |
| Gordon Henderson (Position Ended) | Representative | Business & Industry | 06/30/13 |
| Fallon Johns (Resignation) | Office Associate | Social Sciences | 05/30/13 |
| Susan Judd (Moved from job share to PT position) | Advisor | Advising Services | 06/01/13 |
| Jessica Junk (Position Ended) | Associate Teacher | Child Development Center | 06/14/13 |
| Elisa Kaufman (Resignation) | Office Associate | Psychology | 06/28/13 |
| Amanda Koch (Resignation) | Advisor | Advising Services | 08/15/13 |
| Charles Krouse (Position Ended) | Coordinator | Bridgeview Golf Course | 06/30/13 |
| Naomi Lee (Retirement) | Assistant Professor | Nursing | 05/19/13 |
| Matthew Lester (Resignation) | Technician | I.T. Support Services | 04/15/13 |
| Martisha McCarrel (Position Ended) | Associate Teacher | Child Development Center | 06/21/13 |
| Charvella McKaye (Position Ended) | Supervisor | Child Development Center | 06/28/13 |
| Jason Parker (Position Ended) | Associate Teacher | Child Development Center | 06/28/13 |
| Jennifer Perkins (Position Ended) | Director I | Child Development Center | 06/28/13 |
| Lori McKenize (Resignation) | Assistant Director | Human Resources | 05/17/13 |
| Mary Francis McLaughlin (Resignation) | Program Coordinator | Human Resources | 06/21/13 |
| Andrew Oocumma (Position Ended) | Supervisor | Business and Industry | 06/30/13 |

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| Cindy Ponyah (Resignation) | Office Associate | Integrated Media & Technology | 05/31/13 |
| Terrence Kennedy (Resignation) | Coordinator | Testing Center | 06/14/13 |
| Monique Sims (Position Ended) | Associate Teacher | Child Development Center | 06/14/13 |
| Allison Stir (Resignation) | Specialist | Business and Campus Services Payroll | 06/21/13 |
| Terry Tomlinson (Position Ended) | Associate Teacher | Child Development Center | 06/14/13 |
| Debra Vaughn (Position Ended) | Associate Teacher | Child Development Center | 06/28/13 |
| Dave Watts (Position Ended) | Program Coordinator | Business & Industry | 06/30/13 |
| Jill Whitton (Position Ended) | Supervisor | Child Development Center | 06/28/13 |
| Shaniqua Williams (Position Ended) | Associate Teacher | Child Development Center | 06/14/13 |
| Taylor Williams (Position Ended) | Associate Teacher | Child Development Center | 06/14/13 |