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| AGENCY NAME: | COLLEGE OF CHARLESTON | | |
| AGENCY CODE: | H150 | SECTION: | 015 |

**Fiscal Year 2017-18
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.

AGENCY NAME:

COLLEGE OF CHARLESTON

AGENCY CODE:

H150

SECTION:

015

AGENCY VISION

Core Purpose and Values

Core Purpose

- To pursue and share knowledge through study, inquiry and creation in order to empower the individual and enrich society.

Institutional Core Values

Integrity

Adherence to the highest ethical standards in all our professional obligations and personal responsibilities

Academic Excellence

Commitment to a dynamic intellectual community, high academic standards, strong academic programs, and a high-quality faculty of engaged and engaging teacher-scholars

Liberal Arts Education

Dedication to a liberal arts and sciences education that encourages intellectual curiosity and fosters each student's ability to think creatively and analyze, synthesize, apply and communicate knowledge from many sources

Respect for the Individual Student

Devotion to the intellectual, ethical and social development of each student

Diversity

Commitment to a globally-oriented and diverse academic community

Community

Commitment to compassion, mutual trust, respect, civility, collegial shared governance, teamwork and the general welfare of the institution and the individual

Public Mission

Commitment to our social responsibilities and to serving the educational needs of the state of South Carolina and our community

Please select 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.

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| | | |
|---|--------------------------|-------------------------------------|
| RESTRUCTURING RECOMMENDATIONS: | Yes | No |
| | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Please identify your agency's preferred contacts for this year's accountability report.

| | <u>Name</u> | <u>Phone</u> | <u>Email</u> |
|---------------------------|-----------------|--------------|--------------------|
| PRIMARY CONTACT: | Paul D. Patrick | 843-714-3685 | patrickpd@cofc.edu |
| SECONDARY CONTACT: | Samuel B. Jones | 843-953-6367 | jonessa@cofc.edu |

I have reviewed and approved the enclosed FY 2017-18 Accountability Report, which is complete and accurate to the extent of my knowledge.

| | | |
|---|--|--|
| AGENCY DIRECTOR (SIGN AND DATE): | <i>Stephen C. Osborne</i> 9/24/18 | |
| (TYPE/PRINT NAME): | Stephen C. Osborne | |

| | | |
|--|--|--|
| BOARD/CMSN CHAIR (SIGN AND DATE): |  | |
| (TYPE/PRINT NAME): | David M. Hay | |

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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.

In addition to our strategic plan and campus operation being continually evaluated internally and annually evaluated by the executive and legislative branches of state government, this past fiscal year the College completed its ten-year re-affirmation process with our regional accreditor, the Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC). This was robust and comprehensive review of our entire campus with standards reaching from plant operations to faculty credentialing. We submitted our formal written report in fall of 2016, hosted an on-campus review team in the spring of 2017, and received our reaffirmation letter in January 2018. The College received high praise for both our written report and our campus visit. We received zero recommendations and were not asked for any additional report.

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 2017-2018 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 allows 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 anticipates a full scale review of our strategic plan in the coming months/years with the current changes in leadership. In January 2018 President McConnell announced his intention to resign as President. The College's Board of Trustees appointed Steve Osborne to serve as the interim President and began the process of conducting a national search. That search is well underway and expectations are that a new President will be named sometime around the new year. This new administration will most certainly have a desire to reshape some past priorities and set new ones. That work will be done through a strategic planning process. The Board is seeking a new President that can position the College to quickly adapt to the shifting demands of our current and future students and realize the full potential of the College. While leadership transitions can be a source of organizational stress, they are also opportunities for refocused efforts, increased performance, and growth – it is in the spirit of the later that the College is approaching the next year.

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Strategic Planning and Performance Measurement Template

| Statewide Enterprise Strategic Objective | Type | Item # | | | Description | 2017-18 | | | Time Applicable | Data Source and Availability | Calculation Method | Meaningful Use of Measure |
|--|------|--------|----------|--|---|-----------|---|----------------------|---|--|--|---------------------------|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| Education, Training, and Human Development | G | 1 | | | Provide students a highly personalized education based on a liberal arts and sciences core and enhanced by opportunities for experiential education | | | | | | | |
| | S | 1.1 | | | Enhance the undergraduate academic core | | | | | | | |
| | M | | 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. | 12,878 | 7,717 | 20,472.50 | July 1-June 30 | CHE official data files | sum of SCH in courses taught online | A significant increase in online SC has been reported to senior administration and the Board of Trustees. Academic Affairs is aware of increasing student interest in online courses. | |
| | M | | 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. | 43 | 38 | 50 | July 1-June 30 | compilation of counts by Provost's Office | count of programs and specialty events | Important in ensuring that we are regularly engaged with the Lowcountry beyond campus. We have strengthened our commitment to public history, strengthened our academic programs tied to the Lowcountry, and continued the Race and Social Justice Initiative. | |
| | M | | 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. | 0 (No new programs were added but 1 new concentration was added to BPS program.) | 3 by FY20 | No new programs were added, but 1 new concentration was added to the BPS program (Approved by CHE and pending SACSCOC approval) | July 1-June 30 | CHE official data files | count of new programs offered at North Campus | We have established a commitment of 3 new programs by FY20 and are monitoring our progress towards that goal. We have a new general studies program under development. | |
| | S | 1.2 | | | Develop and retain a highly qualified and diverse faculty and staff | | | | | | | |
| | M | | 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. | 12 of 21 | 12 of 21 | 9 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 | The Faculty Compensation Committee is tracking this ranking for requests to the Board of Trustees for faculty raises. | |
| | M | | 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 | 574 | 571 | 555 | Fall count | CHE official data files | Fall count of occupied faculty lines, including librarians, visitors, and leave without pay | Roster faculty lines are being monitored in relationship to enrollments. | |

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|--|------|--------|----------|---------|--|----------------|------------|----------------|-----------------|---|--|---|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | 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. | 540 | 450 | 425 | 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 | We use this measure to track our faculty development initiatives, introducing new ones, such as the "faculty for sustainable living workshop," and eliminating those that have already fulfilled their need or that are no longer of interest. We also use it to track total numbers of faculty trained for specific initiatives, such as our FYE and our Distance Education expansion. |
| | S | | 1.3 | | Recruit, enroll and retain an academically distinguished, well-prepared and diverse student body | | | | | | | |
| | M | | 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. | \$18.9M | \$20M | 18.3M | 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) Reduction in the yield on out-of-state students (freshmen and graduate) resulting in fewer abatements; (2) A significant increase in foregone revenue due to unfunded state mandate programs such as Free Tuition to Dependents of Disabled/Deceased Veterans and Free Tuition to Dependents of Disabled/Deceased Law Enforcement/Fire/First Responders. |
| | M | | 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. | 86.1% 87.7% | 85% 85% | 86.3% 89.7% | 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 retention of all degree seeking graduate students from fall to fall semester including those who graduated from the College | Retention/graduation data is consistently referred to for enrollment projections, financial projections, peer and peer aspirant comparisons, and regulatory reporting. |

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|--|------|--------|----------|---------|---|-------------------------|-------------------------|-------------------------|-----------------|------------------------------|---|--|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | | 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 | 593 | 570 | 505 | Fall count | CHE official data files | Count of number of students taking at least one course at the North campus | Used to track effectiveness of maintaining the potential for growth at the North Campus |
| Education, Training, and Human Development | G | | | 2 | 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 | | | | | | | |
| | M | | | 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. | 18.0% 18.0% 14.7% | 16.3% 16.6% 12.6% | 19.1% 19.3% 16.2% | Fall | CHE official data files | count of students (all, undergraduate, graduate) 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 | These data are consistently tracked by senior administration and the Board of Trustees to monitor progress in URM enrollments. |
| | M | | | 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. | 139 | 135 | 78 | July 1-June 30 | Provost's Office | count of faculty attending diversity training workshops | We use this to monitor our diversity training associated with faculty and instruction. We have fine-tuned our inclusive learning environments workshop in new faculty orientation, based on feedback. Also, our Office of Institutional Diversity has introduced a series of new diversity workshops for 2017-18. |
| | M | | | 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. | 25 | 10 | 21 | July 1-June 30 | Office of Diversity | total number of OID programs and workshops | Creating diversity programs, workshops, and events focusing on creating a safe place (home) for individuals and groups to self-identify, be recognized, and affirmed has received positive responses most likely due to the idea of creating space for individual self-affirmation while also promoting inclusivity. |
| | S | | | 2.2 | Provide up-to-date facilities and infrastructure to enhance academic, co-curricular and extra-curricular programs. | | | | | | | |

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| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | | |
| | M | | 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. | 13 | complete | 19 | 13 | July 1-June 30 | Information Technology | count provided by Information Technology | Annual renovations at this pace are not sufficient to maintain a teaching/learning environment that is consistent with contemporary methodologies. |
| | M | | 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. | ##### | Avg. 5-6% per year through FY20 | ##### | ##### | July 1-June 30 | Library | percentage of annual library materials budget increase year to year | In FY 17, the library's budget for books and serials budget was \$2,849,464 - a 4.3% (\$123,000) decrease from the prior year. The library was forced to cut the book budget substantially to mitigate the cuts to the serials budget. Nonetheless, the library was forced to cancel some subscriptions to serials, resulting in a \$24,896 or 1.1% decrease to the serials budget. This is the first funding cut to the library materials budget that we've incurred in many years. Our expectation is that FY17 was an aberrant year and the library will continue to receive annual increases for serials to keep pace with increasing costs. |

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|--|------|--------|----------|---------|---|--|----------|-----------------|--------------------------------------|------------------------------|---|--|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | 2.2.3 | | Expand internet to 1.5GBPS, storage to 110TB +45TB Backup and server capacities to 350. | 365 3 Gbps (2Gb commodity, 1Gb Internet 2) 110TB+45 TB backup 200TB+12 5TB backup | 350 | 375 1.5 Gbps | July 1-June 30 | Information Technology | count provided by Information Technology | As we improve and update our IT infrastructure, we're learning that transitioning to cloud services is a more long-term strategy and improves business continuity. We continually monitor and measure connectivity as more mobile devices are added. Storage capacity can be split into two categories: 1) enterprise storage, which support the central systems like HR, Finance, and Student systems. 2) Consumer storage, which supports end-user document storage (i.e. home drive and departmental storage). We are in the process of migrating consumer storage to Office365 OneDrive, which will help us in repurposing on premise storage to support the growing enterprise storage needs. |
| Education, Training, and Human Development | G | | 3 | | 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 | | | | | | | |
| | M | | 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. | 5,497.50 | 5,310 | 4,518 | 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) | Used to track effectiveness of maintaining the potential for growth at the North Campus. |
| | M | | 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. | \$10,900 | \$10,558 | \$11,386 | July 1 - June 30 | Business Affairs | tuition rates as provided by Business Affairs | Tuition rates are consistently monitored against student ability to pay to ensure continual enrollments. |
| | M | | 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. | \$28,444 | \$27,548 | \$29,544 | July 1 - June 30 | Business Affairs | tuition rates as provided by Business Affairs | Tuition rates are consistently monitored against student ability to pay to ensure continual enrollments. |

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|--|------|--------|----------|---------|--|---------|--------|--------|------------------|--|---|---|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | 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. | N/A | N/A | | July 1-June 30 | Advancement Office | amount raised in a fiscal year | established a new post-campaign baseline. |
| | S | | 3.2 | | Collaborate with local, national and international institutions to leverage higher education for a stronger South Carolina | | | | | | | |
| | M | | 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. | 1022 | 949 | 968 | July 1 - June 30 | Office of International Education | counts of student participation in study abroad opportunities | Plan to develop separate tuition model to boost participation in CofC programs. |
| | M | | 3.2.2 | | Continue to increase sponsored research activity by increasing number of external funding submissions an average of 2% per year by averaging three years at a time through FY20 by Office of Research and Grants Administration. | 120 | 122 | 132 | July 1 - June 30 | Office of Research and Grants Administration | average of current, previous and next previous year submissions | Gauge of assistance provided to faculty in preparation/submission of external funding applications. |
| | M | | 3.2.3 | | Establish an average of one new partnership per year though FY20 with PK-12 schools exemplified by established partnerships with area schools and districts. | 254 | 250 | 505 | July 1 - June 30 | Provost's Office | Count of PK-12 school partnerships established | We use this to monitor our engagement with the local school districts. |

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| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |

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|--|------|--------|----------|---------|-------------|---------|--------|--------|-----------------|------------------------------|--------------------|---------------------------|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |

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Strategic Planning and Performance Measurement Template

| Statewide Enterprise Strategic Objective | Type | Item # | | | Description | 2018-19 | | | Time Applicable | Data Source and Availability | Calculation Method | Meaningful Use of Measure |
|--|------|--------|----------|--|---|-----------|---|----------------------|---|--|--|---------------------------|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| Education, Training, and Human Development | G | 1 | | | Provide students a highly personalized education based on a liberal arts and sciences core and enhanced by opportunities for experiential education | | | | | | | |
| | S | 1.1 | | | Enhance the undergraduate academic core | | | | | | | |
| | M | | 1.1.1 | Continue to develop select online undergraduate courses and programs and increase on-line student credit hours (SCH) by an average of 8% per year through FY2020. | 20,472.50 | 14,000 | 25,768 | July 1-June 30 | CHE official data files | Sum of SCH in courses taught online | A significant increase in online SCH has been reported to senior administration and the Board of Trustees. Academic Affairs is aware of increasing student interest in online courses. | |
| | M | | 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. | 50 | 40 | 45 | July 1-June 30 | compilation of counts by Provost's Office | Count of programs and specialty events | Important in ensuring that we are regularly engaged with the Lowcountry beyond campus. We have strengthened our commitment to public history, strengthened our academic programs tied to the Lowcountry, and continued the Race and Social Justice Initiative. | |
| | M | | 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. | No new programs were added, but 1 new concentration was added to the BPS program | 3 by FY20 | Added Project Management Concentration and Project Management Certificate | July 1-June 30 | CHE official data files | Count of new programs offered at North Campus | We have established a commitment of 3 new programs by FY20 and are monitoring our progress towards that goal. We have a new general studies program under development. | |
| | S | 1.2 | | | Develop and retain a highly qualified and diverse faculty and staff | | | | | | | |
| | M | | 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. | 9 of 21 | 12 of 21 | 11 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 | The Faculty Compensation Committee is tracking this ranking for requests to the Board of Trustees for faculty raises. | |
| | M | | 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 | 555 | 550 | 547 | Fall count | CHE official data files | Fall count of occupied faculty lines, including librarians, visitors, and leave without pay | Roster faculty lines are being monitored in relationship to enrollments. | |

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|--|------|--------|----------|---------|--|---------|--------|---------|-----------------|---|--|---|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | 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. | 425 | 400 | 551 | 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 | We use this measure to track our faculty development initiatives, introducing new ones, such as the "faculty for sustainable living workshop," and eliminating those that have already fulfilled their need or that are no longer of interest. We also use it to track total numbers of faculty trained for specific initiatives, such as our FYE and our Distance Education expansion. |
| | S | | 1.3 | | Recruit, enroll and retain an academically distinguished, well-prepared | | | | | | | |
| | M | | 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. | \$18.3M | \$21M | \$18.3M | 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) Reduction in the yield on out-of-state students (freshmen and graduate) resulting in fewer abatements; (2) A significant increase in foregone revenue due to unfunded state mandate programs such as Free Tuition to Dependents of Disabled/Deceased Veterans and Free Tuition to Dependents of Disabled/Deceased Law Enforcement/Fire/First Responders. |
| | M | | 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. | 86.3% | 85% | 86.2% | 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 | Retention/graduation data is consistently referred to for enrollment projections, financial projections, peer and peer aspirant comparisons, and regulatory reporting. |
| | M | | 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 | 505 | 600 | 421 | Fall count | CHE official data files | Count of number of students taking at least one course at the North campus | Used to track effectiveness of maintaining the potential for growth at the North Campus. |
| Education, Training, and Human Development | G | | 2 | | 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 | | | | | | | |

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Strategic Planning and Performance Measurement Template

| Statewide Enterprise Strategic Objective | Type | Item # | | | Description | 2018-19 | | | Time Applicable | Data Source and Availability | Calculation Method | Meaningful Use of Measure |
|--|------|--------|----------|---------|---|---------|--------|--------|-----------------|------------------------------|--|--|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | 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. | 19.10% | 18% | 19.85% | Fall | CHE official data files | Count of (undergraduate) 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 | These data are consistently tracked by senior administration and the Board of Trustees to monitor progress in URM enrollments. |
| | M | | 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. | 78 | 100 | 80 | July 1-June 30 | Provost's Office | Count of faculty attending diversity training workshops | We use this to monitor our diversity training associated with faculty and instruction. We have fine-tuned our inclusive learning environments workshop in new faculty orientation, based on feedback. Also, our Office of Institutional Diversity has introduced a series of new diversity workshops for 2017-18. |
| | M | | 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. | 21 | 30 | 25 | July 1-June 30 | Office of Diversity | Total number of OID programs and workshops | Creating diversity programs, workshops, and events focusing on creating a safe place (home) for individuals and groups to self-identify, be recognized, and affirmed has received positive responses most likely due to the idea of creating space for individual self-affirmation while also promoting inclusivity. |
| | S | | 2.2 | | Provide up-to-date facilities and infrastructure to enhance academic, co-curricular and extra-curricular programs. | | | | | | | |
| | M | | 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. | 13 | 10 | 43 | July 1-June 30 | Information Technology | Count provided by Information Technology | Annual renovations at this pace are not sufficient to maintain a teaching/learning environment that is consistent with contemporary methodologies. |

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Strategic Planning and Performance Measurement Template

| Statewide Enterprise Strategic Objective | Type | Item # | | | Description | 2018-19 | | | Time Applicable | Data Source and Availability | Calculation Method | Meaningful Use of Measure |
|--|------|--------|----------|---------|--|-------------|---------------------------------|-------------|-----------------|------------------------------|---|--|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | 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. | \$2,179,495 | Avg. 5-6% per year through FY20 | \$2,800,969 | July 1-June 30 | Library | Percentage of annual library materials budget increase year to year | FY18 was the second year that the library materials budget sustained a deep budget cut. The materials budget for FY18 was \$2,800,969, a \$48,495 cut from the previous year. Because our budget was both cut AND did not receive any inflationary costs (estimated at approximately \$100,000) AND did not receive expected NOAA funding for serials purchases for the Marine Resources Library (estimated at approximately \$30,000), the materials budget was impacted by almost \$180,000 in FY18. To manage a loss of this nature the library had to once again cut the book budget significantly as well as cut a number of subscription-based resources. Any further cut of this scope will eliminate funding for the book budget, impact our serial subscriptions and may put our accreditation in jeopardy. |

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Strategic Planning and Performance Measurement Template

| Statewide Enterprise Strategic Objective | Type | Item # | | | Description | 2018-19 | | | Time Applicable | Data Source and Availability | Calculation Method | Meaningful Use of Measure |
|--|------|--------|----------|---------|---|---------------------------------|-------------------------------|--|---|-----------------------------------|--|---|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | 2.2.3 | | Expand internet to 1.5GBPS, storage to 110TB +45TB Backup and server capacities to 350. | 1.5 GBPS 220TB+800 TB backup | 3 GBPS 200TB+125 TB backup | 3 GBps Commodity 200TB+160 TB backup | July 1-June 30 | Information Technology | Count provided by Information Technology | <p>We continually monitor and measure connectivity as more mobile devices are added.</p> <p>Storage capacity can be split into two categories: 1) enterprise storage, which support the central systems like HR, Finance, and Student systems. 2) Consumer storage, which supports end-user document storage (i.e. home drive and departmental storage). We are in the process of migrating consumer storage to Office365 OneDrive, which will help us in repurposing on premise storage to support the growing enterprise storage needs.</p> <p>As we improve and update our IT infrastructure, we're learning that transitioning to cloud services is a more long-term strategy and improves business continuity.</p> |
| Education, Training, and Human Development | G | | 3 | | 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 | | | | | | | |
| | M | | 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. | 4,518 | 5,600 | 4,038 | Academic Year-- Fall, Spring, Summer | CHE official data files | Sum of SCH in courses offered at College of Charleston North Campus (does not include online courses through the North Campus) | Used to track effectiveness of maintaining the potential for growth at the North Campus. |
| | M | | 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. | \$11,386 \$29,544 | \$11,998 \$30,386 | \$12,418 \$31,600 | July 1 - June 30 | Business Affairs | Tuition rates as provided by Business Affairs | Tuition rates are consistently monitored against student ability to pay to ensure continual enrollments. |
| | M | | 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 \$13.5M-\$15M in new philanthropic commitments for FY2018. | \$13.5M | \$13.5-15M | \$15.6M | July 1-June 30 | Advancement Office | New commitment amount raised in a fiscal year | Evaluate fundraising performance. |
| | S | | 3.2 | | Collaborate with local, national and international institutions to leverage higher education for a stronger South Carolina | | | | | | | |
| | M | | 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. | 968 | 1073 | 957 | July 1 - June 30 | Office of International Education | Counts of student participation in study abroad opportunities | Plan to develop separate tuition model to boost participation in CofC programs. |

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Strategic Planning and Performance Measurement Template

| Statewide Enterprise Strategic Objective | Type | Item # | | | Description | 2018-19 | | | Time Applicable | Data Source and Availability | Calculation Method | Meaningful Use of Measure |
|--|------|--------|----------|---------|--|---------|--------|--------|------------------|--|---|--|
| | | Goal | Strategy | Measure | | Base | Target | Actual | | | | |
| | M | | | 3.2.2 | Continue to increase sponsored research activity by increasing number of external funding submissions an average of 2% per year by averaging three years at a time through FY20 by Office of Research and Grants Administration. | 132 | 125 | 106 | July 1-June 30 | Office of Research and Grants Administration | Average of current, previous and next previous year submissions | Gauge of assistance provided to faculty in preparation/submission of external funding applications |
| | M | | | 3.2.3 | Establish an average of one new partnership per year though FY20 with PK-12 schools exemplified by established partnerships with area schools and districts. | 505 | 400 | 520 | July 1 - June 30 | Provost's Office | Count of PK-12 school partnerships established | We use this to monitor our engagement with the local school districts. |

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Section:

015

Program Template

| Program/Title | Purpose | FY 2017-18 Expenditures (Actual) | | | | FY 2018-19 Expenditures (Projected) | | | | Associated Measure(s) |
|---------------------------|--|----------------------------------|----------------|--------------|----------------|-------------------------------------|----------------|--------------|----------------|---|
| | | General | Other | Federal | TOTAL | General | Other | Federal | 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. | \$ 20,362,477 | \$ 140,425,038 | \$ 4,786,223 | \$ 165,573,738 | \$ 21,166,776 | \$ 143,238,082 | \$ 7,414,193 | \$ 171,819,051 | 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. | | \$ 43,666,010 | | \$ 43,666,010 | | \$ 43,066,270 | | \$ 43,066,270 | |
| 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 | \$ 6,302,654 | \$ 29,576,778 | \$ 366,454 | \$ 36,245,886 | \$ 5,529,803 | \$ 31,715,465 | \$ 585,807 | \$ 37,831,075 | 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 |
| | | | | | \$ - | | | | \$ - | |
| | | \$ 26,665,131 | \$ 213,667,826 | \$ 5,152,677 | \$ 245,485,634 | \$ 26,696,579 | \$ 218,019,817 | \$ 8,000,000 | \$ 252,716,396 | |

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Legal Standards Template

| Item # | Law Number | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted | Does this law specify who your agency must or may serve? (Y/N) | Does the law specify a product or service your agency must or may provide? | If yes, what type of service or product? | If other service or product, please specify what service or product. |
|--------|------------------------|--------------|-------------|--|--|--|--|--|
| 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. | N | N | | |
| 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 | N | N | | |
| 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. | N | Y | | |
| 4 | 8-15-10 to 8-15-70 | State | Statute | Provides general rules applicable to local and state officers and employees. | N | N | | |
| 5 | 8-17-310 to 8-17-380 | State | Statute | Sets forth state employee grievance procedure for non-faculty College employees. | N | N | | |
| 6 | 8-27-10 to 8-27-60 | State | Statute | Sets forth rules and causes of action for whistle blowers reporting violations. | N | N | | |
| 7 | 12-400 to 12-423 | State | Regulation | Sets forth regulations related to retention schedule of state Personnel records. | N | N | | |
| 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. | N | N | | |
| 9 | 12-1000 to 12-1003 | State | Regulation | Sets forth regulations regarding minimum standards for all facilities which house public records. | N | N | | |
| 10 | 12-1100 to 12-1124 | State | Regulation | Sets forth regulations regarding retention schedules for data processing records of all State Agencies and Institutions. | N | N | | |
| 11 | 12-1200 to 12-1206 | State | Regulation | Sets forth regulations regarding retention schedule for electronic records common to State Agencies/ Institutions. | N | N | | |
| 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. | N | N | | |
| 13 | 30-1-10 to 30-1-180 | State | Statute | Provides rules regarding the maintenance, storage, and destruction of public records. | N | N | | |
| 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. | N | N | | |
| 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. | N | Y | | |
| 16 | 47-1 to 47-501 | State | Regulation | Sets forth regulations regarding wages, benefits, unemployment insurance and related matters. | N | N | | |
| 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. | N | N | | |
| 18 | 59-101-10 | State | Statute | Designates certain State colleges and universities, including the College of Charleston. | N | N | | |
| 19 | 59-101-20 | State | Statute | Transfers all property of the College of Charleston to the State. | N | N | | |
| 20 | 59-101-40 | State | Statute | Provides that student body Presidents may be ex-officio members of the Board. | Y | N | | |
| 21 | 59-101-50 | State | Statute | Gives enrollment preference at State Colleges to SC state residents. | Y | N | | |
| 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. | Y | N | | |
| 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. | Y | N | | |
| 24 | 59-101-90 | State | Statute | Provides for no classes on Christmas or New year's Day | N | N | | |
| 25 | 59-101-100 | State | Statute | Provides for display of United States and State flags. | N | N | | |
| 26 | 59-101-110 | State | Statute | Provides for display of State flag on buildings. | N | N | | |

| | | | | | | | |
|----|------------|-------|---------|--|---|---|--|
| 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. | Y | N | |
| 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. | Y | Y | |
| 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. | N | Y | |
| 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. | N | N | |
| 31 | 59-101-170 | State | Statute | Provides for liability insurance coverage for college employees. | N | N | |
| 32 | 59-101-180 | State | Statute | Allows for sale of excess real property and sets rules regarding use of proceeds. | N | N | |
| 33 | 59-101-185 | State | Statute | Allows College Boards to maintain financial management and accounting systems. | N | N | |
| 34 | 59-101-187 | State | Statute | Allows certain classes of funds to be used to recognize academic achievement and research excellence. | N | N | |
| 35 | 59-101-200 | State | Statute | Prohibits hazing and provides for penalties. | N | N | |
| 36 | 59-101-210 | State | Statute | Provides for public institutional reports for hazing violations and redress. | N | Y | |
| 37 | 59-101-280 | State | Statute | Provides that Colleges shall emphasize teaching as a career opportunity. | N | N | |
| 38 | 59-101-285 | State | Statute | Sets meeting attendance requirements for members of governing boards. | N | N | |
| 39 | 59-101-290 | State | Statute | Provides for notification to students of risks of contracting certain diseases if living on campus. | Y | Y | |
| 40 | 59-101-335 | State | Statute | Authorizes penalties and bonds for parking violations. | N | N | |
| 41 | 59-101-340 | State | Statute | Provides for allocation of funds for the "Cutting Edge Research Investment Initiative" | N | N | |
| 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. | N | N | |
| 43 | 59-101-350 | State | Statute | Provides for submission of information for Commission on Higher education annual report. | N | Y | |
| 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. | N | N | |
| 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. | Y | N | |
| 46 | 59-101-400 | State | Statute | Provides for educational credit for certain courses that are part of military training or service. | Y | N | |
| 47 | 59-101-410 | State | Statute | Sets terms relating to loan of endowment funds and auxiliary enterprise funds. | N | N | |
| 48 | 59-101-420 | State | Statute | Provides for annual reporting of out-of-state undergraduate student population. | Y | Y | |
| 49 | 59-101-430 | State | Statute | 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. | Y | N | |
| 50 | 59-101-610 | State | Statute | Sets requirements for use of funds for lump sum bonus plans. | N | N | |
| 51 | 59-101-620 | State | Statute | Sets terms regarding education fee waivers. | N | N | |
| 52 | 59-101-630 | State | Statute | Sets terms regarding funding research grant positions | N | N | |
| 53 | 59-101-640 | State | Statute | Sets terms regarding health insurance for research assistants. | N | N | |
| 54 | 59-101-650 | State | Statute | Provides for power of eminent domain to State Colleges. | N | N | |
| 55 | 59-101-660 | State | Statute | Provides for annual audit and quality review; sets terms for pre-approved CPA firms. | N | Y | |

| | | | | | | | |
|----|-------------------------|-------|---------|--|---|---|--|
| 56 | 59-101-670 | State | Statute | Provides for an online register of state p-card transactions available to the public, subject to certain redactions. | N | Y | |
| 57 | 59-103-5 to 59-103-162 | State | Statute | Establishes a State Commission on Higher Education and sets out provisions regarding its operation, powers, function and composition. | N | N | |
| 58 | 59-105-10 to 59-105-60 | State | Statute | Creates the South Carolina Campus Sexual Assault Information Act and sets out terms and provisions for a model policy and reporting. | N | Y | |
| 59 | 59-106-10 to 59-106-30 | 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. | N | Y | |
| 60 | 59-107-10 to 59-107-200 | State | Statute | Allows for state institution bonds and sets requirements for their issuance, amounts, terms and redemption, as well as repayment. | N | N | |
| 61 | 59-111-10 to 59-111-770 | 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. | N | N | |
| 62 | 59-112-10 to 59-112-140 | State | Statute | Establishes rates of tuition and fees for certain classes of students and citizens and sets rules regarding determination of eligibility. | Y | N | |
| 63 | 59-114-10 to 59-114-75 | State | Statute | Provides for certain limited college assistance grants for citizens serving in the State National Guard. | Y | N | |
| 64 | 59-130-10 | State | Statute | Establishes Board of trustees for College and its composition. | N | N | |
| 65 | 59-130-20 | State | Statute | Sets compensation for Board of Trustees members. | N | N | |
| 66 | 59-130-30 | State | Statute | Delineates powers of the Board of Trustees. | N | N | |
| 67 | 59-130-35 | State | Statute | Grants authority to sell Remley's Point property and use proceeds of sale. | N | N | |
| 68 | 59-130-40 | State | Statute | Sets out number of meetings and locations of meetings for Board of Trustees. | N | N | |
| 69 | 59-130-50 | State | Statute | Sets out Board of Trustees authority to sell or lease donated real property. | N | N | |
| 70 | 59-130-60 | State | Statute | Sets out Board of Trustees authority to enter into ground lease agreements. | N | N | |
| 71 | 59-130-210 | State | Statute | Defines "equipment" for purposes of application of statutory law sections . | N | N | |
| 72 | 59-130-220 | State | Statute | Grants authority to issue revenue bonds for certain purposes for the College. | N | N | |
| 73 | 59-130-230 | State | Statute | Sets out procedure for the authorization and issuance of revenue bonds. | N | N | |
| 74 | 59-130-240 | State | Statute | Sets out the parameters, terms and conditions regarding revenue bonds. | N | N | |
| 75 | 59-130-250 | State | Statute | Provides that bonds issued by college shall be tax free bonds. | N | N | |
| 76 | 59-130-260 | State | Statute | Provides that bonds must be signed by the Chairman and Secretary of the Board. | N | N | |
| 77 | 59-130-270 | State | Statute | Provides that bonds will be sold under terms the Board considers advisable. | N | N | |
| 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. | N | N | |
| 79 | 59-130-290 | State | Statute | Provides that Resolutions, covenants, and agreements are binding contracts. | N | N | |
| 80 | 59-130-300 | State | Statute | Sets requirements for payment of bonds by the College alone. | N | N | |
| 81 | 59-130-410 | State | Statute | Provides for bonds for Academic and administrative facilities for the College. | N | N | |
| 82 | 59-130-420 | State | Statute | Defines terms to be used within the bond act of the College. | N | N | |
| 83 | 59-130-430 | State | Statute | Provides authority to issue bonds for academic and administrative facilities. | N | N | |
| 84 | 59-130-440 | State | Statute | Requires Board resolution and outline of purposes and terms for bond issues. | N | N | |

| | | | | | | |
|-----|-------------------------|---------|------------|---|---|---|
| 85 | 59-130-450 | State | Statute | Sets provisions for interest, maturity and redemption of bonds | N | N |
| 86 | 59-130-460 | State | Statute | Provides for College bonds to be tax exempt. | N | N |
| 87 | 59-130-470 | State | Statute | Provides for requirements regarding the signing of bonds and interest coupons. | N | N |
| 88 | 59-130-480 | State | Statute | Provides for arrangements regarding public and/or private sale of bonds. | N | N |
| 89 | 59-130-490 | State | Statute | Provides for filing bond data with state treasurer within 30 days of issue. | N | N |
| 90 | 59-130-500 | State | Statute | Provides that Board resolutions regarding bonds are enforceable contracts. | N | N |
| 91 | 59-130-510 | State | Statute | Provides that bond repayment is an obligation of the university and not the state. | N | N |
| 92 | 59-131-10 | State | Statute | Allows for board of Trustees to provide parking facilities for College. | N | N |
| 93 | 59-131-20 | State | Statute | Allows for Bond issue for parking. | N | N |
| 94 | 59-131-25 | State | Statute | Allows for Bond proceeds to be used for parking facilities. | N | N |
| 95 | 59-131-30 | State | Statute | Provides that bond payments shall be solely from parking proceeds. | N | N |
| 96 | 59-131-40 | State | Statute | Provides that bonds not backed by state full faith and credit. | N | N |
| 97 | 59-131-50 | State | Statute | Provides for Board resolutions for terms and conditions of bonds. | N | N |
| 98 | 59-131-60 | State | Statute | Provides that bonds shall be negotiable and registered. | N | N |
| 99 | 59-131-70 | State | Statute | Provides that parking facility bonds are tax exempt. | N | N |
| 100 | 59-131-80 | State | Statute | Provides that parking bonds are lawful investments. | N | N |
| 101 | 59-131-90 | State | Statute | Provides that bonds shall be executed by Board of Trustees and have College seal. | N | N |
| 102 | 59-131-100 | State | Statute | Allows bonds to be sold publicly or privately. | N | N |
| 103 | 59-131-110 | State | Statute | Provides for the Board to make covenants to provide for bond payments. | N | N |
| 104 | 59-131-120 | State | Statute | Allows the power of the College to issue parking facility bonds to remain open ended. | N | N |
| 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. | N | N |
| 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. | N | Y |
| 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. | N | N |
| 108 | 42 USC 6101-6107 | Federal | US Code | Prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance. | Y | N |
| 109 | 42 USC 12101-12213 | Federal | US Code | Protects against discrimination on the basis of disability. | Y | N |
| 110 | Pub. L. 110-315 | Federal | Public Law | Amends and extends the Higher Education Act of 1965, and other purposes. | N | N |
| 111 | 29 USC 701 | Federal | US Code | Prohibits discrimination on the basis of disability. | Y | N |
| 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. | Y | N |
| 113 | 11 USC 101-1532 | Federal | US Code | Governs the bankruptcy process and the criteria for eligibility. | N | N |
| 114 | 15 USC 12-27 | Federal | US Code | Prohibits the restraint of trade or commerce in the marketplace among the states. | N | N |

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| 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. | N | N |
| 116 | 26 USC 3101-3128 | Federal | US Code | Dictates which employers and employees are subject to taxation. | N | N |
| 117 | 26 USC 3301-3311 | Federal | US Code | Imposes taxes to help fund unemployment compensation. | N | N |
| 118 | 26 USC 6050S | Federal | US Code | Requires institutions to make returns to individuals as the Secretary may by regulations prescribe. | N | N |
| 119 | 15 USC 1693b | Federal | US Code | Creates rights, duties, and liabilities of those using electronic fund transfer services. | N | N |
| 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. | N | N |
| 121 | 15 USC 1-7 | Federal | US Code | Prohibits the restraint of trade or commerce among the several states. | N | N |
| 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. | N | N |
| 123 | 15 USC 1601-1693r | Federal | US Code | Requires full disclosure of terms and conditions of finance charges for loans and credit plans. | N | Y |
| 124 | 22 CFR Part 200 | Federal | CFR | Establishes uniform administrative requirements, cost principles, and audit requirements for federal awards to non-federal entities. | N | N |
| 125 | 26 USC 511 | Federal | US Code | Regulates unrelated business income. | N | N |
| 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. | N | N |
| 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. | N | N |
| 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. | Y | N |
| 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. | N | N |
| 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). | N | N |
| 131 | 20 USC 1092(f) | Federal | US Code | Requires institutions receiving federal financial assistance to collect information regarding campus crime and campus security policies. | N | Y |
| 132 | 29 USC 651-678 | Federal | US Code | Requires the institution to have a written emergency action plan. | N | Y |
| 133 | 41 USC 8701-8707 | Federal | US Code | Prohibits attempted or completed kickbacks of any kind. | N | N |
| 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. | N | N |
| 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. | N | N |
| 136 | Executive Order 1289; 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 \$3,000. | N | N |
| 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. | N | N |
| 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. | N | N |
| 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. | N | N |
| 140 | 17 USC 101-1332 | Federal | US Code | Prohibits the unauthorized reproduction or modification of authors' works. | N | N |

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| 141 | Pub. L. 105-298 | Federal | Public Law | Extends the length of protection afforded to copyrighted works. | N | N |
| 142 | 17 USC 101 | Federal | Public Law | Establishes rules criminalizing the circumvention of technological protection measures. | N | N |
| 143 | 15 USC 1051-1141n | Federal | US Code | Governs trademarks, unfair competition, and service marks. | N | N |
| 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. | N | N |
| 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. | N | N |
| 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. | N | N |
| 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. | N | N |
| 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. | N | N |
| 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. | N | N |
| 150 | 29 USC 206(d) | Federal | US Code | Prohibits wage discrimination between men and women on the base of sex. | N | N |
| 151 | Pub. L. 110-233 | Federal | Public Law | Prohibits discrimination on the basis of genetic information with respect to health insurance and employment. | N | N |
| 152 | 8 USC 1101-1106 | Federal | US Code | Governs the admission and employment of foreign nationals in the United States. | Y | N |
| 153 | Pub. L. 111-2 | Federal | Public Law | Prohibits discriminatory compensation. | N | N |
| 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. | N | N |
| 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. | N | N |
| 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. | N | N |
| 157 | Executive Order 13650 | Federal | Executive Order | Establishes risk-based performance standards for the security of the nation's chemical facilities. | N | N |
| 158 | 42 USC 7401-7671g | Federal | US Code | Regulates programs for the prevention and abatement of air pollution. | N | N |
| 159 | 33 USC 1251-1387 | Federal | US Code | Governs water pollution. | N | N |
| 160 | 42 USC 9601-9675 | Federal | US Code | Sets forth regulations and requirements regarding uncontrolled or abandoned hazardous waste sites. | N | N |
| 161 | 42 USC 13201-13574 | Federal | US Code | Ensures jobs for our future with secure, affordable, and reliable energy. | N | N |
| 162 | 7 USC 136-136y | Federal | US Code | Prevents the manufacture, sale, or transportation of adulterated or misbranded insecticides, fungicides, and rodenticides. | N | N |
| 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. | N | N |
| 164 | 42 USC 6921-6939g | Federal | US Code | Regulates underground storage tanks and the disposal of hazardous substances. | N | N |
| 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. | N | N |
| 166 | 42 USC 4852d | Federal | US Code | The institution must provide lessees/purchasers with a lead hazard information pamphlet. | N | Y |
| 167 | Pub. L. 110-161 | Federal | Public Law | Requires the institution to submit an annual report of its greenhouse gas emissions. | N | Y |

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| 168 | 42 USC 699 | Federal | US Code | Sets forth regulations on the management of infectious waste. | N | N |
| 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. | N | N |
| 170 | 33 USC 2701-2762 | Federal | US Code | Sets forth regulations for employees handling oil. | N | N |
| 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. | N | N |
| 172 | 42 USC 6901-6992k | Federal | US Code | Governs the disposal of discarded materials and the management of hazardous waste. | N | N |
| 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. | N | N |
| 174 | 15 USC 2601-2629 | Federal | US Code | Requires testing and necessary use restrictions on certain chemical substances. | N | N |
| 175 | 5 USC 7353 | Federal | US Code | Sets forth regulations to preserve and promote the integrity of public officials and institutions. | N | N |
| 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. | N | N |
| 177 | 22 USC 2751-2799aa-2 | Federal | US Code | Regulates the exportation of defense services. | N | N |
| 178 | 50 USC 2401-2420 | Federal | US Code | Regulates the export of certain items that may be used in civilian and military realms. | N | N |
| 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. | N | N |
| 180 | 22 USC 2778 | Federal | US Code | Sets forth the terms and conditions for licensing military products and regulates the exportation of defense services. | N | N |
| 181 | 20 USC 1001-1019d | Federal | US Code | Establishes guidelines under which institutions may participate in student loan programs, to prevent student loan default. | N | N |
| 182 | 20 USC 1092 | Federal | US Code | Sets forth the framework and methods in which institutions must provide financial aid information to students. | N | Y |
| 183 | 15 USC 7701-7713 | Federal | US Code | Sets guidelines for preventing the transmission of misleading and deceptive information via email. | N | N |
| 184 | 26 USC 170 | Federal | US Code | Dictates the conditions in which the substantiation and disclosure provisions apply to tax exempt organizations. | N | N |
| 185 | 26 USC 170 | Federal | US Code | Sets the guidelines for deductions regarding contributions. | N | N |
| 186 | 2015 Manual | Federal | Federal Sentencing Guidelines Manual | Institutions may be vicariously liable for criminal acts committed by their agents. | N | N |
| 187 | Pub. L. 111-5, Section 1512 | Federal | Public Law | Makes supplemental appropriations for job preservation and creation, assistance to the unemployed, etc. | N | N |
| 188 | 34 CFR 75-79, 81-86, 97-99 | Federal | CFR | Sets the guidelines for administering grants and agreements for certain programs. | N | N |
| 189 | HHS Grants Policy Statement | Federal | HHS Grants Policy Statement | Provides conditions and terms for receiving Health and Human Services grants and awards. | N | N |
| 190 | 31 USC 3729-37333 | Federal | US Code | Provides penalties for fraudulent governmental activities against the government. | N | N |
| 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. | N | N |
| 192 | Pub. L. 109-282 | Federal | Public Law | Mandates a mode of providing information to the public regarding entities receiving federal funds. | N | Y |
| 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. | N | N |
| 194 | 21 USC 801-889 | Federal | US Code | Provides for treatment and rehabilitation of drug abusers and drug dependent persons. | N | N |
| 195 | Pub. L. 104-191 | Federal | Public Law | Sets forth the guidelines for releasing medical and health information of individuals. | N | N |
| 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. | N | N |

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| 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. | N | N |
| 198 | 29 USC 1001-1461 | Federal | US Code | Sets the standards for employee pension plans. | N | N |
| 199 | Pub. L. 110-173 | Federal | Public Law | Extends provisions under the Medicare, Medicaid, and SCHIP programs. | N | N |
| 200 | 42 USC 18001-18122 | Federal | US Code | Requires certain employers to offer health insurance coverage. | N | N |
| 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. | N | N |
| 202 | 49 USC 31144 | Federal | US Code | Establishes guidelines for drug testing of commercial motor vehicle operators. | N | N |
| 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. | N | N |
| 204 | 29 USC 2001-2009 | Federal | US Code | Prohibits employers from requiring employees to take a lie detector test, with limited exceptions. | N | N |
| 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. | N | N |
| 206 | 29 USC 2101-2109 | Federal | US Code | Requires advance notification of plant closings and mass layoffs, etc. | N | N |
| 207 | 26 USC 457 | Federal | US Code | Dictates how any deferred compensation may be determined as gross income. | N | N |
| 208 | 26 USC 403 | Federal | US Code | Sets regulations for employee annuities. | N | N |
| 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. | N | N |
| 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. | N | N |
| 211 | 15 USC 1673 | Federal | US Code | Provides restrictions on employee wage garnishments. | N | N |
| 212 | 29 USC 201-219 | Federal | US Code | Establishes minimum standards for minimum wage and overtime pay in the workplace, etc. | N | N |
| 213 | IRS Publication 970 | Federal | IRS Publication | Regulates qualified tuition reduction for tuition assistance given to employees for educational purposes. | Y | N |
| 214 | 22 CFR 62.15 | Federal | CFR | Establishes a database that provides various government organizations with information on foreign students. | N | N |
| 215 | 47 USC 1001-1010 | Federal | US Code | Mandates carriers to provide law enforcement legal access to communications. | N | N |
| 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. | N | N |
| 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. | N | N |
| 218 | Pub. L. 107-296 | Federal | Public Law | Established the Department of Homeland Security. | N | N |
| 219 | 47 USC 227(b)(1)(C) | Federal | US Code | Prohibits using the fax machine to send unsolicited advertisements. | N | N |
| 220 | Public Law No. 105-147 | Federal | Public Law | Provides greater copyright infringement. | N | N |
| 221 | 47 USC 227 | Federal | US Code | Sets the terms and conditions for using telemarketing. | N | N |
| 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. | N | N |
| 223 | 35 USC 200-212 | Federal | US Code | Promotes collaboration between commercial concerns and non-profit organizations, including universities, etc. | N | N |
| 224 | Public Law No. 108-453 | Federal | Public Law | Promotes cooperative research involving universities, the public sector, and private enterprises. | N | N |

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| 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. | N | N |
| 226 | 35 USC 1-390 | Federal | US Code | Sets the guidelines and procedures for filing and appearing before the US Patent and Trademark Office. | N | N |
| 227 | 17 USC 106A | Federal | US Code | Protects certain rights of authors of work of visual art. | N | N |
| 228 | 22 USC 611-621 | Federal | US Code | Requires persons acting as agents of foreign principals to file registration statements with the Attorney General. | N | N |
| 229 | 15 USC 78dd | Federal | US Code | Prevents certain persons from making payments to foreign government officials. | N | N |
| 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. | N | N |
| 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. | N | Y |
| 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. | N | N |
| 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. | N | N |
| 234 | 44 USC 3541 | Federal | US Code | Requires federal agencies and federal contractors to develop and implement mandatory information security risk management standards. | N | N |
| 235 | 20 USC 1232g | Federal | US Code | Dictates the conditions of releasing educational information and records. | N | Y |
| 236 | 5 USC 552 | Federal | US Code | Sets the guidelines for releasing information controlled by the government. | N | N |
| 237 | 15 USC 6801 | Federal | US Code | Governs the disclosure and protection of consumer private, personal information. | N | N |
| 238 | Public Law No. 111-5 | Federal | Public Law | Regulates health information technology infrastructure, alongside HIPAA. | N | Y |
| 239 | Public Law No. 111-358 | Federal | Public Law | Promotes competitiveness of the United States through research and development. | N | N |
| 240 | 7 USC 2131-2159 | Federal | US Code | Regulates the treatment of animals in research, exhibition, transport, and by dealers. | N | N |
| 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. | N | N |
| 242 | 15 USC 37 | Federal | US Code | Provides antitrust protection to organizations which are registered as 501(c)(3) non-profit entities. | N | N |
| 243 | 31 USC 5314 | Federal | US Code | Regulates which certain fringe benefits maybe excluded from gross income. | N | N |
| 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. | N | N |
| 245 | 26 USC 3401-3406 | Federal | US Code | Distinguishes between independent contractors and employees. | N | N |
| 246 | Public Law No. 104-188 | Federal | Public Law | Sets forth the minimum distributions from tax-qualified retirement plans. | N | N |
| 247 | 26 USC 6115 | Federal | US Code | Sets written disclosure requirements for charities receiving contributions in excess of \$75 as quid pro quo. | N | N |
| 248 | Act 0244 | State | Code of Law | "The Pregnancy Accommodations Act" This Act is to promote public health and ensure full and equal participation for women in the labor force by requiring employers to provide reasonable accommodations to employees for medical needs arising from pregnancy, childbirth, or related medical conditions. | Y | Y |

Agency Name:

COLLEGE OF CHARLESTON

Fiscal Year 2017-2018

Accountability Report

Agency Code:

H150

Section:

15

Customer Template

| Divisions or Major Programs | Description | Service/Product Provided to Customers | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i> |
|---|---|---|--|---|
| Controller's Office Controller's Office | Accounts Payable payments Accounts Payable payments | Student Refund Checks Vendor payments for goods & services | General Public Industry | Students attending the college 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 Campus Housing Copy Center | Bookstore is responsible for providing retail and Campus Housing is responsible for all on-campus housing Copy Center is responsible for providing | textbooks, office supplies and apparel on-campus housing printing and copying | General Public General Public General Public | College employees, students and surrounding community College undergraduate students 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 Mail Services Parking Services Sottile Theatre | Dining Services is responsible for providing food Mail Services is responsible for providing mail Parking Services is responsible for parking Sottile Theatre is responsible for handling the | dining and catering mail services parking passes and garages performing arts venue | General Public General Public General Public General Public | College employees, students and surrounding community College employees, students and surrounding community College employees, students and surrounding community College employees, students, Spoleto 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. |
| Human Resources | HR is responsible for employee recruitment, retention, development, performance management, conduct, classification, compensation, benefits, and data management for the institution. | 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 | 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 | Conducts investigations, training, reviews hiring process for EEO compliance, prepares reports, consults with employees and managers. | General Public | College employees, students, parents, law enforcement. |

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| CofC Campus Community | Facility planning programming, design, construction, commissioning, operations maintenance, repair, inspection and PM services | 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 | Purchasing of goods and services for all departments within College | Executive Branch/State Agencies | |
| Procurement Office | This department develops, advertises, and issues solicitations to the vendor community and manages contracts. | 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 | This department develops, advertises, and issues solicitations to the vendor community and manages contracts. | Promote public trust in College of Charleston and fosters transparency across the procurement process. | General Public | Citizens and taxpayers of South Carolina |
| | | Campus Recreation Services | General Public | Students, faculty, staff, and community |
| | | Career Center | | |
| | | Center for Civic Engagement | | |
| | | Collegiate Recovery Program | | |
| Division of Student Affairs | 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. | Counseling and Substance Abuse Services | | |
| | | Dean of Students | | |
| | | Disability Services | | |
| | | Fraternity and Sorority Life | | |
| | | Higdon Student Leadership Center | | |
| | | Multicultural Student Programs and Services | | |
| | | Residence Life | | |
| | | Student Health Services | | |
| | | Student Life | | |
| | | Upward Bound and Pre-College Programs | | |
| | | Victim Services | | |
| Division of Marketing and Communications | 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 Offers baccalaureate and graduate programs through seven schools: School of the Arts, School of Business, School of Education, Health, | 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 | | Provides academic programming and instruction to students. Provides academic support services to students. | General Public | Enrolled students |

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| 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 | 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 | Promotes student engagement in transformative learning experiences both in and out of the classroom. | General Public | Faculty, staff, and students |
| 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- | 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. | Provides resources for policies, procedure 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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| Institutional Advancement | The Division of Institutional Advancement provides the guidance, protocols, processes, infrastructure and organizational leadership to the rest of the campus in order to identify, | Alumni career services, alumni e-newsletter, information about the College and opportunities to engage with the College | General Public | College of Charleston alumni |
| Institutional Advancement | The Division of Institutional Advancement provides the guidance, protocols, processes, infrastructure and organizational leadership to | Information about the College and opportunities to engage through philanthropy | General Public | Parents of current College of Charleston students |
| Institutional Advancement | The Division of Institutional Advancement | Donor stewardship | General Public | Donors to the College of Charleston |
| Controller's Office | Accounts Payable payments | Travel reimbursements | General Public | College of Charleston employees |

Agency Name:

COLLEGE OF CHARLESTON

Fiscal Year 2017-2018

Accountability Report

Agency Code:

H150

Section:

015

Partner Template

| Name of Partner Entity | Type of Partner Entity | Description of Partnership | Associated Goal(s) |
|---|-------------------------------|--|---|
| Ellucian | Private Business Organization | ERP System Vendor | Compliance, Efficiency, Reporting |
| Wells Fargo | Private Business Organization | Provide banking services | Compliance, Efficiency |
| Bank of America | Private Business Organization | Provide banking services | Compliance, Efficiency |
| GFOA | Professional Association | Provide professional guidance | Compliance, Efficiency |
| SCGFOA | Professional Association | Provide professional guidance | Compliance, Efficiency |
| SACUBO | Professional Association | Provide professional guidance | Compliance, Efficiency |
| AP & P2P Network | Professional Association | Provide professional guidance | Compliance, Efficiency |
| NCURA | Professional Association | Provide professional guidance | Compliance, Efficiency |
| NACUBO | Professional Association | Provide professional guidance | Compliance, Efficiency |
| APPA | 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 | Payment Card Industry Data Security Standard (PCI-DSS) consultants | Compliance, 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 |

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| 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 |
| 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 |
| AIG 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 |
| Berkeley County Family Court | Local Government | Child Support Garnishing Agency | Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information |
| California State Family Court | Local Government | Child Support Garnishing Agency | Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information |

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| Texas Child Support | Local Government | Child Support Garnishing Agency | Remit Employee Deduction, Employee Contribution, and/or Employee Wage Information |
| Mecklenburg County Family Court | 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 |
| 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 |

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| 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 | |
| SFAA, 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 |
| 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. |

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| SFAA Procurement Services | State Government | College relies on and collaborates with state purchasing officials for guidance and discusses common goals and objectives. | To discover commonalities and requirements for statewide contracts, to promote compliance with state law and to promote best practices in procurement. |
| Commission on Higher Education (CHE) | State Government | The coordinating board for all public institutions in SC. | CHE oversees academic program quality; maintains funding and data systems; approves capital projects, leases, and land purchases; oversees administration of State financial aid |
| 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 |

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| 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. |
| 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 opportuneness | 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. |

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| 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 |
| Aceware | Private Business Organization | Provides online, non-credit registration and payment gateway | Compliance, Efficiency, Reporting |
| T2 Parking | Private Business Organization | Parking solutions | Efficiency |
| TargetX | Private Business Organization | Admissions servicing | Efficiency, Reporting |
| Hankshake | Private Business Organization | Career Services Solution | Compliance, Efficiency |

Agency Name: COLLEGE OF CHARLESTON

Fiscal Year 2017-2018
Accountability Report

Agency Code: H150 Section: 015

Report and External Review Template

| Item | Is this a Report, Review, or both? | Report or Review Name | Name of Entity Requesting the Report or Conducting Review | Type of Entity | Reporting Frequency | Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY) | Summary of Information Requested in the Report or Reviewed | Method to Access the Report or Information from the Review |
|--------------------------------------|------------------------------------|--|---|----------------------|---------------------|--|---|---|
| CAFR | External Review and Report | Comprehensive Annual Financial Report (CAFR) | State of SC | State | Annually | 10/01/2018 | Financial statement audit, financial statements, footnotes, other supplementary schedules | http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx |
| Single Audit | External Review and Report | Single Audit | Grant Agencies | Federal | Annually | 10/30/2018 | Audit of Federal Assistance Expenditures | http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx |
| | External Review and Report | Data Collection Form | Grant Agencies | Federal | Annually | 10/31/2018 | Annual Federal Assistance Expenditures | |
| NCAA Agreed Upon Procedures | External Review and Report | NCAA AUP Report | NCAA | Outside Organization | Annually | 1/16 | Agreed Upon Procedures engagement of expenses related to NCAA intercollegiate athletic programs | http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx |
| SPIRS Report | Internal Review and Report | SPIRS Report | Department of Administration | State | Monthly | 20th of following month | Capital project expenditures | |
| Escheat Report | External Review and Report | Escheat Report | State Treasurer | State | Annually | 11/30 | Accounts Payable Unclaimed Property | |
| Travel Report | External Review and Report | Travel Report | Comptroller General | State | Annually | 9/2 | Travel expenses for top 25 travelers, and total | |
| 1099-MISC | External Review and Report | 1099-MISC | IRS | Federal | Annually | 1/31 | Payments to individuals- calendar year basis | |
| 1042-S | External Review and Report | 1042-S | IRS | Federal | Annually | 3/15 | Payments to foreign payees- calendar year basis | |
| SF-425 | External Review and Report | SF-425 Federal Financial Report | Various Federal Agencies | Federal | Quarterly | End of following month | Quarterly grant expenditures | |
| SF-425 | External Review and Report | SF-425 Federal Financial Report | Various Federal Agencies | Federal | Annually | 90-120 days after grant ends | Final grant expenditures | |
| Agency Budget | External Review and Report | 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. | |
| Accountability Report | External Review and Report | Accountability Report | SC Dept. of Administration | State | Annually | 9/15 | 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 CofC Controller's website |
| Fines and Fees Report | External Review and Report | Fines and Fees Report | Proviso 117.75 2015-16 Act | State | Annually | 9/1 | 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 |
| CHE150 | External Review and Report | 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. | |
| CHE100 | External Review and Report | CHE 100-Data Report | Commission on Higher Education | State | Annually | As requested | Academic Year Analysis of Tuition and Required Fees | |
| Accommodations Taxes | External Review and Report | Accommodations' Taxes | City/County-Charleston | Local Govt. | Monthly | 20th of following month | Accommodations taxes for guest housing and summer groups | |
| Accommodations Taxes | External Review and Report | Accommodations' Taxes | Department of Revenue | State | Monthly | 20th of following month | Accommodations taxes for guest housing and summer groups | |
| Use Taxes | External Review and Report | Use Taxes | Department of Revenue | State | Monthly | 20th of following month | Use tax remittance | |
| NRA Withholding | External Review and Report | Non-resident alien withholding | IRS | Federal | | As necessary | Withholding taxes for payments to non-resident aliens | |
| FPR | External Review and Report | Federal Project Review (FPR) | Executive Budget Office | State | Annually | When Requested | Indirect costs related to public service grants with federal funding | |
| Moody's | External Review and Report | Annual Public University Disclosure Request | Moody's | Outside Organization | Annually | 11/1 | Financial information | |
| 1098T | External Review and Report | IRS Form 1098T | IRS | Federal | Annually | 1/31 | Tuition tax credit for prior calendar year | |
| Debt Report | External Review and Report | Proviso 117.37 Debt Report | SC Executive Budget Office | State | Annually | 2/28 | Report of current accounts receivable | on file in CofC Treasurer's Office |
| Allowance for Doubtful Accounts | External Review and Report | Allowance for Doubtful Accounts | College of Charleston/Auditors | State | Annually | 6/30 | List of doubtful accounts subject to being written off | |
| Scholarship Discounts and Allowances | External Review and Report | Scholarship Discounts and Allowances | Auditors | Outside Organization | Annually | 7/30 | Report of tuition funding, waivers, scholarships, vouchers, etc. | |
| PCI-DSS Attestation of Compliance | External Review and Report | PCI-DSS Attestation of Compliance | Acquiring Banks | Outside Organization | Annually | 5/31 | Criteria for meeting the obligations of the Payment Card Industry | |

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| IPEDS | External Review and Report | Contributor to IPEDS | National Center for Education Statistics | Outside Organization | Annually | | financial information for the College of Charleston | https://nces.ed.gov/ipeds/datacenter/InstitutionProfile.aspx?unitId=adacb2b3acb4 |
| Contributor to BSQ | External Review and Report | Contributor to BSQ | AACSB | Outside Organization | Annually | | financial and demographic information for the School of Business | see School of Business |
| | External Review and Report | Contributor to NCAA Report | NCAA / Department of Education | Federal | Annually | | financial information for the Athletics department | see Athletics department |
| Contributor to Delaware Survey | External Review and Report | Contributor to Delaware Survey | University of Delaware | Outside Organization | Annually | | instructional effort and financial information for Academic Affairs | see Institutional Research |
| Employer's Quarterly Federal Tax Return | External Review and Report | 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 |
| Withholding Quarterly Tax Return | External Review and Report | 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 |
| WH-1606, SC Withholding 4th Quarter Annual Reconciliation | External Review and Report | 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 | |
| | External Review and Report | 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. | |
| GA-1003, Withholding Income Statement Transmittal | External Review and Report | 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. | |
| Income Tax Withholding Return | External Review and Report | 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. | |
| NC-3, Annual Withholding Reconciliation | External Review and Report | 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. | |
| Return of Virginia Income Tax Withheld | External Review and Report | 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. | |

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| VA-6, Employers Annual Summary of Virginia Income Tax Withheld | External Review and Report | 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. | |
| Quarterly Reconciliation of Withholding | External Review and Report | 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. | |
| CT-W3, Connecticut Annual Reconciliation of Withholding Tax Return | External Review and Report | 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. | |
| Escheatment Reporting | External Review and Report | 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. |
| Fund Payroll Audit Report | External Review and Report | 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. |
| Form 1244, Monthly Deposit of Retirement Contributions; Form 1246 Quarterly Deposit of Retirement Contributions | External Review and Report | 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. | |
| Supplemental Contribution Report | External Review and Report | Form 1227, Supplemental Contribution Report | Public Employee Benefits Authority | State | | As Needed | 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 to adjust any amounts or years of service previously reported (or omitted) from Forms 1244 or 1246. | |
| Optional Retirement Plan Vendor Reports | External Review and Report | 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 | |
| Medical Deduction Reports | External Review and Report | 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 | |
| Garnishment Reports | External Review and Report | 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. | |

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| Public Employment & Payroll for State Institutions of Higher Education | External Review and Report | 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 |
| UCE 101/120, SC Unemployment Return | External Review and Report | 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. | |
| NCUI 101, Employers Quarterly Tax and Wage Report | External Review and Report | 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. | |
| | External Review and Report | 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. | |
| Liability Insurance Policies Renewal Forms | External Review and Report | Property and Liability Insurance Policies Renewal Forms | State Fiscal Accountability Authority- Insurance Reserve Fund | State | Annually | 6/30 | State Fiscal Accountability Authority- Insurance Reserve Fund | State Fiscal Accountability Authority- Insurance Reserve Fund |
| Admissions/Theater Tax Return L-511 | External Review and Report | 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 |
| Institutional Repair and Maintenance Projects | External Review and Report | Institutional Repair and Maintenance Projects | Commission on Higher Education | State | Annually | 2/10 | 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 |
| Comprehensive Permanent Improvement Plan | External Review and Report | Comprehensive Permanent Improvement Plan | Commission on Higher Education | State | Annually | 3/1 | All permanent improvement projects planned to be initiated over the next five years | On file at CHE |
| Building Condition Survey | External Review and Report | Building Condition Survey | Commission on Higher Education | State | Bi-annually | 6/1 | Quantitative assessment of the condition of all E&G facilities | On file at CHE |
| OSHA 300A Report | External Review and Report | OSHA 300A Report | OSHA | Federal | Annually | 2/1 | Recordable workplace injuries and illnesses summary for calendar year | Posted publicly in HR annually by February 1 |
| SC Human Affairs Commission EEO Report | External Review and Report | SC Human Affairs Commission EEO Report | SC Human Affairs Commission | State | Annually | 10/31 | 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 |

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| Leave Transfer Pool Report | External Review and Report | Leave Transfer Pool Report | Department of Administration, Division of State Human Resources | State | Annually | 3/1 | Accounting of all sick and annual leave pool requests granted, leave donations received, and associated values. | Department of Administration, Division of State Human Resources |
| Bonus Report | External Review and Report | Bonus Report | Department of Administration, Division of State Human Resources | State | Annually | 8/31 | Names of employee receiving bonuses, total amount, funding source and reason. | Department of Administration, Division of State Human Resources |
| Monetary Awards Report | External Review and Report | Monetary Awards Report | Department of Administration, Division of State Human Resources | State | Annually | 8/31 | Names of employee receiving monetary awards, total amount, source of funds and reason. | Department of Administration, Division of State Human Resources |
| Salary Supplement Report | External Review and Report | Salary Supplement Report | Department of Administration, Division of State Human Resources | State | Annually | 8/31 | Names of employees receiving a salary supplement from a private source, amount of supplement and source. | Department of Administration, Division of State Human Resources |
| Organizational Charts | External Review and Report | Organizational Charts | Department of Administration, Division of State Human Resources | State | Annually | 9/1 | Organization chart showing all FTE positions indicating department, name, title, classification, state grievance status. | Department of Administration, Division of State Human Resources |
| Dual Employment Report | External Review and Report | Dual Employment Report | SC Comptroller General's Office | State | Annually | 9/13 | Report showing names of all employees working dual employment and amount paid in dual employment for the prior fiscal year. | |
| Form 1094C | External Review and Report | Form 1094C | US Internal Revenue Service | Federal | Annually | 3/31 | In compliance with the Affordable Care Act, report of all employees offered healthcare insurance coverage during the calendar year, coverage dates, and dependent data. | |
| Delivery Quantity Contract Quarterly Report | External Review and Report | 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 |
| (PS) | External Review and Report | Programmatic Agreement (PS) | State Historic Preservation Office | State | Annually | 9/1 | Compliance confirmation | On file with State Historic Preservation Office |
| | External Review and Report | Easement Agreement | Charleston Preservation Society | Local Govt. | Annually | 8/1 | Compliance confirmation | On file with Charleston Preservation Society |
| Sole Source | External Review and Report | 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 |
| Emergency Purchase | External Review and Report | 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 |
| Trade-in Sales Report | External Review and Report | 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 |
| Record of Applied Preferences | External Review and Report | 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 |
| Illegal Procurements | External Review and Report | 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 |
| Procurements using 10% Rule | External Review and Report | 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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| Report | External Review and Report | 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 CofC Procurement |
| CHEMIS Summer Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data | External Review and Report | CHEMIS Summer Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data | SC Commission on Higher Education | State | Annually | 8/15 | 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 |
| Year Submission: Completions Data | External Review and Report | CHEMIS Academic Year Submission: Completions Data | SC Commission on Higher Education | State | Annually | 9/30 | 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 |
| CHEMIS Fall Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data | External Review and Report | CHEMIS Fall Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data | SC Commission on Higher Education | State | Annually | 10/31 | 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 |
| Submission: Faculty Data | External Review and Report | CHEMIS Fall Submission: Faculty Data | SC Commission on Higher Education | State | Annually | 11/28 | 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 |
| CHEMIS Spring Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data | External Review and Report | CHEMIS Spring Submission: Enrollment, Identifier, Disbursements, Course and Facilities Data | SC Commission on Higher Education | State | Annually | 3/31 | 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 |
| CHEMIS Scholarship Disbursement Reconciliation File | External Review and Report | CHEMIS Scholarship Disbursement Reconciliation File | SC Commission on Higher Education | State | Annually | 6/20 | 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 |
| Survey of Applications, Acceptances, and Actual Enrollments | External Review and Report | Survey of Applications, Acceptances, and Actual Enrollments | SC Commission on Higher Education | State | Annually | 1/15 | 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 |

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| Abatement of Tuition Rates for Out-of-State Students (Proviso 11.29) | External Review and Report | Reporting on Abatement of Tuition Rates for Out-of-State Students (Proviso 11.29) | SC Commission on Higher Education | State | Annually | 9/30 | 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 |
| Collection: Institutional Characteristics, Completions, and 12-month Enrollment | External Review and Report | IPEDS Fall Collection: Institutional Characteristics, Completions, and 12-month Enrollment | National Center for Education Statistics | Federal | Annually | 10/15 | 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 |
| Collection: Student Financial Aid, Graduation Rates, Graduation Rates 200%, Admissions, and Outcome Measures | External Review and Report | IPEDS Winter Collection: Student Financial Aid, Graduation Rates, Graduation Rates 200%, Admissions, and Outcome Measures | National Center for Education Statistics | Federal | Annually | 2/9 | 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: http://nces.ed.gov/collegenavigator/?&id=217819 |
| Collection: Fall Enrollment, Finance, Academic Libraries, and Human Resources | External Review and Report | IPEDS Spring Collection: Fall Enrollment, Finance, Academic Libraries, and Human Resources | National Center for Education Statistics | Federal | Annually | 4/6 | 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. | Data available in summary only: http://nces.ed.gov/collegenavigator/?&id=217819 |
| Report: Completion/Graduation Rates | External Review and Report | HEOA Disclosure Report: Completion/Graduation Rates | US Department of Education: Higher Education Opportunity Act of 2008 | Federal | Annually | 2/9 | 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. | http://irp.cofc.edu/docs/reports/heoa/HEOAGradRates.pdf |

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| HEOA Disclosure Report: Retention Rates | External Review and Report | HEOA Disclosure Report: Retention Rates | US Department of Education: Higher Education Opportunity Act of 2008 | Federal | Annually | 4/6 | 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]. | http://irp.cofc.edu/docs/reports/heoa/HEOARetentionRates.pdf |
| Report: Student Body Diversity | External Review and Report | HEOA Disclosure Report: Student Body Diversity | US Department of Education: Higher Education Opportunity Act of 2008 | Federal | Annually | 4/6 | 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. | http://irp.cofc.edu/docs/reports/heoa/HEOADiversity.pdf |
| HEOA Disclosure Report: Types of Graduate and Professional Education in Which the Institution's Graduates Enrolled | External Review and Report | 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 | 6/30 | 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. | http://irp.cofc.edu/docs/reports/heoa/HEOAGraduatesAttending.pdf |
| HEA Report | External Review and Report | HEA Report | Title II Reporting Mandated by Section 207 of the HEA | Federal | Annually | 1/1 | 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. | 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. |
| Annual Security Report | External Review and Report | Annual Security Report | State of SC Statutes 59-106-10 to 59-106-30 | State | Annually | 10/1 | 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. | 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. |
| Fiscal Operations Report and Application to Participate (FISAP) | External Review and Report | Fiscal Operations Report and Application to Participate (FISAP) | US DOE | Federal | Annually | 10/1 | 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) | on file in CofC Financial Aid Office |
| State IT Plan | External Review and Report | State IT Plan | SC Dept. of Administration, Technology Division | State | Annually | 10/23 | Comprehensive IT plan setting forth the agency's proposed IT acquisitions for the next three years along with IT base budget. | on file in CofC Information Technology Office |
| Financial Statement Audit | External Review and Report | | Elliott Davis Decosimo | Outside Organization | | 07/01-06/30 | | http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx |
| Single Audit | External Review and Report | | Elliott Davis Decosimo | Outside Organization | | 07/01-06/30 | | http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx |
| NCAA Agreed Upon Procedures | External Review and Report | | Elliott Davis Decosimo | Outside Organization | | 07/01-06/30 | | http://osa.sc.gov/Reports/stateengagements/Pages/index.aspx |
| EZ Audit | External Review and Report | | Department of Education | Federal | | 07/01-06/30 | | N/A (Uploaded to DOE internal system) |
| Bond Disclosure | External Review and Report | | Municipal Securities Rulemaking Board | Federal | | 07/01-06/30 | | http://www.emma.msrb.org |
| Teachers Loans | External Review and Report | | CERRA/Winthrop University | State | | Not always the same timeline | | Secured email |

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| Employment Tax Audit | External Review and Report | 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 | External Review and Report | SFAA, Procurement Services | State | Every three (3) years | | http://www.mmo.sc.gov/PS/agency/PS-agency-audit-reports.phtml |
| Internal Audit | Internal Review and Report | College of Charleston | State | Random | | Filed on-site, access by request |
| Penetration Testing | External Review and Report | Rapid7 | Outside Organization | 07/01-06/30 | | |
| Vulnerability Testing | External Review and Report | CampusGuard | Outside Organization | 07/01-06/30 | | |
| PCI Compliance | External Review and Report | CampusGuard | Outside Organization | 07/01-06/30 | | |
| CJIS | External Review and Report | SLED | State | 07/01-06/30 | | |
| Theatre and Dance Accreditation | External Review and Report | National Association of Schools of Theatre (NAST) | Outside Organization | 07/01-06/30 | Accreditation | 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 | External Review and Report | Association to Advance Collegiate Schools of Business (AACSB International) | Outside Organization | 07/01-06/30 | Accreditation | 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/index.php). |
| Computer Science Accreditation | External Review and Report | Accreditation Board for Engineering and Technology, Inc (ABET) | Outside Organization | Next review - 2018-2019 | Accreditation | ABET accredits BS Computer Science major in the School of Science and Mathematics. Access report information through the School of Science and Mathematics (http://compsci.cofc.edu/about/index.php). |
| School of Education, Health and Human Performance Accreditation | External Review and Report | Council for the Accreditation of Educator Preparation (CAEP) | Outside Organization | Fall 2012 - Fall 2020 | Accreditation | CAEP is the accreditation entity for the School of Education, Health and Human Performance. Access report information through the School of Education, Health and Human Performance (http://ehhp.cofc.edu/assessment/index.php). |
| Music Accreditation | External Review and Report | National Association of Schools of Music (NASM) | Outside Organization | Most Recent Review 2011 Next review - 2020-2021 | Accreditation | NASM accredits Music (B.A.) and Performing Arts, Choral Music (M.A.T.) programs in the School of Arts. Access report |
| Masters of Public Administration | External Review and Report | The Network of Schools for Public Policy, Affairs, and Administration (NASPAA) | Outside Organization | 7 Year Cycle. Reaccredited in 2014 | Accreditation | NASPAA accredits Public Administration (M.P.A) program in the Graduate School of the University of Charleston, South Carolina. Access report information through the Graduate School of the University of Charleston, South Carolina |
| Regional Accreditation | External Review and Report | Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) | Outside Organization | Last accredited in 2017. | Accreditation | http://oiep.cofc.edu/accreditation/index.php |