



COLUMBUS STATE

COMMUNITY COLLEGE

COPY TO ALL BOARD MEMBERS
Yaizmen Fayne, Ex Officio Staff Member
Thomas Shanahan, Ex Officio Faculty Member
Aissatou Bah, Ex Officio Student Member

BOARD OF TRUSTEES COMMITTEE OF THE WHOLE

Thursday, September 15, 2016
12:00 p.m.
Pete Grimes Board Room, Franklin Hall

AGENDA

- (1) Call to Order
- (2) Roll Call
- (3) Certification of Conformity with Section 121.22(F) of the Ohio Revised Code
- (4) College's Mission and Vision Statements
- (5) Opening Remarks from Chair Flowers
- (6) Opening Remarks from President Harrison
- (7) Approval of Minutes
- (8) Revise Current Policy No. 3-02, Employment..... 1
- (9) Awarding of Emeritus Status 3
- (10) Approval of 2016 Efficiency Report 7
- (11) Adopt New Policy No. 3-47, Suicide Prevention and Response..... 10
- (12) Revise Current Policy No. 5-10, Course Outlines and Syllabi..... 13
- (13) Revise 2016 Dates for the Committee of the Whole and Board of Trustees Meetings 15
- (14) Financial Statements as of, and for the two months ended August 31, 2016..... 16
- (15) Personnel Information Items (Information Only) 29
- (16) Discussion of Current Issues
- (17) Executive Session (*if needed*)

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



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

Revise Current Policy No. 3-02, Employment

BACKGROUND INFORMATION:

Columbus State is committed to the success of all students. As one of the most diverse institutions in Ohio, we seek to reflect the demographics of Central Ohio and leverage the College's and our region's rich diversity for the benefit of our local and global communities. The proposed revisions to College Policy No. 3-02 reflect the College's commitment to a comprehensive approach to diversity including proactive recruitment efforts to reach diverse candidates, fair recruitment and selection practices consistent with the Equal Employment Opportunity Act, and programs to retain and advance employees from underrepresented populations.

RECOMMENDATION:

That the Board of Trustees revises current Policy No. 3-02, Employment, effective September 22, 2016.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

EMPLOYMENT
Policy No. 3-02
Page 1 of 1

Effective March 28, 2013

DRAFT

- (A) Columbus State Community College ACTIVELY SEEKS TO CULTIVATE believes in a globally diverse and multicultural environment that promotes equal opportunities to all applicants and employees. This is MOST OFTEN achieved through a competitive recruitment and employment process that provides qualified and diverse employees APPLICANTS. TO THAT END, COLUMBUS STATE WILL UNDERTAKE PROACTIVE RECRUITMENT EFFORTS TO REACH DIVERSE AUDIENCES, ENSURE FAIR RECRUITMENT AND SELECTION PRACTICES CONSISTENT WITH THE EQUAL EMPLOYMENT OPPORTUNITY ACT AND ESTABLISH PROGRAMS TO RETAIN AND ADVANCE EMPLOYEES FROM UNDERREPRESENTED POPULATIONS.
- (B) The President will establish procedures for the establishment and revision of job descriptions.
- (C) The President will establish procedures for the employment of full-time faculty and administrators.
- (D) The President will establish procedures for the employment of full-time staff.
- (E) The President will establish procedures for the employment of part-time staff.
- (F) The President will establish procedures for the employment of adjunct instructors.
- (G) The President will establish procedures for the employment of part-time college work study students.
- (H) The final determination of all hiring decisions rests with the President.
- (I) THE PRESIDENT WILL ESTABLISH PROCEDURES FOR THE SALARY PLACEMENT OF STAFF AND MANAGERIAL NEW HIRES.
- (J) THE PRESIDENT WILL ESTABLISH PROCEDURES FOR THE ESTABLISHMENT OF THE DEFINITION OF HARD-TO-RECRUIT POSITIONS FOR STAFF AND MANAGERIAL NEW HIRES.

Last Effective Dates: June 1, 2010
August 21, 2000



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

Awarding of Emeritus Status: Associate Professor Susan Donohue, Allied Health Programs
Ms. Jennifer Leggett, Office of the Registrar
Dr. Andrew Rezin, Chair, Automotive & Applied Technologies
Professor Carolyn Steffl, Justice & Safety
Professor Amy Weber, Nursing

BACKGROUND INFORMATION:

Board of Trustees Policy 3-23 enables the conferral of emeritus status upon the retirement of an employee in recognition of outstanding service to the College. Requirements for consideration of emeritus status include at least fifteen years' employment by the college and favorable recommendations by the administrators in the employee's chain of authority.

RECOMMENDATION:

That the Board of Trustees grant emeritus status to Associate Professor Susan Donohue, Ms. Jennifer Leggett, Dr. Andrew Rezin, Professor Carolyn Steffl, and Professor Amy Weber.

Emeritus Status: Susan Donohue

Sue Donohue retired December 19, 2015 from Columbus State Community College after 30 plus years of service to the college. She deserves to be considered for emeritus status for her commitment to excellent teaching as well as her contributions to Columbus State Community College overall.

Sue stayed well connected to the community. She had great advisory committee attendance and support of her programs. She worked well with affiliates in securing sites for clinical placement which is a critical process for the program. Sue had a great reputation throughout the medical community, especially with former graduates. Sue continued to stay current in her medical profession and in her teaching. She also worked hard with the accreditation process for the Respiratory Care Program.

Sue provided quality service to the department, division, and college. She provided input and support by being a member of the Foundations of Excellence Project, Assessment Committee, Instructional Council, Reaffirmation of Accreditation Project, Division Curriculum Committee, COLS 1100 Committee, just to name a few of the most recent.

For these reasons and many more, Sue Donohue deserves the award of *Professor Emeritus*.

Emeritus Status: Jennifer Leggett

Jennifer Leggett, a pillar of the Columbus State Community College family, will retire on June 30, 2016. Jennifer began her career at Columbus State Community College in 1980 as a Work Study Student Employee. She became a part-time employee in May of 1981 and moved to full-time in April 1986. Jennifer has worked in many departments over the past 35 years, including Developmental Education, Cashiers Office, Financial Aid, Sports and Fitness Management and, of course, the Office of the Registrar.

Jennifer has had many different responsibilities within the department, such as Grade Change Forms, N Credit Forms, X Credit Forms, Transcript Requests and much more. She has also spent many hours working at the Registration Desk/Window. Jennifer has been the primary contact for rebuilding student records and researching and resolving duplicate record issues. She also assisted with the graduation ceremonies for many years.

Jennifer completed her State Board exams for Phlebotomy and Emergency Medical Services in 1985. She began teaching courses in EKG, Medical Terminology and Basic Life Support/First Aid in 1988. She also worked as an EMS dispatcher for Columbus State in 1990. From the late 1980's to the early 1990's she was the Cheerleading Coach. She started as an Assistant Cheerleading Coach and was promoted to Head Cheerleading Coach.

In 1993, Jennifer received her Associate of Technical Studies degree in Allied Health with a minor in Business Management from Columbus State Community College. She received her Bachelor of Science degree in Organizational Management from Wilberforce University in 1995.

Jennifer was named Columbus State Staff Member of the Month twice during her career! The first appointment was in the late 1980's and the second was during the 1990's. She has also been recognized as an Office of the Registrar Team Member of the Month. Jennifer has shared her resilient and resourceful leadership on numerous committees including Staff Advisory Council, Shared Governance, AQIP, Leadership, Switch to Semesters and many more.

Jennifer has shared her skills and expertise with the staff of the Office of the Registrar and we have all learned a lot from her.

Jennifer has been the records resource specialist beyond measure!!!

Emeritus Status: Andrew Rezin

Dr. Rezin began his career at Columbus State Community College as an adjunct faculty member teaching in the Automotive and Skilled Trades disciplines. He later became the Chairperson managing Automotive, Skilled Trades, Welding and Heating, Ventilation and Air Conditioning Technologies. Since that time Dr. Rezin has consistently demonstrated his strong commitment to his students, faculty, management, the college, and the Industry he serves.

He consistently went above and beyond the requirements of his position to ensure that the technologies he managed continued to have a success rate for our students as well as the college. He worked tirelessly to ensure that his Advisory Board Members in each of the disciplines provided up to date information on the industries they represented. He continued to improve all of the programs under his direction and provided high creditability for students graduating with Certificates and Degrees to the various industries he was associated with. Dr. Rezin ensured that all of his faculty were supported with what they needed to promote and deliver programs with top quality and relevant learning. Through his dedication to other community groups he improved the image of the college and the programs he represented.

Emeritus Status: Carolyn Steffl

Carolyn Steffl's request comes as a result of 30 plus years of experience at Columbus State and her lifetime commitment to the EMS profession. Even though Carolyn has retired she continues to be involved with the EMS Program as a tutor and mentor to the students.

Carolyn has been a Registered Nurse since 1970 and gained experience working at Mount Carmel East and Mount Carmel West intensive care units and Riverside Hospital emergency department. She was also cross trained as a paramedic. This brought a wealth of clinical knowledge to the EMS program and her students at Columbus State. She is an asset to the EMS Program and an asset to the department. Her experience as an EMS professional instructor and her institutional history make her an ideal candidate for emeritus faculty status.

Emeritus Status: Amy Weber

Amy Weber retired at the end of spring semester 2016, with 26 years of teaching at CSCC with 17 of those years at the Professor level. Some highlights of Amy's career include:

- Course Leader for over 23 years
- Chairperson of various nursing committees: by-laws, faculty development, admissions, and curriculum
- Mentoring many new full time faculty
- Member of Division and College committees: Academic Pathways, Division Tenure and Promotion Committee
- Clinical Nurse Specialist in pediatrics for many years
- Certified Nurse Educator for 5 years (highest certification for nurse educators)
- Member of Sigma Theta Tau (nursing honor society)

In addition to her many roles as educator, advisor, and mentor to students, Amy has served her community by providing many volunteer hours including adult health teaching at her church and pediatric health teaching at numerous day care facilities. She was also an active participant on the Hilliard Shade Tree Commission.

Amy's service to the college, community, and the nursing profession are exemplary.



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

Approval of 2016 Efficiency Report

BACKGROUND INFORMATION:

In February 2015, the Governor issued an Executive Order creating the Task Force on Affordability and Efficiency to report to the Governor and General Assembly by October 1, 2015 on recommendations for state-sponsored institutions of higher education to be more efficient, offering an education of equal or higher quality while decreasing their costs at the same time. Section 369.560 of the House Bill 64 of the 131st General Assembly, the biennial budget bill, required Ohio's institutions of higher education to complete an efficiency review, based on the Task Force's recommendations, by July 1, 2016, and to submit their findings and implementation plans to the Chancellor by August 1, 2016. The College's 2016 Efficiency Report was submitted by the required date, pending Board approval, as allowed.

Columbus State's report has been developed by members of an internal efficiency work group using templates provided by the Ohio Department of Higher Education. The report is organized according to the three broad sections of the Task Force recommendations: Operational Efficiencies, Academic Practices, and Policy Reforms. Institutions were also required to submit a table showing Cost Savings, Redeployment of Savings & Tangible Benefits to Students and five-year goals for institutional efficiency savings and new resource generation.

Columbus State's work group developed the 2016 Efficiency Report by conducting a broad review of ongoing efficiency initiatives underway at the College and consulting with leadership in other areas specified by the Task Force recommendations. The 2016 Efficiency Report presented today includes many implementation plans that build upon current efficiency measures that support our commitment to stewardship, affordability and student success.

RECOMMENDATION:

That the Board of Trustees adopts the College's 2016 Efficiency Report as submitted to the Ohio Department of Higher Education, effective September 22, 2016.

COLUMBUS STATE

COMMUNITY COLLEGE

August 1, 2016

Dear Chancellor Carey,

Attached you will find Columbus State Community College's efficiency review based on the report and recommendations of the Ohio Task Force on Affordability and Efficiency in Higher Education, as required under Section 369.560 of the House Bill 64 of the 131st General Assembly. The attached responses are pending approval from the Columbus State Board of Trustees, which is expected in September.

The Task Force addressed many prudent efficiency measures within its recommendations. Providing students affordable opportunities to successfully earn degrees and certificates is a guiding principle at Columbus State. Our commitment to stewardship, affordability and student success is demonstrated by strategic partnerships, investments, and fiscal diligence, including the following:

FINANCIAL STEWARDSHIP AND EFFICIENCIES

- Forgoing tuition increases for 6 ½ years during the most recent recession, resulting in nearly \$30 million in tuition savings for our students and forgone revenue for the College.
- Maintaining the lowest in-state tuition rate of any non-levy community college.
- Releasing non-essential business services by selling our golf course, closing the child development center, and redeploying other assets to focus on our core mission of access, affordability, and completion.
- Developing extensive shared-services arrangements with strategic partners, including Reynoldsburg School District, Marysville School District, Columbus City Schools, Ohio University, Franklin University, and the Columbus Metropolitan Library.

MAKING COLLEGE AFFORDABLE THROUGH STRATEGIC PARTNERSHIPS

- Partnering with nine universities through the **Preferred Pathway** program guarantees admission for our graduates toward affordable 2+2 and 3+1 bachelor's degree programs. The College leads the State in the number of students earning certificates and transferring to four-year institutions. By completing freshman and sophomore years at Columbus State, Preferred Pathway students save 40% or more off a bachelor's degree.
- Partnering with more than 60 school districts in eight counties to offer dual credit opportunities allows students to fully realize the benefits of the State's *College Credit Plus* program. To advance the success of this program, the College allocated \$1 million in reserves to fund textbooks for *College Credit Plus* students in the first year of the program. This past autumn more than 2,400 students enrolled at Columbus State earning more than 11,200 credits. This is an increase of approximately 120% with student success

DAVID T. HARRISON Ph.D. PRESIDENT

rates exceeding 90% (demonstrated by obtaining a C or better and excluding withdrawals).

- Aggressively reducing textbook costs, saving students \$3.1 million since July 2012.

QUALITY ACADEMIC PROGRAMMING AND SUPPORT TO ADVANCE STUDENT SUCCESS

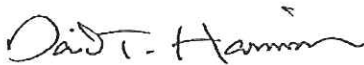
- Reducing achievement gaps for low income students and students of color. Initial data show that gaps have closed by 50% for low income students and 24% for students of color. These results have earned the College the distinction as an *Achieving the Dream Leader College*, a national designation that has been awarded to 19 community colleges committed to improving student success and closing achievement gaps.
- Reducing students' time to degree and remediation while insuring success through intensive advising, early alert interventions, and increased career services.
- Digitizing content in more than 45 course curricula and textbooks and creating digital objects grounded in proven learning theories designed to make course content more dynamic and interactive.
- Investing in competency based self-paced learning.

These initiatives are made possible through aggressive reallocations, prudent budget management, and implementation of new and more efficient processes, which have yielded savings or prevented large cost increases. For example, Columbus State's FY15 expenses were nearly flat compared to expenses in FY10, the year before adding a new campus in Delaware.

Our student success investments are showing promising results. Success initiatives often cost more, generate less revenue (or both) and require an ongoing investment for intended results to be achieved. Great gains have been made in removing barriers to student success, reducing achievement gaps, and making college more affordable, and we look forward to partnering with you to ensure that these gains will continue.

Thank you for your continued support in helping Columbus State meet the affordability and educational needs of our students and the workforce and civic engagement needs and expectations of the Central Ohio region. Please let me know if we can provide you any additional information.

Respectfully,



David T. Harrison
President

DAVID T. HARRISON Ph.D. PRESIDENT



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

New Policy No. 3-47, Suicide Prevention and Response

BACKGROUND INFORMATION:

Columbus State is committed to providing education, prevention, emotional support, intervention and postvention to all students, faculty, staff and managers at a high risk for suicide and for those impacted by suicide, with the goal of reducing suicides and other self-destructive behaviors. Recently enacted state legislation (Ohio Revised Code § 3345.37) requires all state colleges and universities to develop and implement a policy to advise students and staff on suicide prevention programs that are available on and off campus.

RECOMMENDATION:

That the Board of Trustees adopts new Policy No. 3-47, Suicide Prevention and Response, effective September 22, 2016.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

SUICIDE PREVENTION AND RESPONSE

Effective September 22, 2016

Policy 3-47

Page 1 of 2

(A) PURPOSE

Columbus State Community College is committed to providing education, prevention, emotional support, intervention and postvention to all students, faculty, staff and managers at a high risk for suicide and for those impacted by suicide with the goal of reducing suicides and other self-destructive behaviors.

(B) DEFINITIONS

As used in this policy or protocols incorporated therein, the following terms are defined and will be adhered to as follows:

At-risk Individual-Characterized by a high level of risk for suicide and/or a low level of protection against suicide risk factors.

Intervention - An activity or set of activities designed to decrease risk factors or increase protective factors related to suicidal behaviors.

Postvention - Activities following a suicide to help alleviate the suffering and emotional distress of the survivors and prevent additional trauma and contagion.

Prevention - Activities implemented with intent to reduce the risk of self-inflicted harm with intent to complete suicide.

Safe messaging - Media or personal communications about suicide or related issues that do not increase the risk of suicidal behavior in vulnerable people and that may increase help-seeking behavior and support for suicide prevention efforts.

Suicide- Death caused by self-directed injurious behavior with an intent to die as a result of the behavior.

Suicide loss survivor - A person who has lost a family member, friend, classmate or colleague to suicide.

(C) The following suicide prevention and response resources are available to Columbus State students, faculty and staff.

(1) For immediate crisis intervention access:

For immediate help in a crisis situation – dial 911

National Suicide Prevention Hotline – 1-800-273-TALK (8255)

Columbus Suicide Hotline - 614-221-5445

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

SUICIDE PREVENTION AND RESPONSE

Effective September 22, 2016

Policy 3-47

Page 2 of 2

Netcare Access (Franklin County) – Crisis Services – 614-276-CARE (2273) or 1-888-276-CARE (2273)

Additional resources can be found on the College's Suicide Prevention webpage found at: <http://www.csc.edu/services/suicide-prevention/>.

- (2) For mental health program access:

Columbus State Counseling Services 614-287-2818, Nestor Hall Room 010 (for currently enrolled students)

Matrix Psychological Services 614-475-9500, matrixpsych.com (for full-time employees)

Additional resources can be found on the College's Suicide Prevention webpage found at: <http://www.csc.edu/services/suicide-prevention/>.

- (3) The College recognizes that critical touch points in suicide prevention exist; therefore, it offers ongoing suicide prevention information and campaigns, which include regular distribution of informational flyers and posters throughout both campuses and the Regional Learning Centers. Educational and campaign materials also are made available at New Student Orientation, New Hire Orientation and outreach programming events. These multimedia materials include crisis hotline information, suicide warning signs and information about available resources.
- (4) The College has student communication plans in place which consist of educational and outreach suicide prevention activities each semester at both campuses and at the Regional Learning Centers. These plans include, but are not limited to, regular suicide prevention tabling events at mental health and wellness fairs and semester programming and outreach.
- (5) The College has postvention strategic plans that foster effective communication with students, faculty, staff and parents after a loss of a person to suicide.



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

Revise Current Policy No. 5-10, Course Outlines and Syllabi

BACKGROUND INFORMATION:

Recent review of Policy No. 5-10 the College's Academic Council revealed the need to revise the policy to align with the College's transition from the use of Course Outlines to Course Proposals. The Policy provides that master course proposals, master course syllabi and course selection syllabi shall be prepared in accordance with proposed updates to Procedure Nos. 5-10(A) and (B).

RECOMMENDATION:

That the Board of Trustees revises current Policy No. 5-10, effective September 22, 2016.

COLUMBUS STATE COMMUNITY COLLEGE
POLICY AND PROCEDURES MANUAL

COURSE OUTLINES PROPOSALS AND SYLLABI

Effective December 1, 2005

Policy No. 5-10

Page 1 of 1

- (A) ~~Master Course Outline of all degree credit courses shall be prepared in accordance with a format and procedures adopted by the college and shall be placed on file as designated.~~
- (B) ~~Syllabi of all degree credit courses shall be prepared in accordance with a format and procedures adopted by the college and shall be placed on file in the appropriate department offices and distributed to students enrolled in the course.~~
- (A) A MASTER COURSE PROPOSAL SHALL BE PREPARED FOR EACH DEGREE CREDIT COURSE IN ACCORDANCE WITH THE FORMAT AND PROCEDURES ADOPTED BY THE COLLEGE AND SHALL BE PLACED ON FILE AS DESCRIBED IN PROCEDURE 5-10 (A).
- (B) A MASTER COURSE SYLLABUS SHALL BE PREPARED FOR EACH DEGREE CREDIT COURSE IN ACCORDANCE WITH THE FORMAT AND PROCEDURES ADOPTED BY THE COLLEGE AND SHALL BE PLACED ON FILE AS DESCRIBED IN PROCEDURE 5-10 (B).
- (C) A COURSE SECTION SYLLABUS SHALL BE PREPARED FOR EACH DEGREE CREDIT COURSE SECTION IN ACCORDANCE WITH THE FORMAT AND PROCEDURES ADOPTED BY THE COLLEGE AND SHALL BE PLACED ON FILE AS DESCRIBED IN PROCEDURE 5-10 (B). THE COURSE SECTION SYLLABUS WILL BE MADE AVAILABLE TO THE STUDENTS ENROLLED IN THAT SECTION, AS DESCRIBED IN PROCEDURE 5-10 (B).

COLUMBUS STATE
COMMUNITY COLLEGE

BOARD OF TRUSTEES AND COMMITTEE OF THE WHOLE
Meeting Dates – 2016
REVISED – September 22, 2016

BOARD OF TRUSTEES MEETINGS

<u>Date</u>	<u>Time</u>	<u>Dinner</u>	<u>Location</u>
Thursday, January 28, 2016	5:30 p.m.	5:00 p.m.	Columbus Hall
Thursday, March 31, 2016*	6:00 p.m.	5:15 p.m.	Eibling Hall
Thursday, May 26, 2016	6:00 p.m.	5:15 p.m.	Delaware Campus
Thursday, July 28, 2016	6:00 p.m.	5:15 p.m.	Union Hall
Thursday, September 22, 2016	6:00 p.m.	5:15 p.m.	Center for Workforce Development
Thursday, November 10, 2016*	6:00 p.m.	5:15 p.m.	Dublin Regional Learning Center
Thursday, January 26, 2017	6:00 p.m.	5:15 p.m.	TBD

(Fourth Thursday of odd-numbered months only. Other meetings may be called according to need.)

**Adjusted due to conflicts. November Board Meeting Cancelled.*

COMMITTEE OF THE WHOLE MEETINGS

<u>Date</u>	<u>Time</u>	<u>Location</u>
Thursday, January 21, 2016	12:00 noon	Franklin Hall
Thursday, March 24, 2016*	12:00 noon	Delaware Hall
Thursday, May 19, 2016	12:00 noon	Center for Teaching and Learning Innovation
Thursday, July 21, 2016	12:00 noon	Madison Hall
Thursday, September 15, 2016	12:00 noon	Columbus Campus, TBD
Thursday, November 3, 2016*	12:00 noon	Columbus Campus, TBD
Thursday, January 19, 2017	12:00 noon	TBD

(Third Thursday of odd-numbered months only. Other meetings may be called according to need.)

**Adjusted due to conflicts. November Committee of the Whole Meeting Cancelled.*



COLUMBUS STATE COMMUNITY COLLEGE BOARD ACTION

DATE: _____

SUBJECT:

Financial Statements as of and for the two months ended, August 31, 2016

BACKGROUND INFORMATION:

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

RECOMMENDATION:

That the financial statements as of and for the two months ended, August 31, 2016, be accepted as presented.

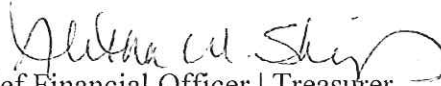
COLUMBUS STATE

COMMUNITY COLLEGE

September 8, 2016

TO: Dr. David T. Harrison, President

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



SUBJECT: Financial Statements as of August 31, 2016

Attached are the financial statements of the Columbus State Community College District, the Foundation, and the President's Discretionary Fund for the period ended August 31, 2016.

1. General Fund (Exhibit B)

Revenues. Total Revenues through August are almost \$353,000 lower than through August of last year. This is the result of Summer 2016 enrollment being lower than Summer 2015 and tuition discounts for College Credit Plus being processed sooner than a year ago. Final FY17 SSI allocations from the state should be known by December.

Enrollment is still assumed to be flat, as budgeted, for these financial statements and, while firmer numbers won't be known for a couple weeks, enrollment for Autumn semester is currently trending flat to last Autumn. We are seeing increases in College Credit Plus enrollment of over 50% while traditional enrollment is down by about 2%.

Term	Original	Actual	Budget to	Prior Year	Current Year	%
	Budgeted		Actual			
	Credit Hours	Credit Hours*	FTEs	FTEs*	FTEs*	Variance
Summer 2016**	39,499	39,499	0.0%	5,939	5,725	-3.6%
Autumn 2016	217,855					
Spring 2017	210,642					
Summer 2017**	46,368					

* Summer 2016 credit hours and FTEs are projected by the Budget Office, not the preliminary Census day numbers used historically, due to better historical trend information on the deregistration process for non-payment and on deferred payment options, both of which help inform enrollment projections.

** Summer semester 2016 straddles both FY16 and FY17, with 46% of the revenue attributed to FY17. Likewise, Summer semester 2017 straddles both FY17 and FY18, with 54% of the revenue attributed to FY17.

Expenses. Through August, expenditures are approximately 5.4% higher than the same period last year as compared to an overall annualized budget increase of 4.5%. The reason that year-to-date spending is trending higher than the increase of the overall annual budget is mostly due to the timing of maintenance agreement expenditures within the Information Technology category.

2. Auxiliary Fund (Exhibit D)

Auxiliary revenues in August are \$1,015,484 higher than the same period last year. Financial aid became available for use at the Bookstore at an earlier date this year which resulted in two extra business days for sales, so the increase is partially due to the timing of the start of Autumn semester. College Credit Plus (CC+) enrollment also contributed to additional book sales of \$417,757. Last year, textbooks were provided to CC+ partner institutions using Auxiliary funds (see column [E], row (25)), so there was no revenue recognized by the Bookstore. CC+ books are being discounted for partner institutions this year. Bookstore expenditures are flat to last year. Food services revenues are down considerably from the same point last year as anticipated and budgeted, reflecting terms of new contracts executed at the end of FY16 for both food services and for pouring rights. Expenses through August for food services are also down significantly from last year due to professional fees incurred last year that were one-time costs.

3. President's Discretionary Fund (Exhibit F)

To-date disbursements of \$1,348 left a balance of \$18,653 through August in this fund.

4. Foundation (Exhibits G and H)

Foundation contributions through August are \$116,029 compared to \$102,313 for the same period last year. While revenues reported for Taste the Future are still slightly lower through August 2016 compared to 2015, they were over \$30,000 higher in June 2016 compared to the same month in the previous year, so the revenue variance is mostly timing that resulted in more revenues reported at the end of the prior fiscal year. Management and General expenses are higher due primarily to investment fees that previously had been reported net against investment income on a monthly or quarterly basis, but are now charged separately from investment income on a semi-annual basis. Net investment activity through August is \$217,177, compared to a negative \$(226,094) last year, an increase of \$443,271. Much of the losses incurred last year were due to US stock market swings and the beginning of the repositioning of the Foundation's investments by new investment advisors.

5. Investments

The College's portfolio is invested consistent with its investment policy, with 40.70% currently invested in STAR Ohio, STAR Plus, and other money markets, with the balance in various federal agencies, municipal bonds, and treasury notes.

**COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT AUGUST 31, 2016**
With Comparative Figures at August 31, 2015

EXHIBIT A

<u>Assets</u>	<u>August 31, 2016</u>	<u>August 31, 2015</u>	<u>Liabilities and Fund Balance</u>	<u>August 31, 2016</u>	<u>August 31, 2015</u>
<u>Current Funds</u>			<u>Current Funds</u>		
<u>Unrestricted</u>			<u>Unrestricted</u>		
Educational and general			Educational and general		
Cash	\$ 25,181,748	\$ 27,669,093	Accounts payable	\$ 11,567,078	\$ 11,478,519
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	107,870,336	102,897,564	Student tuition	32,940,243	31,334,279
Interest receivable	14,948,520	12,137,948	Lab fees and credit bank	426,161	318,483
Prepaid expense	632,680	-	Due to auxiliary funds	-	-
Due from agency funds	6,951,406	624,855	Due to restricted funds	-	-
Due from auxiliary funds	1,240,279	1,056,550	Due to plant funds	29,292,200	23,229,518
Total educational & general	<u>\$ 156,824,969</u>	<u>\$ 150,760,660</u>	Due to agency funds	-	-
			Fund balances (Exhibit C):		
			Allocated	67,906,217	67,429,428
			Unallocated	14,693,069	16,970,433
			Total fund balances	<u>82,599,286</u>	<u>84,399,861</u>
			Total educational & general	<u>\$ 156,824,969</u>	<u>\$ 150,760,660</u>
<u>Auxiliary enterprise</u>			<u>Auxiliary enterprise</u>		
Cash	\$ 2,895,358	\$ 2,439,659	Accounts payable	\$ 89,616	\$ 516,934
Investments	8,383,144	8,327,524	Due to educational & general fund	1,240,279	1,056,550
Accounts receivable	3,640,760	2,539,994	Due to Plant Fund	1,459,351	1,475,070
Inventories, at cost as defined (note 2)	1,932,980	2,618,749	Fund balances (Exhibit D):		
Other Assets	59,274	78,253	Allocated	243,019	-
Due from general fund	-	-	Unallocated	13,879,252	13,472,229
Due from grant funds	16,911,516	516,604	Total fund balances	<u>14,122,271</u>	<u>13,472,229</u>
Total auxiliary enterprise	<u>\$ 173,736,485</u>	<u>\$ 167,281,443</u>	Total auxiliary enterprise	<u>16,911,516</u>	<u>16,520,783</u>
Total unrestricted	<u>\$ 173,736,485</u>	<u>\$ 167,281,443</u>	Total unrestricted	<u>\$ 173,736,485</u>	<u>\$ 167,281,443</u>
Total current funds	<u>[A]</u>	<u>[B]</u>	Total current funds	<u>[C]</u>	<u>[D]</u>

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

(Continued)

COLUMBUS STATE COMMUNITY COLLEGE
BALANCE SHEET AT AUGUST 31, 2016
With Comparative Figures at August 31, 2015

EXHIBIT A
(Continued)

Assets	August 31, 2016	August 31, 2015	Liabilities and Fund Balance	August 31, 2016	August 31, 2015
Plant funds			Plant funds		
Unexpended			Unexpended		
State appropriations receivable	-	-	Fund balances		
Capital Improvement Fund	1,202,183	1,015,038	Restricted	1,202,183	1,015,038
Total unexpended	1,202,183	1,015,038	Total unexpended	1,202,183	1,015,038
Cash from Bond Proceeds	-	-	Investment in plant:		
Deposit with trustees/Escrow	-	-	Interest payable	-	-
Due from general fund	29,292,200	23,229,518	Capital lease payable	-	-
Land	25,518,235	25,518,235	Accounts payable	-	-
Improvements other than buildings	12,433,778	12,433,778	Bonds payable	6,920,000	8,475,000
Buildings	168,151,168	158,589,637	Deferred Gift Annuity	-	-
Movable equipment, furniture			Net investment in plant	179,729,868	174,217,384
and library books	45,264,800	40,256,615			
Construction-in-progress	253,502	8,627,333	Total investment in plant	186,649,868	182,692,384
Other Assets	1,210,886	2,835,824	Total plant funds	187,852,051	183,707,422
Less: accumulated depreciation	(95,474,701)	(88,798,556)			
Total investment in plant	186,649,868	182,692,384	Agency funds		
Total plant funds	187,852,051	183,707,422	Cash	-	-
			Due from agencies	6,951,406	6,374,650
			Due from general fund	-	-
			Total agency funds	6,951,406	6,374,650
				[C]	[D]

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

COLUMBUS STATE COMMUNITY COLLEGE
 OPERATIONAL BUDGET COMPARISON
 FOR THE TWO MONTHS ENDED AUGUST 31, 2016
 With Comparative Figures at August 31, 2015

EXHIBIT B

	FY 17			FY 16			FY 17 Projected Year End			FY 16 Projected Year End		
	Budget as approved May 2016	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	Revised Budget as approved January 2016	Expended to Date (Actual & Encumbrances)	% of Budget Expended to Date	FY 17 Projected Year End	Projected % of Budget	FY 16 Projected Year End	Projected % of Budget		
Revenues												
Appropriations												
Subsidy	\$ 67,016,575	\$ 11,169,430	16.67%	\$ 63,651,910	\$ 10,594,482	16.64%	\$ 67,016,575	100.00%	\$ 63,651,910	100.00%		
Student Support Services												
	67,016,575	11,169,430	16.67%	63,651,910	10,594,482	16.64%	67,016,575	100.00%	63,651,910	100.00%		
Student												
Tuition	69,857,769	4,720,731	6.76%	69,775,325	5,723,126	8.20%	69,857,769	100.00%	70,441,091	100.95%		
Fees	4,203,960	1,666,702	39.65%	3,810,117	1,607,220	42.18%	4,203,960	100.00%	4,331,838	113.69%		
Special courses	1,172,651	220,090	18.77%	1,125,210	212,814	18.91%	1,172,651	100.00%	1,351,101	120.08%		
	75,234,380	6,607,522	8.78%	74,710,652	7,543,161	10.10%	75,234,380	100.00%	76,124,030	101.99%		
Contracted Services												
Net	364,124	(37,857)	-10.40%	309,234	(27,249)	-8.81%	364,124	100.00%	423,270	136.88%		
	364,124	(37,857)	-10.40%	309,234	(27,249)	-8.81%	364,124	100.00%	423,270	136.88%		
Other												
Partnership Revenue	6,960	-	-	3,480	-	0.00%	6,960	-	3,759	108.02%		
Miscellaneous	498,218	68,762	13.80%	448,514	50,349	11.23%	498,218	100.00%	563,359	125.60%		
	505,178	68,762	13.61%	451,994	50,349	11.14%	505,178	100.00%	567,112	125.47%		
Total revenues	143,120,257	17,807,858	12.44%	139,123,790	18,160,743	13.05%	143,120,257	100.00%	140,785,134	101.19%		
Operating Expenditures												
Educational & general (Instructional)	74,571,348	11,034,434	14.80%	71,908,341	11,019,159	15.32%	74,571,348	100.00%	70,692,951	98.31%		
Library	2,051,982	325,311	15.85%	1,958,422	389,086	19.87%	2,051,982	100.00%	1,788,078	91.30%		
General	11,149,472	1,642,850	14.73%	10,846,259	1,657,263	15.28%	11,149,472	100.00%	9,989,653	92.10%		
Information Technology	14,235,359	4,146,984	29.13%	12,893,001	3,165,754	24.67%	14,235,359	100.00%	12,168,488	94.82%		
Student Services	14,524,346	2,162,467	14.89%	13,827,151	2,110,034	15.26%	14,524,346	100.00%	13,135,656	95.00%		
Operation and maintenance of plant	16,049,282	2,345,556	14.61%	15,035,149	2,147,605	14.28%	16,049,282	100.00%	14,559,080	96.83%		
Administration	9,120,870	1,800,150	19.74%	9,170,359	1,759,961	19.19%	9,120,870	100.00%	8,127,031	88.62%		
Transfer for debt service	1,417,598	236,266	16.67%	1,423,739	237,290	16.67%	1,417,598	100.00%	1,423,739	100.00%		
Total expenditures	143,120,257	23,694,019	16.56%	137,002,421	22,486,152	16.41%	143,120,257	100.00%	131,884,676	96.26%		
Non-operating & Encumbered												
Transfer for Capital Equipment	-	See Exhibit C		-	See Exhibit C		-	N/A	1,100,000	0.00%		
Transfer for One-Time Compensation	-			-			-	N/A	-	0.00%		
Transfer for Capital Improvements	-			300,000			-	N/A	4,300,000	0.00%		
Transfer for Scholarships	-			-			-	N/A	-	0.00%		
Transfer for Student Success and Innovation	-			-			-	N/A	1,000,000	0.00%		
Transfer for Technology Initiatives	-			-			-	N/A	1,800,000	0.00%		
Total expenditures and transfers	143,120,257	23,694,019	16.56%	139,102,421	22,486,152	16.17%	143,120,257	100.00%	140,084,676	100.71%		
Operational revenues		(5,886,161)	N/A	21,369	(4,325,409)	N/A		N/A	700,458	N/A		
Interest Income	150,000	(47,087)	-31.39%	150,000	39,642		150,000	-	1,123,213			
Net Operating revenues	150,000	(5,933,248)		171,369	(4,285,767)		150,000	-	1,823,671			
Reserve expenditures from Exhibit C												
Net Revenues/(Expenditures)	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)		
	\$ -	\$ 1,411,808		\$ -	\$ 685,284		\$ (5,330,000)		\$ (3,344,320)			
		(7,345,057)			(4,971,051)		5,480,000		5,167,991			

EXHIBIT C

COLUMBUS STATE COMMUNITY COLLEGE
STATEMENT OF CHANGES IN FUND BALANCES OF CURRENT
EDUCATIONAL AND GENERAL FUNDS
FOR THE TWO MONTHS ENDED AUGUST 31, 2016

	Balance at June 30, 2016	Net Increase for Current Period	Board Approved Additions	Transfers	Expenditures	Balance at August 31, 2016	
Unrestricted							
Allocated							
Capital Improvements & Land Acquisition	\$ 15,866,021	\$ -	\$ -	(375,000)	(85,512)	\$ 15,404,509	(1)
Carpets/Furniture Reupholstering	90,116	-	-	-	-	90,116	(2)
Madison Hall One Stop Center	86,517	-	-	-	(4,010)	82,507	(3)
Jefferson Ave/Grove Street Repaving	562,126	-	-	-	(31,329)	530,797	(4)
Space Efficiency Upgrades	604,121	-	-	-	(141,300)	462,821	(5)
Project Planning	21,503	-	-	-	-	21,503	(6)
Union Hall Renovation	297,254	-	-	-	-	297,254	(7)
Site Development Delaware Campus	1,172,279	-	-	-	-	1,172,279	(8)
Bookstore/DX Modifications	263,490	-	-	-	-	263,490	(9)
Facilities Infrastructure Improvements	88,553	-	-	-	-	88,553	(10)
Student Support Services	107,077	-	-	-	(35,983)	71,094	(11)
Massage Therapy Space	2,829	-	-	-	-	2,829	(12)
Creative Campus	-	-	-	300,000	-	300,000	(13)
School of Hospitality Management	-	-	-	76,000	-	76,000	(14)
Capital Equipment	8,394,863	-	-	-	(137,121)	8,257,742	(15)
Target 2002	333,088	-	-	-	-	333,088	(16)
Collective Bargaining	33,104	-	-	-	-	33,104	(17)
Budget/Tuition Stabilization	20,756,987	-	-	-	-	20,756,987	(18)
Accumulated Lab Fees	1,692,142	-	-	-	-	1,692,142	(19)
Broadbanding	125,353	-	-	-	-	125,353	(20)
Think Again Scholarship	1,950,321	-	-	-	(293,428)	1,656,893	(21)
Student Success and Innovation	8,182,148	-	-	-	(224,466)	7,957,682	(22)
Strategic Growth Initiatives	696,178	-	-	-	(3,424)	692,754	(23)
Technology Initiatives	3,007,018	-	-	-	(335,694)	2,671,324	(24)
Human Capacity Development/Wellness	311,266	-	-	-	-	311,266	(25)
Campus Safety Initiatives	508,665	-	-	-	(59,963)	448,703	(26)
Energy Efficiency/Sustainability Initiatives	2,063,721	-	-	-	(55,470)	2,008,251	(27)
Health Care Self-Insurance Escrow	1,241,018	-	-	-	-	1,241,018	(28)
Health Care HSA Incentive	86,636	-	-	-	-	86,636	(29)
Self-Insured Workers Compensation Benefits	152,500	-	-	-	-	152,500	(30)
One-Time Compensation	44,501	-	-	-	-	44,501	(31)
Partnerships for Student Success	17,903	-	-	-	(4,107)	13,796	(32)
Workforce Development	500,000	-	-	-	-	500,000	(33)
Tobacco Free Campus Implementation	57,219	-	-	-	-	57,219	(34)
PERFORMS	1,499	-	-	-	-	1,499	(35)
Unallocated	\$ 69,318,026	-	-	-	(1,411,808)	\$ 67,906,217	(36)
Total General Fund	\$ 89,403,743	\$ (6,804,457)	\$ -	\$ -	\$ 1,411,808	\$ 82,599,286	(37)
		(B)	(C)	(D)	(E)	(F)	(38)

**COLUMBUS STATE COMMUNITY COLLEGE
OPERATIONAL BUDGET COMPARISON FOR AUXILIARY SERVICES
FOR THE TWO MONTHS ENDED AUGUST 31, 2016
With Comparative Figures at August 31, 2015**

EXHIBIT D

	FY 17		FY 16		FY 17 Projected Year End		FY 16 Projected Year End		Projected % of Budget
	Budget as approved May 2016	Actual to Date	% of Budget Expended to Date	Revised Budget as approved January 2016	Actual to Date	% of Budget Expended to Date	FY 17 Projected Year End	FY 16 Projected Year End	
Auxiliary									
Sales/Revenues									
Bookstore	\$ 12,134,788	\$ 4,856,732	40.02%	\$ 12,474,706	\$ 3,811,222	30.55%	\$ 12,938,442	103.72%	(1)
Food Services	235,000	29,374	12.50%	389,227	59,399	15.26%	388,419	99.79%	(2)
Total Revenues	12,369,788	4,886,105	39.50%	12,863,933	3,870,621	30.09%	13,326,861	103.60%	(3)
Cost of Goods Sold									(4)
Bookstore	9,494,470	3,767,519	39.68%	9,712,295	2,914,990	30.01%	9,843,611	101.35%	(5)
Food Service	32,500	6,051	18.65%	65,000	6,170	9.49%	55,983	86.15%	(6)
Gross Margin	2,842,818	1,118,525	39.13%	3,066,638	949,461	30.76%	3,427,267	111.04%	(7)
Operating Expenses									(8)
Bookstore	1,866,497	262,365	14.06%	1,856,351	256,174	13.80%	1,866,497	100.00%	(9)
Food Services	200,140	19,933	9.96%	250,745	36,032	14.37%	200,140	100.00%	(10)
Auxiliary Administration	774,351	101,824	13.15%	916,034	84,390	9.21%	774,351	100.00%	(11)
Total Expenses	2,840,988	384,121	13.52%	3,023,130	376,596	12.46%	2,840,988	100.00%	(12)
Auxiliary Net Operating Income/(Loss)	1,830	728,404	39803.51%	63,508	572,865	902.04%	1,830	100.00%	(13)
Net Income/(Loss)									(14)
Bookstore	773,821	826,848	106.85%	906,060	640,058	70.64%	773,821	100.00%	(15)
Food Services	2,360	3,380	143.21%	73,482	17,197	23.40%	2,360	100.00%	(16)
Auxiliary Administration	(774,351)	(101,824)	13.15%	(916,034)	(84,390)	9.21%	(774,351)	100.00%	(17)
Net Auxiliary Income/(Loss)	1,830	728,404	39803.51%	63,508	572,865	902.04%	1,830	100.00%	(18)
Auxiliary Fund Balance at June 30, 2016		13,401,811			13,336,320				(19)
Non-operating Revenues/Expenditures	(756,981)	(9,750)		(250,000)	(436,956)		(756,981)		(20)
College Credit Plus	(243,019)	1,807		(1,000,000)			(243,019)		(21)
Food Services/Renovations	-	-		(250,000)	-		-		(22)
Transfers	-	-		-	-		-		(23)
Audit Entries	-	-		-	-		-		(24)
Auxiliary Fund Balance at August 31, 2016	(A) \$ 14,122,271	(B) \$ 14,122,271	(C)	(D) \$ 13,472,229	(E) \$ 13,472,229	(F)	(G) \$ (998,170)	(H) \$ (79,063)	(I) (J)

EXHIBIT E

COLUMBUS STATE COMMUNITY COLLEGE
CASH FLOW FORECAST
AS OF AUGUST 31, 2016

	Actual March 2016	Actual April 2016	Actual May 2016	Actual June 2016	Actual July 2016	Actual August 2016	
Beginning Cash	\$ 12,712,308	6,510,507	6,327,319	12,007,786	5,652,285	4,608,661	(1)
Cash Receipts	7,956,854	8,105,449	15,303,171	6,522,262	7,122,369	20,101,899	(2)
Cash Disbursements	(11,969,694)	(11,337,627)	(9,802,673)	(13,979,010)	(12,450,308)	(13,541,984)	(3)
Financial Aid	(2,188,961)	548,990	179,969	1,101,247	(715,685)	8,691,668	(4)
Outflow for investments	-	-	-	-	-	-	(5)
Inflow from investments	-	2,500,000	-	-	5,000,000	5,000,000	(6)
Ending Cash	\$ 6,510,507	6,327,319	12,007,786	5,652,285	4,608,661	24,860,244	(7)

	Forecasted September 2016	Forecasted October 2016	Forecasted November 2016	Forecasted December 2016	Forecasted January 2017	Forecasted February 2017	
Beginning Cash	\$ 24,860,244	6,094,959	5,569,674	5,779,389	6,314,104	5,873,819	(8)
Cash Receipts	8,484,715	7,434,715	5,684,715	8,184,715	16,359,715	7,884,715	(9)
Cash Disbursements	(12,500,000)	(11,500,000)	(11,500,000)	(10,500,000)	(12,000,000)	(12,000,000)	(10)
Financial Aid	4,250,000	40,000	(2,475,000)	850,000	11,700,000	90,000	(11)
Outflow for investments	(19,000,000)	-	-	-	(16,500,000)	-	(12)
Inflow from investments	-	3,500,000	8,500,000	2,000,000	-	3,500,000	(13)
Ending Cash	\$ 6,094,959	5,569,674	5,779,389	6,314,104	5,873,819	5,348,534	(14)

COLUMBUS STATE COMMUNITY COLLEGE
 PRESIDENT'S DISCRETIONARY FUND
 STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
 FOR THE TWO MONTHS ENDED AUGUST 31, 2016

EXHIBIT F

Cash at Beginning of Period		\$ 17,175		(1)
				(2)
<u>Receipts:</u>				(3)
Deposit from General Fund	2,825	2,825		(4)
				(5)
				(6)
<u>Disbursements:</u>				(7)
Oberer's Flowers	348			(8)
Transfer to Staff Advisory Council	1,000			(9)
		1,348		(10)
		\$ 18,653		(11)
	[A]		[B]	(12)
			[C]	

NOTE:

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

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

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION
BALANCE SHEET AT AUGUST 31, 2016
With Comparative Figures at August 31, 2015

<u>Assets</u>	<u>August 31, 2016</u>	<u>August 31, 2015</u>	
Cash	\$ 870,558	\$ 1,215,671	(1)
Investments at market value (see note)	7,548,026	7,055,842	(2)
Pledges Receivable	4,290,160	5,424,995	(3)
Accounts Receivable	15,763	34,732 *	(4)
Total Assets	<u>\$ 12,724,507</u>	<u>\$ 13,731,240</u>	(5)
<u>Liabilities</u>			
Due to general fund	\$ 2,935	\$ 1,835	(6)
Pledge Payable	-	-	(7)
Trade Payables	243,910	717,998	(8)
Total Liabilities	<u>246,845</u>	<u>719,833</u>	(9)
<u>Fund balance</u>			
Permanently Restricted	4,112,928	4,058,893	(10)
Temporarily Restricted	5,610,170	6,574,391	(11)
Unrestricted	2,754,564	2,378,123	(12)
			(13)
Total fund balance	<u>12,477,662</u>	<u>13,011,407</u>	(14)
			(15)
Total Liabilities and fund balance	<u>\$ 12,724,507</u>	<u>\$ 13,731,240</u>	(16)
	[A]	[B]	(17)
			(18)

* Has been restated as part of year end audit by \$57,591 over last year.

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	\$ 181,295	181,295	2.40%
Equities	3,921,161	4,230,582	56.05%
Fixed Income	2,017,017	2,041,786	27.05%
Mutual Funds	<u>1,068,092</u>	<u>1,094,363</u>	<u>14.50%</u>
Total Investments	<u>\$ 7,187,565</u>	<u>\$ 7,548,026</u>	<u>100.00%</u>

EXHIBIT H

COLUMBUS STATE COMMUNITY COLLEGE DEVELOPMENT FOUNDATION
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 FOR THE TWO MONTHS ENDED AUGUST 31, 2016
 With Comparative Figures at August 31, 2015

	August 31, 2016			August 31, 2015	
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total All Funds	Total All Funds
Revenue					
Contributions - Scholarships and Programs	\$ 12,179	\$ 28,746	\$ 3,058	\$ 43,983	\$ 25,645
Contributions for Taste the Future	72,046	-	-	72,046	76,668
Contributions for Columbus State	-	-	-	-	-
Corporate Gift	-	-	-	-	-
Administration Fee Income	-	-	-	-	-
Interest Income	57	22	-	79	110
Investment Income					
Realized	(7,670)	(13,967)	-	(21,637)	212,115
Unrealized	85,475	153,339	-	238,814	(438,208)
Investment income-subtotal	77,805	139,372	-	217,177	(226,094)
Total revenues	162,087	168,140	3,058	333,285	(123,671)
Expenditures					
Scholarships and Projects	-	83,469	-	83,469	82,327
Contributions to Columbus State	-	45,300	-	45,300	-
Corporate Gift	-	-	-	-	-
Administrative Fee Expense	-	-	-	-	-
Management and general	59,447	-	-	59,447	35,820
Total expenditures	59,447	128,769	-	188,216	118,147
Excess (deficit) of revenues over expenditures	102,640	39,371	3,058	145,069	(241,818)
Transfers	-	-	-	-	-
Fund balance at beginning of period	2,651,924	5,570,799	4,109,870	12,332,593	13,253,225
Fund balance at end of period	\$ 2,754,564 [A]	\$ 5,610,170 [B]	\$ 4,112,928 [C]	\$ 12,477,662 [D]	\$ 13,011,407 [F]

* Has been restated as part of year end audit. Reduced by \$57,591 over last year.

COLUMBUS STATE COMMUNITY COLLEGE
 NOTES TO FINANCIAL STATEMENTS
 AS OF AUGUST 31, 2016

1) Investments

Investment Fund	Cost	Market Value	Yield to Maturity*	Average Maturity (days)
STAR Ohio/Operating	\$ 23,274,550	\$ 23,274,550	0.55%	1
STAR Ohio/Plant	1,202,183	1,202,183	0.55%	1
STAR Ohio/Auxiliary	3,400,875	3,400,875	0.55%	1
STAR Plus	5,081,081	5,081,081	0.40%	1
CSCC Operating Fund 1	35,630,028	35,540,740	0.99%	397
CSCC Operating Fund 2	24,703,461	34,893,040	1.20%	757
Auxiliary Services	4,952,759	4,983,765	1.03%	283
Plant Fund	9,049,601	9,080,926	1.26%	899
	<u>\$ 107,294,538</u>	<u>\$ 117,457,159</u>		

* Weighted

Portfolio Composition	Type	% of Total
	STAR Ohio	28.06%
	Agencies	48.90% *
	Municipal Bonds	6.35%
	Treasury Notes	4.05%
	Cash & Equivalents	12.64%
		100.00%

* This includes discount notes, callable, non-callable, securitized, and step-up agency investments.

2) Inventories

Bookstore inventories at year-end are stated at actual cost. 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>
Michael Babb	Vice President	Information Technology	09/16/16	\$155,000
Jeremy Banta	Instructor	Engineering Technologies & Transportation	08/16/16	\$42,645
Kendra Barker-Poirier	Instructor	Allied Health	08/16/16	\$38,486
Kandi Betts	Instructor	Nursing	08/16/16	\$41,065
Abbey Billups	Instructor	Nursing	08/16/16	\$39,486
Kara Briscoe	Assistant Director	Admissions	07/01/16	\$67,537
Ruey Bruce	Instructor	Biological & Physical Sciences	08/16/16	\$42,645
Rochelle Burton	Instructor	Nursing	08/16/16	\$41,065
Rebecca Butler	Vice President	Enrollment Management & Student Services	09/12/16	\$155,000
Thomas Capps	Event Planner	Admissions	08/16/16	\$40,000
Laura Daily	Specialist	Telephone Information Center	08/16/16	\$33,800
Tamara Daniels	Assistant Director	Accounting Services	08/16/16	\$67,537
James Engler	Advisor	Delaware Campus	07/01/16	\$45,675
Ryan Fuqua	Specialist	Transcript Evaluation	08/16/16	\$33,134
Mark Gerko	Instructor	Engineering Technologies & Transportation	08/16/16	\$42,645
Michael Hicks	Program Coordinator	Equity & Compliance	08/22/16	\$49,836
Angela Hill	System Specialist	Academic Testing	07/05/16	\$37,856
Angela Howard	Instructor	Biological & Physical Sciences	08/16/16	\$42,645
Vickie Hunter	Administrative Assistant	Office of the President	07/01/16	\$70,000

Andrew Kerr	Instructor	Mathematics	08/16/16	\$42,645
Vanessa Langhurst	Supervisor	Library	08/16/16	\$55,262
Tim Malloy	System Administrator II	IT Network Engineering	09/01/16	\$77,883
Jasmine Marks	Specialist	Global Diversity & Inclusion Center	08/16/16	\$33,134
Karen Miller	System Specialist	Purchasing & Accounts Payable	08/16/16	\$37,856
Francis Neutzling	Web Developer	Marketing & Communications	08/01/16	\$57,000
Sean O'Neill	Instructor	Mathematics	08/16/16	\$41,065
Lisa Petersen	Administrative Assistant	Marketing & Communications	07/01/16	\$44,034
Jamie Powell	Specialist	Accounting Services	08/16/16	\$33,134
Ericka Purtee	Instructor	Nursing	08/16/16	\$41,065
Jill Ritchey	Instructor	Nursing	08/16/16	\$41,065
Alison Romanowski	Instructor	Nursing	08/16/16	\$41,065
Kevin Rooney	Grants Coordinator	Grants Office	07/16/16	\$55,000
Travis Russell	Groundskeeper 1	Facilities	07/01/16	\$25,771
Diane Souza	Instructor	Sports, Exercise Studies & Hospitality Program	08/16/16	\$41,065
Alexander Stigler	Program Coordinator	Admissions	09/01/16	\$48,375
Debbie Strain	Specialist	Facilities	07/16/16	\$42,952
Elycia Taylor	Instructor	Communication	08/16/16	\$42,645
Jessica Wohlgamuth-Benedum	Instructor	Biological & Physical Sciences	08/16/16	\$42,645

COLUMBUS STATE COMMUNITY COLLEGE

BOARD OF TRUSTEES

INFORMATION ONLY

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

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Jeevan Baretto	Instructor	Biological & Physical Sciences	08/20/16
Robert Cheripko	Assistant	Bookstore	08/05/16
Barbara Choma	Office Associate	Engineering Technologies & Transportation	08/18/16
Teresa Colapietro	Assistant Professor	Nursing	08/05/16
Shawna Casey	Accountant	Grants Accounting	07/22/16
Scott Durbin	System Administrator	Information Technology	07/29/16
Murray Holmes	Supervisor	Fiscal & Compliance Services	07/22/16
Debra Lambert-Wright	Specialist	Telephone Information Center	06/21/16
Jennifer Leggett	Specialist	Records	06/30/16
Adrienne Luke	Advisor	Disability Services	07/29/16
Amy Ooten	Office Associate	Career Services	07/12/16
Tina Pickering	Specialist	Transcript Evaluation	07/15/16
Michael Quinlan	Maintenance Repairperson	Facilities	06/30/16
Mikhail Shmukler	Accountant	Grants Accounting	07/22/16
Erica Taylor	Instructor	Nursing	08/13/16
Shawndeia Thomas	Office Associate	Veterinary, Imaging, & Surgical Technologies	09/05/16