

AGENCY NAME:

COLLEGE OF CHARLESTON

AGENCY CODE:

H150

SECTION:

015

Fiscal Year 2015-16 Accountability Report

SUBMISSION FORM

AGENCY MISSION

Mission, Vision and Values

Honoring the timeless principles of the liberal arts and sciences

The College of Charleston is a state-supported comprehensive institution providing a high-quality education in the arts and sciences, education and business. The faculty is an important source of knowledge and expertise for the community, state, and nation. Consistent with its heritage since its founding in 1770, the College retains a strong liberal arts undergraduate curriculum. Located in the heart of historic Charleston, it strives to meet the growing educational demands primarily of the Lowcountry and the state and, secondarily, of the Southeast. A superior undergraduate program is central to the mission of the College of Charleston.

As a prominent component of the state's higher education system, the College encourages and supports research. In addition to offering a broad range of baccalaureate degree programs, the College incorporates the University of Charleston, South Carolina (UCSC), established by state statute in 1992, which serves as a research institution where the graduate and research programs associated with the College are housed. UCSC provides master's degree programs and anticipates offering a limited number of doctoral degrees should location and need warrant. The College also provides an extensive credit and non-credit continuing education program and cultural activities for residents of the Lowcountry of South Carolina.

The College of Charleston seeks applicants capable of successfully completing degree requirements and pays particular attention to identifying and admitting students who excel academically. The College of Charleston serves a diverse student body from its geographic area and also attracts students from national and international communities. The College provides students a community in which to engage in original inquiry and creative expression in an atmosphere of intellectual freedom. This community, founded on the principles of the liberal arts tradition, provides students the opportunity to realize their intellectual and personal potential and to become responsible, productive members of society.

The Mission Statement (also called the Statement of Purpose) has been approved or revised by the State College Board of Trustees or the College of Charleston Board of Trustees on January 16, 1974; March 12, 1986; January 16, 1991; February 15, 1994; July 13, 2006; July 23, 2014; and August 25, 2014.

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AGENCY VISION	See Above
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Please state yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

RESTRUCTURING RECOMMENDATIONS:	No
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Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Stephen C. Osborne	843 953-5574	osbornes@cofc.edu
SECONDARY CONTACT:	Paul D. Patrick	843 953-0879	patrickpd@cofc.edu

I have reviewed and approved the enclosed FY 2015-16 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):	
(TYPE/PRINT NAME):	Glenn F. McConnell

BOARD/CMSN CHAIR (SIGN AND DATE):	
(TYPE/PRINT NAME):	Gregory D. Padgett

AGENCY'S DISCUSSION AND ANALYSIS

The College of Charleston (hereafter, "the College"), including its component, the University of Charleston, South Carolina, has long been required by its regional accreditor and various secondary accreditors to have a strategic planning process. The current strategic plan was approved by the College of Charleston Board of Trustees in 2009, following a lengthy developmental process that engaged the College's various constituencies. Minor revisions have been made to the plan since its initial approval, with the most recent revisions made in 2013. The plan is posted at <http://www.cofc.edu/strategicplan/>. The College's Board also has adopted a diversity strategic plan and a campus master plan, both of which are responsive to the priorities outlined in the College's strategic plan.

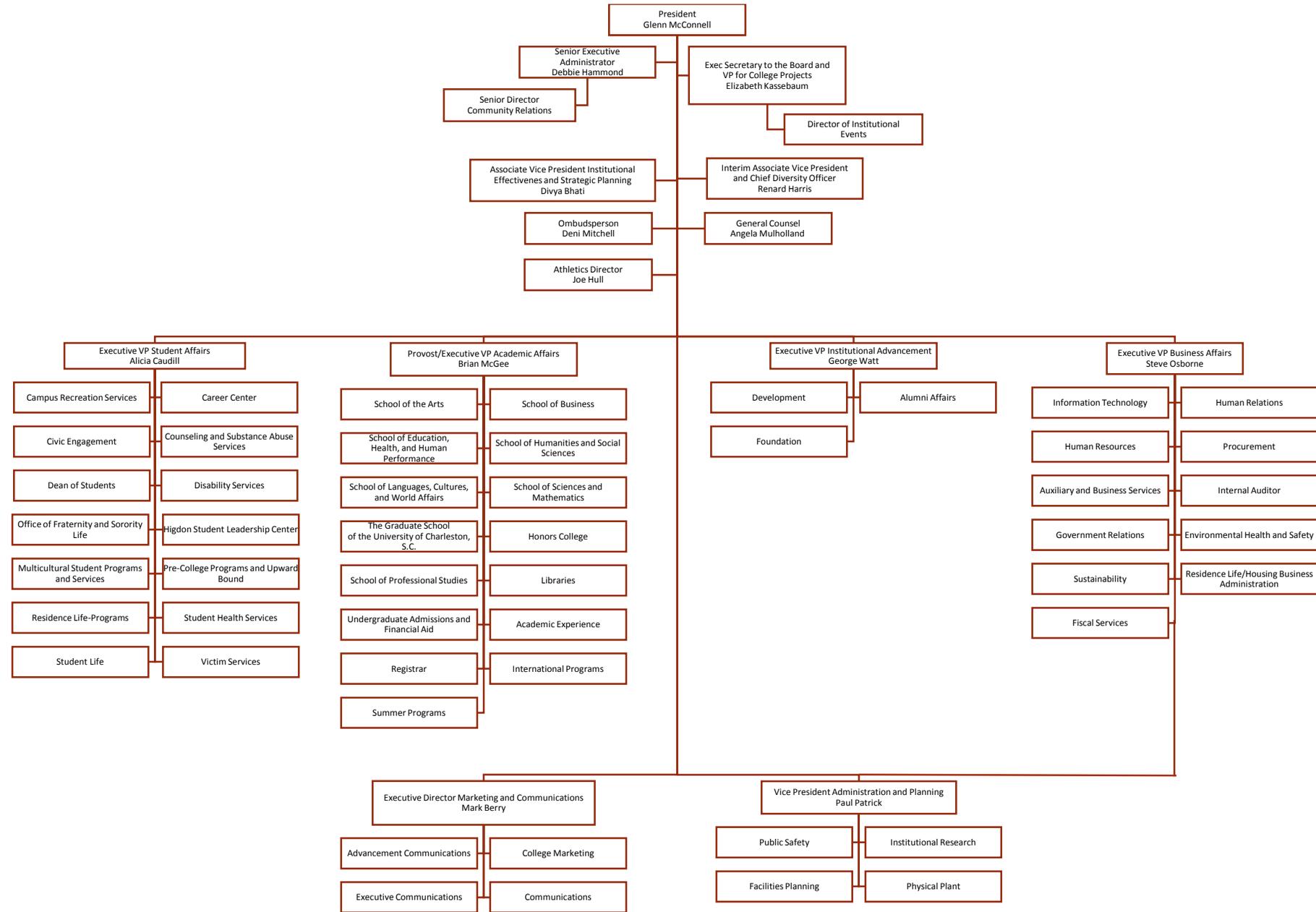
The strategic plan is central to the College's annual process for budgetary development. All department, school, office, and divisional budget requests must be aligned with one or more of the plan's ten strategies. Each of the strategies is associated with a prioritized listing of tactics, which is periodically updated. Currently the strategic plan has 94 tactics, a reduction from the original 118 tactics approved in 2009. For each fiscal year, only some tactics receive funding, depending on the resources available for that year.

For the 2015-2016 Accountability Report, the College has once again adapted its strategic plan – consisting of goals, strategies, and tactics -- to align with the state's new strategic planning template, including the "1.1.1" template for goals, strategies, and objectives. For each objective in the strategic planning template, the College has included a parenthetical reference to the associated strategy and tactic in our strategic plan. For example, a parenthetical reference to "3.2" indicates that the objective is drawn from Strategy 3, Tactic 2, as provided in the College's strategic plan. In an effort to comply with the suggested number of goals, strategies, and objections, not all components of our internal strategic plan will be referenced in this Accountability Report.

This process of aligning our strategic plan with the State's Accountability Report and annual budget planning process affords the College the ability to reinforce and manage investment based budgeting that targets specific strategies, tactics, or objectives directly tied to the mission and vision of the College. The administration believes this process is imperative for the College to maintain its viability and excellent academic reputation. The shifting dynamics of the higher education marketplace mandate that institutions fund only those initiatives expected to return value and enhance the learning environment.

While we believe the five fundamental goals of our strategic plan are well guided, the College continues to consider adjustments to our ten strategies and 94 tactics to better position the College for appropriate growth in the coming years. The updates to these strategies and tactics are developed to directly address the shifting demands of our current and potential students. We are developing strategies and tactics aimed at increasing the number of non-traditional students, improving access for transfer students, adding academic offerings outside traditional degree programs, and providing additional opportunities for international students. These revisions will first and foremost be expected to enhance the learning environment and academic reputation of the College, but will also be required to better diversify our revenue model. Any strategic plan is limited by an organization's ability to finance its goals and the College of Charleston is no different.

In addition to our strategic plan being continually evaluated internally and annually evaluated by the executive and legislative branches of state government, the College is currently in the reaffirmation phase with our regional accreditor. The College is a member of the 2017 reaffirmation class and the College just this month (September 2016) submitted its comprehensive compliance audit. This audit is a full review of our entire strategic plan and campus operation. We will undergo an onsite evaluation in spring 2017.



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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
G	1			Education, Training, and Human Development	Provide students a highly personalized education based on a liberal arts and sciences core and enhanced by opportunities for experiential education
S		1.1		1.1	Enhance the undergraduate academic core
O			1.1.1		Continue to develop select online undergraduate courses and programs and increase on-line SCH by an average of 8% per year through FY2020.
O			1.1.2		Enhance UG academic programs that are strongly linked to the history, traditions, culture and environment of Charleston and the Lowcountry, such as new UG majors in African-American studies and sustainability. There will be an average of thirty programs or specialty events per year through FY2020 with this focus.
O			1.1.3		Develop three new academic programs at the College of Charleston North Campus to offer lifelong learning courses and programs to serve the needs of returning adult learners or non-degree students by FY2020.
S		1.2			Develop and retain a highly qualified and diverse faculty and staff
O			1.2.1		For all ranks and titles, improve salaries of faculty to nationally competitive levels demonstrated as within 45% of our identified peer institutions average.
O			1.2.2		Increase roster faculty lines to enhance diversity, facilitate innovative programs and faculty research, expand opportunities for undergraduate and graduate student research with faculty mentors, and enhance personalized education. This will include an average of two or more new hires per year through 2020 focused on this objective. .
O			1.2.3		Enhance resources for pedagogical innovation, faculty research, and creative activity through the re-establishment of a faculty development center by 2020; incentivize writing and grant proposals by maintaining an average of three hundred fifty writing, grant proposal, and other development workshops or retreats per year through 2020.
S		1.3			Recruit, enroll and retain an academically distinguished, well-prepared and diverse student body
O			1.3.1		Increase the amount of merit-based and need-based scholarship funding from approximately \$15 million to \$20 million by FY2020, largely funded through private sources; some portion should be allocated in accordance with the Diversity Strategic Plan.

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			1.3.2		Investigate best practices for retention at other universities and, as appropriate, implement those practices to significantly increase retention rates for undergraduate and graduate students. The goal is to maintain an overall student retention/graduation rate from fall to fall of a minimum of 85% for all degree-seeking students at the undergraduate and graduate level, respectively.
O			1.3.3		In collaboration with community colleges, local businesses, and other organizations, increase overall enrollment by an average of 1.5% per year through FY20 for off-campus UG (including non-degree and returning adults), professional development, graduate and executive-education students at the North Campus and other sites as determined by community needs and resources.
G	2			Education, Training, and Human Development	Provide students the global and interdisciplinary perspectives necessary to address the social, economic, environmental, ethical, scientific and political issues of the 21st century
S		2.1		Recruit, enroll and retain an academically distinguished, well-prepared and diverse student body	
			2.1.1		Following the Diversity Strategic Plan, increase diversity of students by an average of 1% per year in under-represented minorities through FY20 - to levels more reflective of the greater community to promote dissemination of ideas and perspectives from varying cultures and life experiences.
O			2.1.2		Following the Diversity Strategic Plan, increase diversity of faculty to levels more reflective of the greater community to promote dissemination of ideas and perspectives from varying cultures and life experiences by providing diversity training to a minimum of 20 faculty per year through FY20.
O			2.1.3		Following the Diversity Strategic Plan, increase diversity of staff to levels more reflective of the greater community to promote dissemination of ideas and perspectives from varying cultures and life experiences by providing an average of fifteen programs or special events per year through FY20.
S					

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
0			2.2.1		Build, renovate or maintain 10 classrooms, laboratories, and studios with new technologies that allow for a variety of class sizes and teaching and learning styles by FY 17.
0			2.2.2		Support an academic computing and library infrastructure that enhances the research and teaching missions of the College by increasing the library materials budget by an average of 3% per year through FY20.
0			2.2.3		Expand internet to 1.5GBPS, storage to 110TB +45TB Backup and server capacities to 350.
G	3			Education, Training, and Human Development	Achieve financial stability by creating a new financial model for the College of Charleston
S		3.1			Establish campus wide policies and practices to generate new resources and foster greater self-sufficiency
			3.1.1		To increase enrollments by an average of 1.5% per year through FY20 at the North Campus and other locations and to generate additional revenues, offer a portfolio of degree programs and lifelong learning and professional development programs, including selective online programs
0			3.1.2		Ensure that tuition rates are determined in amounts necessary to meet operating and strategic goals on an annual basis consistent with inflation as measured by a composite of HEPI and CPI.
0			3.1.3		Launch and execute a national comprehensive fundraising campaign in support of the College of Charleston strategic plan and high-priority philanthropic initiatives, with a goal of raising \$125M from Oct. 1, 2009 to June 30, 2016.
0			3.1.3		Execute fundraising efforts in support of the College of Charleston's strategic plan and high-priority philanthropic initiatives, with an annual goal of \$12M-\$14M in new philanthropic commitments for FY2017.
S		3.2			Collaborate with local, national and international institutions to leverage higher education for a stronger South Carolina

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
0			3.2.1		Expand study abroad participation for students through College programs abroad, bilateral and consortium/affiliate agreements. Maintain an average increase of 5% per year student participation in study abroad through FY2020
0			3.2.2		Continue to increase sponsored research dollars by an average of 2% per year through FY20, with enhanced support provided by an expanded Office of Research and Grants Administration
0			3.2.3		Establish an average of one new partnership per year through FY20 with PK-12 schools exemplified by established partnerships with area schools and districts.

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Performance Measurement Template

Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)
1	student credit hours (SCH) in online courses for academic year	7,717	12,878	14,000	July 1-June 30	CHE official data files	sum of SCH in courses taught online	1.1.1
2	Programs or specialty events linked to the Low Country	38	43	50	July 1-June 30	compilation of counts by Provost's Office	count of programs and specialty events	1.1.2
3	New academic programs at C of C North Campus	3 by FY20	0 (No new programs were added but 1 new concentration was added to BPS program.)	3 by FY20	July 1-June 30	CHE official data files	count of new programs offered at North Campus	1.1.3
4	rank of average faculty salary in group of 20 peers used for salary comparison purposes	12 of 21	12th of 21	12 of 21	Fall IPEDS reporting	IPEDS Human Resources	annual reporting of institutional salaries to IPEDS, compilation of average faculty salary across all ranks for peer group	1.2.1
5	total roster faculty lines occupied	571	574	550	Fall count	CHE official data files	Fall count of occupied faculty lines, including librarians, visitors, and leave without pay	1.2.2
6	faculty supported through recently initiated faculty development initiatives like writing and grant proposal workshops	450	540	500	July 1-June 30	compilation of counts by Provost's Office	count of supported faculty activities involving full-day or multi-day workshops on curriculum development, writing retreats, etc., grants awarded internally at the institutional level	1.2.3
7	financial aid and scholarship funding accepted	\$20M	\$18.9M	\$21M	July 1-June 30	Office of Financial Aid	sum of dollars accepted. We have excluded the following categories of funds found on the financial aid Summary of Awards reports under the Institutional category, given that they are specialized funds and not scholarship/grant funds available for recruiting/retention purposes: Athletic Grant in Aid Grants & Sponsored Programs Other waivers (Unfunded State Mandates) Miscellaneous Pep Band	1.3.1

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Performance Measurement Template

Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)
8	Overall student retention from fall to fall for all degree-seeking undergraduate	85.0%	86.1%	85%	Fall counts	CHE official data files	retention of all degree seeking undergraduate students from fall to fall semester including those who graduated from the College	1.3.2
9	Overall student retention from fall to fall for all degree-seeking graduate students	85%	87.70%	85%	fall counts	CHE official data files	retention of all degree seeking graduate students from fall to fall semester including those who graduated from the College	1.3.2
10	Undergraduate enrollment at the North campus	570	593	600	Fall count	CHE official data files	Count of number of students taking at least one course at the North campus	1.3.3
11	percentage of student body who report minority status						count of students reported using federal methodology as African American, American Indian/Alaska Native, Asian, Native Hawaiian/Pacific Islander, Hispanic or Two or More Races, divided by total student population including degree and non-degree seeking	2.1.1
12	percentage of undergraduate student body who report minority status	16.30%	18.00%	18%	Fall	CHE official data files	(see above)	2.1.1
13	percentage of graduate student body who report minority status	12.60%	14.70%	15%	Fall	CHE official data files	(see above)	2.1.1
14	Diversity training for faculty	135	139	140	July 1-June 30	Provost's Office	count of faculty attending diversity training workshops	2.1.2
15	Diversity awareness programs, workshops, or events	10	25	30	July 1-June 30	Office of Diversity	total number of OID programs and workshops	2.1.3
16	classrooms upgraded with new technology annually	19	13 completed due to reduced funding	10	July 1-June 30	Information Technology	count provided by Information Technology	2.2.1
17	Library materials budget increase	Avg 3% per year through FY20	\$2,204,391	Avg. 5-6% per year through FY20	July 1-June 30	Library	percentage of annual library materials budget increase year to year	2.2.2
18	Number of Servers	350	365	365	July 1-June 30	Information Technology	count provided by Information Technology	2.2.3
19	Internet Bandwidth	1.5 Gbps	3 Gbps (2Gb commodity, 1Gb Internet 2)	3 Gbps	July 1-June 30	Information Technology	count provided by Information Technology	2.2.3
20	Storage Capacity	110TB+45TB backup	200TB+125TB backup	200TB+125TB backup	July 1-June 30	Information Technology	count provided by Information Technology	2.2.3

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Performance Measurement Template

Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)
21	SCH offered at the College of Charleston North Campus	5310	5497.5	5600	Academic Year--Fall, Spring, Summer	CHE official data files	sum of SCH in courses offered at College of Charleston North Campus (does not include courses offered by the Lowcountry Graduate Center or online courses through the North Campus)	3.1.1
22	undergraduate tuition rates in-state	\$10,558	\$11,000	\$11,386	July 1 - June 30	Business Affairs	tuition rates as provided by Business Affairs	3.1.2
23	undergraduate tuition rates out-of-state	\$27,548	\$28,544	\$29,544	July 1 - June 30	Business Affairs	tuition rates as provided by Business Affairs	3.1.2
24a	amounts raised in fundraising campaign	\$125M	\$138.7M	N/A	July 1 - June 30	Advancement Office	amount raised by end of last fiscal year in campaign	3.1.3
24b	amount raised annually	N/A	N/A	\$12-14M	July 1-June 30	Advancement Office	amount raised in a fiscal year	3.1.3
25	study abroad participation	949	1022	1073	July 1 - June 30	Office of International Education	counts of student participation in study abroad opportunities	3.2.1
26	Sponsored research dollars	\$8,700,000	\$5,856,513	\$10,006,801	July 1 - June 30	ORGA	total of sponsored research dollars	3.2.2
27	PK-12 school partnerships	250	254	250	July 1 - June 30	Provost's Office	Count of PK-12 school partnerships established	3.2.3

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Program Template

Program/Title	Purpose	FY 2015-16 Expenditures (Actual)			FY 2016-17 Expenditures (Projected)			Associated Objective(s)		
		General	Other	Federal	General	Other	Federal			
				TOTAL			TOTAL			
I. Education & General	Represents expenditures in support of the primary mission of the institution which is to provide a high-quality education in the arts and sciences, education and business. Functional classifications for financial reporting are Instruction, Research, Public Service, Academic Support and Libraries, Student Services, Operation and Maintenance of Plant, Institutional Support, and Scholarships and Fellowships.	\$ 17,892,964	\$ 135,477,668	\$ 6,864,376	\$ 160,235,008	\$ 19,944,259	\$ 135,860,168	\$ 7,308,491	\$ 163,112,918	1.1.1, 1.1.2, 1.1.3, 1.2.1, 1.2.2, 1.2.3, 1.3.1, 1.3.2, 1.3.3, 2.1.1, 2.1.2, 2.1.3, 2.2.1, 2.2.2, 2.2.3, 3.1.1, 3.1.2, 3.1.3, 3.2.1, 3.2.2, 3.2.3
II. Auxiliary Enterprises	Represents expenditures of self-supporting operations that provide services and facilities for students. Those operations would include Residence Halls, Food Service, Health Services, Vending, Bookstore, Parking and Athletics.		\$ 39,507,760		\$ 39,507,760		\$ 39,744,015		\$ 39,744,015	1.1.1, 1.1.2, 1.1.3, 1.2.1, 1.2.2, 1.2.3, 1.3.1, 1.3.2, 1.3.3, 2.1.1, 2.1.2, 2.1.3, 2.2.1, 2.2.2, 2.2.3, 3.1.1, 3.1.2, 3.1.3, 3.2.1, 3.2.2, 3.2.3
III. Employee Benefits	Employer contributions to employee benefit plans such as retirement, life, health and dental insurance, social security and medicare, workers compensation, and unemployment insurance	\$ 4,696,312	\$ 28,266,489	\$ 566,333	\$ 33,529,134	\$ 5,007,195	\$ 29,263,059	\$ 691,509	\$ 34,961,763	1.1.1, 1.1.2, 1.1.3, 1.2.1, 1.2.2, 1.2.3, 1.3.1, 1.3.2, 1.3.3, 2.1.1, 2.1.2, 2.1.3, 2.2.1, 2.2.2, 2.2.3, 3.1.1, 3.1.2, 3.1.3, 3.2.1, 3.2.2, 3.2.3
		\$ 22,589,276	\$ 203,251,917	\$ 7,430,709	\$ 233,271,902	\$ 24,951,454	\$ 204,867,242	\$ 8,000,000	\$ 237,818,696	

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Associated Program(s)
1	8-11-10 to 8-11-960	State	Statute	Sets forth rules regarding state/ College employee time, leave, pay, deductions and other matters related to employment and benefits.	Administrative
2	8-13-700 to 8-13-795	State	Statute	Presents State Ethics Commission Rules of Conduct which apply to all College of Charleston employees	Administrative
3	8-13-1110 to 8-13-1180	State	Statute	Provides rules for yearly Disclosure of Economic Interests by certain College employees and Board of Trustees members.	Administrative
4	8-15-10 to 8-15-70	State	Statute	Provides general rules applicable to local and state officers and employees.	Administrative
5	8-17-310 to 8-17-380	State	Statute	Sets forth state employee grievance procedure for non-faculty College employees.	Administrative
6	8-27-10 to 8-27-60	State	Statute	Sets forth rules and causes of action for whistle blowers reporting violations.	Administrative
7	12-400 to 12-423	State	Regulation	Sets forth regulations related to retention schedule of state Personnel records.	Administrative
8	12-800 to 12-819.10	State	Regulation	Sets forth regulations related to State College and University record and retention schedules for all departments and divisions.	Administrative
9	12-1000 to 12-1003	State	Regulation	Sets forth regulations regarding minimum standards for all facilities which house public records.	Administrative
10	12-1100 to 12-1124	State	Regulation	Sets forth regulations regarding retention schedules for data processing records of all State Agencies and institutions.	Administrative
11	12-1200 to 12-1206	State	Regulation	Sets forth regulations regarding retention schedule for electronic records common to State Agencies/ Institutions.	Administrative
12	23-1 to 23-7	State	Regulation	Sets forth regulations of the College of Charleston regarding motor vehicles, registration, parking, violations, fines, and related matters.	Administrative
13	30-1-10 to 30-1-180	State	Statute	Provides rules regarding the maintenance, storage, and destruction of public records.	Administrative
14	30-2-10 to 30-2-340	State	Statute	Sets forth requirements for state entities to establish privacy policies and procedures to protect personal information pertaining to State citizens.	Administrative
15	30-4-10 to 30-4-165	State	Statute	Establishes SC Freedom of Information Act and sets forth procedures for disclosure, fees, exemptions and rules relating to public information and public meetings.	Administrative
16	47-1 to 47-501	State	Regulation	Sets forth regulations regarding wages, benefits, unemployment insurance and related matters.	Administrative
17	52-100 to 52-807	State	Regulation	Sets forth regulations regarding Matters and appeals before the State Ethics Commission as well as Statement of Economic Interests regulations.	Administrative
18	59-101-10	State	Statute	Designates certain State colleges and universities, including the College of Charleston.	Administrative
19	59-101-20	State	Statute	Transfers all property of the College of Charleston to the State.	Administrative
20	59-101-40	State	Statute	Provides that student body Presidents may be ex-officio members of the Board.	Administrative
21	59-101-50	State	Statute	Gives enrollment preference at State Colleges to SC state residents.	Administrative.

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Legal Standards Template

Item # Law Number Jurisdiction Type of Law Statutory Requirement and/or Authority Granted Associated Program(s)

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Associated Program(s)
22	59-101-55	State	Statute	Provides that State funds may not be used to provide subsidies for out of state students at State-Supported Colleges.	Administrative
23	59-101-80	State	Statute	Provides that colleges may confer degrees after completion of a course of study approved by the State Board of Education.	Administrative
24	59-101-90	State	Statute	Provides for no classes on Christmas or New Year's Day	Administrative
25	59-101-100	State	Statute	Provides for display of United States and State flags.	Administrative
26	59-101-110	State	Statute	Provides for display of State flag on buildings.	Administrative
27	59-101-120	State	Statute	Provides that no graduate shall be charged more than the actual cost of their diploma, unless graduate elects to pay more.	Administrative
28	59-101-130	State	Statute	Provides that each State College shall report to each student's high school the progress of each student during their first semester.	Administrative
29	59-101-140	State	Statute	Provides that the Board of Education shall tabulate and present to the General Assembly a report of the academic progress of each high school's graduates while Freshmen at college.	Administrative
30	59-101-150	State	Statute	States that no State College shall create a new program without the approval of either the CHE or the General Assembly.	Administrative
31	59-101-170	State	Statute	Provides for liability insurance coverage for college employees.	Administrative
32	59-101-180	State	Statute	Allows for sale of excess real property and sets rules regarding use of proceeds.	Administrative
33	59-101-185	State	Statute	Allows College Boards to maintain financial management and accounting systems.	Administrative
34	59-101-187	State	Statute	Allows certain classes of funds to be used to recognize academic achievement and research excellence.	Administrative
35	59-101-200	State	Statute	Prohibits hazing and provides for penalties.	Administrative
36	59-101-210	State	Statute	Provides for public institutional reports for hazing violations and redress.	Administrative
37	59-101-280	State	Statute	Provides that Colleges shall emphasize teaching as a career opportunity.	Administrative
38	59-101-285	State	Statute	Sets meeting attendance requirements for members of governing boards.	Administrative
39	59-101-290	State	Statute	Provides for notification to students of risks of contracting certain diseases if living on campus.	Administrative
40	59-101-335	State	Statute	Authorizes penalties and bonds for parking violations.	Administrative
41	59-101-340	State	Statute	Provides for allocation of funds for the "Cutting Edge Research Investment Initiative"	Administrative
42	59-101-345	State	Statute	Allows reallocation of funds between Palmetto Fellows and need based grants with priority given to students in custody of DSS.	Administrative
43	59-101-350	State	Statute	Provides for submission of information for Commission on Higher education annual report.	Administrative
44	59-101-360	State	Statute	Provides for revenue from tax on catalog sales to be allocated to Mail Order Sales Tax Fund and allows for disposition.	Administrative

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Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Associated Program(s)
45	59-101-395	State	Statute	Provides for refund of tuition and fees if activated for military service and an opportunity to complete courses after service.	Administrative.
46	59-101-400	State	Statute	Provides for educational credit for certain courses that are part of military training or service.	Administrative
47	59-101-410	State	Statute	Sets terms relating to loan of endowment funds and auxiliary enterprise funds.	Administrative
48	59-101-420	State	Statute	Provides for annual reporting of out-of-state undergraduate student population.	Administrative
49				Sets requirements related to eligibility of unlawful aliens to attend State colleges, develops procedure to determine lawful presence, and sets terms regarding eligibility for public benefits on the basis of residence.	Administrative
50	59-101-430	State	Statute	Sets requirements for use of funds for lump sum bonus plans.	Administrative
51	59-101-610	State	Statute	Sets terms regarding education fee waivers.	Administrative
52	59-101-620	State	Statute	Sets terms regarding funding research grant positions	Administrative
53	59-101-630	State	Statute	Sets terms regarding health insurance for research assistants.	Administrative
54	59-101-640	State	Statute	Provides for power of eminent domain to State Colleges.	Administrative
55	59-101-650	State	Statute	Provides for annual audit and quality review; sets terms for pre-approved CPA firms.	Administrative
56	59-101-660	State	Statute	Provides for an online register of state p-card transactions available to the public, subject to certain redactions.	Administrative
57	59-101-670	State	Statute	Establishes a State Commission on Higher Education and sets out provisions regarding its operation, powers, function and composition.	Administrative
58	59-103-5 to 59-103-162	State	Statute	Creates the South Carolina Campus Sexual Assault Information Act and sets out terms and provisions for a model policy and reporting.	Administrative
59	59-105-10 to 59-105-60	State	Statute	Establishes the South Carolina Campus Sex Crimes Prevention act and sets forth requirements and contents of an Annual Campus Security Report including information regarding registered sex offenders.	Administrative
60	59-106-10 to 59-106-30	State	Statute	Allows for state institution bonds and sets requirements for their issuance, amounts, terms and redemption, as well as repayment.	Administrative
61	59-107-10 to 59-107-200	State	Statute	Establishes certain provisions for free tuition for certain classes of State citizens as well as providing for medical and dental loans and scholarships and environmental scholars scholarships.	Administrative
62	59-111-10 to 59-111-770	State	Statute	Establishes rates of tuition and fees for certain classes of students and citizens and sets rules regarding determination of eligibility.	Administrative
63	59-112-10 to 59-112-140	State	Statute	Provides for certain limited college assistance grants for citizens serving in the State National Guard.	Administrative
64	59-114-10 to 59-114-75 59-130-10	State	Statute	Establishes Board of trustees for College and its composition.	Administrative

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65	59-130-20	State	Statute	Sets compensation for Board of Trustees members.	Administrative
66	59-130-30	State	Statute	Delineates powers of the Board of Trustees.	Administrative
67	59-130-35	State	Statute	Grants authority to sell Remley's Point property and use proceeds of sale.	Administrative
68	59-130-40	State	Statute	Sets out number of meetings and locations of meetings for Board of Trustees.	Administrative
69	59-130-50	State	Statute	Sets out Board of Trustees authority to sell or lease donated real property.	Administrative
70	59-130-60	State	Statute	Sets out Board of Trustees authority to enter into ground lease agreements.	Administrative
71	59-130-210	State	Statute	Defines "equipment" for purposes of application of statutory law sections .	Administrative
72	59-130-220	State	Statute	Grants authority to issue revenue bonds for certain purposes for the College.	Administrative
73	59-130-230	State	Statute	Sets out procedure for the authorization and issuance of revenue bonds.	Administrative
74	59-130-240	State	Statute	Sets out the parameters, terms and conditions regarding revenue bonds.	Administrative
75	59-130-250	State	Statute	Provides that bonds issued by college shall be tax free bonds.	Administrative
76	59-130-260	State	Statute	Provides that bonds must be signed by the Chairman and Secretary of the Board.	Administrative
77	59-130-270	State	Statute	Provides that bonds will be sold under terms the Board considers advisable.	Administrative
78	59-130-280	State	Statute	Requires Board to file with State Treasurer within thirty days of issuance, complete description of all obligations entered into by the Board, to include interest rate, maturity date, annual payments, and all pertinent data.	Administrative
79	59-130-290	State	Statute	Provides that Resolutions, covenants, and agreements are binding contracts.	Administrative
80	59-130-300	State	Statute	Sets requirements for payment of bonds by the College alone.	Administrative
81	59-130-410	State	Statute	Provides for bonds for Academic and administrative facilities for the College.	Administrative
82	59-130-420	State	Statute	Defines terms to be used within the bond act of the College.	Administrative
83	59-130-430	State	Statute	Provides authority to issue bonds for academic and administrative facilities.	Administrative
84	59-130-440	State	Statute	Requires Board resolution and outline of purposes and terms for bond issues.	Administrative
85	59-130-450	State	Statute	Sets provisions for interest, maturity and redemption of bonds	Administrative
86	59-130-460	State	Statute	Provides for College bonds to be tax exempt.	Administrative
87	59-130-470	State	Statute	Provides for requirements regarding the signing of bonds and interest coupons.	Administrative
88	59-130-480	State	Statute	Provides for arrangements regarding public and/or private sale of bonds.	Administrative
89	59-130-490	State	Statute	Provides for filing bond data with state treasurer within 30 days of issue.	Administrative
90	59-130-500	State	Statute	Provides that Board resolutions regarding bonds are enforceable contracts.	Administrative
91	59-130-510	State	Statute	Provides that bond repayment is an obligation of the university and not the state.	Administrative
92	59-131-10	State	Statute	Allows for board of Trustees to provide parking facilities for College.	Administrative
93	59-131-20	State	Statute	Allows for Bond issue for parking.	Administrative
94	59-131-25	State	Statute	Allows for Bond proceeds to be used for parking facilities.	Administrative
95	59-131-30	State	Statute	Provides that bond payments shall be solely from parking proceeds.	Administrative
96	59-131-40	State	Statute	Provides that bonds not backed by state full faith and credit.	Administrative
97	59-131-50	State	Statute	Provides for Board resolutions for terms and conditions of bonds.	Administrative

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98	59-131-60	State	Statute	Provides that bonds shall be negotiable and registered.	Administrative
99	59-131-70	State	Statute	Provides that parking facility bonds are tax exempt.	Administrative
100	59-131-80	State	Statute	Provides that parking bonds are lawful investments.	Administrative
101	59-131-90	State	Statute	Provides that bonds shall be executed by Board of Trustees and have College seal.	Administrative
102	59-131-100	State	Statute	Allows bonds to be sold publicly or privately.	Administrative
103	59-131-110	State	Statute	Provides for the Board to make covenants to provide for bond payments.	Administrative
104	59-131-120	State	Statute	Allows the power of the College to issue parking facility bonds to remain open ended.	Administrative
105	59-147-10 to 59-147-120	State	Statute	Allows for creation of a Higher Education Revenue Bond Act and sets out rules for the issuance, administration, redemption and funding for repayment of same.	Administrative
106	59-154-10	State	Statute	Creates the Jessica Horton Act and provides for reporting and cooperation between Campus Police and The State Law Enforcement Division regarding campus deaths and criminal sexual assault cases.	Administrative
107	62-250 to 62-1200.75	State	Regulation	Sets forth Commission on Higher Education Regulations regarding certain financial, scholarship, grant, and tuition related issues for State Colleges and Universities.	Administrative
108	42 USC 6101-6107	Federal	US Code	Prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance.	Administrative
109	42 USC 12101-12213	Federal	US Code	Protects against discrimination on the basis of disability.	Administrative
110	Pub. L. 110-315	Federal	Public Law	Amends and extends the Higher Education Act of 1965, and other purposes.	Administrative
111	29 USC 701	Federal	US Code	Prohibits discrimination on the basis of disability.	Administrative
112	20 USC 1681-1688	Federal	US Code	Prohibits discrimination on the basis of sex in education programs or activities receiving federal financial assistance including employment.	Administrative
113	11 USC 101-1532	Federal	US Code	Governs the bankruptcy process and the criteria for eligibility.	Administrative
114	15 USC 12-27	Federal	US Code	Prohibits the restraint of trade or commerce in the marketplace among the states.	Administrative
115	15 USC 1681	Federal	US Code	Promotes accuracy, fairness, and privacy of information from consumer reporting agencies; employees must inform applicants if they were rejected due to their credit report.	Administrative
116	26 USC 3101-3128	Federal	US Code	Dictates which employers and employees are subject to taxation.	Administrative
117	26 USC 3301-3311	Federal	US Code	Imposes taxes to help fund unemployment compensation.	Administrative
118	26 USC 6050S	Federal	US Code	Requires institutions to make returns to individuals as the Secretary may by regulations prescribe.	Administrative
119	15 USC 1693b	Federal	US Code	Creates rights, duties, and liabilities of those using electronic fund transfer services.	Administrative
120	Pub. L. 107-204	Federal	Public Law	Protects investors by improving the accuracy and reliability of corporate disclosures made pursuant to the securities laws.	Administrative
121	15 USC 1-7	Federal	US Code	Prohibits the restraint of trade or commerce among the several states.	Administrative

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122	42 USC 301-1397mm	Federal	US Code	Requires employers to pay social security taxes on employees but offers limited exemptions for most students also working for the institution.	Administrative
123	15 USC 1601-1693r	Federal	US Code	Requires full disclosure of terms and conditions of finance charges for loans and credit plans.	Administrative
124	22 CFR Part 200	Federal	CFR	Establishes uniform administrative requirements, cost principles, and audit requirements for federal awards to non-federal entities.	Administrative
125	26 USC 511	Federal	US Code	Regulates unrelated business income.	Administrative
126	42 USC 2000d-2000d-7	Federal	US Code	Prohibits discrimination on the ground of race, color, or national origin for exclusion from participation in, denial of benefits, or other discrimination regarding any program or activity receiving federal financial assistance.	Administrative
127	20 USC 1092(g)	Federal	US Code	Requires coeducational institutions of higher education that participate in a Title IV federal student financial assistance program and have an intercollegiate athletic program, to prepare an annual report to the Department of Education on athletic participation, staffing, and revenues and expenses, by men's and women's teams.	Administrative
128	Pub. L. 106-386 (Title VI)	Federal	Public Law	Mandates that sex offenders required to register provide notice of enrollment or employment at any institution of higher education in that state where the offenders resides.	Administrative
129	20 USC 1011i	Federal	US Code	Requires institutions receiving federal financial assistance to certify to the Secretary that it has adopted and implemented a drug and alcohol prevention program.	Administrative
130	42 USC 11001-11050	Federal	US Code	Requires states to establish emergency response commissions (SERCS), which are responsible for coordinating certain emergency response activities and for appointing local emergency planning committees (LEPCs).	Administrative
131	20 USC 1092(f)	Federal	US Code	Requires institutions receiving federal financial assistance to collect information regarding campus crime and campus security policies.	Administrative
132	29 USC 651-678	Federal	US Code	Requires the institution to have a written emergency action plan.	Administrative
133	41 USC 8701-8707	Federal	US Code	Prohibits attempted or completed kickbacks of any kind.	Administrative
134	31 USC 1352	Federal	US Code	Prohibits the use of appropriated funds to pay any person for influencing or attempting to influence certain federal contracting and financial transactions.	Administrative
135	18 USC 874	Federal	US Code	Prohibits the inducement of funds from any person employed in the construction, prosecution, completion, or repair of any public building, public work, or building or work financed by the U.S., of which the employee is entitled.	Administrative
136	Executive Order 12889, 73 Fed. Reg. 67, 651	Federal	Executive Order	Requires institutions to utilize the E-Verify electronic system to verify lawful status of employees working on federal contracts of more than \$100,000 and subcontracts greater than	Administrative
137	20 USC 1001-1161aa	Federal	US Code	Strengthens the educational resources of colleges and universities and provides financial assistance for students in post-secondary and higher education.	Administrative

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138	Executive Order 13665	Federal	Executive Order	Prohibits federal contractors and subcontractors from retaliating against employees and applicants for inquiring, discussing, or disclosing the compensation of an employee or applicant.	Administrative
139	22 USC 7201-7211	Federal	US Code	Prohibits persons from engaging in certain transactions with enemies of the United States unless licensed to do so by the President of the United States.	Administrative
140	17 USC 101-1332	Federal	US Code	Prohibits the unauthorized reproduction or modification of authors' works.	Administrative
141	Pub. L. 105-298	Federal	Public Law	Extends the length of protection afforded to copyrighted works.	Administrative
142	17 USC 101	Federal	Public Law	Establishes rules criminalizing the circumvention of technological protection measures.	Administrative
143	15 USC 1051-1141n	Federal	US Code	Governs trademarks, unfair competition, and service marks.	Administrative
144	Pub. L. 107-321	Federal	Public Law	Sets forth guidelines with respect to the statutory license for webcasting; permits the suspension of certain payments by noncommercial webcasters.	Administrative
145	Pub. L. 107-273	Federal	Public Law	Sets forth the guidelines of which instructors may display work as part of on-line instruction or other distance education medium.	Administrative
146	29 USC 2601-2654	Federal	US Code	Sets forth guidelines in which eligible employees may take unpaid, job-protected leave for specified family and medical reasons and return under the same terms and conditions as if the employee had not taken leave.	Administrative
147	Executive Order 11246	Federal	Executive Order	Requires employers to take affirmative action measures to recruit and promote qualified minorities, women, covered veterans, and persons with disabilities.	Administrative
148	29 USC 621-634	Federal	US Code	Protects certain applicants and employees 40 years of age and older from discrimination on the basis of age in hiring, promotion, discharge, compensation, or terms, conditions, or privileges of employment.	Administrative
149	38 USC 4211-4215	Federal	US Code	Prohibits discrimination against veteran applicants and employees and mandates institutions to include a clause stating such prohibition in all federal subcontractors of \$100,000 or more.	Administrative
150	29 USC 206(d)	Federal	US Code	Prohibits wage discrimination between men and women on the base of sex.	Administrative
151	Pub. L. 110-233	Federal	Public Law	Prohibits discrimination on the basis of genetic information with respect to health insurance and employment.	Administrative
152	8 USC 1101-1106	Federal	US Code	Governs the admission and employment of foreign nationals in the United States.	Administrative
153	Pub. L. 111-2	Federal	Public Law	Prohibits discriminatory compensation.	Administrative
154	42 USC 2000e-2000e-17	Federal	US Code	Prohibits discrimination in the workplace on the basis of an employee or applicant's race, color, sex, national origin, or religion.	Administrative
155	38 USC 4301-4335	Federal	US Code	Sets forth regulations for members of the uniformed services to return to their civilian employment upon completion of their service.	Administrative

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156	15 USC 2651	Federal	US Code	Provides for the establishment of federal regulations which require inspection for asbestos-containing material and implementation of appropriate response actions with respect to asbestos-containing material in the Nation's schools in a safe and complete manner.	Administrative
157	Executive Order 13650	Federal	Executive Order	Establishes risk-based performance standards for the security of the nation's chemical facilities.	Administrative
158	42 USC 7401-7671g	Federal	US Code	Regulates programs for the prevention and abatement of air pollution.	Administrative
159	33 USC 1251-1387	Federal	US Code	Governs water pollution.	Administrative
160	42 USC 9601-9675	Federal	US Code	Sets forth regulations and requirements regarding uncontrolled or abandoned hazardous waste sites.	Administrative
161	42 USC 13201-13574	Federal	US Code	Ensures jobs for our future with secure, affordable, and reliable energy.	Administrative
162	7 USC 136-136y	Federal	US Code	Prevents the manufacture, sale, or transportation of adulterated or misbranded insecticides, fungicides, and rodenticides.	Administrative
163	29 CFR 1910.243	Federal	CFR	Provides for the safe condition and guarding of portable powered tools/equipment (ex: saws/drills/drivers/sanders/grinders/ pneumatic tools/explosive fasteners, etc.) including tools furnished by employees.	Administrative
164	42 USC 6921-6939g	Federal	US Code	Regulates underground storage tanks and the disposal of hazardous substances.	Administrative
165	49 USC 5101-5128	Federal	US Code	Protects against the risks to life, property, and the environment that are inherent in the transportation of hazardous material in intrastate, interstate, and foreign commerce.	Administrative
166	42 USC 4852d	Federal	US Code	The institution must provide lessees/purchasers with a lead hazard information pamphlet.	Administrative
167	Pub. L. 110-161	Federal	Public Law	Requires the institution to submit an annual report of its greenhouse gas emissions.	Administrative
168	42 USC 699	Federal	US Code	Sets forth regulations on the management of infectious waste.	Administrative
169	49 USC 13101-14916	Federal	US Code	Sets forth liability insurance requirements for any pollution-related incident that occurs during the transportation of hazardous material.	Administrative
170	33 USC 2701-2762	Federal	US Code	Sets forth regulations for employees handling oil.	Administrative
171	29 USC 651-678	Federal	US Code	Mandates training for employees in the workplace regarding hazardous control and requires the reporting of occupational injuries and illnesses.	Administrative
172	42 USC 6901-6992k	Federal	US Code	Governs the disposal of discarded materials and the management of hazardous waste.	Administrative
173	42 USC 201	Federal	US Code	Improves the ability of the United States to prevent, prepare for, and respond to bioterrorism and other public health emergencies.	Administrative
174	15 USC 2601-2629	Federal	US Code	Requires testing and necessary use restrictions on certain chemical substances.	Administrative

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175	5 USC 7353	Federal	US Code	Sets forth regulations to preserve and promote the integrity of public officials and institutions.	Administrative
176	Chapter 2 of House Ethics Manual; Chapter 2 of Senate Ethics Manual	Federal	Senate and House Ethics Manuals	Bans gifts from lobbyists or private entities, with limited exceptions.	Administrative
177	22 USC 2751-2799aa-2	Federal	US Code	Regulates the exportation of defense services.	Administrative
178	50 USC 2401-2420	Federal	US Code	Regulates the export of certain items that may be used in civilian and military realms.	Administrative
179	50 USC 1701-1707	Federal	US Code	Grants the President of the United States the authority to declare a threat to the United States and take subsequent precautionary measures.	Administrative
180	22 USC 2778	Federal	US Code	Sets forth the terms and conditions for licensing military products and regulates the exportation of defense services.	Administrative
181	20 USC 1001-1019d	Federal	US Code	Establishes guidelines under which institutions may participate in student loan programs, to prevent student loan default.	Administrative
182	20 USC 1092	Federal	US Code	Sets forth the framework and methods in which institutions must provide financial aid information to students.	Administrative
183	15 USC 7701-7713	Federal	US Code	Sets guidelines for preventing the transmission of misleading and deceptive information via email.	Administrative
184	26 USC 170	Federal	US Code	Dictates the conditions in which the substantiation and disclosure provisions apply to tax exempt organizations.	Administrative
185	26 USC 170	Federal	US Code	Sets the guidelines for deductions regarding contributions.	Administrative
186	2015 Manual	Federal	Federal Sentencing Guidelines Manual	Institutions may be vicariously liable for criminal acts committed by their agents.	Administrative
187	Pub. L. 111-5, Section 1512	Federal	Public Law	Makes supplemental appropriations for job preservation and creation, assistance to the unemployed, etc.	Administrative
188	34 CFR 75-79, 81-86, 97-99	Federal	CFR	Sets the guidelines for administering grants and agreements for certain programs.	Administrative
189	HHS Grants Policy Statement	Federal	HHS Grants Policy Statement	Provides conditions and terms for receiving Health and Human Services grants and awards.	Administrative
190	31 USC 3729-37333	Federal	US Code	Provides penalties for fraudulent governmental activities against the government.	Administrative
191	Pub. L. 110-417, Section 872	Federal	Public Law	Establishes a database of information regarding integrity and performance of certain persons awarded federal agency contracts and grants for use by federal agency officials having authority over contracts and grants.	Administrative
192	Pub. L. 109-282	Federal	Public Law	Mandates a mode of providing information to the public regarding entities receiving federal funds.	Administrative

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193	Pub. L. 111-21	Federal	Public Law	Improves enforcement of mortgage fraud, securities and commodities fraud, financial institution fraud, and other frauds related to federal assistance and relief programs, for the recovery of funds lost to these frauds, etc.	Administrative
194	21 USC 801-889	Federal	US Code	Provides for treatment and rehabilitation of drug abusers and drug dependent persons.	Administrative
195	Pub. L. 104-191	Federal	Public Law	Sets forth the guidelines for releasing medical and health information of individuals.	Administrative
196	26 USC 125	Federal	US Code	Meets the specific requirements of section 125 of the Internal Revenue Code and provides participants an opportunity to receive certain benefits on a pretax basis.	Administrative
197	Pub. L. 99-272	Federal	Public Law	Provides guidelines for how employees may continue under their healthcare plan after an incident where it would otherwise end.	Administrative
198	29 USC 1001-1461	Federal	US Code	Sets the standards for employee pension plans.	Administrative
199	Pub. L. 110-173	Federal	Public Law	Extends provisions under the Medicare, Medicaid, and SCHIP programs.	Administrative
200	42 USC 18001-18122	Federal	US Code	Requires certain employers to offer health insurance coverage.	Administrative
201	38 USC 4211-4214	Federal	US Code	Requires federal contracts to contain a provision requiring employees to take affirmative action to employ and advance the employment qualified covered veterans.	Administrative
202	49 USC 31144	Federal	US Code	Establishes guidelines for drug testing of commercial motor vehicle operators.	Administrative
203	41 USC 8101-8106	Federal	US Code	Prohibits federal agencies from contracting with others unless without the other party agreeing not to engage in drug activity.	Administrative
204	29 USC 2001-2009	Federal	US Code	Prohibits employers from requiring employees to take a lie detector test, with limited exceptions.	Administrative
205	42 USC 14501-14505	Federal	US Code	Provides certain protections to volunteers, nonprofit organizations, and governmental entities in lawsuits based on activities of volunteers.	Administrative
206	29 USC 2101-2109	Federal	US Code	Requires advance notification of plant closings and mass layoffs, etc.	Administrative
207	26 USC 457	Federal	US Code	Dictates how any deferred compensation may be determined as gross income.	Administrative
208	26 USC 403	Federal	US Code	Sets regulations for employee annuities.	Administrative
209	26 USC 409A	Federal	US Code	Sets the guidelines for nonqualified deferred inclusion and under which conditions the compensation may be determined as gross income.	Administrative
210	26 USC 401	Federal	US Code	A trust created or organized in the United States and forming part of a stock bonus, pension, or profit-sharing plan of an employer for the exclusive benefit of his employees or their beneficiaries shall constitute a qualified trust.	Administrative
211	15 USC 1673	Federal	US Code	Provides restrictions on employee wage garnishments.	Administrative
212	29 USC 201-219	Federal	US Code	Establishes minimum standards for minimum wage and overtime pay in the workplace, etc.	Administrative

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213	IRS Publication 970	Federal	IRS Publication	Regulates qualified tuition reduction for tuition assistance given to employees for educational purposes.	Administrative
214	22 CFR 62.15	Federal	CFR	Establishes a database that provides various government organizations with information on foreign students.	Administrative
215	47 USC 1001-1010	Federal	US Code	Mandates carriers to provide law enforcement legal access to communications.	Administrative
216	18 USC 2510-2522, 2701-2711	Federal	US Code	Protects wire, oral, and electronic communications while those communications are being made, are in transit, and when they are stored on computers.	Administrative
217	47 USC 151	Federal	US Code	Regulates interstate and foreign commerce in communication by wire and radio, without discrimination; sets forth the regulations for obtaining certification to provide wireless communication services and cable systems.	Administrative
218	Pub. L. 107-296	Federal	Public Law	Established the Department of Homeland Security.	Administrative
219	47 USC 227(b)(1)(C)	Federal	US Code	Prohibits using the fax machine to send unsolicited advertisements.	Administrative
220	Public Law No. 105-147	Federal	Public Law	Provides greater copyright infringement.	Administrative
221	47 USC 227	Federal	US Code	Sets the terms and conditions for using telemarketing.	Administrative
222	26 USC 170	Federal	US Code	To amend the Internal Revenue Code of 1986 to remove impediments in such Code and make our manufacturing, service, and high-technology businesses and workers more competitive and productive both at home and abroad.	Administrative
223	35 USC 200-212	Federal	US Code	Promotes collaboration between commercial concerns and non-profit organizations, including universities, etc.	Administrative
224	Public Law No. 108-453	Federal	Public Law	Promotes cooperative research involving universities, the public sector, and private enterprises.	Administrative
225	Public Law No. 109-312	Federal	Public Law	Protects owners of famous marks or trade names against the unauthorized use of such mark and that causes dilution by blurring or tarnishment.	Administrative
226	35 USC 1-390	Federal	US Code	Sets the guidelines and procedures for filing and appearing before the US Patent and Trademark Office.	Administrative
227	17 USC 106A	Federal	US Code	Protects certain rights of authors of work of visual art.	Administrative
228	22 USC 611-621	Federal	US Code	Requires persons acting as agents of foreign principals to file registration statements with the Attorney General.	Administrative
229	15 USC 78dd	Federal	US Code	Prevents certain persons from making payments to foreign government officials.	Administrative
230	Public Law No. 110-81	Federal	Public Law	Provides greater transparency in the legislative process and regulates the restrictions on gifts to members of Congress.	Administrative
231	Public Law No. 104-65	Federal	Public Law	Provides for the disclosure of lobbying activities to influence the federal government and requires institutions to register if they employ lobbyist.	Administrative

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232	15 USC 6501	Federal	US Code	Imposes certain requirements on operators of websites or online services directed to children under 13 years of age, and on operators of other websites or online services that have actual knowledge that they are collecting personal information online from a child under 13 years of age.	Administrative
233	Public Law No. 108-159	Federal	Public Law	Amends the Fair Credit Reporting Act to prevent identity theft, improve resolution of consumer disputes, improve the accuracy of consumer records, make improvements in the use of, and consumer access to, credit information, etc.	Administrative
234	44 USC 3541	Federal	US Code	Requires federal agencies and federal contractors to develop and implement mandatory information security risk management standards.	Administrative
235	20 USC 1232g	Federal	US Code	Dictates the conditions of releasing educational information and records.	Administrative
236	5 USC 552	Federal	US Code	Sets the guidelines for releasing information controlled by the government.	Administrative
237	15 USC 6801	Federal	US Code	Governs the disclosure and protection of consumer private, personal information.	Administrative
238	Public Law No. 111-5	Federal	Public Law	Regulates health information technology infrastructure, alongside HIPAA.	Administrative
239	Public Law No. 111-358	Federal	Public Law	Promotes competitiveness of the United States through research and development.	Administrative
240	7 USC 2131-2159	Federal	US Code	Regulates the treatment of animals in research, exhibition, transport, and by dealers.	Administrative
241	45 CFR 46.101-46.124	Federal	CFR	Institutions engaged in research covered by the Basic HHS Policy and which is supported by a federal department or agency shall provide written assurance that it will comply with the requirements of the policy.	Administrative
242	15 USC 37	Federal	US Code	Provides antitrust protection to organizations which are registered as 501(c)(3) non-profit entities.	Administrative
243	31 USC 5314	Federal	US Code	Regulates which certain fringe benefits may be excluded from gross income.	Administrative
244	26 USC 132	Federal	US Code	Any property or service (or cash under certain circumstances) provided to an employee in addition to or in lieu of regular wages will be a taxable fringe benefit to the employee, unless specifically excluded by statute.	Administrative
245	26 USC 3401-3406	Federal	US Code	Distinguishes between independent contractors and employees.	Administrative
246	Public Law No. 104-188	Federal	Public Law	Sets forth the minimum distributions from tax-qualified retirement plans.	Administrative
247	26 USC 6115	Federal	US Code	Sets written disclosure requirements for charities receiving contributions in excess of \$75 as quid pro quo.	Administrative

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Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.
Controller's Office	Accounts Payable payments	Student Refund Checks	General Public	Students attending the college
Controller's Office	Accounts Payable payments	Vendor payments for goods & services	Industry	Various industries
Treasurer's Office	Student and non-student billing	Billing and receivables for student and non-student related fees such as tuition, room and board, services rendered	General Public	Students, Parents and Vendors
Treasurer's Office	Collection of yearly dues	Responsible for the collection portals for the collection of yearly dues	Professional Organization	SC City and Managers Association
Budget Office	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.	Assist in the development of the College of Charleston's budget through the state system SCIES.	Executive Branch/State Agencies	
Payroll Office	All employees receiving wages from the College of Charleston	The Payroll Office's mission is to process accurate and timely payments, to comply with governmental regulations, and to provide exceptional customer service in keeping with the high standards promoted by the College of Charleston.	Executive Branch/State Agencies	
Bookstore	Bookstore is responsible for providing retail and textbooks to employees and students	textbooks, office supplies and apparel	General Public	College employees, students and surrounding community
Campus Housing	Campus Housing is responsible for all on-campus room assignments, fees and contracts for residence halls and historic houses	on-campus housing	General Public	College undergraduate students
Copy Center	Copy Center is responsible for providing copying and printing services to employees and students	printing and copying	General Public	College employees and students
Cougar Card	Cougar Card manages the College's identification card	campus identification card which allows access to meal plans, declining balance accounts, events, facilities, and services	General Public	College employees and students
Dining Services	Dining Services is responsible for providing food services to employees and students	dining and catering	General Public	College employees, students and surrounding community
Mail Services	Mail Services is responsible for providing mail services for employees and students	mail services	General Public	College employees, students and surrounding community
Parking Services	Parking Services is responsible for parking services to employees and students	parking passes and garages	General Public	College employees, students and surrounding community
Sottile Theatre	Sottile Theatre is responsible for handling the operations of events in the theatre	performing arts venue	General Public	College employees, students, Spoletto USA and surrounding community
Human Resources	HR is responsible for employee recruitment, retention, development, performance management, conduct, classification, compensation, benefits, and data management for the institution.	Solicit and receive applications for employment from the general public. Provide HR support and consultation to managers and employees of the College.	General Public	College employees and members of the general public seeking employment with the College.

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Divisions or Major Programs

Description

Service/Product Provided to Customers

Customer Segments

Specify only for the following segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.

Human Resources

HR is responsible for employee recruitment, retention, development, performance management, conduct, classification, compensation, benefits, and data management for the institution.
EOP ensures compliance with federal and state laws including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 as amended, the Americans with Disabilities Act, and all other pertinent laws as they pertain to access and equity.

Work with the Department of Administration, State Division of Human Resources to provide employee data, reports and other non-delegated actions as required by state HR Regulations.

Executive Branch/State Agencies

Equal Opportunity Programs

Conducts investigations, training, reviews hiring process for EEO compliance, prepares reports, consults with employees and managers.

General Public

College employees, students, parents, law enforcement.

Co/C Campus Community

Facility planning programming, design, construction, commissioning, operations maintenance, repair, inspection and PM services

Executive Branch/State Agencies

Procurement Office

This department provides efficient and timely procurement services that maximize the College's resources and promote its instruction, research, extension, and professional services programs while maintaining compliance with state laws and regulations.

Executive Branch/State Agencies

Procurement Office

Foster fair, ethical, and legal trade practices that generate broad participation and competition among potential suppliers and result in the development of a strong vendor community.

Industry

Multiple vendors

Procurement Office

Promote public trust in College of Charleston and fosters transparency across the procurement process.

General Public

Citizens and taxpayers of South Carolina

issues solicitations to the vendor community and manages contracts.

General Public

Students, faculty, staff, and community

Student Affairs supports the academic mission and enhances classroom experiences with additional services, programs and activities. The division is dedicated to the development of all students and to facilitating their cultural, social, emotional, physical, ethical and intellectual development so they may become responsible, respectful, and effective individuals.

Division of Student Affairs

[Center for Civic Engagement](#)
[Collegiate Recovery Program](#)
[Counseling and Substance Abuse Services](#)
[Dean of Students](#)
[Disability Services](#)
[Fraternity and Sorority Life](#)
[Higon Student Leadership Center](#)
[Multicultural Student Programs and Residence Life](#)
[Student Health Services](#)

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Accountability Report

Divisions or Major Programs

Description

Service/Product Provided to Customers

Customer Segments

Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.

Customer Template

[Student Life](#)
[Upward Bound and Pre-College Programs](#)
[Victim Services](#)

The Division of Marketing and Communications leads the planning, creation and implementation of College of Charleston's marketing, communications and brand management goals and initiatives. It enhances awareness of, and support for, the university's strategic goals. Through brand marketing and direct marketing efforts, the division assists all areas of the College in achieving their goals and objectives. The division provides timely, accurate and motivational communications about the university's programs, projects and activities that inspire positive actions among internal and external audiences.

Division of Marketing and Communications

The Division of Marketing and Communications enhances the university's national and global image and identity by informing students, alumni, parents, donors, supporters and the public about the College through high-quality communications, including print and electronic publications, websites, public relations, media relations, content marketing, executive communication and advertising.

General Public

Prospective student and their families; alumni, friends/donors of the College, state and federal legislators, and the general public at large (which covers all ages and socio-economic statuses).

Academic Affairs Division

Offers baccalaureate and graduate programs through seven schools: School of the Arts, School of Business, School of Education, Health, and Human Performance, School of Humanities and Social Sciences, School of Languages, Cultures, and World Affairs, School of Professional Studies, and School of Sciences and Mathematics

Provides academic programming and instruction to students. Provides academic support services to students.

General Public

Enrolled students

Office of the Provost

The responsibility of the Office of the Provost and Academic Affairs is to provide academic vision and leadership. The responsibilities are as broad and diverse as the College of Charleston itself. With the deans, department chairs, program heads, faculty, and administrative offices, Provost and staff work with other areas of campus and the President's office to advance the quality and mission of the College, including implementing the Strategic Plan.

Oversees vital issues related to faculty and staff personnel concerns including recruitment, hiring, promotion, as well as budget requests and needs. Collaborates on internal and external reporting to state agencies and other organizations. Oversees academic programming initiatives.

General Public

Faculty, staff, and students

Academic Experience

Provides students with educationally purposeful opportunities that lead to deep learning, integrated social and intellectual development, and engagement with local and global communities.

Promotes student engagement in transformative learning experiences both in and out of the classroom.

General Public

Faculty, staff, and students

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Divisions or Major Programs

Description

Service/Product Provided to Customers

Customer Segments

Specify only for the following Segments: (1) Industry; Name; (2) Professional Organization; Name; (3) Public; Demographics.

School of Professional Studies

The School of Professional Studies' degree-completion program is an individualized and flexible course of study, designed to meet the diverse needs of non-traditional students.

Offers courses in traditional, evening, online and hybrid formats to help the program's students balance the demands of their academic, work and family lives to complete the BPS degree.

General Public

Students

Library

Provides students and faculty the opportunity to realize their intellectual and personal potential, our mission is to make available a comprehensive collection of scholarly materials and library services congruent with the institution's present and anticipated instructional and research requirements.

Selects and acquires information resources based on collection management principles that reflect the teaching and research requirements of the college. Organizes timely, logical, aggregated and convenient access to print, electronic and other information resources to further study and research.

General Public

Faculty, staff, students and the community

Teaching, Learning & Technology

Supports the faculty and institutional core values by integrating education technology with pedagogy.

Faculty/professional development opportunities, consultations, course design, tutorials, educational technology equipment, application support

General Public

CofC Faculty

IT Support Services

Provides ongoing, site-based, IT support services for all aspects of technology implementation.

Troubleshooting computer issues, network access, lost passwords, and classroom support.

General Public

CofC Faculty, Staff and Students

Information Security

Information Security oversees efforts to protect computing and information assets and develops and complies with information-related laws, regulation and policies.

Virus protection, data loss prevention, security incident response, compromised accounts, phishing.

General Public

CofC Faculty, Staff and Students

Infrastructure

Provides networking and infrastructure to campus.

Wired and wireless network connectivity, server storage space, infrastructure for application servers.

General Public

CofC Faculty, Staff and Students

Enterprise Application Management

Develops, implements, and maintains enterprise applications.

Implements and services the backend of enterprise applications. Manages domain accounts and user access. Collaborates with campus community in the implementation of enterprise applications.

General Public

CofC Faculty, Staff and Students

Enterprise Information Management

Support area responsible for data warehousing and support of business intelligence reporting.

and documents relating to College data. Provides Cognos training for faculty and staff and supports report writing by authors throughout the College.

General Public

CofC Faculty, Staff and Students

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Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	Specify only for the following Segments: (1) Industry Name; (2) Professional Organization Name; (3) Public; Demographics.
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Institutional Advancement	<p>The Division of Institutional Advancement provides the guidance, protocols, processes, infrastructure and organizational leadership to the rest of the campus in order to identify, secure, steward and invest necessary resources to enrich academic, athletic and campus life at the College of Charleston. Committed to cultivating a culture of philanthropy, inclusiveness and support, the professionals in the IA Division work closely with alumni, parents, friends and campus partners to assure boundless opportunities for students, graduates and the College.</p>	<p>Alumni career services, alumni e-newsletter, information about the College and opportunities to engage with the College</p>	<p>General Public</p>	<p>College of Charleston alumni</p>
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Institutional Advancement	<p>The Division of Institutional Advancement provides the guidance, protocols, processes, infrastructure and organizational leadership to the rest of the campus in order to identify, secure, steward and invest necessary resources to enrich academic, athletic and campus life at the College of Charleston. Committed to cultivating a culture of philanthropy, inclusiveness and support, the professionals in the IA Division work closely with alumni, parents, friends and campus partners to assure boundless opportunities for students, graduates and the College.</p>	<p>Information about the College and opportunities to engage through philanthropy</p>	<p>General Public</p>	<p>Parents of current College of Charleston students</p>
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Institutional Advancement	<p>The Division of Institutional Advancement provides the guidance, protocols, processes, infrastructure and organizational leadership to the rest of the campus in order to identify, secure, steward and invest necessary resources to enrich academic, athletic and campus life at the College of Charleston. Committed to cultivating a culture of philanthropy, inclusiveness and support, the professionals in the IA Division work closely with alumni, parents, friends and campus partners to assure boundless opportunities for students, graduates and the College.</p>	<p>Donor stewardship</p>	<p>General Public</p>	<p>Donors to the College of Charleston</p>
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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
Illucian	Private Business Organization	ERP System Vendor	Compliance, Efficiency, Reporting
GFOA	Professional Association	Provide professional guidance	Compliance, Efficiency
AP Network	Professional Association	Provide professional guidance	Compliance, Efficiency
NCURA	Professional Association	Provide professional guidance	Compliance, Efficiency
NACUBO	Professional Association	Provide professional guidance	Compliance, Efficiency
Various Federal Agencies	Federal Government	Grant Funding	Research, Public Service, Education
Various State Agencies	State Government	Grant Funding	Research, Public Service, Education
Charleston County	Local Government	Grant Funding	Research, Public Service, Education
Various	Private Business Organization	Grant & Contract Funding	Research, Public Service, Education
TouchNet Information Systems	Private Business Organization	Provides online billing and payment portals for tuition, room and board, Marketplace functions and payment plans	Accounts Receivable reduction
Campus Guard	Private Business Organization	Provides Payment Card Industry standards compliance services	Information security
Heartland ECSI	Private Business Organization	Provides billing services for Perkins Loans and services related to tax form 1098T	Government compliance
State of South Carolina	State Government	Provides a portion of the College of Charleston's annual operating budget each fiscal year.	
IBM	Private Business Organization	Provides the College of Charleston's reporting application, Cognos.	Reporting
New England Financial Annuities	Non-Governmental Organization	403(B) Employee Contributions Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Variable Annuity Life Insurance Co.	Non-Governmental Organization	403(B) Employee Contributions Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
The Lincoln National Life Insurance Co.	Non-Governmental Organization	403(B) Employee Contributions Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Fidelity Retirement	Non-Governmental Organization	403(B) Employee Contributions Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
MetLife Annuity	Non-Governmental Organization	403(B) Employee Contributions Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
AXA Equitable	Non-Governmental Organization	403(B) Employee Contributions Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Great West Retirement Services	Non-Governmental Organization	401(K)/457 Employee Contribution Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Public Employee Benefit Authority	Non-Governmental Organization	Employee Pension Contribution Agency, Installment Purchase Program Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
TIAA-CREF ORP	Non-Governmental Organization	South Carolina Optional Retirement Plan Payment Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Metropolitan Life ORP	Non-Governmental Organization	South Carolina Optional Retirement Plan Payment Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
ALG Retirement ORP	Non-Governmental Organization	South Carolina Optional Retirement Plan Payment Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Hartford ORP	Non-Governmental Organization	South Carolina Optional Retirement Plan Payment Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
FBMC SC Money Plus (WageWorks)	Non-Governmental Organization	South Carolina Employee Medical Deduction Vendor	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Charleston County Family Court	Local Government	Child Support Garnishing Agency	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Dorchester County Family Court	Local Government	Child Support Garnishing Agency	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
NYS Child Support Processing Center	Local Government	Child Support Garnishing Agency	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
Berkeley County Family Court	Local Government	Child Support Garnishing Agency	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Ohio County Support Payment Central	Local Government	Child Support Garnishing Agency	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
PA SCDU	Local Government	Child Support Garnishing Agency	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Department of Treasury	Federal Government	IRS Withholding Tax Payments, IRS Levy Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
James M. Wyman, Trustee	Federal Government	Bankruptcy Levy Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
SC Department of Revenue	State Government	SC Withholding Tax Payments, SC Levy Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
SC Department of Employment & Workforce	State Government	SC Unemployment Insurance Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
US Department of Education - National Payment Center	Federal Government	Educational Loan Garnishment Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
College of Charleston Foundation	Non-Governmental Organization	Voluntary Withholding Payment	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Cougar Club	Non-Governmental Organization	Voluntary Withholding Payment	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Trident United Way	Non-Governmental Organization	Voluntary Withholding Payment	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information

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Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
SC Employees Association	Non-Governmental Organization	Voluntary Withholding Payment	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Georgia Department of Revenue	State Government	GA Withholding Tax Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Virginia Department of Taxation	State Government	VA Withholding Tax Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Connecticut Department of Revenue Services	State Government	CT Withholding Tax Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
North Carolina Department of Revenue	State Government	NC Withholding Tax Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
North Carolina Department of Commerce	State Government	NC Unemployment Insurance Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
SC State Accident Fund	State Government	SC Worker's Compensation Insurance Payments	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
IRS/Social Security Administration	Federal Government	File tax forms for College	Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information
Charleston Area Regional Transportation Authority (CARTA)	State Government	Provide transportation and parking options for employees and students	Transportation cost saving for employees and students
United States Postal Service (USPS)	Federal Government	Provide mail services for employees and students	
South Carolina IHE's Emergency Managers/Directors	State Government	Communication sharing, process and procedure reviews, operational updates	
SC Department of Administration, Division of State Human Resources	State Government	In accordance with State HR Regulations, provide employee data, required reports and seek approval on non-delegated transactions. Seek opinion or consultation as needed.	Compliance and efficiency
SFAA, Office of the State Engineer	State Government	OSE Capital Projects Overview and Approval	Build appropriate review time

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
City of Charleston Board of Architectural Review	Local Government	Review and approval process for all projects that impact architectural aesthetics	See early and prompt review
SciQuest	Private Business Organization	Software provider of our eProcurement system that allows internal users to submit requisitions electronically, create and distribute purchase orders to vendors and to track process.	Create efficiencies and streamline procurement process from start to finish.
IonWave	Private Business Organization	Software provider of eBid system that allows vendors to register and receive notifications regarding solicitations, submit bids electronically.	Create efficiencies and streamline bidding process from start to finish.
Charleston Higher Education Procurement Alliance	Higher Education Institute	An alliance between College of Charleston, MUSC, The Citadel and Trident Technical College.	Formed to gain efficiencies in solicitation process and to aggregate spend to gain more cost efficient contracts for common goods and services. To discover commonalities and requirements for statewide contracts, to promote compliance with state law and to promote best practices in procurement.
SFAA Procurement Services	State Government	College relies on and collaborates with state purchasing officials for guidance and discusses common goals and objectives.	CHE oversees academic program quality; maintains funding and data systems; approves capital projects, leases, and land purchases; oversees administration of State financial aid
Commission on Higher Education (CHE)	State Government	The coordinating board for all public institutions in SC.	

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Partner Template

Name of Partner Entity

Type of Partner Entity

Description of Partnership

Associated Objective(s)

Southern Association of Colleges and Schools
Commission on Colleges (SACSCOC)

Professional Association

The regional body for the accreditation of degree-granting higher education institutions in the Southern states

The Commission's mission is the enhancement of educational quality throughout the region and it strives to improve the effectiveness of institutions by ensuring that institutions meet standards established by the higher education community that address the needs of society and students.

Association of American Colleges &
Universities (AAC&U)

Professional Association

AAC&U is the leading national association concerned with the quality, vitality, and public standing of undergraduate liberal education.

AAC&U organizes its work around four broad goals: LEAP: Liberal Education as a Global Necessity
Quality: 21st Century Markers for the Value of US Degrees
Equity: Innovation, Inclusive Excellence, and Student Success
Social Responsibility: Integrative Liberal Learning for the Global Commons

National Study of Instructional Costs and
Productivity (Delaware Cost Study)

Higher Education Institute

Analytical tool (through the University of Delaware) that allows institutions to benchmark teaching workloads, instructional costs and productivity, by academic discipline.

Participation in the Delaware Cost Study affords clear, concise analysis of data on teaching loads by faculty category, direct cost of instruction, and externally funded research and service productivity. The Delaware Cost Study enables comparison of institutional data with national benchmarks arrayed by Carnegie institution type and by highest degree offered and undergraduate/graduate program mix within a discipline.

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Name of Partner Entity Type of Partner Entity Description of Partnership Partner Template Associated Objective(s)

SCITDA Professional Association

Collaboration of technology to benefit state agencies and citizens of South Carolina. To provide a medium for the exchange of information pertinent to the management of State information technology facilities. To provide a consolidation of experience, knowledge, and interest in improving information technology, administration and management. To serve as an instrument for the dissemination of information.

To provide a medium for the exchange of information pertinent To the management of State information technology facilities.
-To provide a consolidation of experience, knowledge, and interest in improving information technology, administration and management.
-To serve as an instrument for the dissemination of information.

EDUCAUSE Professional Association

Collaborate on common higher education IT challenges and sharing of mission of transforming higher education through the use of information technology.

Address important higher education issues including: enterprise systems, policy, cybersecurity, teaching and learning, identity management, and emerging trends.

Info-Tech Professional Association

Membership and services provide a program to improve IT performance by establishing performance measures to building strategies to implementation of best practices and key projects.

Set goals and align business needs, allocate resources, measure IT performance.

Online Learning Consortium Professional Association

Collaborate to advance the quality of online education by adopting best practices and taking advantage of professional development and instruction opportunities

Share and apply best practices in online education.

College of Charleston Foundation Non-Governmental Organization

College of Charleston Foundation provides private funds in support of the mission of the College

Raise funds in support of the College's high-priority philanthropic initiatives.

College of Charleston Alumni Association Non-Governmental Organization

College of Charleston Alumni Association provides programming and services meant to engage over 80,000 living alumni

Build a culture of pride and engagement by ensuring that alumni stay informed, get involved and give back

Cougar Club Non-Governmental Organization

Cougar Club engages friends, alumni, and parents in support of scholar athletes at the College

Provide financial support for student-athlete scholarships, in addition to sport specific fundraising and athletic facility improvements

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
1	Comprehensive Annual Financial Report (CAFR)	State of SC	State	Annually	09/29/2016	Financial statement audit, financial statements, footnotes, other supplementary schedules	http://osa.sc.gov/Reports/stateenagements/Pages/index.aspx
2	Single Audit Data Collection Form	Grant Agencies Grant Agencies	Federal Federal	Annually Annually	TBD TBD	Audit of Federal Assistance Expenditures Annual Federal Assistance Expenditures	http://osa.sc.gov/Reports/stateenagements/Pages/index.aspx
4	NCAA AUP Report	NCAA	Outside Organization	Annually	TBD	Agreed Upon Procedures engagement of expenses related to NCAA intercollegiate athletic programs	http://osa.sc.gov/Reports/stateenagements/Pages/index.aspx
5	SPIRS Report	Department of Administration	State	Monthly	20th of following month	Capital project expenditures	
6	Escheat Report	State Treasurer	State	Annually	11/30/2016	Accounts Payable Unclaimed Property	
7	Travel Report	Comptroller General	State	Annually	9/2/2016	Travel expenses for top 25 travelers, and total	
8	1099-MISC	IRS	Federal	Annually	1/31/2016	Payments to individuals-calendar year basis	
9	1042-S	IRS	Federal	Annually	3/15/2017	Payments to foreign payees-calendar year basis	
10	SF-425 Federal Financial Report	Various Federal Agencies	Federal	Quarterly	End of following month	Quarterly grant expenditures	
11	SF-425 Federal Financial Report	Various Federal Agencies	Federal	Annually	90-120 days after grant ends	Final grant expenditures	
12	Agency Budget Plan	Executive Budget Office	State	Annually	As requested	Submission of the College of Charleston's budget requests and required schedules as determined by the EBO.	
13	Accountability Report	SC Dept. of Administration	State	Annually	9/15/2016	Intended to report on agency's performance, expenditures and associated goals, strategies and objectives, and other items as shown on the report tabs	SC Dept. of Administration Accountability Portal and the CoC Controller's website
14	Fines and Fees Report	Proviso 117.75 2015-16 Act	State	Annually	9/1/2016	Amounts of fines and fees that were charged and collected, authority for fines and fees, source and intended use	http://businessaffairs.cofc.edu/documents/fines-and-fees-fy16.pdf
15	CHE 150 Data Report	Commission on Higher Education	State	Annually	As requested	Mission Resource Requirement Survey - Research & Public Service expenditures related to grants and contracts; Employees enrolled in retirement system; Utility expenditures; Acreage.	
16	CHE 100-Data Report	Commission on Higher Education	State	Annually	As requested	Academic Year Analysis of Tuition and Required Fees	
17	Accommodations' Taxes	City/County-Charleston	Local Govt.	Monthly	20th of following month	Accommodations taxes for guest housing and summer groups	
18	Accommodations' Taxes	Department of Revenue	State	Monthly	20th of following month	Accommodations taxes for guest housing and summer groups	
19	Use Taxes	Department of Revenue	State	Monthly	20th of following month	Use tax remittance	
20	Non-resident alien withholding	IRS	Federal	Annually	As necessary	Withholding taxes for payments to non-resident aliens	
21	Federal Project Review (FPR)	Executive Budget Office	State	Annually	When Requested	Indirect costs related to public service grants with federal funding	

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Report Template

Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
22	Annual Public University Disclosure Request	Moody's	Outside Organization	Annually	1/1/2016	Financial information	
23	IRS Form 1098T	IRS	Federal	Annually	1/31/2016	Tuition tax credit for prior calendar year	
24	Proviso 117.37 Debt Report	SC Executive Budget Office	State	Annually	2/28/2016	Report of current accounts receivable	on file in CoFC Treasurer's Office
25	Allowance for Doubtful Accounts	College of Charleston/Auditors	State	Annually	6/30/2016	List of doubtful accounts subject to being written off	
26	Scholarship Discounts and Allowances	Auditors	Outside Organization	Annually	7/30/2016	Report of tuition funding, waivers, scholarships, vouchers, etc.	
27	PCI-DSS Attestation of Compliance	Acquiring Banks	Outside Organization	Annually	5/31/2016	Criteria for meeting the obligations of the Payment Card Industry	
28	Contributor to NCAA Report	NCAA / Department of Education	Federal	Annually		financial information for the Athletics department	see Athletics department
29	Form 941, Employer's Quarterly Federal Tax Return	Internal Revenue Service	Federal	Quarterly	April 30, July 31, Oct. 31 and Jan. 31 of each year	As an employer, the College is responsible for withholding federal income tax, social security tax, and Medicare tax from each employee's paycheck and remitting it to the IRS. Each Form 941 the College files reports the total amount of tax the institution withheld during the quarter.	on file in CoFC Payroll Office
30	WH-1605, SC Withholding Quarterly Tax Return	SC Department of Revenue	State	Quarterly	April 30, July 31, and Oct. 31	As an employer, the College is responsible for withholding South Carolina income tax from each employee's paycheck who works within the state of South Carolina and remit it to the SC Department of Revenue. Each Form WH-1606 the College files reports the total amount of tax the institution withheld during the quarter.	on file in CoFC Payroll Office
31	WH-1606, SC Withholding 4th Quarter Annual Reconciliation	SC Department of Revenue	State	Annually	February 28 of each year	South Carolina employers must file WH-1606 SC Withholding 4th Quarter Annual Reconciliation and file W-2s with the state by February 28th of each year	
32	GA-V, G-7	Georgia Department of Revenue	State	Monthly	At the end of each month, and April 30, July 31, Oct. 31 and Jan. 31 of each year	As an employer, the College is responsible for withholding Georgia income tax from any employees who work within the state of Georgia and remit it to the Georgia Department of Revenue. Each Form G-7 the College files reports the total amount of tax the institution withheld during the quarter.	
33	GA-1003, Withholding Income Statement Transmittal	Georgia Department of Revenue	State	Annually	February 28 of each year	Georgia employers must file a Form G-1003 annual return that includes the annual reconciliation of all four quarters and file W-2s with the state by February 28th of each year.	

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Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
35	NC-5, Quarterly Income Tax Withholding Return	North Carolina Department of Revenue	State	Quarterly	April 30, July 31, October 31, and January 31 of each year	As an employer, the College is responsible for withholding North Carolina income tax from any employees who work within the state of North Carolina and remit it to the North Carolina Department of Revenue. Each Form NC-5 the College files reports the total amount of tax the institution withheld during the quarter.	
35	NC-3, Annual Withholding Reconciliation	North Carolina Department of Revenue	State	Annually	February 28 of each year	North Carolina employers must file a Form NC-3 Annual reconciliation of withholding that includes the reconciliation of all four quarters and file W-2s with the state by February 28th of each year.	
36	VA-5, Employers Return of Virginia Income Tax Withheld	Virginia Department of Taxation	State	Quarterly	April 30, July 31, October 31, and January 31 of each year	As an employer, the College is responsible for withholding Virginia income tax from any employees who work within the state of Virginia and remit it to the Virginia Department of Taxation. Each Form VA-5 the College files reports the total amount of tax the institution withheld during the quarter.	
37	VA-6, Employers Annual Summary of Virginia Income Tax Withheld	Virginia Department of Taxation	State	Annually	January 31st of each year	Virginia employers must file a Form VA-6 Annual reconciliation of withholding that includes the reconciliation of all four quarters and file W-2s with the state by January 31st of each year.	
38	CT-941, Connecticut Quarterly Reconciliation of Withholding	Connecticut Department of Revenue Services	State	Quarterly	April 30, July 31, October 31, and January 31 of each year	As an employer, the College is responsible for withholding Connecticut income tax from any employees who work within the state of Connecticut and remit it to the Connecticut Department of Revenue Services. Each Form CT-941 the College files reports the total amount of tax the institution withheld during the quarter.	
39	CT-W3, Connecticut Annual Reconciliation of Withholding Tax Return	Connecticut Department of Revenue Services	State	Annually	January 31st of each year	Connecticut employers must file a Form CT-W3 Connecticut annual reconciliation of withholding that includes the annual reconciliation of all four quarters and file W-2s with the state by January 31st of each year.	
40	Escheatment Reporting	SC State Treasurer's Office	State	Annually	November 1 of each year	Payroll checks which have not been cashed within one year of issuance (as of fiscal year end) are considered abandoned property and must be remitted to the SC State Treasurer's Office	Individual abandoned payroll checks are indexed as searchable items on the SC State Treasurer's website.

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41	State Accident Fund Payroll Audit Report	SC State Accident Fund	State	Annually	August 15 of each year	The College of Charleston must submit its total payroll for each assigned workers' compensation classification code. The College's premium auditor assists the institution in assigning the proper classification code(s) for the specific operations. State agencies are issued fiscal year policies, July 1 to June 30.	on file in the CoFC Payroll Office.
42	Form 1244, Monthly Deposit of Retirement Contributions; Form 1246 Quarterly Deposit of Retirement Contributions	Public Employee Benefits Authority	State	Monthly	Last day of the following month	Retirement Contribution and Salary Information for SCRS, PORS, and ORP, Retiree Insurance Surcharge, Incidental Death Benefit Contributions, and Accidental Death Contributions are remitted on this form.	
43	Optional Retirement Plan Vendor Reports	TIAA-CREF, Valic, Met Life, & Mass Mutual	Outside Organization	Monthly	After each payroll is processed	Employee Deduction and Employer Contributions Details are remitted to 3rd party vendors after each payroll is processed	
44	Medical Deduction Reports	Wage Works (FBMC)	Local Govt.	Monthly	After each payroll is processed	Employee Deduction and Employer Contributions Details are remitted to Wage Works after each payroll is processed	
45	Garnishment Reports	Child Support Agencies, Tax Agencies, Bankruptcy Courts, Educational Loan Vendors	Local Govt.	Monthly	After each payroll is processed	The details of employee garnishments and disposable income are remitted to the garnishing agencies.	
46	Survey of Public Employment & Payroll for State Institutions of Higher Education	US Census Bureau	Federal	Annually	April 20 of each year	The U.S. Census Bureau conducts an Annual Survey of Public Employment & Payroll as authorized by Title 13, United States Code (U.S.C.), Sections 161 and 182 to provide state and local government data on full-time and part-time employment, part-time hours worked, full-time equivalent employment, and payroll statistics by governmental function for the pay periods that include March 12 of each year	on file in the CoFC Payroll Office
47	UCE 101/120, SC Unemployment Return	SC Department of Employment & Workforce	State	Quarterly	April 30, July 31, October 31, and January 31 of each year	As an employer, the College is responsible for withholding South Carolina unemployment tax. Only the employer amount is withheld from each paycheck and remitted to the SC Department of Employment & Workforce.	
48	NCUI 101, Employers Quarterly Tax and Wage Report	North Carolina Department of Commerce	State	Quarterly	April 30, July 31, October 31, and January 31 of each year	As an employer, the College is responsible for withholding North Carolina unemployment tax. Only the employer amount is withheld from each paycheck and remitted to the North Carolina Department of Commerce.	

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49	Forms W-2	Internal Revenue Service/Social Security Administration	Federal	Annually	February 28 of each year	Employers must complete a Form W-2 for each employee to whom they pay a salary, wage, or other compensation as part of the employment relationship. An employer must mail out the Form W-2 to employees on or before January 31. This deadline gives these taxpayers about 2 months to prepare their returns before the April 15 income tax due date. The form is also used to report FICA taxes to the Social Security Administration. The Form W-2, along with Form W-3, generally must be filed by the employer with the Social Security Administration by the end of February.	
50	Property and Liability Insurance Policies Renewal Forms	State Fiscal Accountability Authority- Insurance Reserve Fund	State	Annually	6/30/2016	State Fiscal Accountability Authority- Insurance Reserve Fund	State Fiscal Accountability Authority- Insurance Reserve Fund
51	Admissions/Theater Tax Return L-511	SC Department of Revenue	State	Monthly	By the 1st of each month	Admissions tax must be collected by all places of amusement when an admission fee has been charged. This is monthly reporting of the admissions tax.	SC Department of Revenue
52	Institutional Repair and Maintenance Projects	Commission on Higher Education	State	Annually	2/10/2016	All maintenance and repair projects planned and executed over the past fiscal year with planned cost and current fiscal year expenditures.	On file at CHE
53	Comprehensive Permanent Improvement Plan	Commission on Higher Education	State	Annually	3/1/2016	All permanent improvement projects planned to be initiated over the next five years	On file at CHE
54	Building Condition Survey	Commission on Higher Education	State	Bi-annually	6/1/2014	Quantitative assessment of the condition of all E&G facilities	On file at CHE
55	OSHA 300A Report	OSHA	Federal	Annually	2/1/2016	Recordable workplace injuries and illnesses summary for calendar year	Posted publicly in HR annually by February 1
56	SC Human Affairs Commission EEO Report	SC Human Affairs Commission	State	Annually	10/31/2016	Report of race and gender demographics on all employees, employment applicants, new hires and promotions for each federal fiscal year, Oct. 1-Sept. 30.	SC Human Affairs Commission Website
57	Leave Transfer Pool Report	SC Department of Administration, Division of State Human Resources	State	Annually	3/1/2016	Accounting of all sick and annual leave pool requests granted, leave donations received, and associated values.	SC Department of Administration, Division of State Human Resources
58	Bonus Report	SC Department of Administration, Division of State Human Resources	State	Annually	8/31/2016	Names of employee receiving bonuses, total amount, funding source and reason.	SC Department of Administration, Division of State Human Resources
59	Monetary Awards Report	SC Department of Administration, Division of State Human Resources	State	Annually	8/31/2016	Names of employee receiving monetary awards, total amount, source of funds and reason.	SC Department of Administration, Division of State Human Resources

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60	Salary Supplement Report	SC Department of Administration, Division of State Human Resources	State	Annually	8/31/2016	Names of employees receiving a salary supplement from a private source, amount of supplement and source.	SC Department of Administration, Division of State Human Resources
61	Organizational Charts	SC Department of Administration, Division of State Human Resources	State	Annually	9/1/2016	Organization chart showing all FTE positions indicating department, name, title, classification, state grievance status.	SC Department of Administration, Division of State Human Resources
62	Dual Employment Report	SC Comptroller General's Office	State	Annually	9/13/2016	Report showing names of all employees working dual employment and amount paid in dual employment for the prior fiscal year.	
63	Form 1094C	US Internal Revenue Service	Federal	Annually	3/31/2016	In compliance with the Affordable Care Act, report of all employees offered healthcare insurance coverage during the calendar year, coverage dates, and dependent data.	
64	OSE Indirect Delivery Quantity Contract Quarterly Report	Office of the State Engineer	State	Quarterly	Qtr.	IDC contract activity	On file with Office of State Engineer
65	Programmatic Agreement (PS)	State Historic Preservation Office	State	Annually	09/01/16	Compliance confirmation	On file with State Historic Preservation Office
66	Easement Agreement	Charleston Preservation Society	Local Govt.	Annually	08/01/16	Compliance confirmation	On file with Charleston Preservation Society
67	Sole Source	SFAA Procurement Services	State	Quarterly		Number, value, reference number, dates, vendor name, commodity/service of sole source purchases	On file with SFAA Procurement Services and CoFC Procurement
68	Emergency Purchase	SFAA Procurement Services	State	Quarterly		Number, value, reference number, dates, vendor name, commodity/service of emergency purchases	On file with SFAA Procurement Services and CoFC Procurement
69	Trade-in Sales Report	SFAA Procurement Services	State	Quarterly		Number, value of new item net cost, historical cost, trade value, reference number, dates, commodity and inventory number of purchases involving trade-in	On file with SFAA Procurement Services and CoFC Procurement
70	Record of Applied Preferences	SFAA Procurement Services	State	Quarterly		Solicitation number, award date, description of purchase, commodity code lowest bid amount, award amount, preference expense and category	On file with SFAA Procurement Services and CoFC Procurement
71	Illegal Procurements	SFAA Procurement Services	State	Quarterly		Number, value, reference number, dates, vendor name, commodity/service of unauthorized purchases and reason it is illegal	On file with SFAA Procurement Services and CoFC Procurement
72	Procurements using 10% Rule	SFAA Procurement Services	State	Quarterly		PO number, date, state contract number, description, state contract unit price, off contract vendor, off contract item description, off contract unit price, quantity purchased	On file with SFAA Procurement Services and CoFC Procurement

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73	MBE Progress Report	OSMBA	State	Quarterly		Total funds expended, funds expended with certified MBEs, cumulative FY to date funds expended with certified MBEs, annual dollar goal established, percentage of goal met, number of solicitations sent to certified MBEs, number of responses from certified MBEs, number of awards made to certified MBEs with vendor name, commodity/service and certification number for goods and services and for construction and/or renovation	On file with SFAA Procurement Services and CoIC Procurement
74	CHEMIS Summer Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data	SC Commission on Higher Education	State	Annually	08/15/2015	Schools must submit detailed data files containing information on total student enrollment, student financial aid awards, semester course, and institutional facilities. Each file must be formatted appropriately according to CHE standards. A completions file for the most recent academic year must be submitted. The file must include the race/ethnicity, gender, award/degree level, CIP code, distance education status, and major sequence data for each student who completed his or her degree during the given time frame.	Data available in summary only, published by the SC CHE: http://www.che.sc.gov/DataPublications.aspx
75	CHEMIS Academic Year Submission: Completions Data	SC Commission on Higher Education	State	Annually	09/30/2015	Schools must submit detailed data files containing information on total student enrollment, student financial aid awards, semester course, and institutional facilities. Each file must be formatted appropriately according to CHE standards.	Data available in summary only, published by the SC CHE: http://www.che.sc.gov/DataPublications.aspx
76	CHEMIS Fall Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data	SC Commission on Higher Education	State	Annually	10/31/2015	Schools must submit a detailed faculty data file including but not limited to the following data fields related to each faculty member: gender, race/ethnicity, faculty rank, employee status, date of hire, date of termination, contract terms, tenure status, annual salary, department CIP code, and minimum required competency.	Data available in summary only, published by the SC CHE: http://www.che.sc.gov/DataPublications.aspx
77	CHEMIS Fall Submission: Faculty Data	SC Commission on Higher Education	State	Annually	11/28/2015	Schools must submit detailed data files containing information on total student enrollment, student financial aid awards, semester course, and institutional facilities. Each file must be formatted appropriately according to CHE standards.	Data available in summary only, published by the SC CHE: http://www.che.sc.gov/DataPublications.aspx
78	CHEMIS Spring Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data	SC Commission on Higher Education	State	Annually	03/31/2016	Schools must submit detailed data files containing information on total student enrollment, student financial aid awards, semester course, and institutional facilities. Each file must be formatted appropriately according to CHE standards.	Data available in summary only, published by the SC CHE: http://www.che.sc.gov/DataPublications.aspx

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79	CHEMIS Scholarship Disbursement Reconciliation File	SC Commission on Higher Education	State	Annually	06/20/2016	Schools must submit a scholarship disbursement reconciliation file documenting any changes in financial aid awards since the previous financial aid data was submitted to CHEMIS.	Data available in summary only, published by the SC CHE: http://www.che.sc.gov/DataPublications.aspx
80	Survey of Applications, Acceptances, and Actual Enrollments	SC Commission on Higher Education	State	Annually	01/15/2016	Schools must submit detailed admissions files documenting the application, acceptance, and actual enrollment data for the academic year. The file must include student demographic data as well as high school and standardized test performance.	Data available in summary only, published by the SC CHE: http://www.che.sc.gov/DataPublications.aspx
81	Reporting on Abatement of Tuition Rates for Out-of-State Students (Proviso 11.29)	SC Commission on Higher Education	State	Annually	09/30/2016	By October 1st of each year, state supported institutions of higher learning must submit to the Commission on Higher Education, or its successor entity, the number of out-of-state students during the prior fiscal year that received abatement of rates pursuant to Section 59-112-70 of the 1976 Code. The report must include the geo-origin of the student, class of the student, comprehensive listing of all financial awards received by the student, number of semesters the student has received the abated rate, as well as the athletic status of the student. The report must also include the calculation method used to determine the abatement amount awarded to students as well as the number of students that received educational fee waivers pursuant to Section 59-101-620.	Data not available to be distributed
82	IPEDS Fall Collection: Institutional Characteristics, Completions, and 12-month Enrollment	National Center for Education Statistics	Federal	Annually	10/14/2015	School officials must complete an institutional characteristics survey, a completions survey, and a 12-month enrollment survey. Data fields requested typically include student demographics, award/degree level, CIP code, distance education status, and major sequence.	Data available in summary only: http://nces.ed.gov/collegenavigator/?&id=217819
83	IPEDS Winter Collection: Student Financial Aid, Graduation Rates, Graduation Rates 200%, Admissions, and Outcome Measures	National Center for Education Statistics	Federal	Annually	02/09/2016	School officials must complete a student financial aid survey, a graduation rates survey, a graduation rates 200% survey, an admissions survey, and an outcome measures survey. Each survey included in the data collection requires detailed demographic information on each student reported.	Data available in summary only: https://nces.ed.gov/collegenavigator/?&id=217819

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84	IPEDS Spring Collection: Fall Enrollment, Finance, Academic Libraries, and Human Resources	National Center for Education Statistics	Federal	Annually	04/06/2016	<p>School officials must complete a fall enrollment survey, a finance survey, an academic libraries survey, and a human resources survey. The fall enrollment survey requests detailed data related to the enrolled student population from the previous fall term. Unlike most other IPEDS surveys, the finance, academic libraries, and human resources surveys all require data related to the institution itself rather than data related to the general student population of the school.</p> <p>Data available in summary only: http://nces.ed.gov/collegenavigator/?&id=217819</p>	
85	HEOA Disclosure Report: Completion/Graduation Rates	US Department of Education: Higher Education Opportunity Act of 2008	Federal	Annually	02/09/2016	<p>Each institution must annually make available to prospective and enrolled students the completion or graduation rate of certificate- or degree-seeking, first-time, full-time, undergraduate students. The HEOA (Sec. 488(a)(3)) added a provision requiring that the completion or graduation rates must be disaggregated by gender; major racial and ethnic subgroup [as defined in IPEDS]; recipients of a Federal Pell Grant; recipients of a subsidized Stafford Loan who did not receive a Pell Grant; and students who did not receive either a Pell Grant or a subsidized Stafford Loan.</p> <p>http://irp.cofc.edu/docs/reports/hea9/HEOAGradRates.pdf</p>	
86	HEOA Disclosure Report: Retention Rates	US Department of Education: Higher Education Opportunity Act of 2008	Federal	Annually	04/06/2016	<p>Institutions must make available to current and prospective students the retention rate of certificate- or degree-seeking, first-time, undergraduate students [as reported to IPEDS].</p> <p>http://irp.cofc.edu/docs/reports/hea9/HEOARetentionRates.pdf</p>	
87	HEOA Disclosure Report: Student Body Diversity	US Department of Education: Higher Education Opportunity Act of 2008	Federal	Annually	04/06/2016	<p>Institutions must make available to current and prospective students information about student body diversity, including the percentage of enrolled, full-time students who are male; are female; are a self-identified member of a major racial or ethnic group; and receive a Federal Pell Grant.</p> <p>http://irp.cofc.edu/docs/reports/hea9/HEOADiversity.pdf</p>	
88	HEOA Disclosure Report: Types of Graduate and Professional Education in Which the Institution's Graduates Enrolled	US Department of Education: Higher Education Opportunity Act of 2008	Federal	Annually	06/30/2016	<p>Institutions must make available to current and prospective students information regarding the types of graduate and professional education in which graduates of the institution's 4-year degree programs enrolled.</p> <p>http://irp.cofc.edu/docs/reports/hea9/HEOAGraduatesAttending.pdf</p>	

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89	HEA Report	Title II Reporting Mandated by Section 207 of the HEA	Federal	Annually	01/01/2016	<p>As required by Title II of the Higher Education Act of 1998, the Secretary of Education has prepared an annual report for Congress and the public on the preparation of teachers.</p>	<p>The annual reports are provided via this link: https://title2.ed.gov/Public/Home.aspx, including supplemental tables. Individual State reports for the current and previous years are also available. The Office of Institutional Research and Planning assists the College's School of Education in the compilation of the data for the Title II reports annually.</p>
90	Annual Security Report	State of SC Statutes 59-106-10 to 59-106-30	State	Annually	10/01/2016	<p>Establishes the South Carolina Campus Sex Crimes Prevention act and sets forth requirements and contents of an Annual Campus Security Report including information regarding registered sex offenders.</p>	<p>Provides crime statistics and information on services and policies that support a safe and secure environment, highlights programs that encourage members of the campus community to seek intervention and assistance for victimization, provides information on the alcohol and drug policies, outlines procedures for handling reports of sexual assault, and identifies campus representatives for reporting crimes and incidents that have impact on the college community.</p>
91	Fiscal Operations Report and Application to Participate (FISAP)	US DOE	Federal	Annually	10/01/2016	<p>Application for and prior year reporting on the three Campus-Based programs: Federal Perkins Loan, Federal Supplemental Educational Opportunity Grant (FSEOG), and Federal Work-Study (FWS)</p>	<p>on file in CoIC Financial Aid Office</p>
92	State IT Plan	SC Dept. of Administration, Technology Division	State	Annually	10/23/2014	<p>Comprehensive IT plan setting forth the agency's proposed IT acquisitions for the next three years along with IT base budget.</p>	<p>on file in CoIC Information Technology Office</p>

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Oversight Review Template

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Financial Statement Audit	Elliott Davis	Outside Organization	07/01/2015-06/30/2016	http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx
Single Audit	Elliott Davis	Outside Organization	07/01/2015-06/30/2016	http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx
NCAA Agreed Upon Procedures	Elliott Davis	Outside Organization	07/01/2015-06/30/2016	http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx
EZ Audit Bond Disclosure	Department of Education Municipal Securities Rulemaking Board	Federal	07/01/2015-06/30/2016	N/A (Uploaded to DOE internal system) http://www.emma.msrb.org
Teachers Loans	CERRA/Winthrop University	State	Not always the same timeline	Secured email
Employment Tax Audit	Internal Revenue Service	Federal	01/29/2016 to 11/06/2016	A copy of the final audit report is on file at the College of Charleston
External Audit	SFAA, Procurement Services	State	Every three (3) years	http://www.mmo.sc.gov/PS/agency/PS-agency-audit-reports.phtm
Internal Audit	College of Charleston	State	Random	Filed on-site, access by request
Penetration Testing	Rapid7	Outside Organization	07/01/2015-06/30/2016	
Vulnerability Testing	CampusGuard	Outside Organization	07/01/2015-06/30/2016	
PCI Compliance	CampusGuard	Outside Organization	07/01/2015-06/30/2016	
CIIS	SLED	State	07/01/2015-06/30/2016	

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Theatre and Dance Accreditation	National Association of Schools of Theatre (NAST)	Outside Organization	07/01/2015-06/30/2016	NAST is the accreditation entity for the Theatre and Dance programs. Access report information through the Department of Theatre and Dance (http://theatre.cofc.edu/about-the-department/index.php).
School of Business Accreditation	Association to Advance Collegiate Schools of Business (AACSB International)	Outside Organization	07/01/2015-06/30/2016	AACSB International is the accreditation entity for the School of Business. Access report information through the School of Business (http://sb.cofc.edu/academics/graduate/accountancy/accreditation)
Regional Accreditation	Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)	Outside Organization	Last accredited in 2007. Candidate for reaffirmation in 2017.	http://oiaep.cofc.edu/accreditation/index.php