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**Applies to:** All fiduciaries, including the Board of Trustees, Finance Committee members, staff, investment managers, investment consultants and custodians for oversight of the university's investment

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**Responsible Office**

**Office of Business and Finance**

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## **POLICY**

Issued: 08/30/2013  
Revised: 07/01/2016  
Edited: 06/01/2020

Standards and disciplines adopted so that the Board of Trustees and its Finance Committee can effectively evaluate the performance and operations of the investment portfolios.

### **Purpose of the Policy**

To establish the overall goals, management responsibilities, investment strategies and discipline for the investment portfolios of The Ohio State University (university). This Investment policy is intended to permit sufficient flexibility to capture investment opportunities yet provide parameters that ensure prudence and care in the execution of the investment program.

### **Policy Details**

#### **I. Background**

The Long-Term Investment Pool (LTIP) was established to provide financial support for the long-term use and benefit of the university in support of its mission. The goal is to manage LTIP assets with prudence and discipline to achieve that purpose. The LTIP will be invested using a total return objective to meet its goals. Funds in the LTIP will be invested in a manner that over the long term will preserve and maintain the real purchasing power of the principal while allowing for an annual distribution as described below.

#### **II. Policy**

##### **A. Components of the long-term investment pool**

1. The LTIP consists of endowments, quasi-endowments, term endowments, and those funds held for the benefit of others.
2. Endowment funds are funds received from donors or other sources with a restriction that the original principal is not expendable, and distributed income is to be used as prescribed.
3. Quasi-endowment funds are funds in which the principal can be spent at the discretion of the university's Board of Trustees. Quasi-endowment funds may include funds derived from sources described in Ohio Revised Code Section 3345.05, including tuition. Quasi-endowment funds also may include operating funds of the university available for long-term investment, as described below in Sections E(3) (Asset Allocation and Rebalancing) and G (Operating Fund Limitations) under Operating and Agency Funds Portfolio.
4. Term endowment funds are funds for which there is a stipulation that the principal may be expended after a stated period of time or upon the occurrence of a certain event.

##### **B. Fiduciary standards**

1. The Board of Trustees, Finance Committee members, staff, investment managers, consultants and custodians are fiduciaries. Accordingly, these individuals are required to:
  - a. Act solely in the interest of the university, for the purposes of providing income and maintaining the real purchasing power of the principal.
  - b. Act with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims.



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- c. Diversify the investments of the LTIP to minimize overall risk, and to provide investment returns to achieve the LTIP's stated goals.

C. Duties and responsibilities

1. Board of Trustees. The university Board of Trustees has overall responsibility for this LTIP Investment Policy and approval of Finance Committee members. The Board of Trustees votes on items brought forth by the Finance Committee.
2. Finance Committee of the Board of Trustees. The Finance Committee has strategic oversight responsibility for the investment program and operations of the LTIP. The committee must work with the senior vice president for business and finance and the chief investment officer to ensure the LTIP is well managed, in accordance with this LTIP Investment Policy. The Finance Committee must meet at least quarterly.
3. Senior vice president for business and finance. The senior vice president for business and finance has oversight responsibility for the LTIP's investment operations and reporting. The senior vice president for business and finance must review operations and reporting within the Office of Investments to ensure compliance with established policies and procedures.
4. Chief investment officer. The chief investment officer is responsible for managing the LTIP's investment operations and reporting. The chief investment officer must review and recommend policies and procedures that are consistent with the investment objectives of the LTIP. The chief investment officer must report to the senior vice president for business and finance and the Finance Committee, at least quarterly.
5. Investment managers. The university uses external investment managers approved by the chief investment officer and senior vice president for business and finance to provide portfolio management services. The investment managers may be given discretion, consistent with specified objectives and guidelines, to manage LTIP assets. Investment managers operate under a formal contract with the university that delineates responsibilities, risk parameters, administration requirements and compensation. The investment management contracts may be terminated by the chief investment officer and/or the senior vice president for business and finance.
6. Consultants. The university may use the services of one or more investment consultants to assist the chief investment officer in the areas of: policy development, asset allocation, investment structure analysis, investment manager selection, performance review and other specialized investment topics. Consultants operate under a formal contract with the university that delineates responsibilities, risk parameters and performance expectations, administration requirements and compensation. Consulting contracts may be entered into and terminated by the chief investment officer and/or the senior vice president for business and finance.
7. Custodians. The university retains one or more custodian banks or trust institutions to custody and report on the assets of the LTIP. Custodial contracts may be entered into and terminated by the chief investment officer and/or the senior vice president for business and finance.

D. Distribution policy

1. Each component fund of the LTIP has a separate distribution account. Distributions will be credited to a fund's distribution account at the beginning of each fiscal year according to a formula approved by the Board of Trustees as follows:
  - a. The aggregate distribution amount is calculated on a seven-year moving average of the market value per unit of the LTIP, except as set forth in Section H below.
  - b. The distribution rate is 4.5%.
2. Distributions may be reinvested into principal; however, any reinvested distribution cannot be redistributed or withdrawn at another time except as stated above.

E. Asset allocation and guidelines

1. Time horizon. The LTIP's investment horizon is perpetual; therefore interim performance fluctuations should be viewed with this perspective. Similarly, the underlying capital market assumptions of the university's asset allocation plan for the LTIP are based on this long-term perspective.



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2. Risk tolerance. The Board of Trustees, the Finance Committee, and staff recognize the challenge of achieving the LTIP's investment objectives in light of the uncertainties and complexities of investment markets. They also recognize that prudent levels of investment risk are necessary to achieve the stated investment goals.
3. Asset allocation and rebalancing. Asset allocation is thought to be the largest contributor to overall LTIP return performance and risk characteristics. The Finance Committee and the Board of Trustees will periodically evaluate the LTIP's asset class strategies and opportunities, and establish a long-term asset allocation plan. After a thorough study of the available asset class opportunities, return objectives and risk tolerance, the Board of Trustees and Finance Committee approved the following asset classes and allocations for the LTIP:

| <u>Asset Class</u> | <u>Range</u> |
|--------------------|--------------|
| Global Equities    | 40-80%       |
| Global Credit      | 10-50%       |
| Real Assets        | 5-20%        |

4. Futures, options, forward contracts, and swap agreements may be used in a manner that is consistent with the policies and objectives contained within this LTIP Investment Policy. Such instruments should be used to hedge risk in the LTIP portfolio or to implement investment strategies more efficiently and at a lower cost than would be possible in the cash market. Such instruments should not be used for purely speculative purposes.
  - a. Investment manager guidelines. The investment guidelines incorporated into each manager's contract documents the risk parameters of the manager's investment approach. The guidelines also specify the typical characteristics of the portfolio. These characteristics are used to monitor a manager's investment style adherence to insure that the manager is continuously fulfilling its investment role in the LTIP.
  - b. Benchmarks. The Board of Trustees is responsible for approving performance benchmarks to evaluate the performance of the LTIP portfolio. The chief investment officer will review the benchmarks annually and recommend changes, if any, to the senior vice president for business and finance. Based on such recommendations by the chief investment officer, the senior vice president for business and finance may recommend to the Finance Committee changes to the benchmarks. If the Finance Committee approves such recommendations, then the Finance Committee will bring the recommendations forward for a vote by the Board of Trustees.

F. Investment monitoring process

1. The LTIP's investment managers and consultants will be monitored for consistency of investment philosophy, return relative to objectives, and investment risk. The Office of Investments will monitor the overall LTIP results and investment portfolios, but results will be evaluated on a long-term basis. The following manager issues will be considered potential causes for termination by the chief investment officer:
  - a. Failure to comply with the applicable investment style, guidelines, performance objectives, and fees;
  - b. A material change in ownership or personnel; or
  - c. A violation or potential violation of the terms of the investment manager agreement or other applicable laws and regulations.

G. Account valuation

1. LTIP funds invested in the LTIP are allocated a number of units. At the end of each month LTIP investments are valued and a unit value calculated based on the aggregate number of units assigned to each LTIP fund. The unit value calculation also takes into account earnings, investment expenses and fees. New LTIP funds and additions/withdrawals from established funds are processed at the end of each month. Additions will be allocated units only with the addition of cash. Non-marketable gifts will be liquidated first, and units allocated based on cash proceeds. Withdrawals may be made only from invadable funds upon the written request of the applicable dean or vice president.
2. Notwithstanding the foregoing, the president, provost and senior vice president for business and finance, in consultation with the chair of the Finance Committee of the Board of Trustees, may direct that certain LTIP



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funds that are transferred to the LTIP from operating funds as further described in Section II(E)(3)(b), up to a maximum amount of \$100 million, be invested at their discretion in compliance with this policy, other than the Asset Allocation and Rebalancing and Benchmarks provisions and as expressly set forth in this paragraph. Such LTIP funds will not be allocated units in the LTIP and any investments made using such funds will not be included in the unit value calculation referred to above. Such LTIP funds will constitute a separate component fund of the LTIP and will receive distributions in the amount of and only to the extent of distributions on the underlying investments made using such funds. Investment expenses and fees will be assessed on such funds to the extent applicable.

H. Exercise of shareholder rights

1. The university recognizes that publicly traded securities and other assets of the LTIP may include certain ancillary rights, such as the right to vote on shareholder resolutions at companies' shareholders' meetings, and the right to assert claims in securities class action lawsuits or other litigation. The university requires of itself and its external managers the prudent management of these LTIP assets for the exclusive purpose of enhancing the value of the LTIP. The chief investment officer has the authority to delegate proxy voting to external managers to maximize fund value, reserving the right to direct the voting on specific issues as needed. The chief investment officer will make best efforts to implement this policy in a socially and environmentally responsible manner.

I. Review and modification of investment policy statement

1. This LTIP Investment Policy is in effect until modified by the Board of Trustees. While material changes are expected infrequently, the chief investment officer will review the LTIP Investment Policy at least annually for continued appropriateness and recommend any changes to the senior vice president for business and finance. Based on such recommendations by the chief investment officer, the senior vice president for business and finance may recommend such changes to the Finance Committee. If the Finance Committee approves such recommendations, then the Finance Committee will bring the recommendations forward for a vote by the Board of Trustees.

J. Exceptions

1. Modifications and exceptions to this LTIP Investment Policy must be authorized by resolution of the Board of Trustees or as provided herein. The terms and conditions of this LTIP Investment Policy as to endowment funds may be waived to accept and administer donated funds or property with donor restrictions and approved by the Board of Trustees.
2. To meet its fiduciary responsibility to its academic programs and its donors, the university seeks to maximize its investment returns within appropriate levels of risk under guidelines established by the Board of Trustees as granted by the Ohio Revised Code. As a public institution, the university also recognizes a duty to support larger societal objectives as well.
3. Divestment for non-economic reasons should be recommended through the governance process, i.e. student government, University Senate, or an appropriate committee or decision-making body. That recommendation must be brought forward for a vote by the Board of Trustees, accompanied by an impact review report from the senior vice president for business and finance regarding the potential impact of the proposed divestment on the LTIP.

K. Conflicts of interest

1. It is critical that there be no conflicts of interest or perceptions of conflicts of interest when making investment decisions related to the management of the LTIP. Therefore, if a member of the Board of Trustees, Finance Committee or the OSU Foundation Board is connected to an investment firm, the university will not invest in any funds managed by that firm. In addition, no employee of the Office of Investments will invest her/his personal monies in funds in which the LTIP is invested.

III. Operating and Agency Funds Portfolio

A. Goals

The operating and agency funds (operating funds) will be invested in diversified portfolios with the intention of obtaining a reasonable yield, balanced with a component invested for appreciation, while adhering to a prudent level of risk, and retaining sufficient liquidity to meet cash flow requirements of the university.



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Certain of the agency portfolios may have additional goals and policies specific to their use. These goals and policies will be in writing and approved by the senior vice president for business and finance.

**B. Components of the operating and agency funds**

The funds consist of the short-term operating fund, gift annuity and trust funds, student loan funds, and other non-LTIP funds which are under the control and supervision of the vice president and treasurer. The short-term operating fund consists of two pools: the short-term pool and the intermediate-term pool, as described below.

**C. Fiduciary standards**

1. The Board of Trustees, Finance Committee members, staff, investment managers, consultants and custodians are fiduciaries. Accordingly, these individuals are required to:
  - a. Act solely in the interest of the university, for the purposes of providing income and preserving principal.
  - b. Act with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims.
  - c. Diversify the investments of the operating funds to minimize overall risk, and to provide investment returns to achieve the operating funds' stated goals.

**D. Duties and responsibilities**

1. Board of Trustees. The university Board of Trustees has overall responsibility for this Operating and Agency Funds Investment Policy and approval of Finance Committee members. The Board of Trustees votes on items brought forth by the Finance Committee.
2. Finance Committee of the Board of Trustees. The Finance Committee has strategic oversight responsibility for the investment program and operations of the funds. The Committee must work with the senior vice president for business and finance and the vice president and treasurer to ensure the operating funds are managed, in accordance with this Operating and Agency Funds Investment Policy. The Finance Committee must meet at least quarterly.
3. Senior vice president for business and finance. The senior vice president for business and finance has oversight responsibility for the operating funds' investment operations and reporting. The senior vice president for business and finance must review operations and reporting within the Office of the Treasurer to ensure compliance with established policies and procedures.
4. Vice president and treasurer. The vice president and treasurer is responsible for managing the operating funds' investment operations and reporting. The vice president and treasurer must review and recommend policies and procedures that are consistent with the investment objectives of the funds. The vice president and treasurer must report to the senior vice president for business and finance and the Finance Committee at least quarterly.
5. Investment managers. The university uses external investment managers approved by the vice president and treasurer and the senior vice president for business and finance to provide portfolio management services. The investment managers may be given discretion, consistent with specified objectives and guidelines, to manage assets of the operating funds. Investment managers operate under a formal contract with the university that delineates responsibilities, risk parameters administrative requirements and compensation. The Investment Management contracts may be terminated by the vice president and treasurer and/or the senior vice president for business and finance.
6. Consultants. The university may use the services of one or more investment consultants to assist the vice president and treasurer in the areas of: policy development, asset allocation, investment structure analysis, investment manager selection, risk parameters, performance review and other specialized investment topics. Consultants operate under a formal contract with the university that delineates responsibilities, and performance expectations, administration requirements and compensation. Consulting contracts may be entered into and terminated by the vice president and treasurer and/or the senior vice president for business and finance.





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7. Custodians. The university retains one or more custodian banks or trust institutions to custody and report on the assets of the funds. Custodial contracts may be entered into and terminated by the vice president and treasurer and/or the senior vice president for business and finance.
- E. Asset allocation and guidelines
1. Time horizon. The university's Short-Term Operating Fund is divided into two pools: Short-Term Pool, which represents at least thirty days of total university expenditures, and has an investment horizon of less than one year; and the Intermediate-Term Pool, which represents the remainder of the Short-Term Operating Fund and has an investment horizon of one to five years.
  2. Risk tolerance. The Board of Trustees, the Finance Committee, and staff recognize the challenge of achieving the operating funds' investment objectives in light of the uncertainties and complexities of investment markets. They also recognize that prudent levels of investment risk are necessary to achieve the stated investment goals.
  3. Asset allocation and rebalancing. Asset allocation is thought to be the largest contributor to overall return performance and risk characteristics of the operating funds. The Short-Term Operating Fund serves as the working cash balance to provide necessary liquidity for the university's operations. The Board of Trustees and Finance Committee will periodically evaluate the allocation between the LTIP and the Short-Term Operating Fund for appropriateness.
  4. Market fluctuations, cash flows and liquidity issues will cause the actual asset allocations to fluctuate. The vice president and treasurer will rebalance the portfolio to policy as follows:
    - a. Short- and Intermediate-Term Pools. The Short-Term Pool must cover at least thirty (30) days of university cash flow. At least 25% of the Short-Term Operating Fund should be in the Short-Term Pool, as a reserve, in accordance with Section G below. The amount of the Short-Term Operating Fund must be enough to cover at least sixty days cash flow and must be greater than or equal to 110% of all variable rate debt including commercial paper.
    - b. LTIP. After the amount of each of the Short- and Intermediate-Term Pools is determined, monies may be transferred to the LTIP. Operating funds available for transfer to the LTIP should be net of bond construction funds. No more than 60% of operating funds may be transferred to the LTIP.
    - c. General. The allocation amounts will be reviewed periodically by the vice president and treasurer but at least semi-annually. The number used to calculate days of university cash flow will be based on the Board of Trustees approved university budget.
    - d. Other Funds. Operating funds other than the Short-Term Operating Fund will be managed according to this Operating and Agency Funds Investment Policy with asset allocations approved by the vice president and treasurer.
  5. Investment manager guidelines. The investment guidelines incorporated into each manager's contract documents the risk parameters of the manager's investment approach. The guidelines also specify the typical characteristics of the portfolio. These characteristics are used to monitor a manager's investment style adherence to insure that the manager is continuously fulfilling its investment role in the operating funds.
  6. Benchmarks. The Board of Trustees is responsible for approving performance benchmarks to evaluate the performance of the operating funds portfolio. The vice president and treasurer will review the benchmarks annually and recommend changes, if any, to the senior vice president for business and finance. Based on such recommendations by the vice president and treasurer, the senior vice president for business and finance may recommend to the Finance Committee changes to the benchmarks. If the Finance Committee approves such recommendations, then the Finance Committee will bring the recommendations forward for a vote by the Board of Trustees.
- F. Investment monitoring process
1. The operating funds' investment managers will be monitored for consistency of investment philosophy, return relative to objectives, and investment risk. The vice president and treasurer and the senior vice president for business and finance will monitor the overall results and investment portfolios of the operating



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funds, but results will be evaluated on a long-term basis. The following manager issues will be considered potential causes for termination:

- a. failure to comply with the applicable investment style, guidelines, performance objectives, and fees;
- b. a material change in ownership or personnel; or
- c. a violation or potential violation of the terms of the investment manager agreement or other applicable laws and regulations.

**G. Operating fund limitations**

Ohio Revised Code Section 3345.05(c)(i) requires that investment of at least twenty-five percent of the average amount of the operating funds portfolio over the course of the previous fiscal year be invested in securities of the United States government or of its agencies or instrumentalities, the treasurer of state's pooled investment program, obligations of this state or any political subdivision of this state, certificates of deposit of any national bank located in this state, written repurchase agreements with any eligible Ohio financial institution that is a member of the federal reserve system or federal home loan bank, money market funds, or bankers acceptances maturing in two hundred seventy days or less which are eligible for purchase by the federal reserve system, as a reserve. Eligible funds above the funds that meet the foregoing condition may be pooled with other university funds, including LTIP, and invested in accordance with Ohio Revised Code Section 1715.52.

**H. Exercise of shareholders rights**

The university recognizes that publicly traded securities and other assets of the Fund may include certain ancillary rights, such as the right to vote on shareholder resolutions at companies' shareholders' meetings, and the right to assert claims in securities class action lawsuits or other litigation. The university requires of itself and its external managers the prudent management of these assets for the exclusive purpose of enhancing the value of the operating funds. The vice president and treasurer has the authority to delegate proxy voting to external managers to maximize fund value, reserving the right to direct the voting on specific issues as needed. The vice president and treasurer will make best efforts to implement this policy in a socially and environmentally responsible manner.

**I. Review and modification of investment policy statement**

This Operating and Agency Funds Investment Policy is in effect until modified by the Board of Trustees. While material changes are expected infrequently, the vice president and treasurer will review this Operating and Agency Funds Investment Policy at least annually for continued appropriateness and recommend any changes to the senior vice president for business and finance. Based on such recommendations by the vice president and treasurer, the senior vice president for business and finance may recommend such changes to the Finance Committee. If the Finance Committee approves such recommendations, then the Finance Committee will bring the recommendations forward for a vote by the Board of Trustees.

**J. Exceptions**

Modifications and exceptions to this Operating and Agency Funds Investment Policy must be authorized by resolution of the Board of Trustees or as provided herein. The terms and conditions of this Operating and Agency Funds Investment Policy may be waived to accept and administer donated funds or property with donor restrictions and approved by the Board of Trustees.

**K. Conflicts of interest**

It is critical that there be no conflicts of interest or perceptions of conflicts of interest when making investment decisions related to the management of the operating funds. Therefore, if a member of the Board of Trustees, Finance Committee, or the OSU Foundation Board is connected to an investment firm, the university will not invest in any funds managed by that firm. In addition, no employee of the Office of the Treasurer involved with investments will invest her/his personal monies in funds in which the operating funds are invested.



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**Responsibilities**

| <b>Position or Office</b>  | <b>Responsibilities</b>  |
|--|--|
| Board of Trustees (BOT)  | <ol style="list-style-type: none"> <li>1. Assume overall responsibility for the Investment policy.</li> <li>2. Evaluate the LTIP's asset class strategies and opportunities and establish a long-term asset allocation plan periodically.</li> <li>3. Approve performance benchmarks to evaluate the LTIP portfolio.</li> <li>4. Authorize modifications and exceptions to the LTIP policy.</li> <li>5. Approve changes to the divestment policy.</li> <li>6. Evaluate the allocation between the LTIP and short-term operating fund for appropriateness periodically.</li> </ol>  |
| Fiduciaries (BOT, Finance Committee members, staff, investment managers, consultants and custodians) | <ol style="list-style-type: none"> <li>1. Act solely in the interest of the university, for the purposes of providing income and maintaining the real purchasing power of the principal.</li> <li>2. Act with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims.</li> <li>3. Diversify the investments of the LTIP and operating funds to minimize overall risk, and to provide investment returns to achieve the LTIP's and operating funds' stated goals.</li> </ol>  |
| Finance Committee  | <ol style="list-style-type: none"> <li>1. Provide strategic oversight for the investment program, the funds, and LTIP operations.</li> <li>2. Work with the SVP-B&amp;F to ensure the LTIP is well managed.</li> <li>3. Work with the SVP-B&amp;F and VP/treasurer to ensure the operating funds are managed consistent with this policy.</li> <li>4. Meet at least quarterly.</li> <li>5. Evaluate the LTIP's asset class strategies and opportunities and establish a long-term asset allocation plan periodically.</li> <li>6. Approve changes to LTIP performance benchmarks to bring to the BOT for a vote.</li> <li>7. Review and approve changes to the LTIP policy; bring to the BOT for a vote.</li> <li>8. Evaluate the allocation between the LTIP and short-term operating fund for appropriateness periodically.</li> </ol>   |
| Senior VP for Business and Finance (SVP-B&F)   | <ol style="list-style-type: none"> <li>1. Provide oversight for the LTIP and operating funds investment operations and reporting.</li> <li>2. Review operations and reporting in the Office of Investments to ensure compliance with established policies and procedures.</li> <li>3. Review operations and reporting in the Office of the Treasurer to ensure compliance with established policies and procedures.</li> <li>4. Terminate investment management contracts as appropriate.</li> <li>5. Enter into and terminate consulting and custodial contracts as appropriate.</li> <li>6. Recommend changes to LTIP performance benchmarks to the Finance Committee as needed.</li> <li>7. Recommend changes to the LTIP investment policy to the Finance Committee based upon recommendations by the chief investment officer.</li> <li>8. Approve agency portfolio goals and policies as described in "Operating and agency funds portfolio-A-Goals."</li> </ol>   |
| Chief investment officer   | <ol style="list-style-type: none"> <li>1. Manage the LTIP investment operations and reporting.</li> <li>2. Review and recommend policies and procedures consistent with the investment objectives.</li> <li>3. Report to the SVP-B&amp;F and the Finance Committee at least quarterly.</li> <li>4. Terminate investment management contracts as appropriate.</li> <li>5. Enter into and terminate consulting and custodial contracts as appropriate.</li> <li>6. Review LTIP performance benchmarks and recommend changes, if any, annually to the SVP-B&amp;F.</li> <li>7. Consider termination of LTIP investment managers and consultants based on criteria outlined in this policy.</li> <li>8. Delegate proxy voting as appropriate.</li> <li>9. Make best efforts to implement the investment policy in a socially and environmentally responsible manner</li> <li>10. Review the LTIP investment policy at least annual and recommend changes to the SVP-B&amp;F.</li> <li>11. Refrain from investing in any funds managed by an investment firm to which a member of the Board of Trustees, Finance Committee, or OSU Foundation Board is connected.</li> <li>12. Invest in diversified portfolios as described in this policy.</li> </ol> |
| Office of Investments  | Monitor the overall LTIP results and investment portfolios.  |
| Vice president and treasurer (VP/treasurer)  | <ol style="list-style-type: none"> <li>1. Manage the operating funds investment operations and reporting.</li> <li>2. Review and recommend policies and procedures consistent with the investment objectives.</li> <li>3. Report to the SVP-B&amp;F and the Finance Committee at least quarterly.</li> </ol>   |





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| Position or Office                                  | Responsibilities   |
|---|--|
| Office of Investments employees                     | Refrain from investing personal monies in funds in which the LTIP is invested. |
| Dean/VP   | Make written requests for withdrawals from invadable funds as appropriate.     |
| President, provost, SVP-V&F, Finance Committee char | Consult to invest LTIP funds as directed in "Account valuation #2."            |

### Resources

Financial Code of Ethics, [busfin.osu.edu/sites/default/files/financial-code-of-ethics.pdf](http://busfin.osu.edu/sites/default/files/financial-code-of-ethics.pdf)

### Contacts

| Subject              | Office   | Telephone                         | E-mail/URL   |
|----------------------|--|-----------------------------------|--|
| Policy questions     | Office of Business and Finance                       | 614-292-7970<br>TTY: 614-292-7327 | <a href="mailto:busfin@osu.edu">busfin@osu.edu</a><br><a href="http://busfin.osu.edu/">busfin.osu.edu/</a>                             |
| Investment questions | Office of Business and Finance, Office of Investment | 614-292-7887                      | <a href="mailto:prospects@osu.edu">prospects@osu.edu</a><br><a href="http://busfin.osu.edu/investments">busfin.osu.edu/investments</a> |

### History

#### Investments

Issued: 09/04/1981 Approved by BOT, 09/04/1981, Resolution #82-24  
 Revised: 06/07/1985 Approved by BOT, 06/07/1985, Resolution #85-147  
 Revised: 04/07/1989 Approved by BOT, 04/07/1989, Resolution #89-91  
 Revised: 06/01/1990 Approved by BOT, 06/01/1990, Resolution #90-125 (Revision of Comprehensive, Endowment and Non-endowment policy)  
 Revised: 11/04/1994 Approved by BOT, 11/04/1994, Resolution #95-56  
 Revised: 03/03/1995 Approved by BOT, 03/03/1995, Resolution #95-93 (Revision of Endowment Fund Income Distribution section)  
 Revised: 09/02/1998 Approved by BOT, 09/02/1998, Resolution #99-34 (Revision of Endowment Funds Investment, Total Return Operating Fund Investments, and Operating Funds Investments policies)

#### Endowment Fund Investments

Revised: 03/01/2002 Approved by BOT, 03/01/2002, Resolution #2002-93  
 Revised: 07/11/2003 Approved by BOT, 07/11/2003, Resolution #2004-16  
 Revised: 11/03/2006 Approved by BOT, 11/03/2006, Resolution #2007-55  
 Revised: 12/07/2007 Approved by BOT, 12/07/2007, Resolution #2008-71  
 Revised: 06/06/2008 Approved by BOT, 06/06/2008, Resolution #2008-122, Renamed to Long-Term Investment Pool

#### Long-Term Investment Pool

Edited: 11/01/2008  
 Revised: 04/03/2009 Approved by BOT, 04/03/2009, Resolution #2009-77, Revision of Distribution Policy section  
 04/03/2009 Approved by BOT, 04/03/2009, Resolution #2009-78, Revision of Asset Allocation and Guidelines section)  
 Revised: 06/05/2009 Approved by BOT, 06/05/2009, Resolution #2009-94  
 Revised: 08/30/2013 Approved by BOT, 08/30/2013, Resolution #2014-10, Combined with Operating and Agency Funds Investment, Policy 5.30 into Investment, Policy 5.90

#### Non-Endowment Investments

Revised: 05/02/1997 Approved by BOT, 05/02/1997, Resolution #97-119  
 Revised: 12/05/1997 Approved by BOT, 12/05/1997, Resolution #98-79  
 Revised: 05/03/2002 Approved by BOT, 05/03/2002, Resolution #2002-124, Operating Fund Investment and Total Return Operating Fund Investment policies combined into Non-Endowment Investments policy  
 Revised: 07/11/2003 Approved by BOT, 07/11/2003, Resolution #2004-16, Revision of Authorized Investments section  
 Revised: 06/06/2008 Approved by BOT, 06/06/2008, Resolution #2008-123, Renamed to Operating and Agency Funds



**Applies to:** All fiduciaries, including the Board of Trustees, Finance Committee members, staff, investment managers, investment consultants and custodians for oversight of the university's investment

Investment

**Operating and Agency Funds Investment**

Revised: 06/05/2009 Approved by BOT, 06/05/2009, Resolution #2009-98  
Revised: 08/30/2013 Approved by BOT, 08/30/2013, Resolution #2014-10, Combined with Long-Term Investment Pool, policy 6.10 into Investment, policy 5.90

**Investment, 5.90**

Issued: 08/30/2013 Approved by BOT, 08/30/2013, Resolution #2014-10, Combined Long-Term Investment Pool, policy 6.10 and Operating and Agency Funds Investment, policy 5.30 into Investment, policy 5.90  
Revised: 07/01/2014 Approved by BOT, 08/29/2014, Resolution #2015-12  
Revised: 07/01/2016 Approved by BOT, 04/08/2016, Resolution #2016-108  
Revised: 06/03/2016 Approved by BOT, 06/03/2016, Resolution #2016-130

**Investment**

Edited: 06/01/2019 Number removed from title  
Edited 06/01/2020 Added Financial Code of Ethics to the Resources section