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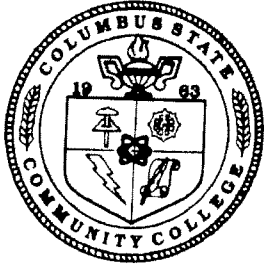
**A G E N D A**  
**BOARD OF TRUSTEES MEETING**  
Thursday, May 24, 2007  
Board Room, Franklin Hall  
6:00 p.m.

- 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. Communications/Recognition
  - A. Tenure Appointments and Promotions .....1
- VI. Consent Agenda
  - A. Aquinas Hall Roof Replacement Project .....2
  - B. 339 Cleveland Avenue Renovation .....3
  - C. Eibling Hall Fourth Floor Renovation .....4
  - D. Allocation for Site Development, Delaware Campus.....5
  - E. Compensation Adjustments for Employees for Fiscal Year 2008.....6
  - F. Personnel Information Items.....10
- VII. Operating Budget for Fiscal Year 2008.....14
- VIII. Financial Statements as of April 30, 2007.....29
- IX. President's Report
  - A. Awards
  - B. Communications
  - C. Presentations/Reports

*COLUMBUS STATE COMMUNITY COLLEGE  
BOARD OF TRUSTEES AGENDA  
May 24, 2007  
Page Two*

- X. Old Business
- XI. New Business
  - A. Report from Trustee's Conference on April 23 & 24, 2007
  - B. FOP Presentation
- XII. Public Participation
- XIII. Executive Session
- XIV. Adjournment

*President's Office  
MVM:pf*



# Columbus State Community College Board Action Sheet

Date \_\_\_\_\_

**SUBJECT:**

Tenure Appointments and First Promotion in Rank.

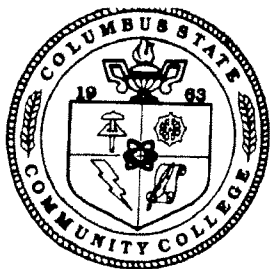
**BACKGROUND INFORMATION:**

In accordance with Tenure Policy No. 5-02 approved by the Board of Trustees and effective December 1, 2005, all individuals having met the eligibility requirements for tenure and first promotion were reviewed by the Department Chairperson, the Division Dean, the Promotion and Tenure Review Committee, the Provost, and the President. Eighteen (18) persons received recommendations that they be awarded tenure by the Board of Trustees of the Columbus State Community College. All eighteen (18) of those individuals are also being recommended for promotion in rank to Assistant Professor.

**RECOMMENDATION:**

That the following individuals be granted tenure and be promoted in rank to Assistant Professor effective at the beginning of the 2007-2008 contract year:

- |                    |                                  |
|--------------------|----------------------------------|
| Michael Bailey     | Biological and physical Sciences |
| Deborah Bertsch    | Communication Skills             |
| Ingrid Emch        | Communication Skills             |
| Susan Flatt        | Communication Skills             |
| Myung Han          | Biological and physical Sciences |
| Carolyn Kaufman    | Social and Behavioral Sciences   |
| Alesa Mansfield    | Humanities                       |
| Kristin Ramsey     | Mathematics                      |
| Gary Rensi         | Mathematics                      |
| Martha Sucheston   | Biological and Physical Sciences |
| David Tom          | Social and Behavioral Sciences   |
| Sharon Bockus      | Practical Nursing                |
| Charles Foley      | Business Management              |
| Roberta Grawemeyer | Early Childhood Development      |
| Jeffrey Gruber     | Aviation Maintenance             |
| Charles Kassor     | Aviation Maintenance             |
| Mary Morgan        | Nuclear Medicine                 |
| Antoinette Perkins | Massage Therapy                  |



## COLUMBUS STATE COMMUNITY COLLEGE

### BOARD ACTION

Date: \_\_\_\_\_

**SUBJECT:**

Aquinas Hall Roof Replacement Project

**BACKGROUND INFORMATION:**

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

The present roofing system on Aquinas Hall was installed in 1990 with a ten year warranty. Serious deterioration in recent years calls for it to be replaced at this time.

In November of 2005, the Board approved a \$90,000 budget for this project from state capital funds. A construction contingency of \$12,000 is necessary to address unknown conditions should they arise.

Project Budget:

- |                            |                 |
|----------------------------|-----------------|
| • Construction             | \$87,700        |
| • Construction Contingency | <u>\$12,000</u> |

Project Budget Total	\$99,700
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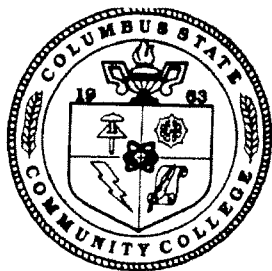
The contracts were bid using the bidding process required by state law.

**RECOMMENDATION:**

That the Board of Trustees authorizes the College to enter into a contract with Phinney Industrial Roofing, Inc., the lowest responsive and responsible bidder, for the replacement of the Aquinas Hall roof.

<u>Contract</u>	<u>Contractor</u>	<u>Actual Quote</u>	<u>Bid Estimate</u>
General	Phinney Industrial Roofing	\$87,700	\$80,000

That the Board of Trustees authorizes an additional \$12,000 for this project, for a total project budget of \$99,700. The additional \$12,000, if necessary, will be funded from the annual Capital Improvements allocation.



## COLUMBUS STATE COMMUNITY COLLEGE

### BOARD ACTION

Date: \_\_\_\_\_

**SUBJECT:**

339 Cleveland Ave. Renovation

**BACKGROUND INFORMATION:**

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

The building renovation consolidates the Teaching Learning Resource Center and the Curriculum Development Department into a single location and provides a facility for the creation of a Teaching Excellence Center for Faculty training.

This project was recommended by the Columbus Campus Planning Committee and the project budget was approved by the Board in September of 2006.

The contracts were bid using the bidding process required by state law.

**RECOMMENDATION:**

That the Board of Trustees authorizes the College to enter into the following contracts with the lowest responsive and responsible bidders.

<u>Contract</u>	<u>Company</u>	<u>Amount</u>
General	Williamson Builders	\$369,190
HVAC/Plumbing	Command Heating	\$ 64,940
Electrical	Ohio Electric Services	\$160,500



# COLUMBUS STATE COMMUNITY COLLEGE

## BOARD ACTION

Date: \_\_\_\_\_

**SUBJECT:**

Eibling Hall Fourth Floor Renovation.

**BACKGROUND INFORMATION:**

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

This renovation project will allow for the more efficient use of space by the Marketing and Graphics and the Construction Sciences Departments.

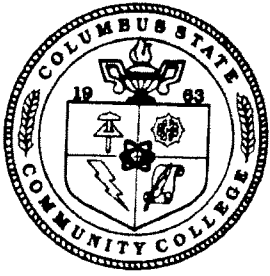
This project was recommended by the Columbus Campus Planning Committee and the project budget was approved by the Board in September of 2006.

The contracts were bid using the bidding process required by state law.

**RECOMMENDATION:**

That the Board of Trustees authorizes the Colleges to enter into the following contracts with the lowest responsive and responsible bidders.

<u>Contract</u>	<u>Company</u>	<u>Amount</u>
General	General Home and Maintenance	\$116,456
Electrical	Capital City Electric	\$ 61,469



## COLUMBUS STATE COMMUNITY COLLEGE

Date \_\_\_\_\_

### BOARD ACTION

**SUBJECT:**

Allocation for Site Development, Delaware Campus

**BACKGROUND INFORMATION:**

In mid-2003, Columbus State requested through the State of Ohio's FY 2004-05 Capital Improvements process for construction funds for the first building on a Delaware Campus. The request for these funds had to be made prior to the college's site selection process, which began in late 2003 and concluded in September 2004.

Since that time, land has been acquired in Delaware County, an architect has been selected, and a college committee, working closely with the architect, has crafted a schematic design and site development plan for the first and for subsequent buildings. Site development will cost approximately \$4.2 million.

Of this amount, \$1.2 million in state funds remaining from the Center for Workforce Development (CWD), which was constructed under budget, can be transferred for use on Building E, and \$3.0 million can be requested in the upcoming FY 09-10 State of Ohio capital improvements process, which will begin this summer. However, to insure availability of funds for the architect and engineers to continue their work within defined, available funds, \$4.2 million needs to be set aside in local funds until such time as state funds are secured both through the process of transferring the available balance from the CWD allocation, and the state capital improvements FY09-10 budget process.

The college plans to also request capital improvement funds for renovation of Columbus Hall, as recommended by the college's Columbus Campus Planning Committee.

**RECOMMENDATION:**

That the Board of Trustees authorizes \$4.2 million from unallocated funds for site development costs at the Delaware Campus, while funds for this purpose are pursued in the State of Ohio Capital Improvements process.



# Columbus State Community College Board Action

Date \_\_\_\_\_

## **SUBJECT:**

Compensation adjustments for non-union employees for fiscal year 2007-2008.

## **BACKGROUND INFORMATION:**

### **Non-Union Full-time Staff and Administrators:**

The Board of Trustees adopted the current salary range system for full-time staff and administrators on May 24, 1979 (effective July 1, 1979) and amended those ranges on July 1, 1980 and beginning January 1, 1982 annually through and including July 1, 2002. Since July 1, 2002 through the present, salary increases become effective on the fiscal year.

It is recommended that the salary ranges for non-union staff and administrators be increased by 2.5% and the College provide a staff and administrator salary adjustment pool of 3.75% (\$1,060,214 for the general fund, \$83,355 for the auxiliary fund).

### **Adjunct Faculty:**

The Board of Trustees adopted the current rate of \$40 per contact hour effective Summer Quarter 2006. With this rate, it was expected and understood that adjunct faculty would continue to make themselves available to students outside scheduled class hours. This year, it is recommended that the rate per contact hour be increased by a percentage rather than the \$1 per contact hour as we have recommended in the past. It is further recommended that the adjunct contact hour rate be increase by 3.75% to the amount of \$41.50 per contact hour. The total incremental cost to implement this increase is projected to be \$725,419.

### **Part-time Employees:**

It is further recommended that all remaining part-time employees be given a 3.75% increase in their respective hourly rates effective July 1, 2007. It is also recommended that the pay ranges be increased both at the top and the bottom by 2.5% The cost to the College is approximately \$189,172 (general fund) and \$24,939 (auxiliary fund).



**RECOMMENDATION:**

- A. That the Board of Trustees allocate in the FY-08 Operating Budget \$1,974,805 from the general fund and \$108,294 from auxiliary services fund for pay increases as follows:

**Full-time non-union staff and administrators:**

1. That the current non-union staff and administrator salary ranges be amended as attached to reflect a 2.5% increase at both the top and bottom of the range; and
2. That salary adjustments for those individual employees be implemented only after a formal evaluation of each employee is performed by his/her supervisor which includes a professional development plan and recommendation for a salary increase, and that such evaluation and recommendation be filed with the Human Resource Department; and
3. That the pool of monies approved (3.75% percent) for non-union staff and administrator full-time salary adjustments (who are evaluated on a merit basis) be \$1,060,214 (general fund) and \$83,355 (auxiliary fund) (annual basis); and
4. The above actions become effective with the pay period that includes July 1, 2007.

**Adjunct Faculty:**

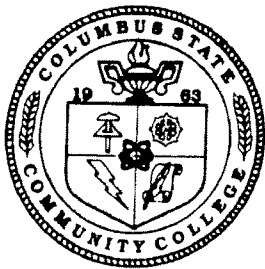
5. Effective with the pay period that includes July 1, 2007, all adjunct faculty will be paid the flat rate of \$41.50 per contact hour and that the cost of implementation of this rate is approximately \$725,419.

**Part-time Employees:**

6. Effective with the pay period that includes July 1, 2007, all part-time employees will receive a 3.75% increase in the hourly wage rate. The cost to implement this recommendation is approximately \$189,172 (general fund) and \$24,939 (auxiliary fund).

STAFF SALARY SCHEDULE July 1, 2006			STAFF SALARY SCHEDULE July 1, 2007		
PAY RANGE	CURRENT		PAY RANGE	PROPOSED	
	BOTTOM	TOP		BOTTOM	TOP
23	\$10.25 \$21,324	\$16.07 \$33,424	23	\$10.51 \$21,857	\$16.47 \$34,260
24	\$10.95 \$22,780	\$17.18 \$35,732	24	\$11.23 \$23,350	\$17.61 \$36,625
25	\$11.74 \$24,415	\$18.37 \$38,200	25	\$12.03 \$25,025	\$18.82 \$39,155
26	\$12.53 \$26,072	\$19.62 \$40,805	26	\$12.85 \$26,724	\$20.11 \$41,825
27	\$13.44 \$27,953	\$21.03 \$43,752	27	\$13.78 \$28,652	\$21.56 \$44,845
28	\$14.40 \$29,948	\$22.52 \$46,836	28	\$14.76 \$30,696	\$23.08 \$48,007
29	\$15.54 \$32,321	\$24.27 \$50,491	29	\$15.93 \$33,129	\$24.88 \$51,754
30	\$17.11 \$35,591	\$26.77 \$55,678	30	\$17.54 \$36,481	\$27.44 \$57,070
31	\$18.79 \$39,086	\$29.38 \$61,115	31	\$19.26 \$40,063	\$30.12 \$62,643
32	\$20.65 \$42,960	\$32.33 \$67,238	32	\$21.17 \$44,034	\$33.13 \$68,919
33	\$22.69 \$47,195	\$35.47 \$73,772	33	\$23.26 \$48,375	\$36.35 \$75,616
34	\$24.95 \$51,898	\$39.02 \$81,152	34	\$25.57 \$53,196	\$39.99 \$83,181
35	\$27.45 \$57,094	\$42.94 \$89,308	35	\$28.14 \$58,522	\$44.01 \$91,540
36	\$30.21 \$62,829	\$47.30 \$98,378	36	\$30.96 \$64,399	\$48.48 \$100,838

ADMINISTRATIVE SALARY SCHEDULE July 1, 2006			ADMINISTRATIVE SALARY SCHEDULE July 1, 2007		
RANGE	CURRENT BOTTOM	TOP	RANGE	PROPOSED BOTTOM	TOP
AA	\$50.01 \$104,020	\$80.89 \$168,244	AA	\$51.26 \$106,620	\$82.91 \$172,450
A	\$44.57 \$92,709	\$72.21 \$150,195	A	\$45.69 \$95,026	\$74.01 \$153,950
B	\$39.12 \$81,375	\$63.53 \$132,146	B	\$40.10 \$83,409	\$65.12 \$135,449
C	\$33.75 \$70,198	\$54.87 \$114,120	C	\$34.59 \$71,953	\$56.24 \$116,973
D	\$29.61 \$61,597	\$45.52 \$94,677	D	\$30.35 \$63,137	\$46.66 \$97,044
E	\$25.92 \$53,914	\$39.13 \$81,380	E	\$26.57 \$55,262	\$40.10 \$83,415
F	\$22.22 \$46,209	\$33.55 \$69,774	F	\$22.77 \$47,364	\$34.38 \$71,518



# Columbus State Community College Board Action Sheet

Date \_\_\_\_\_

## **SUBJECT:**

Personnel Information Items

## **BACKGROUND INFORMATION:**

In accordance with a Board of Trustees resolution approved and adopted at their regular meeting held on October 18, 1978, the President has the authority to make staff appointments to positions which have already been approved by the Board and included in the current budget, and to accept faculty and staff resignations. The attached personnel actions took place during the months of February, March, April and May of 2007.

**FOR INFORMATION ONLY**

**COLUMBUS STATE COMMUNITY COLLEGE**

**BOARD OF TRUSTEES**

**INFORMATION ONLY**

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

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>SALARY</u>
Abdelbari Ali (J. Thomas)	Office Associate	Advising Services	05/01/07	\$27,953
Tracy Anderson (K. Chandler)	Police Officer	Public Safety	04/01/07	\$32,948
Jennifer Benmaimoun (J. Hennosy)	Office Associate	Enrollment Services	04/01/07	\$27,953
Christopher Butler (D. Dilley)	Programmer/Analyst	Data Center	04/01/07	\$53,000
Constance Clark (C. Grossman)	Instructor	Dental Hygiene	05/01/07	\$42,223
Scott Dolan (S. Farus-Brown)	Instructor	Nursing	03/26/07	\$40,658
Patrick Fiorelli (J. Kuckentiet)	Instructor	Business Department	03/26/07	\$42,222
Charla Fraley (D. Wyatt)	Instructor	Business Department	03/26/07	\$40,658
Lydia Gilmore (K. Pullins)	Instructor	Business Department	03/26/07	\$40,658
Christopher Grubbe (W. Simpson)	Technician (Network Admin.)	Communications Technology and PC Services	03/16/07	\$42,517
Stephanie Habecker (K. Kelly)	Police Officer	Public Safety	04/01/07	\$32,948
Barbara Jackson (A. Hinkle)	Office Associate	Student Life	04/02/07	\$27,953
Fatima Kaneez (R. Fowler)	Assistant	Records & Registration	04/16/07	\$24,415
Destany Koonce (E. Caldwell)	Associate Teacher	Child Development Center	06/01/07	\$24,415
Xuan Le	Assistant	Records & Registration	02/16/07	\$24,415

(New) Martin Maliwesky (K. Conner)	Dean	Enrollment Services	03/19/07	\$81,375
Mary Francis McLaughlin (New)	Program Coordinator	Human Resources (HCD)	06/01/07	\$56,500
Ruth Morris (K. Akpofure)	Barista (Shift Leader)	Auxiliary Services (DX)	04/16/07	\$29,948
John Pendexter (R. Hill)	Assistant	Records & Registration	05/09/07	\$24,415
LaKenya Reynolds (N. Castillo)	Office Associate	Advising Services	04/01/07	\$27,953
Phillip Sanders (B. Schick)	Coordinator	Auxiliary Services	05/01/07	\$39,086
James Simpson (J. Duffey)	Instructor	Dental Lab (Prison Programs)	05/16/07	\$40,659
Suzanne VonAhn (S. Albrecht)	Assistant Director	Financial Aid	04/16/07	\$61,597
Bryan Wills (N. Locklin)	System Specialist	Records & Registration	02/16/07	\$35,591
Renee Witcher (R. Harley)	Coordinator	I.T. Support Services	04/16/07	\$32,321

**COLUMBUS STATE COMMUNITY COLLEGE**

**BOARD OF TRUSTEES**

**INFORMATION ONLY**

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

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>
King Akpofure (Termination)	Barista (Shift Leader)	Auxiliary Services (DX)	03/13/07
Amy Franklin (Resignation)	Office Associate	Dental Hygiene	03/30/07
Dan Henry (Resignation)	Buyer	Auxiliary Services	04/19/07
Elizabeth Kelly (Resignation)	Assistant Teacher	Child Development Center	03/23/07
Brandy Ross (Resignation)	Specialist	Institutional Advancement	02/23/07
Wayne Shingler (Resignation)	Police Officer	Public Safety	03/20/07
John Thomas (Resignation)	Coordinator	Continuing Professional Education	02/23/07
Lori Woods (Resignation)	Teaching Assistant	Interpreting & Transliterating	03/15/07



## COLUMBUS STATE COMMUNITY COLLEGE

Date \_\_\_\_\_

### BOARD ACTION

#### **SUBJECT:**

Operating Budget for Fiscal Year 2008

#### **BACKGROUND INFORMATION:**

Columbus State Community College policy requires that the Board of Trustees approve the college's operating budget prior to the beginning of each fiscal year; i.e. July 1, 2007.

The attached narrative briefly describes the revenue and expense assumptions for the proposed FY 2008 operating budget.

#### **RECOMMENDATION:**

That the Board of Trustees approves the FY 2008 operating budgets for Columbus State Community College (Exhibit A), Auxiliary Enterprises (Exhibit B), Child Development Center (Exhibit C), the Bookstore (Exhibit D), Bridgeview Golf Course (Exhibit E), and Food Service (Exhibit F).

That the Board of Trustees approves the use of available balances from prior year Capital Equipment Allocations which, in combination with the FY 08 allocation of \$1.8 million, will provide a \$3.0 million FY 2008 Capital Equipment allocation.

That the Board of Trustees approves a one-time bonus of \$500 per full-time employee to offset health care costs, and that these costs be paid from unallocated reserves.



## **FY2008 OPERATING BUDGET AT A GLANCE**

### **Planning Context**

The proposed FY08 operating budget represents the college's interest in keeping tuition affordable while offering high-quality and convenient academic programs. At a time when significant attention is being paid by the Governor and state legislature on the state's proposed FY08-09 budget, the college's proposed FY08 budget has been prepared using prudent planning assumptions.

The factors most heavily impacting the budget are enrollment (both headcount and number of credits taken), and the state's biennial budget, which is expected to be enacted by June 30, 2007.

### **Strategic Positioning**

The College plans its programs and budgets keeping in mind its desire to consistently deliver quality, convenient and affordable higher education.

Efficiency savings realized through reducing payroll costs, consolidating and realigning of programs, aligning of auxiliary revenues and expenses, and other actions, allow the college in this proposed budget to continue focusing on attracting and retaining high-quality employees, delivering programs relevant to the community's educational and workforce needs through convenient delivery systems, and continued strengthening of security programs to keep people and information safe and secure.

### **Enrollment**

FY08 revenues assume an enrollment that will mirror the current fiscal year. Adjustments are made at mid-year when the State of Ohio confirms its subsidy allocations, and relatively solid enrollment numbers are available for Summer and Autumn quarters of the budget year.

### **State of Ohio Budget**

Heightened attention has been given to Ohio's public higher education institutions in deliberations on the State of Ohio's FY08-09 budget, particularly with respect to keeping tuition affordable. Both the Governor's Executive budget and the House-passed version focus on keeping tuition increases to a minimum, increasing state subsidy, and requiring efficiency savings. The bill is pending before the Senate and is expected to be completed by June 30, 2007.

At its meeting in March 2007, the College's Board of Trustees authorized the President to plan the FY08 budget without an increase. The proposed FY08 budget assumes no tuition increase and a state subsidy allocation equal to that received by the college in FY07. The college may need to revisit this decision after the state's budget is enacted.

### **Key Budget Assumptions**

Key budget assumptions include the following:

1. All revenue and expenditure assumptions are compared to the Revised FY2007 Operational Budget, as approved by the Board in January 2007.
2. The college will operate within revenues expected during the fiscal year.
3. Salary and benefits will continue to be at or less than 80% of total expenditures.

## FY2008 OPERATING BUDGET AT A GLANCE

4. Salary and wage adjustments for non-bargaining full-time employees reflect annual adjustments as proposed for Board approval and bargaining units as prescribed by the respective contracts.
5. Existing contractual obligations shall be met.

Additional budget assumptions are outlined below.

### Revenues

FY08 estimated revenues total \$ 118,869,329, a 0.9% increase over the Revised FY07 budget. Specific FY08 revenue assumptions include the following:

#### Enrollment

The FY08 Operating Budget assumes enrollment that mirrors the current academic year. While enrollment grew slightly this academic year, for budgeting/planning purposes, it is prudent at this time to budget flat to FY07.

#### State Support

The proposed budget assumes the college will receive a State Share of Instruction (SSI) allocation equal to its Revised FY07 allocation.

The state's allocation formulas have historically included enrollment as a factor in the formula for calculating the SSI and Access Challenge allocations, a stipulation that Ohio's community colleges are striving to retain in the state's FY08-09 biennial budget. State subsidy allocations have generally been made a year in arrears for SSI and two years in arrears for Access Challenge. State allocations are finalized in late Autumn when FY07 enrollment figures are finalized and are generally approved by the Ohio Board of Regents in November, in time for the college's revised budget process.

#### Tuition

The proposed budget assumes that tuition rates will remain at 2006-07 levels, per action by the Board of Trustees at its March 2007 meeting. Depending on the outcome of the state's budget process, this decision may need to be revisited after the start of the fiscal year.

#### Interest Income

FY08 interest income is budgeted to projected FY07 year-end earnings.

### Expenditures

#### Totals

FY 2008 operating expenditures, plus allocations for debt service (\$1.4 million), capital equipment (\$1.8 million) and capital improvements (\$2.5 million), total \$118,642,190, a 2.6% increase over the Revised FY07 Budget.

## FY2008 OPERATING BUDGET AT A GLANCE

### Programmatic Initiatives

The proposed FY08 budget provides for:

#### Continuous improvement initiatives

Several initiatives are being pursued through the college's AQIP accreditation process.

#### Learning Systems New and Expanded Programs and Services

New and expanded academic programs and services include the following:

- Six (6) new faculty positions.\*
- New associate's degree in Digital Photography and a proposed new degree track in Sheet Metal.
- New certificate programs in Complementary Care, Limited Radiography, Software Developer, Computer Literacy, Office Specialist, and School Food Service Management.
- Twenty-nine (29) new courses to meet the community's workforce needs, including Sustainable Design Strategies, Motion Graphics, and Service Marketing. Others that have become outdated were deleted.
- New and redesigned blended courses.
- Development of the Teaching/Learning Innovation Center. The Center will offer an opportunity to expand the college's distance learning program and provide regular programming and resources for faculty in the areas of curricular innovation, the use of instructional technologies, assessment strategies and implementation, K-12 programming, and distance learning development and pedagogy.
- Addition of Web Developer position\* to support significant growth in distance learning programs; addition of four new programs developed on-line and addition of several new, and redesigned blended courses.
- Enhanced financial aid processing capability by adding three positions\* and expanding student services to include new orientation program and a new financial literacy initiative for new students.
- Continued development of the Pickaway County site.
- Redesign of off-campus centers into Community Education Centers that are further tailored to meet the unique needs of each community.
- Realignment of the academic advising program into the Enrollment Services Division to achieve more streamlined and effective service delivery to prospective, new, and continuing students.
- Realignment of counseling service into the Division of Student Life, to allow a tighter focus on career and personal counseling needs of students and greater cohesion with related services and programs such as Disability Services, the Career Assistance Center, and the wellness and intervention education programs on alcohol and substance abuse prevention provided by the Student Activities and Athletics Department.
- Expansion of diversity and multicultural affairs programming including a greater college-wide collaboration and a focus on supporting student learning about diversity and global awareness.

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\*Approved by the Board of Trustees, March 2007.

## FY2008 OPERATING BUDGET AT A GLANCE

### Administrative Systems and Services

- Two (2) new public safety personnel\* to enhance services to the campus community.
- Continued participation in the new Discovery Special Improvement District (DSID), a collaborative initiative with neighbors that includes a neighborhood safety and security program.
- Continued administrative systems upgrades and enhancements to maintain a competitive edge.
- Two (2) new system support personnel\* as well as upgrades to the physical and technological infrastructure for an increased level of access and system availability.
- Increased efficiencies in operations and enhanced security through the two (2) new Help Desk personnel\* and purchase and implementation of advanced new technologies and systems, including advanced system monitoring and scheduling applications, hardware virtualization, and data penetration and leakage prevention systems.
- Improved coordination by a Food/Beverage Supervisor\* of the college's food services program which includes cafeteria, catering, and vending services.

### Efficiency Savings: Reallocating, Realigning, Re-engineering Resources

The college's Voluntary Early Retirement Program, offered in Fiscal Year 2006, cost just under \$5.0 million to implement. The program will pay for itself within approximately 3 years, through annual payroll savings of \$1.6 million.

Additionally, the college's health care program was restructured to provide employees with options that would share risk and cost between employer and employee. Health care premiums are expected to be 19% higher in FY08 than they were in FY07.

The following initiatives make funds available for pay raises and new positions:

- Consolidation of four academic departments into two, saving administrative salaries.
- Tighter budgeting of educational benefits to reflect recent spending trends.
- A refunding in April 2007 of Series 1997 bonds that paid for the parking garage on the Columbus campus yielded savings of approximately \$327,000 over the remaining 10-year life of the bonds.
- Higher rates of collection of outstanding debt by the Office of the Attorney General have reduced the college's Bad Debt Expense allocation by \$200,000.
- Realignment of auxiliary enterprise revenues and expenses from the general fund to the auxiliary fund reduces credit card expenses paid by the general fund by \$125,000, shifts subsidy payment to the Child Development Center (CDC) from the general fund to the auxiliary fund, and shifts debt service for CDC to the auxiliary fund. Also, the realignment creates a food services program in the auxiliary fund, shifting deposit of food services revenues from the general fund to the auxiliary fund, beginning in FY08. The alignment of auxiliary enterprise programs also calls for the transfer of bookstore-generated monies held by the general fund for interest-bearing purposes, which will be deposited into the auxiliary fund in July 2007.

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\*Approved by the Board of Trustees, March 2007.

Exhibit A

**Columbus State Community College**  
**Operational Budget Comparison**  
**Proposed FY08 Budget Compared to RFY07 Budget Adopted in Jan 2007**

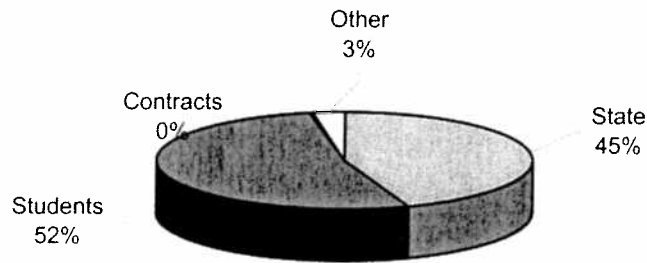
	(1) RFY07 Budget	(2) FY08 Proposed	(3) Difference	(4) Percent Increase/(Decrease)
<b>Revenues</b>				
<b>(a) Appropriations</b>				
(b) Subsidy (1)	\$ 45,192,329	\$ 45,192,329	\$ -	0.0%
(c) Access Challenge (1)	6,744,168	6,751,576	\$ 7,408	0.1%
(d) Jobs Challenge	518,836	518,836	\$ -	0.0%
	<u>52,455,333</u>	<u>52,462,741</u>	\$ 7,408	0.0%
<b>Student</b>				
(e) Tuition (2)	58,631,523	59,251,392	\$ 619,869	1.1%
(f) Fees	2,345,261	2,370,056	\$ 24,795	1.1%
(g) Special courses	711,530	799,568	\$ 88,038	12.4%
	<u>61,688,314</u>	<u>62,421,016</u>	\$ 732,702	1.2%
<b>Contracted Services</b>				
(h) Net	365,378	365,378	\$ -	0.0%
	<u>365,378</u>	<u>365,378</u>	\$ -	0.0%
<b>Other</b>				
(i) Interest (6)	2,800,000	3,400,000	\$ 600,000	21.4%
(j) Miscellaneous (10)	472,092	220,194	\$ (251,898)	-53.4%
	<u>3,272,092</u>	<u>3,620,194</u>	\$ 348,102	10.6%
(k) Total Revenues	<u>117,781,117</u>	<u>118,869,329</u>	\$ 1,088,212	0.9%
<b>Expenditures</b>				
(l) Educational & General				
(m) (Instructional)	59,731,616	62,495,567	\$ 2,763,950	4.6%
(n) Library	1,591,232	1,643,320	\$ 52,088	3.3%
(o) General (5)	9,652,275	10,495,815	\$ 843,539	8.7%
(p) Information Technology	8,830,678	9,553,341	\$ 722,663	8.2%
(q) Student Services	9,434,447	9,498,254	\$ 63,807	0.7%
(r) Operation and Maintenance of Plant (3)	11,401,436	11,703,191	\$ 301,755	2.6%
(s) Administration (4)	6,306,703	5,584,643	\$ (722,060)	-11.4%
(t) One time Compensation (9)	-	-	\$ -	100.0%
(u) Additional Payroll Items (7)	-	1,974,805	\$ 1,974,805	100.0%
(v) Operational Expenses	<u>106,948,386</u>	<u>112,948,935</u>	\$ 6,000,549	5.6%
(w) Efficiency Savings (ERI Savings)	1,595,670	-	\$ (1,595,670)	100.0%
(x) Transfer for equip. and replacement (8)	3,000,000	1,800,000	\$ (1,200,000)	-40.0%
(y) Transfer for debt service	1,581,500	1,393,255	\$ (188,245)	-11.9%
(z) Transfer for capital improvements	2,500,000	2,500,000	\$ -	0.0%
(aa) Total expenditures & transfers	<u>115,625,556</u>	<u>118,642,190</u>	\$ 3,016,634	2.6%
(ab) Operational Revenues	<u>\$ 2,155,561</u>	<u>\$ 227,139</u>	\$ (1,928,422)	-89.5%

**Notes**

- (1) Subsidy reflects the 100% guarantee of FY07 allocation for State Share of Instruction and Access Challenge allocation as projected by Ohio Board of Regents.
- (2) Tuition revenue projected based on enrollment level comparable to FY07.
- (3) Operation & Plant Maintenance increase includes additional custodial services for two new buildings and anticipated increase in electricity costs.
- (4) Administration includes VP BAS, President's Office, & Business Office and has decreased due to Auxiliary alignment.
- (5) General includes Facilities Planning, HR, IA, KRP, Development, Office Services, VP Minority Affairs and includes an expected 19% increase in health care costs.
- (6) Interest income projected based on investment strategy.
- (7) Additional payroll items reflects proposed 3.75% compensation increase for non-bargaining employees.
- (8) Equipment and replacement allocation of \$1.8 million will be coupled with available prior year balances, for total Capital Equipment budget of \$3.0 million.
- (9) One time compensation of \$500 per FT employee, \$430k total, to be paid from unallocated reserves.
- (10) Miscellaneous revenue decreased due to moving food service income into Auxiliary Services Fund.

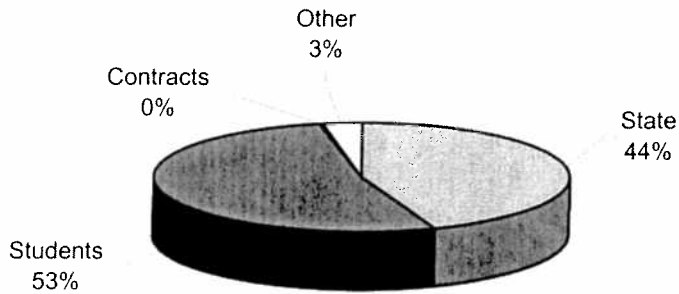
## FY 08 PROPOSED OPERATING BUDGET REVENUES May, 2007

### FY 2007 Revised Budget



**\$117,781,117**

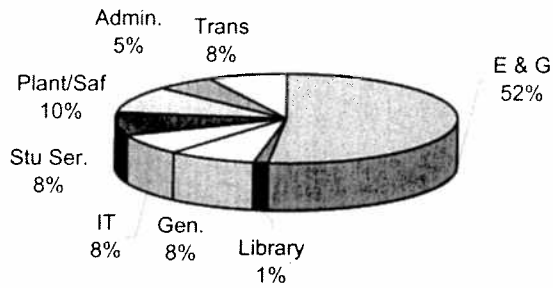
### FY2008 Budget



**\$118,869,329**

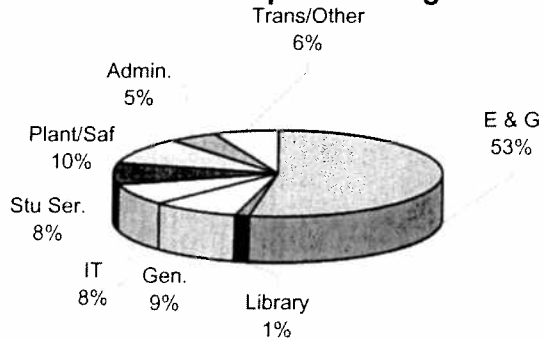
# COLUMBUS STATE COMMUNITY COLLEGE FY 08 PROPOSED OPERATING BUDGET EXPENDITURES May, 2007

## FY 2007 Revised Budget



**\$115,625,556**

## FY 2008 Proposed Budget



**\$118,642,190**

Columbus State Community College  
 Auxiliary Services Fund  
 FY 2008 Budget

<u>Revenues</u>	<b>FY08 Proposed</b>
Bookstore	\$ 2,806,485
Child Development Center	1,390,350
Food Services	369,468
Bridgeview	502,541
 Total	 <u>\$ 5,068,844</u>
<u>Expenses</u>	
Bookstore	\$ 2,697,731
Child Development Center	1,534,144
Food Services	72,525
Bridgeview	555,013
 Total	 <u>\$ 4,859,413</u>
Auxiliary Net Income	<u>\$ 209,431</u>



## Exhibit C

Columbus State Community College  
Child Development Center  
FY 2008 Budget

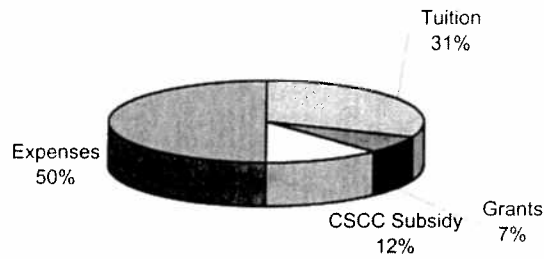
	<b>RFY07 Budget</b>	<b>FY08 Proposed</b>	<b>Increase (Decrease)</b>	<b>Percent Change</b>
<b><u>Revenues</u></b>				
Tuition/Fees	\$ 725,101	\$ 1,196,717	\$ 471,616	65.0%
Grants/Subsidies	163,633	193,633	\$ 30,000	18.3%
<b>Total Revenues</b>	<b>888,734</b>	<b>1,390,350</b>	<b>\$ 501,616</b>	<b>56.4%</b>
<b>Operating Expenses</b>	<b>1,166,789</b>	<b>1,326,478</b>	<b>\$ 159,689</b>	<b>13.7%</b>
Debt Service		155,564		
Additional Payroll Items**	-	52,102		
<b>Total Expenses</b>	<b>1,166,789</b>	<b>1,534,144</b>		
<b>Net Income</b>	<b>(278,055)</b>	<b>(143,794)</b>	<b>\$ 134,261</b>	<b>0.0%</b>
<b>Auxiliary Subsidy*</b>	<b>278,055</b>	<b>143,794</b>		
<b>Net</b>	<b>\$ -</b>	<b>\$ -</b>		

\* Auxiliary Fund will subsidize operations

\*\* Includes proposed salary increase and \$500 one-time bonus per full-time employee

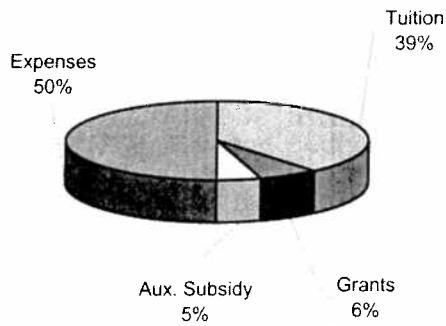
**COLUMBUS STATE COMMUNITY COLLEGE**  
**Child Development Center**  
**FY 08 PROPOSED OPERATING BUDGET REVENUES & EXPENDITURES**  
**May, 2007**

**FY 2007 Revised Budget**



**Revenues: \$888,734**

**FY 2008 Proposed Budget**



**Revenues: \$1,390,350**

## Exhibit D

Columbus State Community College  
Bookstore FY 2008 Budget

	<b>RFY07 Budget</b>	<b>FY08 Proposed</b>	<b>Increase (Decrease)</b>	<b>Percent Change</b>
<b>Sales</b>	\$ 9,546,183	\$ 10,327,419	\$ 781,236	8.2%
<b>Cost of Sales</b>	7,130,626	7,520,934	\$ 390,308	5.5%
<b>Gross margin</b>	2,415,557	2,806,485	\$ 390,928	16.2%
			\$ -	
<b>Operating Expenses</b>	1,839,747	2,264,719	\$ 424,972	23.1%
<b>Debt Service</b>	357,233	358,597	\$ 1,364	0.4%
<b>Additional Payroll Items*</b>	-	74,415	\$ 74,415	0.0%
<b>Total Expenditures</b>	2,196,980	2,697,731	\$ 500,751	22.8%
<b>Net Income</b>	\$ 218,577	\$ 108,754	\$ (109,823)	-50.2%

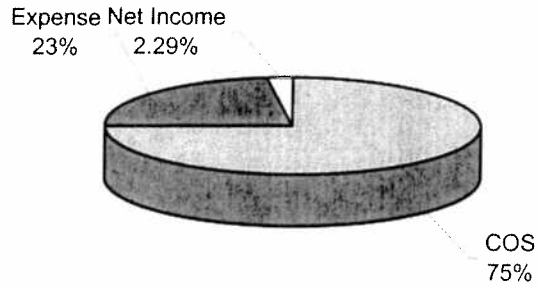
\* Includes proposed salary increase and \$500 one-time bonus per full-time employee

# FY 08 PROPOSED OPERATING BUDGET REVENUES

## Bookstore

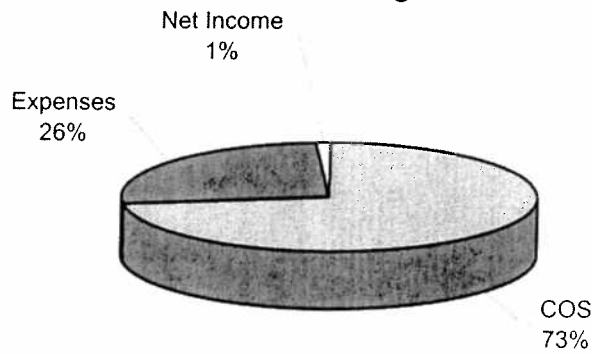
### May, 2007

#### FY 2007 Revised Budget



**Sales: \$9,546,183**

#### FY2008 Budget



**Sales: \$10,327,419**

## Exhibit E

Columbus State Community College  
 Bridgeview Golf Course  
 FY 2008 Budget

	<u>FY07</u> <u>Budget</u>	<u>FY08</u> <u>Proposed</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Percent</u> <u>Change</u>
Sales	\$ 642,614	\$ 541,782	(100,832)	-15.7%
Cost of Sales	97,052	39,241	(57,811)	-59.6%
<b>Gross Margin</b>	<u>545,562</u>	<u>502,541</u>	(43,021)	-7.9%
Operating Expenses	569,906	533,536	(36,370)	-6.4%
Additional Payroll Items**		8,277		
<b>Total Expenditures</b>	<u>569,906</u>	<u>541,813</u>		
Other Inc/Exp	(13,200)	(13,200)	-	0.0%
<b>Net Income</b>	<u>(37,544)</u>	<u>(52,472)</u>	(14,928)	39.8%
Auxiliary Subsidy*	37,544	52,472	14,928	39.8%
 			-	
<b>Net</b>	<u>\$ -</u>	<u>\$ -</u>	-	

\* Auxiliary Fund will subsidize operations.

\*\* Includes proposed salary increase and \$500 one-time bonus per full-time employee.

Exhibit F

Columbus State Community College  
Food Service  
FY 2008 Budget

	<b>RFY07 Budget</b>	<b>FY08 Proposed</b>	<b>Increase (Decrease)</b>	<b>Percent Change</b>
<b><u>Revenues</u></b>				
<b>Commission Revenue*</b>	\$ -	\$ 294,468	\$ 294,468	100.0%
<b>Pouring Rights Program Bonus</b>		75,000	\$ 75,000	100.0%
<b>Total Revenues</b>	-	369,468	\$ 369,468	100.0%
<b>Operating Expenses</b>		72,525	\$ 72,525	100.0%
<b>Net Income</b>	<u>\$ -</u>	<u>\$ 296,943</u>	\$ 377,550	100.0%

\* Includes cafeteria, catering, pouring rights, and vending.



## COLUMBUS STATE COMMUNITY COLLEGE

Date \_\_\_\_\_

### BOARD ACTION

**SUBJECT:**

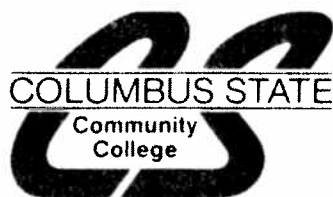
Financial Statements as of and for the ten months ended, April 30, 2007.

**BACKGROUND INFORMATION:**

Columbus State Community College policy requires that monthly the President provide each Board of Trustees member a copy of the college's financial statements.

**RECOMMENDATION:**

That the financial statements as of and for the ten months ended, April 30, 2007, be accepted as presented.



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

**TO:** Board of Trustees  
**FROM:** Dr. Val Moeller, President  
**DATE:** May 9, 2007  
**SUBJECT:** Financial Statements as of April 30, 2007

Attached are the financial statements of Columbus State Community College, the Foundation, and the President's Discretionary Fund for the period ended April 30, 2007.

1. **Columbus State Community College**

• **Enrollment**

Quarter	Revised Budgeted Headcount	Headcount	Actual Increase/ Decrease	Actual FY 06 FTEs	FY 07 FTEs	% Variance
Summer 2006	13,008	13,280	2.1%	6,957	7,193	3.4%
Autumn 2006	22,041	22,745	3.2%	14,088	14,675	4.2%
Winter 2007	21,684	21,570	-0.5%	13,585	13,674	0.7%
Spring 2007	21,224	20,785 *	-2.1%	13,267	13,194 *	-0.6%

\*Preliminary headcounts and FTEs

• **Revenues** (Exhibit B)

Total revenues are \$97,940,870 or 83.2% of the FY 07 budget, comparable to the same period last year. Projected year end revenues are tracking at approximately \$1.5 million ahead of the revised budget, as a result of favorable investment income and higher than budgeted enrollment. While headcount has been less than budget for the Winter and Spring Quarters, FTEs have been higher as a result of students taking more classes.

• **Expenditures** (Exhibit B)

Total operating expenditures (before transfers) are \$81,560,199 for the period, which is consistent with the same period last year as a percent of budget spent. Projected year end expenditures are tracking at approximately 93% of the revised budget. Much of this is due to expenditures for payroll and corresponding benefits that are tracking at \$4.5 million under budget as a result of vacancies resulting from the voluntary Early Retirement Incentive Program (ERI), and the fact that internal candidates are filling some vacancies, creating a domino effect of vacancies and payroll savings. Vacant positions are in the process of being filled.

Additionally, expenses have been lower than expected in utilities, tuition reimbursement/fee waivers, and bad debt expense.



Board of Trustees  
 Financial Statements as of April 30, 2007  
 Page 2

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

• **Bookstore** (Exhibit D)

The Bookstore earned \$8,123,435 through April 30, 2007, which represents 85.1% of its revised FY 07 budget, compared to 90.5% at April 30, 2006. Operating expenses were \$1,712,330 or 77.9% of revised FY 07 budget, compared to 76.2% at April 30, 2006. While expenses are in line with budget and prior year, some revenue streams are lagging behind budget as reflected in projected year-end amounts. Management continues to adjust new services and products.

• **Child Development Center (CDC)** (Exhibit D)

Revenues through April total \$863,686, of which \$222,678 is subsidy from the College. Tuition and fee revenue is nearly double last year. The CDC is currently serving 50% more children than it served at this point last year which was the first month in the new facility. Fee increases of approximately 16% were also implemented for the new year. Expenses total \$741,035 which is 73.9% of total revised budget. Last year at this point, expenses were \$539,122, or 76.6% of the revised budget.

The Ohio Department of Jobs and Family Services named the Columbus State Child Development Center as a "Three-Star" facility, the highest ranking available from the department's Step Up to Quality Program. This rating qualifies the Center for an additional \$30,000 in revenue from The Ohio Department of Jobs and Family Services.

• **Bridgeview Golf Course and Driving Range** (Exhibit E)

Bridgeview revenues as of April 30, 2007 were \$124,441, which is 44% of budgeted revenues for the period March 16-June 30, 2007, compared to 24.4% for the same period last year. This increase is largely a timing issue due to an earlier start for leagues in 2007. Operating expenses were \$71,769, 38.2% of budgeted expenses, compared to \$76,372, or 36.2% as of April 30, 2006.

Operations will continue to be monitored and adjusted into the new fiscal year as they are brought more in alignment with other auxiliary operations. Bridgeview became a college auxiliary enterprise on March 16, 2007.

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

- The President's Discretionary Fund has a cash balance of \$1,655 at April 30, after disbursements of \$18,345.

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

- Foundation revenues are \$1,150,585 compared to \$1,293,032 through April last year. Pledges are lower to date in 2007 than they were in 2006 while income from investments held by the Foundation is higher by \$233,904. The Foundation's Board of Trustees had a retreat in February to discuss Phase 2 of the *Support What Works* campaign, recognizing that a second phase is more challenging than the initial major gift phase of a campaign. Expenditures are lower by \$100,513 this year compared to last. FY 06 scholarships included funds spent on the Child Development Center from designated contributions received in a prior year.

5. **Investments**

- The College's portfolio is invested consistent with its investment policy, with 39.4% currently invested in STAROhio and other money markets, with the balance in federal agencies. A new operating investment account was established in April to which \$10 million was transferred from STAROhio. The college seeks to maintain a better balance of funds managed by its two investment advisors and to maximize interest earnings by locking in rates for longer term investments.

**COLUMBUS STATE COMMUNITY COLLEGE  
BALANCE SHEET AT APRIL 30, 2007  
With Comparative Figures at April 30, 2006**

**EXHIBIT A**

<b>Assets</b>	<b>April 30, 2007</b>	<b>April 30, 2006</b>	<b>Liabilities and Fund Balance</b>	<b>April 30, 2007</b>	<b>April 30, 2006</b>
<b>Current Funds</b>			<b>Current Funds</b>		
<b>Unrestricted</b>			<b>Unrestricted</b>		
<b>Educational and general</b>			<b>Educational and general</b>		
Cash	7,461,985	7,494,502	Accounts payable	\$ 4,318,405	\$ 4,914,494
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	93,625,411	82,686,176	Student tuition	16,676,251	15,677,902
Interest receivable	13,176,603	13,556,884	Lab fees and credit bank	2,978,475	2,583,545
Prepaid expense	-	-	Due to auxiliary funds	2,396,481	2,307,221
Net investment in Golf Course	132,218	340,376	Due to restricted funds	-	-
Due from agency funds	120,364	34,931	Due to plant funds	3,136,099	4,254,216
	317,908	-	Due to agency funds	-	252,953
			Fund balances (Exhibit C):		
Total educational & general	\$ 114,834,489	\$ 104,112,869	Allocated	35,873,083	35,679,320
			Unallocated	49,455,695	38,443,218
<b>Auxiliary enterprise</b>			Total fund balances	85,328,777	74,122,538
Cash	539,782	626,645	Total educational & general	\$ 114,834,489	\$ 104,112,869
Investments	3,245,462	3,107,217			
Accounts receivable	536,892	667,261	<b>Auxiliary enterprise</b>		
Inventories, at cost as defined (note 2)	1,897,055	1,605,679	Accounts payable	\$ 171,338	\$ 207,455
Other Assets	28,722	41,629	Due to educational & general fund	-	-
Due from general fund	2,396,481	2,307,221			
Due from grant funds	206,941	191,556	Fund balances (Exhibit C):		
Total auxiliary enterprise	8,851,335	8,547,208	Allocated	-	-
Total unrestricted	\$ 123,685,824	\$ 112,660,077	Unallocated	8,679,997	8,339,753
			Total auxiliary enterprise	8,851,335	8,547,208
<b>Restricted</b>			Total unrestricted	\$ 123,685,824	\$ 112,660,077
Cash	-	-			
Due from educational & general fund	-	-	<b>Restricted</b>		
			Due to general fund	\$ -	\$ -
Total restricted	-	-	Fund balances		
Total current funds	\$ 123,685,824	\$ 112,660,077	Unallocated	-	-
	[A]	[B]	Total restricted	-	-
			Total current funds	\$ 123,685,824	\$ 112,660,077
				[C]	[D]

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

(Continued)



**EXHIBIT B**  
**COLUMBUS STATE COMMUNITY COLLEGE**  
**OPERATIONAL BUDGET COMPARISON**  
**FOR THE TEN MONTHS ENDED APRIL 30, 2007**  
**With Comparative Figures at April 30, 2006**

	FY 07		FY 06		FY 07 Projected Year End			
	Budget as approved January 2007	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	Revised Budget as approved January 2006	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	Projected FY 07 Year End Budget	Projected % of Revised Budget
<b>Revenues</b>								
<b>Appropriations</b>								
Subsidy	\$ 45,192,329	\$ 37,650,060	83.31%	\$ 45,048,956	\$ 37,435,426	83.10%	\$ 45,192,329	100.00%
Access Challenge	6,744,168	5,139,827	76.21%	7,060,740	5,303,229	75.11%	6,744,168	100.00%
Student Support Services	-	-	-	-	-	-	-	-
Jobs Challenge	518,836	452,959	87.30%	518,836	233,279	44.96%	518,836	100.00%
	52,455,333	43,242,846	82.44%	52,628,532	42,971,934	81.65%	52,455,333	100.00%
<b>Student</b>								
Tuition	56,631,523	48,390,499	82.53%	55,299,029	46,583,442	84.24%	59,058,651	100.73%
Fees	2,345,261	1,794,293	76.51%	2,211,961	1,796,607	81.22%	2,173,054	92.66%
Special courses	711,530	710,567	99.86%	520,000	636,580	122.42%	653,982	120.02%
	61,688,314	50,895,361	82.50%	58,030,990	49,016,629	84.47%	62,085,687	100.64%
<b>Contracted Services</b>								
Net	365,378	195,069	53.39%	223,872	320,553	143.19%	314,778	86.15%
	365,378	195,069	53.39%	223,872	320,553	143.19%	314,778	86.15%
<b>Other</b>								
Interest	2,800,000	2,982,808	106.53%	1,053,000	2,397,453	227.68%	3,609,420	128.91%
Miscellaneous	472,092	624,787	132.34%	407,059	569,455	144.81%	800,252	169.51%
	3,272,092	3,607,595	110.25%	1,460,059	2,966,908	204.57%	4,409,672	134.77%
<b>Total revenues</b>	117,781,117	97,940,870	83.15%	112,343,453	95,296,024	84.83%	119,265,470	101.26%
<b>Operating Expenditures</b>								
Educational & general (Instructional)	59,731,616	45,281,985	75.81%	58,221,417	44,062,497	75.68%	56,178,878	94.05%
ERC	1,591,232	1,274,659	80.11%	1,464,743	1,184,112	80.84%	1,575,030	98.98%
General	9,652,275	6,942,331	71.92%	9,582,026	6,357,238	66.35%	9,049,151	93.75%
Information Technology	8,830,678	6,752,633	76.47%	7,962,212	6,156,275	77.34%	7,971,914	90.28%
Student Services	9,434,447	6,942,741	73.59%	9,434,409	7,060,498	74.84%	8,494,826	90.04%
Operation and maintenance of plant	11,401,436	8,359,667	73.32%	9,524,935	7,910,640	83.05%	10,059,839	88.23%
Administration	6,306,702	4,888,266	74.34%	6,226,800	4,857,750	78.01%	5,629,969	89.27%
Transfer for debt service	1,581,500	1,317,917	83.33%	1,581,500	1,287,667	81.42%	1,581,500	100.00%
Total expenditures	108,529,886	81,560,199	75.15%	103,998,042	78,878,677	75.85%	100,541,107	92.64%
<b>Non-operating &amp; Encumbered</b>								
Transfer for equipment and replacement	3,000,000	See Exhibit C		2,700,000	See Exhibit C		3,000,000	100.00%
Transfer for capital improvements	2,500,000	2,500,000		2,500,000	2,500,000		2,500,000	100.00%
Transfer for ERI Payback	1,595,670	2,800,000		2,800,000	1,595,670		1,595,670	100.00%
Total expenditures and transfers	115,625,556	81,560,199	70.54%	111,998,042	78,878,677	70.43%	107,636,777	93.09%
Operational revenues	2,155,561	16,380,671	N/A	345,411	16,417,347	N/A	11,628,693	N/A
	[A]	[B]	[C]	[D]	[E]	[F]	[G]	[H]

**COLUMBUS STATE COMMUNITY COLLEGE**  
**STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT**  
**UNRESTRICTED FUNDS**  
**FOR THE TEN MONTHS ENDED APRIL 30, 2007**

EXHIBIT C

	Balance at June 30, 2006	Net Increase for Current Period	Board Approved Additions	Transfers	Expenditures	Balance at April 30, 2007	
Unrestricted							
Allocated							
Self Insurance	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	(1)
Equip. and Replacement	2,250,858	-	-	-	-	2,250,858	(2)
Nuclear Medicine Equipment	1,355	-	-	-	-	1,355	(3)
Equipment for Applied Technology	42,500	-	-	-	-	42,500	(4)
Capital Improvements	3,823,436	-	-	-	-	3,823,436	(5)
Capital Improvements 2007	-	-	2,500,000	(642,500)	-	1,857,500	(6)
Bolton Field Site Analysis	-	-	-	55,000	(21,118)	33,883	(7)
Utility Mapping	-	-	-	15,000	(8,564)	6,436	(8)
Carpet/Furniture Reupholstering	-	-	-	65,000	-	65,000	(9)
Public Safety Space Efficiencies	-	-	-	7,500	(6,317)	1,183	(10)
HVAC Replacement/Switch Room	-	-	-	35,000	(19,700)	15,300	(11)
Eibling Hall Renovations (CCPC)	-	-	-	440,000	-	440,000	(12)
Space Efficiency Upgrades	-	-	-	25,000	-	25,000	(13)
Capital Improvements 2006	1,688,000	-	-	-	-	1,688,000	(14)
Delaware Site Planning	78,812	-	-	-	-	78,812	(15)
Wayfinding Services	273,701	-	-	-	(11,818)	261,883	(16)
HVAC Lab Upgrade	28,800	-	-	-	(862)	27,938	(17)
Carpet Replacement/Reupholstering	65,603	-	-	-	(54,672)	10,931	(18)
Project Planning	27,172	-	-	-	(9,547)	17,625	(19)
IT Closet/375 Grant	12,000	-	-	-	-	12,000	(20)
Capital Improvements 2005	1,193,845	-	-	-	-	1,193,845	(21)
Construction Related Relocation	70,297	-	-	-	(11,156)	59,141	(22)
Capital Improvements 2004	2,323,487	-	-	-	-	2,323,487	(23)
Capital Improvements 2003	92,474	-	-	-	-	92,474	(24)
Land	1,576,982	-	-	-	-	1,576,982	(25)
Equipment FY 2007	-	-	3,000,000	-	(2,202,713)	797,287	(26)
Equipment FY 2006	615,988	-	-	-	(63,771)	552,217	(27)
Equipment FY 2005	525,180	-	-	-	-	525,180	(28)
Equipment FY 2004	728,004	-	-	-	(35,233)	692,771	(29)
Equipment FY 2003	272,266	-	-	-	(24)	272,242	(30)
Equipment FY 2002	121,750	-	-	-	-	121,750	(31)
Parking Garage	1,000,000	-	-	-	-	1,000,000	(32)
Teaching for Tomorrow Grant	5,355	-	-	-	-	5,355	(33)
Student Support Services	321,850	-	-	-	-	321,850	(34)
OBOR Learning Network	115,000	-	-	-	-	115,000	(35)
Union Hall Science Labs	500,000	-	-	-	-	500,000	(36)
Target 2002	333,088	-	-	-	-	333,088	(37)
Collective Bargaining	63,252	-	-	-	-	63,252	(38)
Facilities Plan 2002-2004	229,252	-	-	(22,310)	-	206,942	(39)
Renovate Aquinas 2nd Floor	411,999	-	-	-	-	411,999	(40)
Move Criminal Justice/Legal	82,920	-	-	-	-	82,920	(41)
Renovate Union Ground for PC Supp	461,925	-	-	-	-	461,925	(42)
Union Hall Renovation	6,149,295	-	-	-	(16,700)	6,132,595	(43)
Move Modern Language	17,000	-	-	-	-	17,000	(44)
Renovate for Information Services	5,295	-	-	-	-	5,295	(45)
Wiring for "D" Construction	25,690	-	-	(25,690)	-	-	(46)
Union Hall Nursing Labs	215,320	-	-	-	(5,751)	209,569	(47)
Renovate for Disability Services	211,766	-	-	-	-	211,766	(48)
Renovate for SFMT	36,400	-	-	-	-	36,400	(49)
Franklin Hall 245 Upgrades	-	-	-	18,000	(17,212)	789	(50)
IT Conduit	-	-	-	30,000	(23,400)	6,600	(51)
Revenue Contingency	4,000,000	-	-	-	-	4,000,000	(52)
Early Retirement Incentive	2,183,287	-	-	-	(1,438,631)	744,656	(53)
Early Retirement Payback	-	-	1,595,670	-	-	1,595,670	(54)
Colleague System Assessment	-	-	-	119,400	(99,574)	19,827	(55)
Broadbanding	515,919	-	-	-	(2,350)	513,569	(56)
	32,707,123	-	7,095,670	119,400	(4,049,110)	35,873,083	(57)
Unallocated	38,998,175	13,623,479	(7,095,670)	(119,400)	4,049,110	49,455,695	(58)
Total General Fund	71,705,298	13,623,479	-	-	-	85,328,777	(59)
							(60)
Auxiliary							(61)
Unallocated	8,186,700	557,035	-	(63,738)	-	8,679,997	(62)
Allocated	-	-	-	-	-	-	(63)
Total Auxiliary	8,186,700	557,035	-	(63,738)	-	8,679,997	(64)
Total	\$ 79,891,998	\$ 14,180,514	\$ -	\$ (63,738)	\$ -	\$ 94,008,774	(65)
	[A]	[B]	[C]	[D]	[E]	[F]	

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

EXHIBIT C-1

COLUMBUS STATE COMMUNITY COLLEGE  
BOND FUNDED PROJECTS  
FOR THE TEN MONTHS ENDED APRIL 30, 2007

	Bond Proceed Allocation	Proceeds Budget	Budget Reallocation 2006	Budget Reallocation 2007	Proceeds Expended to Date	Bond Proceeds Encumbered	Available to Spend	
Refunding 1993 Bonds	\$ 3,445,000	\$ 3,445,000	\$ 1,000,000	\$ -	\$ 3,445,000	\$ -	\$ -	(1)
Bookstore	7,000,000	7,000,000			7,607,466		392,534	(2)
Facilities	3,400,000							(3)
Aquinas Hall*		1,631,673	(88,521)					(4)
366/370 N. Grant*		1,760,304	(51,066)		1,543,153			(5)
Unallocated		8,022	(8,022)		1,703,738			(6)
Child Development Center	3,000,000	3,000,000	(689,666)	(202,000)				(7)
Columbus Campus Facility Projects					1,867,189		241,145	(8)
Madison Hall								(9)
Rhodes Hall				66,000	3,002		62,998	(10)
Franklin Hall Suite Efficiencies				55,000	27,709		27,291	(11)
Planning				81,000	16,106		64,894	(12)
Issuance Costs				100,000	5,677		94,323	(13)
Interest Income	315,000	315,000	(55,830)		286,337			(14)
Total	\$ 17,160,000	\$ 17,160,000	\$ (106,895)	\$ (100,000)	\$ 16,505,377	\$ -	\$ 29,068	(15)
	[A]	[B]	[C]	[D]	[E]	[F]	[G]	

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

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

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

**EXHIBIT D**  
**COLUMBUS STATE COMMUNITY COLLEGE**  
**OPERATIONAL BUDGET COMPARISON FOR AUXILIARY OPERATIONS**  
**FOR THE TEN MONTHS ENDED APRIL 30, 2007**  
**With Comparative Figures at April 30, 2006**

	FY 07		FY 06		FY 07 Projected Year End Projected FY 07 Year End Budget	FY 07 Projected Year End % of Revised Budget
	Budget as approved January 2007	Actual to Date	% of Budget Expended to Date	Revised Budget as approved January 2006		
<b>Bookstore</b>						
Sales/Revenues	\$ 9,546,183	\$ 8,123,435	85.10%	\$ 8,845,250	\$ 9,321,768	97.65% (1)
Less Cost of Goods Sold	7,130,626	6,008,232	84.26%	6,802,112	6,962,997	97.65% (2)
Gross Margin	2,415,557	2,115,203	87.57%	2,043,138	2,358,771	97.65% (3)
Operating Expenses	2,196,980	1,712,330 *	77.94%	2,039,299	2,196,980	100.00% (4)
Net Operating Income/(Loss)	\$ 218,577	\$ 402,873	184.32%	\$ 3,839	\$ 161,791	74.02% (5)
						(6)

\* This includes \$10,005 for Depreciation Expense which is a non-cash, non-operating type expense.  
 \*\* Bookstore's fund balance supports operating losses and critical capital needs for Bridgeview. This activity is shown as transfers on Exhibit C.

	FY 07		FY 06		FY 07 Projected Year End Projected FY 07 Year End Budget	FY 07 Projected Year End % of Revised Budget
	Budget as approved January 2007	Actual to Date	% of Budget Expended to Date	Revised Budget as approved January 2006		
<b>Child Care Center</b>						
Tuition/Fees	\$ 725,101	\$ 641,008	88.40%	\$ 420,800	\$ 725,101	100.00% (7)
Support from CSCC	278,055	222,678	80.08%	283,389	278,055	100.00% (8)
Total Revenue before Grant Activity	1,003,156	863,686	86.10%	704,189	1,003,156	100.00% (9)
Expenses	1,003,156	741,035	73.87%	704,189	950,995	94.80% (10)
Net Operating Income/(Loss)	-	122,651	-	-	52,161	(11)
Grant Income	163,633	87,712	53.60%	50,000	163,633	100.00% (12)
Grant Expenses	163,633	87,712	53.60%	50,000	163,633	100.00% (13)
Net Grant Income/Loss	-	-	-	-	-	(14)
Total Revenues	1,166,789	951,398	81.54%	754,189	1,166,789	100.00% (15)
Total Expenses	1,166,789	828,747	71.03%	754,189	1,114,628	95.53% (16)
Net Income/(Loss)	\$ -	\$ 122,651	[C]	\$ -	\$ 52,161	(17)
	[A]	[B]	[C]	[D]	[E]	[F]
					[G]	[H]

NOTE: 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.

Debt Service for the CDC totals \$233,346 this year and is paid out of the College's Plant Fund.





EXHIBIT F

COLUMBUS STATE COMMUNITY COLLEGE  
CASH FLOW FORECAST  
AS OF APRIL 30, 2007

	Actual November 2006	Actual December 2006	Actual January 2007	Actual February 2007	Actual March 2007	Actual April 2007	
Beginning Cash	\$ 3,290,518	\$ 7,533,315	\$ 24,709,025	\$ 6,295,559	\$ 5,439,017	\$ 9,842,279	(1)
Cash Receipts	7,613,010	29,856,986	9,280,739	5,036,731	32,559,640	6,678,341	(2)
Cash Disbursements	(10,370,213)	(17,681,276)	(12,694,205)	(9,893,273)	(13,156,378)	(15,840,117)	(3)
Outflow for investments	-	-	(15,000,000)	-	(15,000,000)	-	(4)
Inflow from investments	7,000,000	5,000,000	-	4,000,000	-	6,000,000	(5)
Ending Cash	\$ 7,533,315	\$ 24,709,025	\$ 6,295,559	\$ 5,439,017	\$ 9,842,279	\$ 6,680,503	(6)

	Forecasted May 2007	Forecasted June 2007	Forecasted July 2007	Forecasted August 2007	Forecasted September 2007	Forecasted October 2007	
Beginning Cash	\$ 6,680,503	\$ 4,479,638	\$ 2,278,773	\$ 2,336,450	\$ 1,394,127	\$ 2,451,804	(7)
Cash Receipts	8,799,135	21,799,135	9,057,677	9,057,677	25,057,677	24,057,677	(8)
Cash Disbursements	(13,000,000)	(17,000,000)	(13,000,000)	(14,000,000)	(18,000,000)	(20,000,000)	(9)
Outflow for investments	-	(7,000,000)	-	-	(6,000,000)	(4,000,000)	(10)
Inflow from investments	2,000,000	-	4,000,000	4,000,000	-	-	(11)
Ending Cash	\$ 4,479,638	\$ 2,278,773	\$ 2,336,450	\$ 1,394,127	\$ 2,451,804	\$ 2,509,481	(12)
	[A]	[B]	[C]	[D]	[E]	[F]	

**COLUMBUS STATE COMMUNITY COLLEGE  
PRESIDENT'S DISCRETIONARY FUND  
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
FOR THE TEN MONTHS ENDED APRIL 30, 2007**

EXHIBIT G

Cash at Beginning of Period		\$ 8,233	(1)
		<u>          </u>	(2)
<u>Receipts:</u>			(3)
			(4)
Deposit	11,767	11,767	(5)
			(6)
			(7)
<u>Disbursements:</u>			(8)
			(9)
American Red Cross	1,500		(10)
Amethyst, Inc.	500		(11)
Aramark	1,216		(12)
Business First	175		(13)
Center for Urban Progress	500		(14)
Childrens Hunger Alliance	1,500		(15)
Choices	1,000		(16)
Columbus Chamber of Commerce	600		(17)
Columbus Council World Affairs	320		(18)
Columbus Metropolitan Club	1,000		(19)
Columbus Metropolitan Library Foundation	750		(20)
Columbus State Hospitality Management Dept	1,000		(21)
Community Shelter Board	275		(22)
Flowers	1,164		(23)
King Arts Complex	130		(24)
MORPC	180		(25)
New Albany Country Club	292		(26)
Ohio Cancer Research	250		(27)
Second Baptist Church Fundraiser	600		(28)
Shaw Print and Promotion	479		(29)
Sugarbush Gourment Gifts	232		(30)
Tech Columbus	387		(31)
Terri Gehr (Reimbursement - DX Celebration)	395		(32)
The Gathering	500		(33)
The Homeless Families Foundation	300		(34)
Thurber House	125		(35)
United Negro College Fund	80		(36)
Weiland's	1,145		(37)
Women's Business Enterprise Council	500		(38)
YWCA Columbus	1,250		(39)
		<u>(18,345)</u>	
Cash at End of Period		\$ <u><u>1,655</u></u>	
	[A]	[B]	[C] [D]

NOTE:

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

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

EXHIBIT H

**COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION, INC.**  
**BALANCE SHEET AT APRIL 30, 2007**  
**With Comparative Figures at April 30, 2006**

<u>Assets</u>	<u>April 30,</u> <u>2007</u>	<u>April 30,</u> <u>2006</u>	
Cash	\$ 372,372	\$ 388,493	(1)
Investments at market value (see note)	4,338,946	3,917,914	(2)
Pledges Receivable	534,691	743,366	(3)
Student Emergency Loans restricted - Net	<u>1,297</u>	<u>1,297</u>	(4)
<b>Total Assets</b>	<b>\$ <u>5,247,306</u></b>	<b>\$ <u>5,051,070</u></b>	(5)
			(6)
			(7)
 <u>Liabilities</u>			
Due to general fund	\$ 74,105	\$ 71,623	(8)
Trade Payables	-	-	(9)
<b>Total Liabilities</b>	<u>74,105</u>	<u>71,623</u>	(10)
 <u>Fund balance</u>			
Permanently Restricted	3,108,954	3,076,019	
Temporarily Restricted	1,957,888	1,687,750	(11)
Unrestricted	<u>106,359</u>	<u>215,678</u>	(12)
<b>Total fund balance</b>	<u>5,173,201</u>	<u>4,979,447</u>	(13)
			(14)
			(15)
<b>Total Liabilities and fund balance</b>	<b>\$ <u>5,247,306</u></b>	<b>\$ <u>5,051,070</u></b>	(16)
	[A]	[B]	(17)

## Note: Investments

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

	<u>Cost</u>	<u>Market</u>	<u>Percent of</u> <u>Portfolio</u>
Cash	\$ 183,318	\$ 183,318	4.22%
Equities	2,179,543	2,663,587	61.39%
Fixed Income	1,390,962	1,390,291	32.04%
Mutual Funds	<u>100,000</u>	<u>101,750</u>	<u>2.35%</u>
<b>Total Investments</b>	<b>\$ <u>3,853,823</u></b>	<b>\$ <u>4,338,946</u></b>	<b><u>100.00%</u></b>

## EXHIBIT I

**COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION, INC**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**FOR THE TEN MONTHS ENDED APRIL 30, 2007**

	April 30, 2007			Total All Funds	
	Unrestricted	Temporarily Restricted	Permanently Restricted		
Revenue					April 30, 2006
Contributions	\$ 213,944	\$ 398,726	\$ 14,028	\$ 626,698	\$ 1,003,049
Investment Income					
Realized	43,176	103,901	-	147,077	133,252
Unrealized	114,430	262,380	-	376,810	156,731
Investment income-subtotal	<u>157,606</u>	<u>366,281</u>	<u>-</u>	<u>523,887</u>	<u>289,983</u>
Total revenues	<u>371,550</u>	<u>765,007</u>	<u>14,028</u>	<u>1,150,585</u>	<u>1,293,032</u>
Expenditures					
Scholarships		186,287	-	186,287	354,214
Contributions to Columbus State Management and general	70,984	-	-	70,984	-
Total expenditures	<u>267,294</u>	<u>186,287</u>	<u>-</u>	<u>267,294</u>	<u>270,864</u>
	<u>338,278</u>	<u>186,287</u>	<u>-</u>	<u>524,565</u>	<u>625,078</u>
Excess (deficit) of revenues over expenditures	33,272	578,720	14,028	626,020	667,954
Transfers	-	(10,000)	10,000	-	-
Fund balance at beginning of period	<u>73,087</u>	<u>1,389,168</u>	<u>3,084,926</u>	<u>4,547,181</u>	<u>4,311,492</u>
Fund balance at end of period	<u>\$ 106,359</u>	<u>\$ 1,957,888</u>	<u>\$ 3,108,954</u>	<u>\$ 5,173,201</u>	<u>\$ 4,979,446</u>
	[A]	[B]	[C]	[D]	[F]

(1)

(2)

(3)

(4)

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(11)

(12)

(13)

(14)

(15)

**COLUMBUS STATE COMMUNITY COLLEGE  
NOTES TO FINANCIAL STATEMENTS  
AS OF APRIL 30, 2007**

1) **Investments**

<u>Investment Fund</u>	<u>Cost</u>	<u>Market Value</u>	<u>Yield to Maturity*</u>	<u>Average Maturity (days)</u>
STAR Ohio/Operating	\$ 26,710,687	\$ 26,710,687	5.18%	1
STAR Ohio/Plant	1,766,560	1,766,560	5.18%	1
CSCC Operating Fund 1	53,467,953	53,492,104	5.06%	493.2
CSCC Operating Fund 2	10,000,000	10,001,331	4.84%	1
Bond Proceeds	638,634	644,285	5.19%	33
Auxiliary Services	3,190,687	3,245,462	5.26%	248
Plant Fund	2,733,164	2,777,004	5.15%	337
	<u>\$ 98,507,685</u>	<u>\$ 98,637,433</u>		

\* Weighted

<u>Portfolio Composition</u>	<u>Type</u>	<u>% of Total</u>
	STAR Ohio	28.87%
	Agencies	60.60%
	Cash & Equivalents	10.54%
		<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.