

**Annual Report  
of  
Institutional Progress  
1997-1998  
Coastal Georgia Community College**

ANNUAL REPORT  
OF  
INSTITUTIONAL PROGRESS



1997 - 1998

**1997-1998 ANNUAL REPORT OF INSTITUTIONAL PROGRESS**  
**Coastal Georgia Community College**

**SECTION A. SUMMARY OF MAJOR INSTITUTIONAL ACCOMPLISHMENTS**

**Linkage Activities with Schools:** During this year the Coastal Georgia Community College local P-16 Council continued excellent interest and involvement from the six county regional business community, from the human services agencies, from schools including school boards, and from the lay public. In October 1997 school board members from six counties, business community representatives, and P-16 members participated in a dinner meeting which acquainted the school board members with Georgia's P-16 Initiative and local goals. In fall 1997 an information brochure was provided to each eighth grader which describes the high school courses by grade and connects this with the University System admissions policy for 2001 and identifies the area technical institute. Section B of this report documents other aspects of P-16 activities. The Council spent most of 1997-98 reviewing print and non-print materials focused on improving parental involvement with schools and developed a set of guiding principles now being used to guide the development of parental involvement programs in each county.

The Postsecondary Readiness Enrichment Program (PREP) with its Homework Centers for seventh graders was highly acclaimed by school representatives as truly making a difference in student achievement. Further information about middle school outreach activities is found in Section B of this report.

Student affairs personnel have developed outreach to two elementary schools which involves athletes serving as mentors and volunteer coaches. The partnership between Jane Macon Middle School, located across the street from the college, has continued and these students are frequent visitors to the campus. In addition, outreach to all middle school students in the several counties served by the College has continued with these students enjoying planned visits to the campus during the year.

The CGCC Admissions Office has weekly office hours at all high schools in the several counties served by the College. These hours provide for direct and frequent contact with students. The Admissions Office personnel work closely with the counselors at local high schools and host luncheons and workshops during the year to address admissions-related issues. The president served on the Golden Isles Football Classic Bowl Committee which plans and conducts the annual two year college Georgia bowl game which is anchored by a Georgia team with a visiting team from one of the top 10 teams in the nation. The proceeds of this game support Glynn County middle school athletics.

A Certified Nursing Assistant Program was begun in partnership with the Glynn County Adult Education Center which provided the classroom/laboratory space and referred students who had completed the GED. All instruction was provided by personnel from the Division of Allied Health and Nursing. Students completing this program may enter the LPN program where they earn advanced standing with their CNA licensure.

At the request of the Brunswick business leadership, the president was requested to coordinate a visit to see an exemplary tech prep program which was located at Indian River Community College in Ft. Pierce, FL. Subsequently, the president has participated with the Brunswick business community leaders in identifying a quality workforce goal for the Glynn County school system. The school system is presently in a leadership crisis between planned retirement of the

superintendent and some new board members recently elected to their posts. The project is moving forward more slowly than is satisfactory to the business community.

**Implementation of Faculty and Staff Development Policy Directives:** A revised faculty evaluation process was developed by a faculty committee and implemented for the first time in 1998. Faculty agreed upon a new set of evaluation criteria which standardized the process across all faculty divisions and allowed greater opportunity for consideration of the varied roles of a faculty member. This committee continued its work and has developed refinements and changes needed in the college processes relating to promotion and tenure. The Faculty Development Committee prepared a new standardized review and recommendation procedure for funding applications for professional development and travel.

A salary administration program was developed for executive, administrative, and professional staff. This process involved updating job descriptions, developing and utilizing a point factor system to evaluate the relative ranking of each position, developing a schedule of pay grades with corresponding salary ranges, and assigning each position to the appropriate salary grade. In 1995-96 a similar process was followed which systematically revised staff job descriptions, established a ranking system among positions, and established pay grades with appropriate salary ranges.

A performance recognition program was established for faculty and for staff in 1997. A faculty member was recognized at graduation in 1998 with an academic medallion, a check for \$500 from a private donor, and an inscription on a permanent plaque. The staff recognition award criteria were developed, and the award publicized with an advertisement for nominations. That award will be given at collegewide convocation in the fall of each year with a plaque, a Foundation check for \$250 and an inscription on a permanent plaque.

The tuition remission/reimbursement program for employees was successfully implemented. Seven faculty members and eight staff members participated in the program during 97-98.

The alternative dispute resolution program was developed, implemented, and publicized to all employees with three staff persons trained as ombudspersons. Training programs were conducted for employees in conflict management skills.

**Semester Calendar Related Activities:** The major focus of the academic area of the college was on preparation for the new semester calendar. Additional curriculum changes were made to the general education core courses, common course numbers; titles and descriptions for many core curriculum courses were integrated into the new curriculum. Accurate preparation of the college catalog reflecting all of the changes was a major task. In addition, faculty worked individually to prepare their own courses for conversion to the semester calendar, to resequence many existing courses, to develop new courses with new syllabi and other written materials, and in many cases to select new textbooks. Faculty were also engaged in reviewing and revising various policies and procedures related to the internal operation of the academic area. The academic area was strengthened also by changes made in the process for preparation of the class schedule, development of catalog materials, review of equipment and computer-related budget requests, and division and office goals for evaluation.

**Interinstitutional Collaboration:** A collaborative program was begun with Armstrong Atlantic State University (AASU) to deliver an associate degree nursing program in the Savannah area

using distance learning (GSAMS) technology following the closure of the associate degree nursing program at AASU. This program provides an opportunity for Savannah Technical Institute LPN completers to enter an RN program in the Savannah area and is consistent with the workforce needs of the greater Savannah region. The courses are broadcast from the nursing laboratory/classroom in Brunswick by regular full-time faculty and are received in Savannah where the cluster is facilitated by a regular full-time faculty member. The clinical component of the program is provided on-site in Savannah eliminating the need for many of these students to drive to Brunswick other than for specified program-related activities which are provided only in Brunswick.

A collaborative program linking AASU and CGCC in the area of dental hygiene is now in its third year. Students take their didactic courses through the GSAMS system and travel to Savannah for their clinical experience. This collaborative arrangement makes it possible for a student to earn an associate of science degree in dental hygiene by traveling for only about one-third of the program of study.

The Brunswick Center continued its 15 year history of successful collaboration which links AASU and GSU in serving southeast Georgia. In fall quarter 1997 a total of 520 students were served in the Brunswick Center, representing an 8.7% increase over previous years. Sixty-six students earned bachelor's and six students earned master's degrees from AASU through the Brunswick Center and seven students earned bachelor's degrees from GSU during the year. On-line Banner registration has been instituted through the Brunswick Center for AASU undergraduate and graduate students.

Georgia Institute of Technology's Economic Development Institute Office in Brunswick reviewed the statistical model with updated 1998 data to determine if the Camden Center projected occupational vacancies as identified in 1995 remain current. The data indicated that the findings in the 1995 survey remained correct, thereby reaffirming that the ten programs identified for the requested Camden permanent facility remain current. This project was completed at no cost to the College.

Section C of this report documents the CGCC/ABAC collaboration.

**Interagency Collaboration:** The New Connections to Work Program which is financed through a block grant of funds for "welfare to work" was established as a collaboration among the Department of Labor, the Department of Human Resources (DFACS) and Coastal Georgia Community College in February 1998. The collaboration between the agencies has been extremely successful and persons receiving Temporary Aid to Needy Families funding are being served by the program with students getting permanent jobs at the end of the program.

The Department of Community Affairs granted CGCC \$25,000 for a Telecommunications Grant. The funds were utilized to conduct a telecommunications infrastructure audit within the eleven counties of Council for Economic Development Organization (CEDO) Region 11. This grant was directed by the president, and it provided a regional identification of strengths and weaknesses and collaborative approaches to finding solutions to improving the telecommunications infrastructure needed for further economic development and to enhance delivery of services to schools.

The Georgia Department of Industry and Trade in fall 1997 provided an international business computer network linkage to the GDIT data base maintained in Atlanta. The computer is located in the CGCC Library and is networked with other computers. This service is utilized by several local businesses engaged in international trade.

CGCC has continued during this year to have staff members connect with DTAE peer groups for the purpose of improving communication between the College and the DTAE. The President, the VP for Academic Affairs, the VP for Student Development Services, and the Financial Aid Officer meet regularly with their counterparts in technical institutes. The DTAE commitment to the Camden permanent facility project (Regents Project Priority #18) to provide 100% of salary for technical faculty for two years and to provide instructional equipment for the new facility has been reaffirmed during this year by the Commissioner.

A Community Training Center was established in the Division of Allied Health and Nursing for the American Heart Association to provide certification for CPR Training. This service had been provided previously by Heart Association staff.

**Enhancing Workforce Preparation for Employment:** Through a partnership with local major employers an IBM software grant worth \$380,000 was obtained. Information Technology personnel will be provided with skills related to the AS400 System thereby expanding the available labor force.

Based on data collected from students, 100% of the graduates from health programs who sought employment have been employed. The Radiologic Technology program was awarded full accreditation for 5-8 years and the Medical Laboratory Technology program was awarded full accreditation for 5 years. Student passing rates on the licensure examinations for Radiologic Technology and Medical Laboratory Technician were 100%; for the Associate Degree Nursing program it was 95%; for the Licensed Practical Nursing Program it was 86% which represented a 5% increase over the previous year. Retention rates in the health programs are strong with 75% retention in the ADN program and 87.5% in the LPN program, thereby exceeding the national norm which is 50% retention.

A culinary certificate program was offered with good success in McIntosh County. The machinist certificate program was offered on site at OSG Corporation in Brunswick. Employment of an individual supported with a grant from the Brunswick/Glynn Development Authority resulted in more reliable and consistent information reaching employers in Glynn County regarding workforce preparedness programs available at the College. The Georgia Quick Start Certified Customer Service Specialist and the Certified Manufacturing Specialist program were developed and implemented using pilot groups from major industries.

The CGCC sponsored P-16 Council has maintained a strong emphasis on improving student achievement for employment with a considerable workforce emphasis.

CGCC has signed tech prep agreements with Camden, McIntosh, and Glynn Counties, and the statewide Tech Prep Council has included a CGCC staff member.

The president's participation on the SeaCoast Workforce Council (PIC Council) keeps a close connection with workforce related issues and potential JTPA funding as well as welfare-related funding. The president's participation with the Brunswick/Glynn Chamber of Commerce Board

of Directors and with the Brunswick/Glynn Development Authority result in a very close connection with workforce related issues. The Georgia Department of Industry and Trade's regional workforce coordinator regularly participates with the CGCC P-16 Council in its emphasis on improvement of student performance for employment and for postsecondary education and other workforce related issues.

Upgrading equipment in technical programs which directly affect workforce preparation is a challenge. New computers, printers, and software were provided for Drafting and Design, greatly enhancing this program. A special grant from the Georgia Power Foundation over a three year period has permitted the purchase of laptop computers able to be used on-site at OSG for the machinist program in conjunction with the Outer Diameter Grinder provided by OSG.

The upgrading of computer equipment at the Camden Center was accomplished with the use of private funds from the Annual Fund Drive for Camden. Approximately \$45,000 was spent in upgrading the lab with twenty new CD ROM computers which are utilized for credit and non-credit instruction.

The Camden Center's off-site technical programs which support educational needs of Gilman Paper Company employees continued with welding offered at Camden High School and the Manufacturing Maintenance Technology program offered on site at Gilman. Enrollment in fall 1997 at the Camden Center grew to 273 students.

**Use of Technology:** The GALILEO system increased 41% in volume of use, and the personal computers maintained for library patrons are universally busy. CGCC ranks near the top in number of hours of GSAMS use by USG institutions delivered to a single site. Due to the four graduate and eight undergraduate programs offered through the Brunswick Center by AASU and GSU, projections indicate that this trend of heavy usage will continue. Use of student e-mail has proven to be an effective means of communication with students with announcements and general information. Instructional programs in all divisions are incorporating technology into classroom instruction and are requiring student to use technology in work outside the classroom. Upgrading of computers which are used for instruction in technical programs has been a major improvement. Complete renovation of the Academic Building is underway and this building will include the very latest technology for instruction in its model classroom and throughout the facility.

Two division faculty received USG Teaching and Learning Grants which assisted course development in chemistry, biology, and mathematics and purchased laboratory equipment for physics and chemistry. The impact of having these faculty return to the campus and share their knowledge has been to encourage all programs to incorporate technology into classroom instruction and to require students to use technology in work outside the classroom.

BANNER continues to be a success story at CGCC. The conversion to BANNER 2.1 was accomplished with little difficulty and has increased efficiency in admissions/records and in financial aid. BANNER has greatly improved the student information system. The linkage of BANNER admissions/records and financial aid applications with the accounts receivable module was accomplished with subsequent applications necessary for accommodating the change to semesters.

**Faculty Professional Development and Service:** Division faculty made presentations for seven different organizations and groups. Faculty participated in meetings of various professional associations such as the American Association of Physics Teachers, the American Mathematical Association for Two year Colleges, the American Malacological Union, the NACADA Regional Conference, the Georgia Academy of Science, the American Chemical Society, and the American Association of Community Colleges.

Faculty are actively engaged in college, USG, and community service activities such as: teaching courses for other area colleges and universities; the Southeast Georgia P-16 Council; the Coalition of Professional Educators; the Governor's Teaching Fellows Program, the Academic Alliance for Science and Mathematics; the CGCC Minority Outreach Program; American Heart Association; Audubon Society; European Union Council at USG; Glynn Art Association Pottery Guild; and Habitat for Humanity.

Faculty serve as judges for the Exchange Club Oral and Written Patriotic Speech Contest, the Coastal Georgia Regional Science and Engineering Fair, the Governor's Honors Program, the High School Academic Bowl, National Chemistry Week, Glynn Middle School's PTSA Red Ribbon Week, and the school district's spelling bee.

**National Leadership:** Seaswells, the College literary magazine, was awarded first place with special merit in the Literary magazine category for the American Scholastic Press Association competition.

The Vice President for Student Development Services was named Two Year College Commission Chair for the National Academic Advisement Association (NACADA), and will chair a national task force on academic advising issues at community colleges across the nation.

Omicron Omega Chapter of Phi Theta Kappa achieved a regional and international award during this past year. The Chapter Advisor received an International Phi Theta Kappa Continued Excellence Award for Advisors and the chapter was selected as one of the top 100 chapters in the international organization.

A CGCC Phi Theta Kappa member was selected as a member of the All USA Academic "First" Team, which is a major national recognition.

The registrar was selected to participate in the National Institute for Leadership Development as part of the Community College Leaders Program.

The men's tennis team won the Region XVII Championship and placed second in the nation while the women's softball team placed first in the regional conference.

The student activities program at CGCC was the first two year college to be described in Campus Activities Today, a new national publication.

The Chairperson of the Learning Support Division was named one of four Georgians to receive an award made to black women community leaders from Quaker Brands and the National Council of Negro Women.

The president was named to the Commission on Women in Higher Education by the American Council on Education. The president was cited by Georgia Rotary Clubs for the outstanding Coastal Georgia Minority Outreach Program which developed a career experience component operating through Rotarian owned or managed businesses. The president was named to the President's Academy Executive Board of the American Association of Community Colleges. The president has served as president of the Georgia Association of Two Year Colleges and as president-elect of the Southern Association of Community, Junior, and Technical Colleges.

**Economic Development:** The president assists the Brunswick/Glynn County Development Authority in making presentations to numerous relocation prospects, including representing Georgia Quick Start. One major client who relocated with 250 jobs into the Brunswick area gave public recognition of the role of the president and the availability of postsecondary education as affecting the decision to relocate.

A collaborative program with CEDO Region 11 was administered by the College in the form of a Regional Economic Business Assistance grant designed to promote economic development primarily by instructing area youths on the importance of work ethics using a network of GSAMS sites anchored by local employers.

The Director of Continuing Education retired in fall 1997 and was replaced by an experienced professional who has worked at Hudson Valley Community College (NY) and who is enthusiastic and committed. Through the Division of Continuing Education the Master Landscaper Certificate program was provided with 60 graduates during the year; electrician's seminars to meet professional licensure requirements were offered; and the educational component for the Child Development Associate credential was introduced. In fall 1997 the computer training laboratory for Continuing Education was totally updated and expanded thereby allowing an expansion of software offerings.

**Protecting the State's Investment in the Physical Plant:** The Academic Building continued in renovation for the second full academic year since the building was vacated. Numerous delays due to serious difficulties with the contractor had to be overcome, but a lengthy punchlist remains to be addressed as reoccupation is planned for fall 1998.

The largest amount ever in MRR came to the college in the amount of \$402,600. The roof of the Student Center was replaced; the HVAC unit in the Allied Health Building was replaced; an air conditioning system for the gym was designed, and a boiler was replaced. Funding was received to design the renovation of the two main student parking lots. An assessment of campus utility usage was completed, and water service was extended to the area around the plant operations headquarters, improving fire preparedness. From retained unspent MRR funds the institution was able to make enhancements to the energy management system, improve the physical education track, and fence in the central energy plant facility.

Numerous special initiatives brought \$306,921 in funding to the college which was restricted for specific purposes: instructional equipment and supplies, including hardware and software--\$146,864; Distinguished Professor Program--\$45,000; two instructional technology positions and supplies--\$96,270; distance learning improvements--\$14,187; student e-mail and voice response--\$4,600; and PREP Site III (CGCC, AASU, SSU)--\$300,000.

Through all of the complications of accounting for these separate allocations, audits were received both from the Georgia Department of Audits and from the Board of Regents Internal Audit staff with no major findings or recommendations cited.

**Permanent Facility for the Camden Residence Center:** In December 1997 the Board of Regents ranked the Camden Residence Center permanent facility as #18 of 52 ranked capital outlay projects. The land was donated and accepted by the Board in March 1996; the infrastructure consisting of roads, utilities, paved surfaces, and landscaping was pledged by the City of Kingsland; and an operating endowment of \$350,000 was required prior to release of any funding. The fundraising started quickly with a single gift of \$250,000 and then in spring 1998 fundraising began in earnest to complete the pledge with a local fundraising committee in place. It appears that the funds will be collected without difficulty. An architect was contracted to develop a preliminary architectural program which will assure that the project continues to move up the project priority list in a timely manner. The data supporting the combination of technical programs was reviewed and the original findings reaffirmed through the Economic Development Institute at Georgia Tech.

**Enhancing the College Image:** A lecture series named for a former chief executive officer of the Sea Island company, James Compton, was begun with former First Lady of the United States Barbara Pierce Bush as the first lecturer. This event was coupled with recognition of outstanding high school seniors who were recommended by their principal for recognition of their record of community service, leadership, and educational achievement. More than 450 persons attended the event. A Compton Lecture will be held each year and the event will be a fundraiser for the College Foundation

## **SECTION B: ANNUAL PROGRESS IN INSTITUTIONAL STRATEGIC PLANNING**

In 1997-98 the college focused on achieving the thirteen strategic planning priorities adopted as part of the 1995 revision of the college's mission statement. For those thirteen strategic planning priorities, 64 goals with their supporting data and steps to achieve those goals were developed in 1996-97 as part of the Coastal Georgia Community College Institutional Strategic Plan. During 1997-98 sixteen of the major strategic planning goals were attained. They were as follows:

**Expand workforce development programs:** The Department of Continuing Education and Community Services initiated a 120 hour training program for early childhood workers to attain nationally recognized credentials and initiated contract computer training for employees of Glynn County, beginning with court employees, as well as implemented a landscape certificate program.

The Division of Business and Industry initiated Certified Customer Service and Certified Manufacturing Specialist programs with 10 graduates for 1997-98. An associate degree Golf Course and Landscape Management collaborative program with Abraham Baldwin Agricultural College will begin in Fall, 1998. Also, several technical certificates of credit to enhance workforce development were initiated. Three of the programs specifically supported the local Welfare to Work "New Connections" collaboration (Retail Sales, Hotel/Motel, and Telemarketing) and one supported the local banking industry (Basic Banking).

**Assist students in establishing a meaningful relationship between their educational and co-curricular experiences and their individual lives:** An on-going leadership training program for students involved in Student Government Association was established and conducted throughout the year. Assessment of the program will be completed by Fall, 1998.

**Provide students with opportunities to participate in community based service projects and to gain an understanding of how the community agency(ies) and projects function in the community:** Through the collaboration of the Office of Student Life and the Financial Aid office, the college had an increase of participants with over 500 students involved in various community service projects, which have included one day events as well as on-going placements.

**Provide information through printed material and informational workshops on financial aid opportunities available to students in the service region:** A Financial Aid/Scholarship brochure was developed and distributed to enrolled students and to prospective students/parents at all Financial Aid Workshops on and off campus. This brochure is updated annually.

**Make all programs and services accessible to students with disabilities and create awareness about disability issues throughout the campus:** A Disability Awareness Day was held during Fall Quarter and will be held annually thereafter.

**Continue an enhanced comprehensive recruitment plan in cooperation with the Recruitment Committee:** The Coastal Georgia Community College Academic Bowl was held and used as a forum to provide information to local area students about the educational opportunities that are offered at Coastal Georgia Community College.

**The New Connections To Work program will collaborate with the Department of Family and Children Services and the Department of labor to provide training, education, and personal development to TANIF participants and other participants on all forms of public assistance:** Two four-week job skills workshops were held in collaboration with DOL and DFACS as well as follow-up educational/ skills training and job search assistance.

**Request capital Outlay funds for a permanent facility to be constructed in Camden County on the seventy-five acres of land donated to the University System for the purpose of housing academic and vocational programs:** A comprehensive Capital Outlay Plan for the Camden Center was approved by the Board of Regents for \$17,510,000 as 18th on the Capital Outlay Priority List and preliminary architectural plans are being developed.

**Increase the classes and support services for two-year, baccalaureate and master's level students taught via GSAMS to a minimum of nine classes per quarter to maximize use of classrooms and financial resources at the Camden Center:** Classes offered traditionally and by GSAMS have been increased in all areas of study for the two year associate's degree program and selected vocational programs. For 1997-98 there were 11-12 classes per quarter via GSAMS at the Camden Center. Coastal Georgia Community college is one of the largest user of GSAMS in the University System of Georgia. There will be over 3700 hours of usage for Fall, 1998, including the two-year associate of nursing program being delivered to Armstrong Atlantic State University.

**Increase the number of students in postsecondary options using high school facilities in Camden County:** Six core curriculum classes were offered in 1997-98 with an increase from 30

students last year to 46 students taking advantage of this program by attending Camden and main campus classes.

**To engage in the P-16 movement for the co-reform of public schools and the colleges of the University System:** Continuing with the collective establishment of standards and benchmarks (in mathematics and English during 1996-97), the Southeast Georgia P-16 Council developed and ratified standards for the fine arts, foreign languages, health and physical education, science, and social studies. These standards have been compiled in a notebook; thus there is now a place to look for a focus in curriculum reform. Emphasis now will shift to the implementation and assessment of these standards with regard to staff development at both the school and college levels.

System programs in teacher preparation (departments of education) have come under close scrutiny with more rigorous standards for admission to and completion of credentialing programs. Prospective teachers must have higher GPA's and pass general education content-based tests to be admitted to graduate degree and certification programs.

Both local and regional councils have given special attention to workforce preparation in the form of Tech Prep and other school-to-work initiatives like apprenticeship programs. Parental involvement has acquired intensified focus lately in the local council.

**Assume a leadership role and aggressively support the PREP and the Coastal Georgia Minority Outreach programs for local school students in at-risk situations:** Coastal Georgia Community College has assumed a leadership role with PREP. The college's representative is the Site Coordinator for Armstrong Atlantic University and Savannah State University. The college is the fiscal agent for these institutions.. Coastal Georgia Community college served eight middle schools with year-round homework centers in Glynn, Camden, McIntosh and Wayne Counties in 1997-98. Academic Camp was held on campus July 20 - July 31, 1998.

The college continued for the sixth summer to sponsor the Coastal Georgia Minority Outreach Program. This six week summer program serves rising seventh grade African-American males in Glynn, Camden and McIntosh counties who are in at-risk situations. A career component was added in collaboration with the Brunswick Rotary Club.

**Develop an advertising campaign for the coming year with greater emphasis on the idea of a community college and its value for prospective students:** A major event was added in order to increase awareness and donations for the college called the Compton Lecture which will be held on an annual basis and will bring well-known speakers to the area. The Institutional Advancement office has more than doubled its database over the last year in order to promote the college and also increase donations and support.

**Complete major repair and renovation projects:** The college submitted a detailed MRR request resulting in funding of \$402,600 for several projects. A boiler was replaced, a roof was replaced, an engineering firm completed the design work to provide improvements for two parking lots, a campus utility assessment was completed and water service was expanded for better fire protection.

**Complete the Capital Outlay Project to renovate the Academic Building:** The college continued working with GSFIC, Office of Facilities, DOAS, and the local architect on the Academic

Building renovation project. The Coastal Georgia Minority Outreach Program participants used the facility summer quarter. The facility officially opened in August 1998 for fall semester classes.

**Complete campus-wide preliminary SACS criteria compliance assessment:** In order to prepare the college for the SACS process of reaffirmation of accreditation in 2001, the college conducted a complete written review of the criteria to determine compliance at the present time. The planning committee reviewed all criteria partially in compliance or out-of-compliance and recommended programs and services to meet the criteria before the reaffirmation process begins. All units are in the process of implementing these recommendations.

## **SECTION C: ANNUAL PROGRESS IN ASSESSING INSTITUTIONAL EFFECTIVENESS**

The expected results, methods of assessment and actual results for general education, all programs of study, and academic and support services are submitted annually and cataloged in the Office of Planning and Institutional Research.

For the past ten years, in keeping with its mission of providing academic programs for transfer students and career programs for students seeking immediate employment, Coastal Georgia Community College (formerly Brunswick College) has sought five general education outcomes. These outcomes were to be able to read and write at a minimally competent collegiate level, to know basic grammar and usage, to demonstrate competence in basic collegiate mathematics, to read and understand subject matter in the humanities, social sciences and natural sciences, and to exercise critical thinking. The outcomes have been regularly assessed by national and locally devised exams, course-based materials and student and employer surveys regarding the achievement of the outcomes.

In 1997-98 all college units reviewed and revised their student learning outcomes (or outcomes in non-academic i.e., administrative and support areas) based upon the 1996-97 System peer review comments and in light of the revised eight general education outcomes. In addition, a program review process for both transfer and career programs will be developed and implemented which will provide additional assessment data.

The transfer program assessment results continue to be outstanding. The graduating students achieved an overall higher mean score than twenty-four out of the twenty-eight comparable colleges' scores on the Academic Profile (AP) national test (short form). Scores in all areas (social science, natural science, humanities, college level reading, critical thinking, college level writing, and using mathematical data) were consistently two points higher than the mean average of the twenty-eight comparable colleges. As compared to Coastal Georgia Community College's last year's results on the Academic Profile, the two areas of humanities and college level writing have remained the same with all the other areas of social science, natural science, college level reading, critical thinking, and using mathematical data dropping by one point. The System's latest transfer student feedback report showed that 67% of Coastal Georgia Community College who transferred to another University System institution achieved the same or higher GPA at the receiving institution. In addition, students overwhelmingly rate the college high on the graduating students' satisfaction survey. Pass rates on national licensure and certifying exams for registered nursing, practical nursing and medical lab technology and radiologic science students continue to be excellent. The registered nurses demonstrated a pass

rate of 95% on the national licensure exam. At this time other allied health program scores are not calculated. All career and certificate programs have standardized or locally developed exit tests and all graduates have passing scores on these tests.

Coastal Georgia Community College is committed to improving the assessment methods which have been developed over the past ten years and using the results of assessment to improve college programs and services.

#### **SECTION D. OVERALL INSTITUTIONAL HEALTH**

In 1997-98 the College began to recover from the serious financial pressures of the preceding two years. Beginning in spring quarter 1997 enrollment increased for four straight quarters through spring quarter 1998. The combination of the internal revenue increase with the expectation of additional funding for the EFT down the road was encouraging. An uncertainty about student registration patterns during the summer preceding semester conversion and after semester conversion centered on the documented reduction in enrollment which had occurred in other state systems which had undergone semester conversion. A new chief academic officer with experience in semester conversion in another state was employed in fall 1997 and is giving much needed leadership in the academic area to semester conversion issues.

One of the very serious issues affecting institutional health which has been addressed during this year relates to the overall semester conversion process. Many items relating to semester conversion were found to be inappropriate, incomplete, or needing much more detail in the explanation which would be given to students. A major catalog revision was determined to be needed for clarity regarding the multiple changes and this was accomplished by the end of spring quarter, although it took almost the entire year for the separate changes to be prepared.

Another difficulty of semester conversion was meaningful communication with students. Although an elaborate booklet was prepared, circulated, and reviewed with students in each class, many students resisted finding time to deal with the implications of the new calendar for their personal situation.

A serious issue in the conversion process has been faculty lack of understanding of the semester's different dynamics and rhythms so that they can adequately advise students about what to expect. Faculty morale has been adversely affected by their expectations regarding the semester calendar and its impact on their perceived impossible workload when teaching five classes instead of their usual three.

During the academic year morale was negatively affected by the continued non-availability of the Academic Building, which had originally been expected to be closed for only one year for total renovation. The endless problems with the contractor and the slow speed with which he corrected those problems had a negative impact on morale. Although faculty were fairly good natured about it all, they were very happy to see the building return to service.

The standing of the College in the region was greatly enhanced by the first Compton Lecture which was held in February 1998 at The Cloister on Sea Island. The presentation of the first Compton lecture by Mrs. Barbara Pierce Bush, former first lady of the United States, was extremely well received by the community. A gala event preceding the lecture provided photo opportunities with Mrs. Bush and a cocktail party open only to major donors. A sellout crowd

of 450 people came to the event and the overall community awareness of the College especially among the "Sea Island" residents was greatly increased. This program was very successful as both a "friend raiser" and a "fund raiser." The support for the college from this more elite audience has increased.

The respect for the College in the arena of P-16 grew during this year both on campus and off campus and this has enhanced the overall good health and positive standing of the institution. The connection of the Welfare to Work Advisory Committee with the P-16 Council has proven to be very successful in both broadening understanding by the business community of the issues related to welfare reform and also has proven to be convenient in allowing the same community service representatives to economize on time. The successful event hosted by the P-16 Council which was targeted toward raising the awareness level of school board members about P-16 achieved much positive response in the regional community for the College and for Georgia's P-16 goals.

An important aspect of the overall health of the institution is that enrollment by headcount has not been in decline during this year, which indicates that more people are taking advantage of the services offered. The strong alliance with the business community in support of economic development has engaged the college in dialogue regarding a quality, high skilled workforce. This discussion began within the P-16 Council but has now become a broader discussion regarding how the K-12 product can begin employment with greater preparation for success in the workplace. The president has become involved with a small group of businessmen who are intent upon seeing that some of the aspects of the School to Work Opportunities Act and preferably "tech prep" are implemented in Glynn County Schools. This involvement must be kept balanced and the president is careful to be non-critical of the K-12 system.

A major issue affecting overall institutional health relates to the procedure now being followed at the State level in fund allocation. The increasing restriction on how practically all funds may be spent has made it significantly more difficult to develop a budget using a broad-based institutional planning model which relies on validation of institutional priorities through connection with the budget allocation process. Without funds to allocate it has become difficult to engage faculty in meaningful discussions about planning and budget. The additional funds to support the special initiatives have been greatly appreciated, but at some point the necessity to support the internal infrastructure to assure that one can still adequately address the core mission at an acceptable level of quality must be addressed. This lack of flexible new money has made it extremely difficult to provide adequate support staff as functions, such as admissions where there has been significant staff turnover in the past two years, have become far more time intensive to manage. The sustained high level of energy required to manage the multiple demands of the presidency with inadequate administrative support is taking its toll, as well. It is anticipated that this problem will be exacerbated with the enrollment decline expected with the conversion to the semester calendar.

Institutional self-study provides an opportunity for the institution to be strengthened in many ways, and the president is stressing the positive aspects which relate to quality improvements. The reaffirmation of accreditation process was initiated with a critical review of compliance with the Criteria for Accreditation beginning in fall 1997 and continuing through the winter quarter. The self-study process will formally begin in January 1999 with a site visit in March 2001. The president had wanted to have a non-traditional issue-based self-study coupled with a compliance review of the Criteria. Such an approach by necessity must be preceded by an assessment of

the level of substantial compliance. The review did not find substantial compliance and it was determined in spring 1998 that a traditional self-study would be more helpful for the long term. The president is concerned about beginning the self-study process with the present inadequate level of clerical support for that function.

A concern of the president regarding the overall health of the institution relates to the present Regents requirements (Section 803.06) regarding the timetable for contracting with personnel who have been employed two or more years and are not tenured. The very early notification of intent to reemploy the faculty in August before fall semester enrollment is in place needs to be reviewed and altered to give institutions greater flexibility to control fixed costs in relationship to fluctuating enrollments. It is unwise to issue letters of intent to reemploy before there is assurance of enrollment sufficient to sustain that position. A related concern is the unwillingness of division and department chairs to employ part-time faculty in sufficient numbers to give a higher level of financial flexibility to the institution. These are challenges with major implications for the long-term health of the institution.

A major positive in the overall outlook for the institution is the positive treatment given by the Regents to the request to give the Camden Residence Center the highest priority for CGCC facility needs in December 1997. The project priority list rank of the permanent Camden facility at #18 in 1997-98 was seen as a major positive factor and quite remarkable by everyone's standards. The Camden community has been fully aware of the donation of the land located adjacent to the high school; the commitment to provide roads, utilities, paved parking surfaces, and landscaping by the City of Kingsland; and the requirement to develop an operating endowment to support the Center at the \$350,000 level. The response has been outstanding in assuring that all of these conditions are met and there is strong faith that the center will be built early in the new century. The correlate of the Camden priority is that the expansion of services by AASU and GSU as part of the Brunswick Center services will be forced out into the community because of the non-availability of additional classroom space made necessary by semester conversion with more separate classes offered per term simply to maintain the same level of service to students.

Although there are some troubling aspects of the institution's overall health, the president believes that in the long run the problems will be favorably adjusted. This is likely to occur so long as the institutional focus is fixed on its primary mission and that resources are utilized for that purpose before other enhancements. The difficulty with this is that when major enhancements supported by earmarked funds are available faculty and staff believe the underlying basic operating budget resource problems are much less real than they truly are.

## **SECTION E: ACT STUDENT SATISFACTION SURVEY**

1. **What CGCC Learned from the Survey**  
Coastal Georgia Community College gained valuable insights into the satisfaction of its students from the ACT Student Satisfaction Survey which was administered to all USG institutions during fall 1997. Many of the items were given high levels of student satisfaction, but several areas provided surprisingly low rankings. Those areas of concern are targeted for improvement strategies.

Information regarding the results of the survey were shared with faculty and staff and both were included in designing performance improvement plans. Each Vice President has discussed the results of the survey with staff, sharing rankings of CGCC and those of all two year colleges. All unit managers have been engaged in these discussions. In addition, the VP for Student Development Services has discussed the results of the survey with a variety of student groups, including the Student Government Association and the Interorganizational Council which includes representatives from all student organizations.

During the fall 1998 convocation activities all faculty and staff members met to discuss the results and to develop strategies for improvement in either the student use of or satisfaction with the following ten areas chosen for extensive discussion and focus:

- Reason for attending CGCC: good vocational or academic reputation
- Overall impression of the quality of education received
- Major reasons for attending CGCC: advice of high school teachers, principals, counselors
- Satisfaction with tutorial and computer services
- Increased involvement in social and cultural activities and satisfaction with Student Government Association
- General admission/entrance procedures
- Accuracy of college information received before enrollment
- Satisfaction with facilities
- Satisfaction with registration procedures
- Attitude of non-teaching staff

The System report documenting the results for all two year colleges indicated that the areas of parking and food service which were traditionally ranked low in student satisfaction in the nation had also ranked low in Georgia; CGCC was no exception in this regard. Improvements including specific plans for improvement of parking had already been developed and submitted as an MRR Project for fiscal year 1999. Therefore, student parking was not chosen for discussion by the group as a whole.

The low level of student satisfaction with instructional facilities at CGCC is closely connected with the conditions which have existed for the past two years while the Academic Building has been out of service while undergoing total renovation. The instructional functions normally held in that building have been relocated across the campus and even into a neighboring high school and students have been inconvenienced by having to attend classes in less than convenient facilities which in some instances were even "makeshift," such as the conversion of the staff and the president's dining room spaces into classrooms. The Academic Building had been off line since June 1996 and reopened in August 1998. The renovated facility includes state-of-the art multimedia classrooms, language laboratory set up as a model classroom, well equipped and modern science labs, conforming chemistry storage and preparation space, computer labs, and numerous faculty offices. This facility has also improved accessibility to the second floor via an elevator and restroom facilities on that floor, as well as new mechanical, electrical, and plumbing systems.

The survey data also indicate student dissatisfaction with facilities used for instruction in technical programs, and these are not easily addressed by bringing a building back on line after renovation. The College is aware of the somewhat inadequate facilities for technical programs

and this survey data indicates that students are also aware of this. The president has requested assistance from the Georgia Tech Economic Development Institute in providing data to document the unmet occupational needs in the area so that instructional programs can be developed to meet those needs with the appropriate facilities. This data can then be used as a sound basis for requesting new or improved facilities for those programs connected with the DTAE.

The group of faculty and professional staff divided into ten small groups with each taking one of the issue areas to discuss in detail and to develop a list of strategies for improvements in that area of concern. Each group facilitator presented ideas, issues, and strategies developed to the entire group. This process provided many excellent suggestions for improvement with the healthy by-product of providing an open forum for discussion of campus improvements across all levels of personnel and working areas. The networking and morale building aspects of this activity were very positive.

## 2. Changes Being Made

(a) A new staff position, Information Clerk, has been created and will be filled during the fall semester. The duties and responsibilities of this position will be primarily customer service to students and the community at large as persons enter the Administration Building and it will serve as a point of initial contact for all incoming telephone calls to the college which are seeking general college information. This position will assist significantly in providing improved and consistent information to potential students, presently enrolled students and the community. In addition, this position will help with the massive overload of information calls and requests presently coming into the Office of Admissions and Records which will allow staff in that office more time to focus on their primary job responsibilities related to admissions and registration issues and will improve student satisfaction with admissions and records. Funding for this position has come from federal grant funds made available through the Department of Technical and Adult Education.

(b) The Student Affairs Council, which is composed of faculty and students appointed by the President, has been charged by the VP for Student Development Services with increasing student involvement in all campus events and activities and in effectively assessing student satisfaction with these events and activities.

(c) The Student Government Association has developed a strategic plan for marketing their work and responsibilities to students and thereby increasing participation by students in SGA issues. In addition, the SGA and the Director of Student Life are studying a proposal to elect rather than appoint SGA leaders. Further, a student advisory council will be started at the Camden Center to provide increased involvement of those students in SGA and other campus issues.

(d) The VP for Student Development Services (to whom the Registrar and Director of Admissions reports) will appoint an ad hoc Committee composed of faculty, staff, students, and administrators to study the student satisfaction issues which have been raised about all areas of admissions and registration, to study the recommendations from other parts of the campus on these issues, and to develop an agreed upon set of recommendations for improvements in these vital areas.

(e) Providing enhanced customer service training for all staff, faculty, and student workers is being considered.

(f) The VP for Academic Affairs, the VP for Student Development Services, and the Director of Planning and Institutional Research are working to initiate a process whereby student satisfaction is assessed each semester just as courses and instructors are assessed each semester.

All of the above items are either in place or in the planning stages for implementation, and several other recommendations and strategies regarding student recruitment and improvement of the college image and how it is marketed to parents of potential students and to public school counselors, teachers and administrators are being considered. The President and the Vice Presidents for Academic Affairs, Student Development Services, and Business Affairs will work closely with the Registrar/Director of Admissions, Director of Institutional Advancement, faculty, staff, and presently enrolled students to focus on these issues.

During the 1998-99 academic year Coastal Georgia Community College will focus clearly and frequently on student satisfaction issues and will continue to develop strategies and process to monitor and assess student satisfaction on an on-going basis.

# **Coastal Georgia Community College**

## **FINANCIAL REPORT**

For the Year Ended  
June 30, 1998



**COASTAL GEORGIA COMMUNITY COLLEGE**

**Brunswick, Georgia**

Dorothy L. Lord  
President

C. Tom Saunders  
Vice President for Business Affairs

	CURRENT FUNDS			
	UNRESTRICTED		RESTRICTED	TOTAL
	Educational & General	Auxiliary Enterprises		
<b>A S S E T S</b>				
Cash and Short-Term Investments	\$398,342.81	\$32,530.41	(\$298,878.34)	\$131,994.88
Investments, at cost				0.00
Accounts Receivable	126,487.91	46,670.25	384,718.88	557,877.04
Notes Receivable				0.00
Inventories	29,562.68	205,455.48		235,018.16
Prepaid Expenses and Deferred Charges	3,914.00			3,914.00
Investment in Plant				
Land				0.00
Buildings				0.00
Improvements Other Than Buildings				0.00
Library Collections				0.00
Equipment				0.00
Construction Work in Progress				0.00
Due From Other Fund Groups				0.00
<b>TOTAL ASSETS</b>	<u>\$558,307.40</u>	<u>\$284,656.14</u>	<u>\$85,840.54</u>	<u>\$928,804.08</u>
<b>LIABILITIES</b>				
Accounts Payable and Accrued Liabilities	\$265,687.74	\$2,548.97		\$268,236.71
Due to Other Fund Groups				0.00
Student Deposits				0.00
Obligations Under Capital Lease Agreements				0.00
Deferred Revenue	258,386.93	9,575.00		267,961.93
Funds Held for Others				0.00
<b>TOTAL LIABILITIES</b>	<u>524,074.67</u>	<u>12,123.97</u>	<u>0.00</u>	<u>536,198.64</u>
<b>FUND BALANCES</b>				
Unrestricted, allocated				
Reserves				
For Inventory	21,000.00	205,455.48		226,455.48
For Renewals and Replacements				0.00
For Subsequent Years' Expenditures	9,556.87	67,076.69		76,633.56
For Other Reserves	1,317.00			1,317.00
Loans to Students				0.00
Unrestricted, unallocated (Surplus)	2,358.86			2,358.86
Net Investment in Plant				0.00
Restricted				
Sponsored Research			85,840.54	85,840.54
U.S. Government Loan Programs				0.00
Endowments and Similar Funds				0.00
Unexpended Plant Funds				0.00
<b>TOTAL FUND BALANCES</b>	<u>34,232.73</u>	<u>272,532.17</u>	<u>85,840.54</u>	<u>392,605.44</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$558,307.40</u>	<u>\$284,656.14</u>	<u>\$85,840.54</u>	<u>\$928,804.08</u>

COMMUNITY COLLEGE  
SHEET  
June 30, 1998

<u>LOAN FUNDS</u>	<u>ENDOWMENT FUNDS</u>	<u>PLANT FUNDS</u>			<u>AGENCY FUNDS</u>
		<u>Unexpended</u>	<u>Renewals And Replacements</u>	<u>Investment In Plant</u>	
\$4,673.22	\$75,711.66	\$281,947.07	\$307,791.17		\$68,940.37
6,435.22		131,779.54			
				1,578,016.36	
				12,379,022.29	
				1,546,005.58	
				2,126,967.61	
				4,062,463.13	
<u>\$11,108.44</u>	<u>\$75,711.66</u>	<u>\$413,726.61</u>	<u>\$307,791.17</u>	<u>\$21,692,474.97</u>	<u>\$68,940.37</u>
		\$413,726.61	\$400.28		
				26,196.34	
					68,940.37
<u>0.00</u>	<u>0.00</u>	<u>413,726.61</u>	<u>400.28</u>	<u>26,196.34</u>	<u>68,940.37</u>
			307,390.89		
6,602.48					
				21,666,278.63	
4,505.96	75,711.66				
<u>11,108.44</u>	<u>75,711.66</u>	<u>0.00</u>	<u>307,390.89</u>	<u>21,666,278.63</u>	<u>0.00</u>
<u>\$11,108.44</u>	<u>\$75,711.66</u>	<u>\$413,726.61</u>	<u>\$307,791.17</u>	<u>\$21,692,474.97</u>	<u>\$68,940.37</u>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF CHANGES IN UNRESTRICTED FUND BALANCES  
Year Ended June 30, 1998

	EDUCATIONAL AND GENERAL			TOTAL
	Resident Instruction, Other Organized Activities & Hospital	Student Activities	AUXILIARY ENTERPRISES	
REVENUES AND OTHER ADDITIONS				
Educational and General Revenues	\$8,974,698.99	\$77,620.00	\$0.00	\$9,052,318.99
Auxiliary Enterprises Revenues			810,559.34	810,559.34
Federal Grants and Contracts				0.00
State Grants and Contracts				0.00
Local Grants and Contracts				0.00
Private Gifts, Grants, and Contracts				0.00
Investment Income				0.00
Prior Year Adjustments	166.36			166.36
Other Additions				0.00
TOTAL REVENUES AND OTHER ADDITIONS	8,974,865.35	77,620.00	810,559.34	9,863,044.69
EXPENDITURES AND OTHER DEDUCTIONS				
Educational and General Expenditures	8,972,506.49	88,102.35		9,060,608.84
Auxiliary Enterprises Expenditures			733,861.68	733,861.68
Indirect Costs Recovered				0.00
Lapse of Surplus - Prior Year				
To State Treasury - General Funds	342.47			342.47
To State Treasury - Lottery Funds/Regular				0.00
Prior Year Adjustments				0.00
Other Deductions				0.00
TOTAL EXPENDITURES AND OTHER DEDUCTIONS	8,972,848.96	88,102.35	733,861.68	9,794,812.99
TRANSFERS AMONG FUNDS				
Mandatory Transfers				0.00
Non-Mandatory Transfers			(46,284.62)	(46,284.62)
TOTAL TRANSFERS AMONG FUNDS	0.00	0.00	(46,284.62)	(46,284.62)
NET INCREASE (DECREASE) IN FUND BALANCES	2,016.39	(10,482.35)	30,413.04	21,947.08
ADJUSTMENTS/RECLASSIFICATIONS				0.00
BEGINNING FUND BALANCE	22,659.47	20,039.22	242,119.13	284,817.82
FUND BALANCE, JUNE 30, 1998	\$24,675.86	\$9,556.87	\$272,532.17	\$306,764.90

## COASTAL GEORGIA COMMUNITY COLLEGE -

SCHEDULE OF CURRENT FUNDS REVENUES  
Year Ended June 30, 1998

	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>TOTAL</u>
<b>CURRENT FUNDS REVENUES</b>			
Educational and General			
Student Tuition and Fees			
Matriculation	\$1,764,328.70	\$0.00	\$1,764,328.70
Non-Resident Tuition	69,265.00		69,265.00
Late Registration Fees	4,820.00		4,820.00
Student Activity Fees	77,620.00		77,620.00
Fee Waivers	222,094.00		222,094.00
Other Student Fees	10,382.00		10,382.00
State Appropriations			
State of Georgia - General	6,281,914.00		6,281,914.00
State of Georgia - Special Initiative	163,346.00		163,346.00
State of Georgia - Lottery Funds	94,687.00		94,687.00
Equipment/Technology/Construction/Trust Fund	58,000.00		58,000.00
Federal Grants and Contracts		1,335,170.85	1,335,170.85
State Grants and Contracts		1,258,706.79	1,258,706.79
Local Grants and Contracts		0.00	0.00
Private Gifts, Grants and Contracts		673,987.89	673,987.89
Investment Income			
Endowment		3,600.00	3,600.00
Sales and Services of Educational Departments			
Library Fines	2,560.30		2,560.30
Check Service Charges	1,435.53		1,435.53
Testing Fees	8,195.00		8,195.00
Transcript Fees	2,053.55		2,053.55
Copier Fees	9,823.18		9,823.18
Independent Study	650.00		650.00
Revenues for Program Support			
Continuing Education Fees	222,237.60		222,237.60
Quasi-Revenue from Distribution of Costs			
Cost Transfers - Copy & Media Centers	45,371.76		45,371.76
Eliminate Quasi-Revenue	(45,371.76)		(45,371.76)
Other Sources			
Administrative Cost Allowance			
Veterans Administration	408.00		408.00
Supplemental Educ Opportunity Grant	3,038.00		3,038.00
Pell Grant	4,165.00		4,165.00
College Work Study Program	4,304.41		4,304.41
HOPE Grant	9,834.00		9,834.00
Student Activities - Other			0.00
Other Revenue	37,157.72		37,157.72
Total Educational and General	<u>9,052,318.99</u>	<u>3,271,465.53</u>	<u>12,323,784.52</u>

STATEMENT OF CHANGES  
Year Ended

	CURRENT FUNDS			TOTAL CURRENT FUNDS
	UNRESTRICTED		RESTRICTED	
	Educational & General	Auxiliary Enterprises		
REVENUES AND OTHER ADDITIONS				
Educational and General Revenues	\$9,052,318.99	\$0.00	\$0.00	\$9,052,318.99
Auxiliary Enterprises Revenues		810,559.34		810,559.34
Unexpended Plant Funds - State Appropriations				0.00
Unexpended Plant Funds - E/T/C Trust Fund				0.00
Federal Grants and Contracts			1,461,940.35	1,461,940.35
State Grants and Contracts			1,253,762.46	1,253,762.46
Local Grants and Contracts				0.00
Private Gifts, Grants, and Contracts			684,277.15	684,277.15
Investment Income			9,411.19	9,411.19
Interest on Notes Receivable				0.00
Realized Gains on Investments				0.00
U.S. Government Advances				0.00
Prior Year Adjustments	166.36			166.36
Expended for Plant Facilities				0.00
Other Sources			384,718.88	384,718.88
TOTAL REVENUES AND OTHER ADDITIONS	9,052,485.35	810,559.34	3,794,110.03	13,657,154.72
EXPENDITURES AND OTHER DEDUCTIONS				
Educational and General Expenditures	9,060,608.84		3,271,465.53	12,332,074.37
Auxiliary Enterprises Expenditures		733,861.68		733,861.68
Indirect Costs Recovered				0.00
Lapse of Surplus - Prior Year				
To State Treasury - General Funds	342.47			342.47
To State Treasury-Lottery Funds/Regular				
Loan Cancellations and Write-Offs				0.00
Administrative and Collection Costs			21,341.41	21,341.41
Prior Year Adjustments				0.00
Expended for Plant Facilities				
Capitalized Expenditures				0.00
Non-Capitalized Expenditures				0.00
Deductions to Plant Properties				0.00
Other Deductions				0.00
TOTAL EXPENDITURES AND OTHER DEDUCTIONS	9,060,951.31	733,861.68	3,292,806.94	13,087,619.93
NET INCREASE IN FUND BALANCES BEFORE TRANSFERS	(8,465.96)	76,697.66	501,303.09	569,534.79
TRANSFERS AMONG FUNDS - ADDITIONS (DEDUCTIONS)				
Mandatory Transfers				0.00
Non-Mandatory Transfers		(46,284.62)		(46,284.62)
TOTAL TRANSFERS AMONG FUNDS	0.00	(46,284.62)	0.00	(46,284.62)
NET INCREASE (DECREASE) IN FUND BALANCES	(8,465.96)	30,413.04	501,303.09	523,250.17
ADJUSTMENTS/RECLASSIFICATIONS			(496,957.88)	(496,957.88)
BEGINNING FUND BALANCE	42,698.69	242,119.13	81,495.33	366,313.15
FUND BALANCES, JUNE 30, 1998	\$34,232.73	\$272,532.17	\$85,840.54	\$392,605.44

COMMUNITY COLLEGE

IN FUND BALANCES  
June 30, 1998

<u>LOAN FUNDS</u>	<u>ENDOWMENT FUNDS</u>	<u>PLANT FUNDS</u>		<u>Investment In Plant</u>
		<u>Unexpended</u>	<u>Renewals And Replacements</u>	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		402,600.00		
	1,220.00	46,616.12		
726.27				
				3,174,036.11
<u>726.27</u>	<u>1,220.00</u>	<u>449,216.12</u>	<u>0.00</u>	<u>3,174,036.11</u>
		957.04		
		449,216.12	59,978.22 5,214.37	312,944.23
<u>0.00</u>	<u>0.00</u>	<u>450,173.16</u>	<u>65,192.59</u>	<u>312,944.23</u>
<u>726.27</u>	<u>1,220.00</u>	<u>(957.04)</u>	<u>(65,192.59)</u>	<u>2,861,091.88</u>
			46,284.62	
<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>46,284.62</u>	<u>0.00</u>
<u>726.27</u>	<u>1,220.00</u>	<u>(957.04)</u>	<u>(18,907.97)</u>	<u>2,861,091.88</u>
<u>10,382.17</u>	<u>74,491.66</u>	<u>957.04</u>	<u>326,298.86</u>	<u>18,831,383.09</u>
<u>\$11,108.44</u>	<u>\$75,711.66</u>	<u>\$0.00</u>	<u>\$307,390.89</u>	<u>\$21,692,474.97</u>

COASTAL GEORGIA COMMUNITY COLLEGE

STATEMENT OF CURRENT FUNDS REVENUES, EXPENDITURES, AND OTHER CHANGES  
Year Ended June 30, 1998

	UNRESTRICTED			TOTAL CURRENT FUNDS
	EDUCATIONAL & GENERAL	AUXILIARY ENTERPRISES	RESTRICTED	
<b>REVENUE</b>				
Educational and General Revenues				
Student Tuition and Fees	\$2,148,509.70	\$0.00	\$0.00	\$2,148,509.70
Federal Appropriations				0.00
State Appropriations	6,539,947.00			6,539,947.00
Equipment/Technology/Construction Trust Fund	58,000.00			58,000.00
Local Appropriations				0.00
Federal Grants and Contracts			1,335,170.85	1,335,170.85
State Grants and Contracts			1,258,706.79	1,258,706.79
Local Grants and Contracts				0.00
Private Gifts, Grants, and Contracts			673,987.89	673,987.89
Investment Income				
Endowment			3,600.00	3,600.00
Other				0.00
Sales and Services				
Educational Activities	246,955.16			246,955.16
Hospital and Clinics				0.00
Other Sources	58,907.13			58,907.13
Total Educational and General Revenues	<u>9,052,318.99</u>	<u>0.00</u>	<u>3,271,465.53</u>	<u>12,323,784.52</u>
Sales and Services of Auxiliary Enterprises		<u>810,559.34</u>		<u>810,559.34</u>
<b>TOTAL REVENUES</b>	<u>9,052,318.99</u>	<u>810,559.34</u>	<u>3,271,465.53</u>	<u>13,134,343.86</u>
<b>EXPENDITURES AND MANDATORY TRANSFERS</b>				
Educational and General Expenditures				
Instruction	4,192,987.19		1,325,285.14	5,518,272.33
Research				0.00
Public Service	125,398.24		100,284.89	225,683.13
Academic Support	852,497.12		7,299.65	859,796.77
Student Services	956,095.50		667.70	956,763.20
Institutional Support	1,634,292.36		91,903.46	1,726,195.82
Operation and Maintenance of Plant	1,072,151.27			1,072,151.27
Scholarships and Fellowships	227,187.16		1,746,024.69	1,973,211.85
Hospital and Clinics				0.00
Total Educational and General Expenditures	<u>9,060,608.84</u>	<u>0.00</u>	<u>3,271,465.53</u>	<u>12,332,074.37</u>
Auxiliary Enterprises Expenditures		<u>733,861.68</u>		<u>733,861.68</u>
Mandatory Transfers				0.00
<b>TOTAL EXPENDITURES AND MANDATORY TRANSFERS</b>	<u>9,060,608.84</u>	<u>733,861.68</u>	<u>3,271,465.53</u>	<u>13,065,936.05</u>
<b>OTHER TRANSFERS AND ADDITIONS/DEDUCTIONS</b>				
Excess Restricted Receipts Over Transfers to Revenues			501,303.09	501,303.09
Non-Mandatory Transfers		(46,284.62)		(46,284.62)
Adjustments - Prior Year	166.36			166.36
Lapse of Surplus - Prior Year				
To State Treasury - General Funds	(342.47)			(342.47)
To State Treasury - Lottery Funds/Regular				0.00
<b>TOTAL OTHER TRANSFERS &amp; ADDITIONS/DEDUCTIONS</b>	<u>(176.11)</u>	<u>(46,284.62)</u>	<u>501,303.09</u>	<u>454,842.36</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCES</b>	<u>(\$8,465.96)</u>	<u>\$30,413.04</u>	<u>\$501,303.09</u>	<u>\$523,250.17</u>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF CURRENT FUNDS REVENUES  
Year Ended June 30, 1998

	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>TOTAL</u>
<b>CURRENT FUNDS REVENUES</b>			
Auxiliary Enterprises			
Food Services			
Sales - Bookstore	649,684.42		649,684.42
Intercollegiate Athletics			
Athletics - Fees	97,025.00		97,025.00
Athletics - Other	24,201.29		24,201.29
Other Service Units			
Student Transportation			
Fees	22,337.62		22,337.62
Vending Operations - Contracted			
Sales	15,793.24		15,793.24
Game Room			
Sales	1,517.77		1,517.77
Total Auxiliary Enterprises	<u>810,559.34</u>	<u>0.00</u>	<u>810,559.34</u>
<b>TOTAL CURRENT FUNDS REVENUES</b>	<u><b>\$9,862,878.33</b></u>	<u><b>\$3,271,465.53</b></u>	<u><b>\$13,134,343.86</b></u>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF CURRENT FUNDS EXPENDITURES  
YEAR ENDED JUNE 30, 1998

OBJECT CLASSIFICATION

FUND CLASSIFICATION

	Unrestricted	Restricted	Total	Personal Services	Travel	Operating Supplies & Expenses	Equipment
<b>EDUCATIONAL AND GENERAL EXPENDITURES</b>							
<b>INSTRUCTION</b>							
General Academic Instruction							
Division of General Studies							
Administration	\$140,889.86	\$253.25	\$141,143.11	\$114,964.48	\$756.14	\$10,657.49	\$14,765.00
Dept of Humanities	400,411.53		400,411.53	347,953.61	1,488.02	8,319.90	42,650.00
Dept of Natural Science	527,220.10	5,963.00	533,183.10	486,043.95	2,719.33	38,964.82	5,455.00
Dept of Social Science	337,140.51		337,140.51	329,221.13	273.96	7,645.42	
Dept of Physical Education	143,346.54		143,346.54	132,761.70	1,394.34	8,183.97	1,006.53
USG Teaching & Learning Projects	22,076.00		22,076.00			3,725.75	18,350.25
Instructional Technology	37,304.24		37,304.24			3,445.86	33,858.38
Division of Allied Health and Nursing							
Administration	126,824.88	196.98	127,021.86	107,604.38	1,013.70	3,448.78	14,955.00
Dept of Nursing	456,935.00	84,483.79	541,418.79	519,151.09	3,069.25	19,152.50	45.95
Division of Business and Industry							
Dept of Business Administration and Computer	209,224.09		209,224.09	206,388.55	1,202.51	1,633.03	
Vocational and Technical Instruction	172,439.82	285,600.98	458,040.80	405,897.28	2,738.70	37,883.82	11,521.00
Dept of Allied Health							
Division of Business and Industry							
Administration	137,891.06	150,576.77	288,467.83	177,714.35	6,970.84	50,510.82	53,271.82
Dept of Applied Business Studies	155,881.31	231,701.12	387,582.43	263,445.51	1,013.30	10,113.84	113,009.78
Dept of Business Administration and Computer	43,811.52	19,155.92	62,967.44	61,714.15		1,253.29	
Dept of Applied Technology	276,266.41	201,312.96	477,579.37	404,124.88	1,773.84	41,625.65	30,055.00
Community Education							
Off Campus Credit Programs	179,153.41	45,763.92	224,917.33	122,557.49	11,291.63	48,408.21	42,660.00
Camden County Center							
Department of Continuing Education	20,859.19	96,193.81	117,053.00	35,116.34		7,671.87	74,264.79
Continuing Education	222,237.60		222,237.60	149,821.30	593.16	71,823.14	
Continuing Education Departmental							
Preparatory and Remedial Instruction							
Division of Learning Support							
Administration	133,124.68		133,124.68	118,056.03	1,199.84	6,513.17	7,355.64
PREP	111,415.00	204,082.64	315,497.64	84,365.73	3,383.95	227,747.96	
Lottery-PREP	16,500.00		16,500.00			8,313.64	8,186.36
Developmental Studies	296,815.15		296,815.15	291,575.27	1,502.52	3,737.36	
Learning Center	25,219.29		25,219.29	24,008.50	423.30	787.49	
<b>TOTAL INSTRUCTION</b>	<b>4,192,987.19</b>	<b>1,325,285.14</b>	<b>5,518,272.33</b>	<b>4,382,485.72</b>	<b>42,808.33</b>	<b>621,567.78</b>	<b>471,410.50</b>

COASTAL GEORGIA COMMUNITY COLLEGE  
 SCHEDULE OF CURRENT FUNDS EXPENDITURES  
 YEAR ENDED JUNE 30, 1998

OBJECT CLASSIFICATION

FUND CLASSIFICATION

	Unrestricted	Restricted	Total	Personal Services	Travel	Operating Supplies & Expenses	Equipment
<b>EDUCATIONAL AND GENERAL EXPENDITURES (Continued)</b>							
<b>PUBLIC SERVICE</b>							
Community Services							
Small Business Development Center		712.00	712.00			712.00	
GSW-Elderhostel	861.20	861.20	861.20	861.20			
REBA Grant	44,275.59	44,275.59	44,275.59			44,275.59	
Bwk/Glynn Co Development Authority	9,500.00	9,500.00	9,500.00			9,500.00	
Regional Advanced Telecomm Grant	20,000.00	20,000.00	20,000.00			20,000.00	
Coastal GA Minority Outreach	24,936.10	24,936.10	24,936.10	7,806.01		17,130.09	
Consortium-Brunswick Center	125,398.24		125,398.24	53,420.72	961.84	64,783.35	6,232.33
<b>TOTAL PUBLIC SERVICE</b>	125,398.24	100,284.89	225,683.13	62,087.93	961.84	156,401.03	6,232.33
<b>ACADEMIC SUPPORT</b>							
Libraries							
Gould Memorial Library	409,113.49	1,493.50	410,606.99	242,295.07	4,668.21	59,179.86	104,463.85
Copier Center-Library	10,851.93		10,851.93			7,847.73	3,004.20
Audio Visual Services							
Media Center	92,605.53		92,605.53	78,336.75		5,329.00	8,939.78
SFI-Media Center	84,270.00		84,270.00	73,769.81	1,042.60	1,285.59	8,172.00
Lottery-Media Center	14,187.00		14,187.00				14,187.00
Lottery CTTI-Media Center	12,000.00		12,000.00			8,623.30	3,376.70
Academic Administration							
Office of the V P for Academic Affairs	177,434.27		177,434.27	166,452.62	3,141.03	7,840.62	
Academic Computing Support	46,779.40		46,779.40	41,980.73	275.50	4,523.17	
Academic Personnel Development							
Faculty Development		5,806.15	5,806.15		3,970.21	1,835.94	
Special Initiative-Professional Development	2,507.50		2,507.50		858.30	1,649.20	
Professional Development	2,748.00		2,748.00		150.00	2,598.00	
<b>TOTAL ACADEMIC SUPPORT</b>	852,497.12	7,299.65	859,796.77	602,834.98	14,105.85	100,712.41	142,143.53

COASTAL GEORGIA COMMUNITY COLLEGE  
 SCHEDULE OF CURRENT FUNDS EXPENDITURES  
 YEAR ENDED JUNE 30, 1998

OBJECT CLASSIFICATION

	FUND CLASSIFICATION			OBJECT CLASSIFICATION			
	Unrestricted	Restricted	Total	Personal Services	Travel	Operating Supplies & Expenses	Equipment
<b>EDUCATIONAL AND GENERAL EXPENDITURES (Continued)</b>							
<b>STUDENT SERVICES</b>							
Student Services Administration							
Office of Student Services	361,059.28		361,059.28	315,321.44	7,253.08	24,825.40	13,659.36
Student Services Testing Center	9,208.70		9,208.70			9,208.70	
Advisement Center	12,959.79		12,959.79	2,101.95	1,427.61	8,170.14	1,260.09
Social and Cultural Development							
Minority Advisement Program	8,215.99		8,215.99	4,855.98	507.94	2,852.07	
Counseling and Career Guidance							
Counseling and Career Guidance	45,838.65		45,838.65	43,704.30	737.38	1,396.97	
Financial Aid Administration							
Financial Aid Office	137,890.90		137,890.90	114,652.78	7,226.04	11,692.08	4,320.00
Student Activities							
Student Activities	88,102.35		88,102.35	1,563.12	5,176.27	81,362.96	
Student Admissions							
Office of Registrar/Admissions	292,819.84	667.70	293,487.54	220,819.41	3,658.32	53,748.42	15,261.39
<b>TOTAL STUDENT SERVICES</b>	<b>956,095.50</b>	<b>667.70</b>	<b>956,763.20</b>	<b>703,018.98</b>	<b>25,986.64</b>	<b>193,256.74</b>	<b>34,500.84</b>
<b>INSTITUTIONAL SUPPORT</b>							
Executive Management							
Office of the President	253,759.27		253,759.27	227,330.47	6,917.57	19,511.23	
Office of Institutional Advancement	144,457.34	96.83	144,554.17	92,285.19	2,546.98	47,367.77	2,354.23
Office of Inst Research and Planning	64,263.04		64,263.04	58,344.27	2,298.41	3,620.36	
Fiscal Operation							
Office of the V P for Business Affairs	413,976.07		413,976.07	361,356.07	4,336.37	27,387.02	20,896.61
Office of Personnel	118,126.44		118,126.44	83,517.37	3,494.16	29,709.64	1,405.27
Staff Development	4,546.06	1,738.69	6,284.75		2,128.83	4,155.92	
General Admin & Logistical Services							
Office of Central Duplicating	78,418.13		78,418.13	24,548.84	301.50	44,947.23	8,620.56
Less Charges to User Departments	(45,371.76)		(45,371.76)			(45,371.76)	
Office of Campus Security	193,473.12	25,502.35	218,975.47	211,257.70	1,404.03	6,313.74	
Administrative Computing Support							
Computer Services-Administration	229,557.49		229,557.49	134,204.89	2,160.93	58,558.95	34,632.72
SFI-CSSI-Data Processing	4,600.00		4,600.00			4,600.00	
General Institutional							
Faculty & Staff Benefits-Non Payroll	114,301.48		114,301.48	114,301.48			
General Institutional Expenses	38,662.66		38,662.66	250.00		31,325.66	7,087.00
College Work-Study Program	21,523.02	64,565.59	86,088.61			86,088.61	
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>1,634,292.36</b>	<b>91,903.46</b>	<b>1,726,195.82</b>	<b>1,307,396.28</b>	<b>25,588.78</b>	<b>318,214.37</b>	<b>74,996.39</b>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF CURRENT FUNDS EXPENDITURES  
YEAR ENDED JUNE 30, 1998

OBJECT CLASSIFICATION

	FUND CLASSIFICATION			OBJECT CLASSIFICATION			
	Unrestricted	Restricted	Total	Personal Services	Travel	Operating Supplies & Expenses	Equipment
<b>EDUCATIONAL AND GENERAL EXPENDITURES (Continued)</b>							
<b>OPERATION &amp; MAINTENANCE OF PLANT</b>							
Physical Plant Administration	113,394.09		113,394.09	99,847.08	219.11	13,327.90	
Building Maintenance	274,129.65		274,129.65	169,742.02		101,529.63	2,858.00
Custodial Services	210,556.87		210,556.87	187,987.61		22,569.26	
Utilities	263,212.87		263,212.87			263,212.87	
Landscape and Grounds Maintenance	210,857.79		210,857.79	153,248.35		53,075.19	4,534.25
<b>TOTAL OPERATION &amp; MAINTENANCE OF PLANT</b>	<b>1,072,151.27</b>	<b>0.00</b>	<b>1,072,151.27</b>	<b>610,825.06</b>	<b>219.11</b>	<b>453,714.85</b>	<b>7,392.25</b>
<b>SCHOLARSHIPS AND FELLOWSHIPS</b>							
Scholarships							
Pell Grants		981,080.00	981,080.00			981,080.00	
Supplemental Educ Opportunity Grt		45,573.00	45,573.00			45,573.00	
SSIG		13,724.00	13,724.00			13,724.00	
State							
Fee Waivers	219,683.00		219,683.00			219,683.00	
Board of Regents - Tuition Remission	2,411.00		2,411.00			2,411.00	
Board of Regents - Tuition Reimbursement	5,093.16		5,093.16			5,093.16	
Hope Grants		584,872.00	584,872.00			584,872.00	
CGCC Foundation		117,175.69	117,175.69			117,175.69	
Endowments		3,600.00	3,600.00			3,600.00	
<b>TOTAL SCHOLARSHIPS AND FELLOWSHIP</b>	<b>227,187.16</b>	<b>1,746,024.69</b>	<b>1,973,211.85</b>	<b>0.00</b>	<b>0.00</b>	<b>1,973,211.85</b>	<b>0.00</b>
<b>TOTAL GENERAL &amp; EDUCATIONAL EXPENDITURES</b>	<b>9,060,608.84</b>	<b>3,271,465.53</b>	<b>12,332,074.37</b>	<b>7,668,648.95</b>	<b>109,670.55</b>	<b>3,817,079.03</b>	<b>736,675.84</b>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF CURRENT FUNDS EXPENDITURES  
YEAR ENDED JUNE 30, 1998

OBJECT CLASSIFICATION

	FUND CLASSIFICATION			OBJECT CLASSIFICATION			
	Unrestricted	Restricted	Total	Personal Services	Travel	Operating Supplies & Expenses	Equipment
AUXILIARY ENTERPRISES EXPENDITURES							
STORES AND SHOPS							
Bookstore	577,397.34		577,397.34	117,212.34	2,083.52	458,101.48	
TOTAL STORES AND SHOPS	577,397.34	0.00	577,397.34	117,212.34	2,083.52	458,101.48	0.00
ATHLETICS							
Intercollegiate Athletics	129,515.06		129,515.06	21,494.38	23,075.76	83,649.92	1,295.00
TOTAL ATHLETICS	129,515.06	0.00	129,515.06	21,494.38	23,075.76	83,649.92	1,295.00
OTHER SERVICE UNITS							
Transportation	9,402.77		9,402.77	2,253.07	0.81	7,148.89	
Vending-Institutional	4,856.48		4,856.48			4,856.48	
Vending-Contracted	11,380.89		11,380.89	9,148.39	1.08	2,231.42	
Game Room	1,309.14		1,309.14	751.02	0.27	557.85	
TOTAL OTHER SERVICE UNITS	26,949.28	0.00	26,949.28	12,152.48	2.16	14,794.64	0.00
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	733,861.68	0.00	733,861.68	150,859.20	25,161.44	556,546.04	1,295.00
TOTAL CURRENT FUND EXPENDITURES	\$9,794,470.52	\$3,271,465.53	\$13,065,936.05	\$7,819,508.15	\$134,831.99	\$4,373,625.07	\$737,970.84

COASTAL GEORGIA COMMUNITY COLLEGE -

SCHEDULE OF OPERATION OF STUDENT ACTIVITIES  
Year Ended June 30, 1998

REVENUE		
Student Fees		
Fees-Student Activities		\$77,620.00
Other Revenue		
Ticket Sales		<u>0.00</u>
<b>TOTAL REVENUE</b>		<b>\$77,620.00</b>
EXPENDITURES		
Intramural Athletics		
Intramurals Administration		1,377.06
Social and Entertainment Activities		
Dances	\$3,135.43	
Entertainment	<u>7,862.32</u>	10,997.75
Student Government		
Student Government	4,314.87	
Leadership Scholarships	<u>2,710.00</u>	7,024.87
Student Publications		
Seaswells	14,572.80	
Mariner's Log	<u>13,172.48</u>	27,745.28
Other		
VICA	411.68	
Rad-Tech Club	1,025.00	
Non-Traditional Student Organization	872.29	
Phi Theta Kappa	4,545.72	
Special Projects	1,200.78	
Creative Arts	64.00	
Nursing Association	1,052.70	
Masda Club	535.49	
Adult Services	4,594.26	
Career Day	151.56	
Fitness Activity	2,607.38	
Health & Fitness Festival	1,258.96	
Orientation/Advisement	5,922.97	
Presentations	11,612.09	
Student Recognition	2,407.90	
Drug & Alcohol Education	1,089.88	
Emergency Fund	<u>1,604.73</u>	<u>40,957.39</u>
<b>TOTAL EXPENDITURES</b>		<b><u>88,102.35</u></b>
Excess Revenue Over Expenditures		(10,482.35)
Beginning Fund Balance, Adjusted		<u>20,039.22</u>
Adjustments - Prior Year		
<b>ENDING FUND BALANCE</b>		<b><u><u>\$9,556.87</u></u></b>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF OPERATION OF INTERCOLLEGIATE ATHLETICS  
Year Ended June 30, 1998

<b>REVENUES</b>		
Student Fees		
Fees - Athletics		\$97,025.00
Other Revenue		
Ticket Receipts	\$2,257.68	
Concessions	906.72	
Miscellaneous	645.89	
Private Donations	20,391.00	24,201.29
		<hr/>
<b>TOTAL REVENUE</b>		\$121,226.29
<b>EXPENDITURES</b>		
Intercollegiate Athletics		
Athletic Administration		37,168.03
Men's Basketball		37,830.24
Men's Tennis		15,582.00
Women's Softball		28,851.63
National Tournament		7,316.20
Regional Tournament		1,952.13
Cheerleaders		814.83
		<hr/>
<b>TOTAL EXPENDITURES</b>		129,515.06
Excess Revenue Over Expenditures		(8,288.77)
Beginning Fund Balance, Adjusted		10,990.48
Adjustments - Prior Year		0.00
		<hr/>
<b>ENDING FUND BALANCE</b>		<u>\$2,701.71</u>

COASTAL GEORGIA COMMUNITY COLLEGE  
SCHEDULE OF OPERATION OF RESTRICTED FUNDS  
Year Ended June 30, 1998

	FUND BALANCE		DEDUCTIONS/TRANSFERS		FUND BALANCE JUNE 30, 1998
	JULY 1, 1997	RECEIPTS	For Direct	For Indirect, Adm Allow & Transfer	
<b>FEDERAL FUNDS</b>					
Supplemental Educ Opportunity Grants	(\$31,307.00)	\$69,157.00	\$45,573.00	\$3,038.00	(\$10,761.00)
Student Incentive Grant		13,724.00	13,724.00		
Pell Grants - FY 97	(81,328.00)	87,616.00	6,288.00		
Pell Grants - FY 98		903,705.00	974,792.00	4,165.00	(75,252.00)
College Work Study Program	(39,819.00)	79,047.00	64,565.59	4,304.41	(29,642.00)
Federal Vo-Tech Carl Perkins	(124,290.62)	265,061.52	145,087.90		(4,317.00)
Sex Equity Grant	(7,204.18)	7,204.18			
New Connections to Work			58,926.01		(58,926.01)
Federal COPS Program	1,310.08	35,684.06	25,502.35		11,491.79
Small Business Development Center	(29.59)	741.59	712.00		
<b>TOTAL FEDERAL FUNDS</b>	<b>(282,668.31)</b>	<b>1,461,940.35</b>	<b>1,335,170.85</b>	<b>11,507.41</b>	<b>(167,406.22)</b>
<b>STATE FUNDS</b>					
HOPE Grant FY97	(8,069.00)	8,813.00	744.00		
HOPE Grant FY98	(62,543.00)	569,709.00	499,518.00	9,834.00	(2,186.00)
HOPE Grant FY99			84,610.00		(84,610.00)
Vo-Tech Regular 02	(140,430.54)	636,624.32	595,330.08		(99,136.30)
Vo-Tech Short Term		13,147.92	13,367.92		(220.00)
GSW Elderhostel		861.20	861.20		
REBA Grant		24,607.02	44,275.59		(19,668.57)
Regional Adv Telecommunications	20,000.00		20,000.00		
<b>TOTAL STATE FUNDS</b>	<b>(191,042.54)</b>	<b>1,253,762.46</b>	<b>1,258,706.79</b>	<b>9,834.00</b>	<b>(205,820.87)</b>
<b>PRIVATE FUNDS</b>					
USGFN - PREP	44,266.29	209,173.64	204,082.64		49,357.29
CGCC Foundation - Clinical Assistants		37,833.03	37,833.03		
CGCC Foundation - RN Faculty		46,076.00	46,076.00		
CGCC Foundation - Allied Health Faculty		84,686.00	84,686.00		
CGCC Foundation - Faculty/Library		7,299.65	7,299.65		
CGCC Foundation - Mini-Grants		547.06	547.06		
CGCC Foundation - Staff Development		5,000.00	1,738.69		3,261.31
CGCC Foundation - C G M O P	(28.95)	24,965.05	24,936.10		
CGCC Foundation - Nursing		574.76	574.76		
CGCC Foundation - Vo Tech		1,317.76	1,317.76		
CGCC Foundation - Scholarships		117,175.69	117,175.69		
CGCC Foundation - CNA Program		1,109.23	1,109.23		
Terrill Thomas		81,716.66	81,716.66		
CGCC Foundation - Bwk/Glynn Auth		9,500.00	9,500.00		
Pittsburgh Conference		5,963.00	5,963.00		
Camden Center	(1,908.00)	47,671.92	45,763.92		
CGCC Foundation - Equipment		3,000.00	3,000.00		
CGCC Foundation - Recruitment		667.70	667.70		
<b>TOTAL PRIVATE FUNDS</b>	<b>42,329.34</b>	<b>684,277.15</b>	<b>673,987.89</b>	<b>0.00</b>	<b>52,618.60</b>
<b>ENDOWMENT FUNDS</b>					
Austin Scholarship Fund	10,373.06	2,838.40			13,211.46
Gormly Scholarship Fund	2,094.69	415.74	400.00		2,110.43
Wells Scholarship Fund	1,321.86	4,666.74	3,000.00		2,988.60
Whittle Scholarship Fund	1,547.04	1,356.16			2,903.20
Williams Scholarship Fund	582.31	134.15	200.00		516.46
<b>TOTAL ENDOWMENT FUNDS</b>	<b>15,918.96</b>	<b>9,411.19</b>	<b>3,600.00</b>	<b>0.00</b>	<b>21,730.15</b>
<b>TOTAL RESTRICTED FUNDS-CASH BASIS</b>	<b>(415,462.55)</b>	<b>3,409,391.15</b>	<b>3,271,465.53</b>	<b>21,341.41</b>	<b>(298,878.34)</b>
AMOUNTS EXPENDED BUT NOT REIMBURSED		384,718.88			384,718.88
<b>TOTAL RESTRICTED FUNDS-ACCRUAL BASIS</b>	<b>\$81,495.33</b>	<b>\$3,794,110.03</b>	<b>\$3,271,465.53</b>	<b>\$21,341.41</b>	<b>\$85,840.54</b>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF CHANGES IN BALANCES OF PUBLIC TRUST FUNDS  
Year Ended June 30, 1998

	<u>LOAN FUNDS</u>	<u>ENDOWMENT FUNDS</u>	<u>TOTAL</u>
BEGINNING FUND BALANCE	\$10,382.17	\$74,491.66	\$84,873.83
Adjustments/Reclassifications			0.00
BEGINNING FUND BALANCE, ADJUSTED	10,382.17	74,491.66	84,873.83
ADDITIONS			
Gifts and Grants			
Private		1,220.00	1,220.00
Interest Income			
Federal Loans	675.27		675.27
Private Loans	51.00		51.00
TOTAL ADDITIONS	726.27	1,220.00	1,946.27
DEDUCTIONS			
Repayments to Federal Government			0.00
TOTAL DEDUCTIONS	0.00	0.00	0.00
ENDING FUND BALANCE	<u>\$11,108.44</u>	<u>\$75,711.66</u>	<u>\$86,820.10</u>

SCHEDULE OF OPERATION OF PUBLIC TRUST FUNDS  
Year Ended June 30, 1998

	<u>FUND BALANCE JULY 1, 1997</u>	<u>ADDITIONS</u>	<u>DEDUCTIONS</u>	<u>ADJUSTMENTS &amp; TRANSFERS</u>	<u>FUND BALANCE JUNE 30, 1998</u>
LOAN FUNDS					
Federal					
Nursing Student Loans	\$3,830.69	\$675.27	\$0.00	\$0.00	\$4,505.96
Private					
Brunswick College Loan	6,551.48	51.00			6,602.48
TOTAL LOAN FUNDS	10,382.17	726.27	0.00	0.00	11,108.44
ENDOWMENT FUNDS					
Restricted As To Income					
Charles Wesley Wells Scholarship Fund	39,130.16				39,130.16
Rosalie S. Gormly Scholarship Fund	3,727.00	200.00			3,927.00
Charles Whittle Scholarship Fund	10,000.00				10,000.00
Mary Jane Austin Scholarship Fund	20,634.00	1,020.00			21,654.00
L.E. Williams Scholarship Fund	1,000.50				1,000.50
TOTAL ENDOWMENT FUNDS	74,491.66	1,220.00	0.00	0.00	75,711.66
TOTAL PUBLIC TRUST FUNDS	<u>\$84,873.83</u>	<u>\$1,946.27</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$86,820.10</u>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF OPERATION OF UNEXPENDED & RENEWAL AND REPLACEMENT PLANT FUNDS  
Year Ended June 30, 1998

	UNEXPENDED			RENEWALS AND REPLACEMENTS
	Unrestricted	Restricted	Total	
<b>REVENUE/ADDITIONS</b>				
State Appropriations				
General Major Repair/Rehabilitation Funds	\$402,600.00	\$0.00	\$402,600.00	\$0.00
Interest Income	46,616.12		46,616.12	
<b>TOTAL REVENUE/ADDITIONS</b>	<b>449,216.12</b>	<b>0.00</b>	<b>449,216.12</b>	<b>0.00</b>
<b>EXPENDITURES/DEDUCTIONS</b>				
Buildings				
Student Center	56,338.00		56,338.00	57,139.22
Allied Health/HVAC Unit	52,400.00		52,400.00	
Natatorium/ HVAC Unit	26,695.00		26,695.00	
Gym Floor Renovations	8,200.00		8,200.00	
<b>Total Buildings</b>	<b>143,633.00</b>	<b>0.00</b>	<b>143,633.00</b>	<b>57,139.22</b>
Improvements Other Than Buildings				
Cooling System	5,340.00		5,340.00	
Boiler Replacement	94,190.00		94,190.00	
Campus Utilities	37,100.00		37,100.00	
Gymnasium Parking Lot	18,250.00		18,250.00	
Main Parking Lot	13,740.00		13,740.00	
Water Service Extension	47,810.00		47,810.00	
HFC11 Refrigerant	7,000.00		7,000.00	
Campus Fencing	8,435.00		8,435.00	
Energy Management System	23,047.00		23,047.00	
Track Maintenance	4,055.00		4,055.00	
<b>Total Improvements Other Than Buildings</b>	<b>258,967.00</b>	<b>0.00</b>	<b>258,967.00</b>	<b>0.00</b>
Equipment				
Adminstration Building	19,990.55		19,990.55	
Student Center				2,839.00
Automotive	26,625.57		26,625.57	
<b>Total Equipment</b>	<b>46,616.12</b>	<b>0.00</b>	<b>46,616.12</b>	<b>2,839.00</b>
Expenditures Not To Be Capitalized				
Bookstore			0.00	5,214.37
<b>Total Expenditures Not To Be Capitalized</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,214.37</b>
<b>TOTAL EXPENDITURES/DEDUCTIONS</b>	<b>449,216.12</b>	<b>0.00</b>	<b>449,216.12</b>	<b>65,192.59</b>
<b>TRANSFERS AMONG FUNDS</b>				
Transfers from Auxiliary Enterprises				
Reserve for Renewals and Replacements			0.00	33,349.77
Reserve for Bus and Van Replacements			0.00	12,934.85
<b>TOTAL TRANSFERS AMONG FUNDS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>46,284.62</b>
Beginning Fund Balance, Adjusted	957.04		957.04	326,298.86
Adjustments - Prior Year			0.00	
Lapse of Surplus - Prior Year				
To State Treasury - General Funds	957.04		957.04	
<b>ENDING FUND BALANCES</b>				
Unallocated	0.00		0.00	
Allocated		0.00	0.00	307,390.89
<b>ENDING FUND BALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$307,390.89</b>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF CHANGES IN INVESTMENT IN PLANT  
Year Ended June 30, 1998

BEGINNING INVESTMENT IN PLANT		\$18,831,383.09	
Adjustments Per State Audit		<u>0.00</u>	
BEGINNING INVESTMENT IN PLANT, ADJUSTED			\$18,831,383.09
ADDITIONS			
Expended from Current Funds			
Equipment	641,743.85		
Library Collections	<u>96,226.99</u>	737,970.84	
Georgia State Finance & Investment Commission (GSFIC)			
Construction & Equipment		1,938,495.69	
Expended from Unexpended Plant Funds		449,216.12	
Expended from Renewals and Replacement Funds		59,978.22	
Adjustments in Inventory		<u>(11,624.76)</u>	
TOTAL ADDITIONS			3,174,036.11
DEDUCTIONS			
Department of Technical & Adult Education (DTAE)		147,085.78	
Disposal of Equipment		165,821.45	
Adjustments to Accounts Payable		<u>37.00</u>	
TOTAL DEDUCTIONS			<u>312,944.23</u>
ENDING INVESTMENT IN PLANT			21,692,474.97
Less: Capital Lease Agreement			<u>(26,196.34)</u>
NET INVESTMENT IN PLANT			<u>\$21,666,278.63</u>

## COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF INVESTMENT IN PLANT  
Year Ended June 30, 1998

	YEAR ACQUIRED	INVESTMENT JULY 1, 1997	ADDITIONS	DEDUCTIONS	ADJUSTMENTS/ TRANSFERS	INVESTMENT JUNE 30, 1998
<b>LAND</b>						
Main Campus		\$1,578,016.36	\$0.00	\$0.00	\$0.00	\$1,578,016.36
<b>TOTAL LAND</b>		<b>1,578,016.36</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,578,016.36</b>
<b>BUILDINGS</b>						
Administration Building	1964	494,659.15				494,659.15
Classroom Building	1964	1,038,454.18	1,938,495.69			2,976,949.87
Student Center Building	1964	943,613.80	113,477.22			1,057,091.02
Maintenance Building	1964	338,944.81				338,944.81
Howard E. Coffin Gym	1967	1,157,304.08	34,895.00			1,192,199.08
Gould Memorial Library	1969	1,012,061.98				1,012,061.98
Warehouse/Shop	1972	293,376.20				293,376.20
Vo-Tech Facility(Shop)	1967	833,810.95				833,810.95
A W Jones Science Building	1973	1,285,570.40				1,285,570.40
Fine Arts Building	1981	31,500.00				31,500.00
Vo-Tech Allied Health	1983	1,160,189.03	52,400.00			1,212,589.03
Continuing Education	1988	1,650,269.80				1,650,269.80
<b>TOTAL BUILDINGS</b>		<b>10,239,754.38</b>	<b>2,139,267.91</b>	<b>0.00</b>	<b>0.00</b>	<b>12,379,022.29</b>
<b>IMPROVEMENTS OTHER THAN BUILDINGS</b>						
Campus Lighting System		35,246.85				35,246.85
Paving and Sidewalks		195,184.12	31,990.00			227,174.12
Zell Memoria Tower		32,128.65				32,128.65
Landscape		25,554.93				25,554.93
Entranceways and Markers		20,762.22				20,762.22
Irrigation System		7,561.63				7,561.63
Physical Educaiton Area Development		78,048.36	4,055.00			82,103.36
Campus Master Plan		39,165.00				39,165.00
Extension of Water Mains		1,581.80	47,810.00			49,391.80
Metered Electrical Lines		4,859.57				4,859.57
Underground Distribution Lines		266,137.40	37,100.00			303,237.40
Inter-campus Network		10,270.62				10,270.62
Cooling System		562,137.43	35,387.00			597,524.43
Satellites		8,400.00				8,400.00
Campus Boiler System			94,190.00			94,190.00
Campus Fencing			8,435.00			8,435.00
<b>TOTAL IMPROVEMENTS OTHER THAN BUILDINGS</b>		<b>1,287,038.58</b>	<b>258,967.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,546,005.58</b>
<b>LIBRARY COLLECTIONS</b>						
General Acquisitions		2,023,617.37	96,226.99			2,119,844.36
Donations		7,123.25				7,123.25
<b>TOTAL LIBRARY COLLECTIONS</b>		<b>2,030,740.62</b>	<b>96,226.99</b>	<b>0.00</b>	<b>0.00</b>	<b>2,126,967.61</b>
<b>EQUIPMENT</b>						
Administration Building		627,229.64	115,050.46	64,613.03		677,667.07
Student Center Building		124,649.01	61,522.29	4,826.00		181,345.30
Campus Maintenance Building		68,230.70		13,509.00		54,721.70
Library		459,512.60	20,759.25	25,198.35		455,073.50
Vo-Tech Building		476,385.70	153,841.42	147,085.78		483,141.34
Science Building		616,958.38	27,676.51	4,601.29		640,033.60
Automotive Building		385,882.46	74,264.79	53,110.78		407,036.47
Physical Education Building		200,709.83	2,301.53			203,011.36
Allied Health Building		220,030.79	138,466.17			358,496.96
Continuing Education Building		119,160.68	42,660.00			161,820.68
Plant Operations		170,781.93	26,625.57			197,407.50
Camden Center		214,040.43	16,406.22			230,446.65
Satellites		12,261.00				12,261.00
<b>TOTAL EQUIPMENT</b>		<b>3,695,833.15</b>	<b>679,574.21</b>	<b>312,944.23</b>	<b>0.00</b>	<b>4,062,463.13</b>
<b>TOTAL INVESTMENT IN PLANT</b>		<b>\$18,831,383.09</b>	<b>\$3,174,036.11</b>	<b>\$312,944.23</b>	<b>\$0.00</b>	<b>\$21,692,474.97</b>

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF OPERATION OF AGENCY FUNDS

Year Ended June 30, 1998

	FUND BALANCE JULY 1, 1997	RECEIPTS	DISBURSEMENTS	FUND BALANCE JUNE 30, 1998
<b>FUNDS HELD ON DEPOSIT</b>				
Academic Bowl	\$357.00	\$1,075.00	\$961.12	\$470.88
Administrative Allowance		4,165.00	4,165.00	0.00
Alumni Account	576.71	26.00		602.71
American Malacol	152.33		4.76	147.57
Americorps		4,725.00	4,725.00	0.00
Armstrong College Academic Profile	216.00	210.00	426.00	0.00
Armstrong College Matriculation	47,001.00	123,336.21	170,337.21	0.00
Athletics Financial Aid Clearing		16,991.71	16,991.71	0.00
Athletics Rental Program		6,755.00	6,755.00	0.00
B.A.N.S.	427.80	1,556.30	1,392.78	591.32
BANNER Checks		10,377.00	10,377.00	0.00
Biology Projects	63.00		63.00	0.00
Bookstore Used Book Buy Back		66,500.00	66,500.00	0.00
Business Club	933.74	434.00	230.00	1,137.74
Camden Fundraiser		1,723.65	1,723.65	0.00
Compton Series		15,588.38	15,588.38	0.00
Continuing Education Activity Account	500.00	218.81	228.31	490.50
Equity Conference	2,438.05		20.00	2,418.05
First Night	119.13	975.67	1,094.80	(0.00)
Foundation Expense		2,500.00	2,002.79	497.21
Foundation Life Insurance		344.70	344.70	0.00
Georgia Southern Matriculation	5,640.00	24,185.14	25,610.14	4,215.00
Golf Marathon		15,073.93	15,073.93	0.00
Hospitality Committee		777.57	673.33	104.24
International Club	46.00		46.00	0.00
L.P.N./V.I.C.A.	134.54	1,126.03	1,260.57	0.00
Leukemia Society		150.00	150.00	0.00
Model United Nations	17.24	1,352.78	1,370.02	0.00
M.A.S.D.A. Club	40.12	151.00		191.12
NACADA	97.78	17,393.00	15,068.45	2,422.33
Office of Education Cash Account		982,906.00	982,906.00	0.00
Phi Theta Kappa	2,211.77	8,006.48	8,872.29	1,345.96
Plant Op Activity		360.03	360.03	0.00
President Discretionary		10,000.00	9,089.45	910.55
Rad Tech Club	101.50	90.00		191.50
Rad Tech Pinning		58.24	58.24	0.00
Regents Comm Mtg		1,075.00	1,075.00	0.00
Remembrance Committee	99.74	226.00	302.97	22.77
SACS-AAPT		325.00	325.00	0.00
S.E. Conference Center		2,116.95	2,116.95	0.00
Science Fair	1,705.95	3,295.00	3,915.31	1,085.64
SGA Agency	68.57		68.57	0.00
Staff Awards	633.26		477.02	156.24
Student Aid Loans		438.00	438.00	0.00
Student Liability Insurance		3,525.00	3,525.00	0.00
Summer Waves		2,242.50	2,242.50	0.00
Tech Prep		360.00	76.70	283.30
US Treasury/Star		325.52	325.52	0.00
U Sys Directors		180.00		180.00
<b>TOTAL FUNDS HELD ON DEPOSIT</b>	<b>63,581.23</b>	<b>1,333,241.60</b>	<b>1,379,358.20</b>	<b>17,464.63</b>
<b>FUNDS FOR DESIGNATED SCHOLARSHIPS</b>				
Regents		2,000.00	2,000.00	0.00
Interstate Paper		1,000.00	1,000.00	0.00
Effingham Hosp Au	500.00		500.00	0.00
Deen Day Smith		165.00	165.00	0.00
Sapelo Island Foundation	708.00	11,849.00	7,632.00	4,925.00
Ricky Peebles Sch		1,000.00	1,000.00	0.00
Prince Hall Chapter		1,100.00	1,100.00	0.00
McDonalds		300.00	300.00	0.00

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF OPERATION OF AGENCY FUNDS  
Year Ended June 30, 1998

	FUND BALANCE JULY 1, 1997	RECEIPTS	DISBURSEMENTS	FUND BALANCE JUNE 30, 1998
<b>FUNDS FOR DESIGNATED SCHOLARSHIPS (Continued)</b>				
Chick-Fil-A		1,000.00	667.00	333.00
UPIU Local 787	1,000.00		1,000.00	0.00
Rich-Seapak		1,999.00	1,979.00	20.00
F & E King	700.00	1,200.00	1,200.00	700.00
Curtis Hames		1,200.00	1,200.00	0.00
Mumford	1,667.00	2,259.00	2,259.00	1,667.00
Savannah Foundation		1,667.00	1,667.00	0.00
Womens Club Brunswick	560.00	1,000.00	427.00	1,133.00
Job Corps		3,646.00	3,646.00	0.00
Wine and Spirit		1,281.00	1,281.00	0.00
L Pauline Gooch		1,500.00	1,000.00	500.00
GA Pacific Fndn		1,250.00	1,250.00	0.00
McIntosh Chamber		1,500.00	1,500.00	0.00
SEGRMC Auxiliary		1,500.00		1,500.00
Bwk Bus/Professional Women		427.00	427.00	0.00
Eta Upsilon Sigma		333.00	333.00	0.00
Electric Kid		2,000.00	1,334.00	666.00
Church UN Meridian		400.00		400.00
Nat Fastner District		500.00		500.00
NCCU Foundation		250.00		250.00
<b>TOTAL FUNDS FOR DESIGNATED SCHOLARSHIPS</b>	<b>5,135.00</b>	<b>42,326.00</b>	<b>34,867.00</b>	<b>12,594.00</b>
<b>PAYROLL OPERATIONS</b>				
Payroll Deductions				
FICA		343,542.66	343,542.66	0.00
Federal Income Tax		732,643.73	732,643.73	0.00
State Income Tax		253,710.26	253,710.26	0.00
Teachers Retirement System		219,367.65	219,367.65	0.00
Group Health Insurance	8,183.30	191,363.50	191,014.10	8,532.70
Group Life Insurance	1,155.41	30,649.41	28,435.47	3,369.35
Group Disability Insurance	751.50	15,357.01	15,276.17	832.34
Garnishments		6,818.70	6,818.70	0.00
Credit Union		7,142.49	7,142.49	0.00
Savings Bonds	37.50	3,075.00	3,100.00	12.50
Smith Barney		9,700.00	9,700.00	0.00
FICA/Medicare		88,351.09	88,351.09	0.00
Tax Levy		121.92	121.92	0.00
Variable Life Annuity		144,427.00	144,427.00	0.00
Fidelity Annuity		18,854.00	18,854.00	0.00
Misc Deductions		414.96	414.96	0.00
Foundation Scholarships		13,202.38	13,202.38	0.00
ORP1 TIAA CREF		27,362.11	27,362.11	0.00
ORP2 VALIC		35,273.15	35,273.15	0.00
Georgia Defined Contribution		24,227.37	24,227.37	0.00
ORP4 Fidelity		684.40	684.40	0.00
Charity		3,615.62	3,615.62	0.00
FICA-Employer		343,542.66	343,542.66	0.00
Teachers Retirement-Employer		567,659.15	567,659.15	0.00
Group Life Insurance-Employer	1,046.50	25,905.60	23,742.05	3,210.05
Group Health Insurance-Employer	22,939.80	547,078.40	547,093.40	22,924.80
FICA/Medicare-Employer		88,351.09	88,351.09	0.00
OPR1 TIAA CREF-Employer		42,411.35	42,411.35	0.00
ORP2 VALIC-Employer		54,673.55	54,673.55	0.00
ORP4 Fidelity-Employer		1,060.84	1,060.84	0.00
<b>TOTAL PAYROLL OPERATIONS</b>	<b>34,114.01</b>	<b>3,840,587.05</b>	<b>3,835,819.32</b>	<b>38,881.74</b>
<b>TOTAL AGENCY FUNDS</b>	<b>\$102,830.24</b>	<b>\$5,216,154.65</b>	<b>\$5,250,044.52</b>	<b>\$68,940.37</b>

COASTAL GEORGIA COMMUNITY COLLEGE  
EXPENDITURES BY OBJECT  
FISCAL YEAR ENDED JUNE 30, 1998

APPENDIX A

ACCOUNT TITLE	OBJECT CODE	EDUCATIONAL AND GENERAL FUNDS			AUXILIARY ENTERPRISES	TOTAL CURRENT FUNDS
		GENERAL	SPONSORED	SUB-TOTAL		
<b>PERSONAL SERVICES</b>						
Salaries-Regular	511	5,381,542.83	731,044.08	6,112,586.91	118,894.14	6,231,481.05
Student Assistants	512	53,479.13		53,479.13	228.75	53,707.88
Casual Labor	513					0.00
FICA-Employer	514	401,404.15	12,029.45	413,433.60	8,625.24	422,058.84
Retirement-Employer	515	566,643.93	72,995.61	639,639.54	13,105.61	652,745.15
Group Insurance-Employer	516	536,905.17	14,766.90	551,672.07	10,005.46	561,677.53
Peronal Liability-Employer	517			0.00		0.00
Unemployment Insurance	518	1,106.00		1,106.00		1,106.00
Workers' Compensation	519	5,474.70		5,474.70		5,474.70
Tort and Claims	521	31,606.00		31,606.00		31,606.00
Drug Testing Services	525	250.00		250.00		250.00
Subsistence Allowance	530	11,000.00		11,000.00		11,000.00
Salaries-Joint Staffed	599	(151,599.00)		(151,599.00)		(151,599.00)
<b>TOTAL PERSONAL SERVICES</b>		<b>6,837,812.91</b>	<b>830,836.04</b>	<b>7,668,648.95</b>	<b>150,859.20</b>	<b>7,819,508.15</b>
<b>NON-PERSONAL SERVICES</b>						
Travel of Employees	640	85,445.29	19,831.14	105,276.43	8,224.75	113,501.18
Travel of Non-Employees	650	4,394.12		4,394.12	16,936.69	21,330.81
Purchases for Resale	702			0.00		0.00
Cost of Goods Sold	703			0.00	430,397.61	430,397.61
Cash Over or Short	704	(54.00)		(54.00)	44.24	(9.76)
Motor Vehicle Expenses	712	16,221.92	3,860.22	20,082.14	13,749.25	33,831.39
Supplies and Materials	714	292,873.11	27,769.50	320,642.61	34,377.88	355,020.49
Repairs and Maintenance	715	163,470.53	5,244.00	168,714.53	1,626.20	170,340.73
Utilities-Power, Water, Gas, Oil	717	263,212.87		263,212.87	6,472.47	269,685.34
Rent-Other than Real Estate	719	24,192.40		24,192.40	165.97	24,358.37
Insurance and Bonding	720	35,905.13		35,905.13	848.77	36,753.90
Claims and Indemnities	721			0.00		0.00
Dir Benfts-Med Care & Public Assistance	722			0.00		0.00
College Work-Study Program	723	21,523.02	64,565.59	86,088.61		86,088.61
Grants to Counties, Cities, etc.	724	82,489.26	134,733.11	217,222.37		217,222.37
Other Operating Expenses	727	151,040.32	22,632.27	173,672.59	14,274.82	187,947.41
Software	733	30,907.11	11,325.58	42,232.69	205.00	42,437.69
Publications and Printing	742	85,527.38	563.20	86,090.58	4,013.99	90,104.57
Equipment Purchases-Non Inventory	743	53,059.08	28,575.69	81,634.77	226.35	81,861.12
Real Estate Rentals	748			0.00		0.00
Per Diem and Fees	751	75,445.42	82,621.59	158,067.01	6,125.71	164,192.72
Contracts	753	18,621.79		18,621.79	347.21	18,969.00
Computer Charges	760	4,087.07		4,087.07		4,087.07
Telecommunications-Data	771			0.00		0.00
Telecommunications-Other	773	139,582.77	236.64	139,819.41	4,070.57	143,889.98
Scholarships	781	230,821.77	1,746,024.69	1,976,846.46	39,600.00	2,016,446.46
Fellowships	782			0.00		0.00
Stipends	783			0.00		0.00
Tuition	784			0.00		0.00
Lease/Purchase Equipment	818	11,624.76		11,624.76		11,624.76
Motor Vehicle Equipment Purchases	841			0.00		0.00
Equipment Purchases	843	432,404.81	292,646.27	725,051.08	1,295.00	726,346.08
<b>TOTAL NON-PERSONAL SERVICES</b>		<b>2,222,795.93</b>	<b>2,440,629.49</b>	<b>4,663,425.42</b>	<b>583,002.48</b>	<b>5,246,427.90</b>
<b>TOTAL EXPENDITURES</b>		<b>9,060,608.84</b>	<b>3,271,465.53</b>	<b>12,332,074.37</b>	<b>733,861.68</b>	<b>13,065,936.05</b>

COASTAL GEORGIA COMMUNITY COLLEGE  
EXPENDITURES BY OBJECT  
FISCAL YEAR ENDED JUNE 30, 1998

APPENDIX A

UNEXPENDED PLANT FUNDS

ACCOUNT TITLE	OBJECT CODE	GENERAL	SPONSORED	SUB-TOTAL	TOTAL ALL FUNDS
<b>PERSONAL SERVICES</b>					
Salaries-Regular	511			\$0.00	6,231,481.05
Student Assistants	512			0.00	53,707.88
Casual Labor	513			0.00	0.00
FICA-Employer	514			0.00	422,058.84
Retirement-Employer	515			0.00	652,745.15
Group Insurance-Employer	516			0.00	561,677.53
Personal Liability-Employer	517			0.00	0.00
Unemployment Insurance	518			0.00	1,106.00
Workers' Compensation	519			0.00	5,474.70
Tort and Claims	521			0.00	31,606.00
Drug Testing Services	525			0.00	250.00
Subsistence Allowance	530			0.00	11,000.00
Salaries-Joint Staffed	599			0.00	(151,599.00)
<b>TOTAL PERSONAL SERVICES</b>		0.00	0.00	0.00	7,819,508.15
<b>NON-PERSONAL SERVICES</b>					
Travel of Employees	640				113,501.18
Travel of Non-Employees	650			0.00	21,330.81
Purchases for Resale	702			0.00	0.00
Cost of Goods Sold	703			0.00	430,397.61
Cash Over or Short	704			0.00	(9.76)
Motor Vehicle Expenses	712			0.00	33,831.39
Supplies and Materials	714	8,992.22		8,992.22	364,012.71
Repairs and Maintenance	715	4,662.66		4,662.66	175,003.39
Utilities-Power, Water, Gas, Oil	717			0.00	269,685.34
Rent-Other than Real Estate	719	476.81		476.81	24,835.18
Insurance and Bonding	720			0.00	36,753.90
Claims and Indemnities	721			0.00	0.00
Dir Benfts-Med Care & Public Assistance	722			0.00	0.00
College Work-Study Program	723			0.00	86,088.61
Grants to Counties, Cities, etc.	724			0.00	217,222.37
Other Operating Expenses	727			0.00	187,947.41
Software	733			0.00	42,437.69
Publications and Printing	742			0.00	90,104.57
Equipment Purchases-Non Inventory	743	2,851.90		2,851.90	84,713.02
Real Estate Rentals	748			0.00	0.00
Per Diem and Fees	751	73,785.00		73,785.00	237,977.72
Contracts	753	374,185.00		374,185.00	393,154.00
Computer Charges	760			0.00	4,087.07
Telecommunications-Data	771			0.00	0.00
Telecommunications-Other	773			0.00	143,889.98
Scholarships	781			0.00	2,016,446.46
Fellowships	782			0.00	0.00
Stipends	783			0.00	0.00
Tuition	784			0.00	0.00
Lease/Purchase Equipment	818			0.00	11,624.76
Motor Vehicle Equipment Purchases	841	26,625.57		26,625.57	26,625.57
Equipment Purchases	843	22,829.55		22,829.55	749,175.63
<b>TOTAL NON-PERSONAL SERVICES</b>		514,408.71	0.00	514,408.71	5,760,836.61
<b>TOTAL EXPENDITURES</b>		514,408.71	0.00	514,408.71	13,580,344.76

APPENDIX B

COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF CURRENT AND PLANT FUND BALANCES  
Year Ended June 30, 1998

	CURRENT FUNDS			PLANT FUNDS			
	Educational & General	Student Activities	Auxiliary Enterprises	Restricted	Unexpended	Renewals & Replacements	Investment In Plant
NET INVESTMENT IN PLANT Investment in Plant Facilities							\$21,666,278.63
RESTRICTED For Subsequent Years' Expenditures				85,840.54			
UNRESTRICTED Allocated							
For Renewals and Replacements Reserve						307,390.89	
For Inventory Reserve	21,000.00		205,455.48				
For Subsequent Years' Expenditures		9,556.87	67,076.69				
For Other Reserves	1,317.00						26,196.34
Unallocated Surplus							
Resident Instruction Funds	2,358.86						
Lottery Funds							
Other Organized Activities (Detail)					0.00		
Plant Funds							
TOTAL FUND BALANCES	\$24,675.86	\$9,556.87	\$272,532.17	\$85,840.54	\$0.00	\$307,390.89	\$21,692,474.97

## COASTAL GEORGIA COMMUNITY COLLEGE

SCHEDULE OF FEE WAIVERS  
Fiscal Year 1998

OUT OF STATE TUITION	
International Students	24,779.00
Military Personnel and Dependents	186,222.00
	<hr/>
TOTAL OUT OF STATE TUITION	211,001.00
	<hr/>
MATRICULATION	
Senior Citizens	8,682.00
Board of Regents Tuition Remission	2,411.00
	<hr/>
TOTAL MATRICULATION	11,093.00
	<hr/>
TOTAL FEE WAIVERS	<u>\$222,094.00</u>

## COASTAL GEORGIA COMMUNITY COLLEGE

AUXILIARY ENTERPRISES  
STATEMENT OF OPERATIONS PRIOR TO PROVISION FOR RENEWALS AND REPLACEMENTS  
June 30, 1998

	<u>TOTAL</u>	STORES AND	INTERCOLLEGIATE
		<u>SHOPS</u>	<u>ATHLETICS</u>
		<u>Bookstore</u>	
OPERATING INCOME			
Sales and Services	\$810,559.34	\$649,684.42	\$121,226.29
Less: Cost of Goods Sold	430,397.61	425,541.13	
GROSS OPERATING INCOME	<u>380,161.73</u>	<u>224,143.29</u>	<u>121,226.29</u>
OPERATING EXPENDITURES			
Direct Expenses			
Personal Services	135,838.76	108,200.08	21,494.38
Travel	25,156.05	2,080.29	23,075.76
Operating Supplies and Expenses	116,286.35	25,866.10	84,944.92
Indirect Expenses - Plant Operations			
Personal Services	15,020.44	9,012.26	
Travel	5.39	3.23	
Utilities	6,472.47	3,883.49	
Operating Supplies and Expenses	4,684.61	2,810.76	
TOTAL OPERATING EXPENDITURES	<u>303,464.07</u>	<u>151,856.21</u>	<u>129,515.06</u>
OPERATING INCOME/DEFICIT	<u>76,697.66</u>	<u>72,287.08</u>	<u>(8,288.77)</u>
OTHER INCOME			
Interest Earned	0.00		
NET INCOME/DEFICIT	<u>\$76,697.66</u>	<u>\$72,287.08</u>	<u>(\$8,288.77)</u>

	<u>OTHER SERVICE UNITS</u>			
	<u>Student Transportation</u>	<u>Game Room</u>	<u>Vending-Contracted</u>	<u>Operations Institution</u>
OPERATING INCOME				
Sales and Services	\$22,337.62	\$1,517.77	\$15,793.24	
Less: Cost of Goods Sold				4,856.48
GROSS OPERATING INCOME	<u>22,337.62</u>	<u>1,517.77</u>	<u>15,793.24</u>	<u>(4,856.48)</u>
OPERATING EXPENDITURES				
Direct Expenses				
Personal Services			6,144.30	
Travel				
Operating Supplies and Expenses	5,475.33	0.00		
Indirect Expenses - Plant Operations				
Personal Services	2,253.07	751.02	3,004.09	
Travel	0.81	0.27	1.08	
Utilities	970.87	323.62	1,294.49	
Operating Supplies and Expenses	702.69	234.23	936.93	
TOTAL OPERATING EXPENDITURES	<u>9,402.77</u>	<u>1,309.14</u>	<u>11,380.89</u>	<u>0.00</u>
OPERATING INCOME/DEFICIT	<u>12,934.85</u>	<u>208.63</u>	<u>4,412.35</u>	<u>(4,856.48)</u>
OTHER INCOME				
Interest Earned				
NET INCOME/DEFICIT	<u>\$12,934.85</u>	<u>\$208.63</u>	<u>\$4,412.35</u>	<u>(\$4,856.48)</u>