

SOUTHEAST COMMUNITY COLLEGE AREA
STATEMENTS OF REIMBURSABLE FULL-TIME EQUIVALENT STUDENT
ENROLLMENT AND REIMBURSABLE EDUCATIONAL UNITS

JUNE 30, 2014 AND 2013

SOUTHEAST COMMUNITY COLLEGE AREA
TABLE OF CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	1 - 2
ENROLLMENT STATEMENTS	
Statements of Reimbursable Full-Time Equivalent Student Enrollment and Reimbursable Educational Units	3
NOTES TO STATEMENTS OF REIMBURSABLE FULL- TIME EQUIVALENT STUDENT ENROLLMENT AND REIMBURSABLE EDUCATIONAL UNITS	4 - 5
SUPPLEMENTARY DATA	
Schedule 1 Total Full-Time Equivalent Student Enrollment (Unaudited)	6
Schedule 2 Reconciliation of Reimbursable Full-Time Equivalent Student Enrollment and General Fund Tuition Income (Unaudited)	7
Schedule 3 Allocation of 1.0 REU Factor Courses (Unaudited)	8
REPORT REQUIRED BY <i>GOVERNMENT AUDITING STANDARDS</i>	
Independent Auditors' Report on Internal Control Over Enrollment Reporting and on Compliance and Other Matters Based on an Audit of Enrollment Statements Performed in Accordance with <i>Government Auditing Standards</i>	9 - 10

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INDEPENDENT AUDITORS' REPORT

Board of Governors
Southeast Community College Area
Lincoln, Nebraska

Report on the Enrollment Statements

We have audited the accompanying statements of reimbursable full-time equivalent student enrollment and reimbursable educational units of Southeast Community College Area for the years ended June 30, 2014 and 2013, and the related notes to the statements, which collectively comprise the College's enrollment statements as listed in the table of contents.

Management's Responsibility for the Enrollment Statements

Management is responsible for the preparation and fair presentation of these enrollment statements in accordance with the Nebraska Community College Annual State Aid Enrollment Audit Guidelines and Processes as described in Note 1; this includes determining that this is an acceptable basis for the preparation of the enrollment statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the enrollment statements that are free of material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these enrollment statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the statements referred to above are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the accompanying statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the enrollment statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the enrollment statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the enrollment statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the enrollment statements referred to above present fairly, in all material respects, the reimbursable full-time equivalent student enrollment and reimbursable educational units consisting of only courses listed on the Master Course List of Southeast Community College Area as of June 30, 2014 and 2013, in accordance with the Nebraska Community College Annual State Aid Enrollment Audit Guidelines and Processes as described in Note 1.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the statements of reimbursable full-time equivalent student enrollment and reimbursable educational units taken as a whole that collectively comprise Southeast Community College Area's basic enrollment statements. The supplementary information included on Schedules 1, 2, and 3 is presented for purposes of additional analysis and is not a required part of the basic enrollment statements.

The supplementary information as contained in Schedules 1, 2, and 3 is the responsibility of management and was derived from and relates directly to the underlying enrollment records and other records used to prepare the basic enrollment statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic enrollment statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 10, 2014, on our consideration of Southeast Community College Area's internal control over enrollment reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over enrollment reporting and compliance and the results of that testing, and not to provide an opinion on internal control over enrollment reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Southeast Community College Area's internal control over enrollment reporting and compliance.

Dana J Cole + Company, LLP

Lincoln, Nebraska
August 10, 2014

SOUTHEAST COMMUNITY COLLEGE AREA
 STATEMENTS OF REIMBURSABLE FULL-TIME EQUIVALENT STUDENT ENROLLMENT
 AND REIMBURSABLE EDUCATIONAL UNITS
 YEARS ENDED JUNE 30, 2014 AND 2013

	Quarter	Contact	Reimbursable Full-Time Equivalent Student Enrollment		Reimbursable Educational Units	
			2014	2013	2014	2013
<u>Summer</u>						
1.0 Academic Transfer/Support	28,938.50	13,351.05	657.91	752.42	657.91	752.42
1.5 Class 1, Applied Tech/Occupational	18,110.00	13,260.50	417.18	462.50	625.77	693.75
2.0 Class 2, Applied Tech/Occupational	26,577.00	14,260.00	606.44	619.89	1,212.88	1,239.78
Subtotal	<u>73,625.50</u>	<u>40,871.55</u>	<u>1,681.53</u>	<u>1,834.81</u>	<u>2,496.56</u>	<u>2,685.95</u>
<u>Fall</u>						
1.0 Academic Transfer/Support	53,193.00	18,900.50	1,203.07	1,320.09	1,203.07	1,320.09
1.5 Class 1, Applied Tech/Occupational	27,236.00	15,089.50	622.01	645.66	933.02	968.49
2.0 Class 2, Applied Tech/Occupational	28,093.50	9,944.00	635.35	660.35	1,270.70	1,320.70
Subtotal	<u>108,522.50</u>	<u>43,934.00</u>	<u>2,460.43</u>	<u>2,626.10</u>	<u>3,406.79</u>	<u>3,609.28</u>
<u>Winter</u>						
1.0 Academic Transfer/Support	43,449.50	10,613.00	977.34	1,104.45	977.34	1,104.45
1.5 Class 1, Applied Tech/Occupational	25,549.50	13,448.00	582.70	623.45	874.05	935.18
2.0 Class 2, Applied Tech/Occupational	27,149.00	13,374.00	618.17	643.98	1,236.33	1,287.95
Subtotal	<u>96,148.00</u>	<u>37,435.00</u>	<u>2,178.21</u>	<u>2,371.88</u>	<u>3,087.72</u>	<u>3,327.58</u>
<u>Spring</u>						
1.0 Academic Transfer/Support	41,183.50	14,319.00	931.10	1,041.97	931.10	1,041.97
1.5 Class 1, Applied Tech/Occupational	24,922.00	9,035.50	563.86	575.91	845.79	863.87
2.0 Class 2, Applied Tech/Occupational	26,560.00	12,751.50	604.39	598.42	1,208.78	1,196.84
Subtotal	<u>92,665.50</u>	<u>36,106.00</u>	<u>2,099.35</u>	<u>2,216.30</u>	<u>2,985.67</u>	<u>3,102.68</u>
TOTALS	<u>370,961.50</u>	<u>158,346.55</u>	<u>8,419.52</u>	<u>9,049.09</u>	<u>11,976.74</u>	<u>12,725.49</u>

See accompanying notes to statements.

SOUTHEAST COMMUNITY COLLEGE AREA
 NOTES TO STATEMENTS OF REIMBURSABLE FULL-TIME EQUIVALENT
 STUDENT ENROLLMENT AND REIMBURSABLE EDUCATIONAL UNITS
 JUNE 30, 2014 AND 2013

NOTE 1. GUIDELINES

The certification of reimbursable full-time equivalent (FTE) student enrollment and reimbursable educational unit (REU) is required by Nebraska Statutes. The Statutes also provide general guidelines for determining the FTE student enrollment total and subsequent conversion of FTEs to REUs. The Coordinating Commission and the Community College Advisory Committee defined more specific guidelines. These guidelines were used in the determination of the FTE student enrollment total and subsequent conversion to REUs.

The computation of the information for this report is based on the State Aid Enrollment Audit Guidelines FY 2013-14, which were accepted by the Commissioners of the Coordinating Commission on February 1, 2014.

NOTE 2. FULL-TIME EQUIVALENT STUDENT AND REIMBURSABLE EDUCATIONAL UNIT DEFINITIONS

- A. An FTE student is equivalent to thirty semester or forty-five quarter credit hours of classroom, laboratory, clinical, practicum, independent study course work, or cooperative work experience applicable to a degree, diploma, or certificate in a program for which credit hours are offered or nine hundred contact hours of classroom laboratory course work for which credit hours are not offered or awarded.
- B. The number of credit hours which shall be counted by any community college area in which a tribally controlled community college is located shall include credit hours awarded by such tribally controlled community college to students for which such institution received no federal reimbursement pursuant to the Tribally Controlled Community College Assistance Act, 25 U.S.C. 1801.
- C. REUs are calculated by multiplying FTEs by the appropriate weighting factor as defined for each type of course offering as follows:

<u>Type of Course</u>	<u>Factor</u>
Academic Transfer	1.00
Academic Support	1.00
Class 1 Applied Tech/Occupational	1.50
Class 2 Applied Tech/Occupational	2.00

SOUTHEAST COMMUNITY, COLLEGE AREA
NOTES TO STATEMENTS OF REIMBURSABLE FULL-TIME EQUIVALENT
STUDENT ENROLLMENT AND REIMBURSABLE EDUCATIONAL UNITS
JUNE 30, 2014 AND 2013

NOTE 3. THREE-YEAR AVERAGE VALUES

The following three-year average values are included in the audited statements for use in state aid computations.

Fiscal Year Ending June 30, 2014

Years Ending June 30,	Reimbursable Full-Time Equivalent Student Enrollment	Reimbursable Education Units
2012	10,019.72	13,915.72
2013	9,049.09	12,725.49
2014	8,419.52	11,976.74
Three-Year Average	9,162.78	12,872.65

Fiscal Year Ending June 30, 2013

Years Ending June 30,	Reimbursable Full-Time Equivalent Student Enrollment	Reimbursable Education Units
2011	10,556.20	14,620.74
2012	10,019.72	13,915.72
2013	9,049.09	12,725.49
Three-Year Average	9,875.00	13,753.98

SUPPLEMENTARY DATA

SCHEDULE 1

SOUTHEAST COMMUNITY COLLEGE AREA
TOTAL FULL-TIME EQUIVALENT STUDENT ENROLLMENT
(UNAUDITED)
YEARS ENDED JUNE 30, 2014 AND 2013

	<u>Full-Time Equivalent Student Enrollment</u>	
	2014	2013
<u>First Quarter</u>		
Academic Transfer and Support	657.91	752.42
Class 1, Applied Tech/Occupational	417.18	462.50
Class 2, Applied Tech/Occupational	606.44	619.89
Ineligible for state aid	<u>30.14</u>	<u>21.57</u>
Subtotal	<u>1,711.67</u>	<u>1,856.38</u>
<u>Second Quarter</u>		
Academic Transfer and Support	1,203.07	1,320.09
Class 1, Applied Tech/Occupational	622.01	645.66
Class 2, Applied Tech/Occupational	635.35	660.35
Ineligible for state aid	<u>26.39</u>	<u>31.41</u>
Subtotal	<u>2,486.82</u>	<u>2,657.51</u>
<u>Third Quarter</u>		
Academic Transfer and Support	977.34	1,104.45
Class 1, Applied Tech/Occupational	582.70	623.45
Class 2, Applied Tech/Occupational	618.17	643.98
Ineligible for state aid	<u>34.62</u>	<u>28.50</u>
Subtotal	<u>2,212.83</u>	<u>2,400.38</u>
<u>Fourth Quarter</u>		
Academic Transfer and Support	931.10	1,041.97
Class 1, Applied Tech/Occupational	563.86	575.91
Class 2, Applied Tech/Occupational	604.39	598.42
Ineligible for state aid	<u>271.42</u>	<u>256.58</u>
Subtotal	<u>2,370.77</u>	<u>2,472.88</u>
TOTAL	<u>8,782.09</u>	<u>9,387.15</u>
DEDUCT - Courses, programs, and hours ineligible for state aid:		
Community Education	129.17	107.24
Programs totally funded by outside agencies	<u>233.40</u>	<u>230.82</u>
Subtotal	<u>362.57</u>	<u>338.06</u>
FULL-TIME EQUIVALENT STUDENT ENROLLMENT ELIGIBLE FOR STATE AID	<u>8,419.52</u>	<u>9,049.09</u>

SCHEDULE 2

SOUTHEAST COMMUNITY COLLEGE AREA
 RECONCILIATION OF REIMBURSABLE FULL-TIME EQUIVALENT STUDENT
 ENROLLMENT AND GENERAL FUND TUITION INCOME
 (UNAUDITED)
 YEAR ENDED JUNE 30, 2014

	Number of Credit Hours	Cost per Credit Hour	Total
QUARTER CREDIT HOURS			
Resident	351,283.00	55.50	19,496,207
Nonresident	<u>19,678.50</u>	68.50	<u>1,347,977</u>
Total	<u>370,961.50</u>		<u>20,844,184</u>
REIMBURSABLE CONTACT HOURS	158,346.55	8.27	<u>1,310,184</u>
Total Computed Tuition			22,154,368
ADJUSTMENTS			
Tuition waivers			(1,042,302)
Other			<u>264,974</u>
Total adjustments			<u>(777,328)</u>
NET REIMBURSABLE TUITION INCOME			<u>21,377,040</u>

SCHEDULE 3

SOUTHEAST COMMUNITY COLLEGE AREA
 ALLOCATION OF 1.0 REU FACTOR COURSES
 (UNAUDITED)
 YEAR ENDED JUNE 30, 2014

	Hours		Reimbursable Full-Time Equivalent Student Enrollment	Reimbursable Education Units
	Quarter	Contact		
Academic Transfer	88,349.00	-	1,963.32	1,963.32
Academic Support	44,864.50	-	996.99	996.99
Undeclared/nondegree	15,525.00	57,183.55	408.53	408.53
Foundations education	18,026.00	-	400.57	400.57
	<u>166,764.50</u>	<u>57,183.55</u>	<u>3,769.41</u>	<u>3,769.41</u>

Note: Courses with an REU factor of 1.0 are allocated by declared student major as of the tenth (10th) instructional day to academic transfer, academic support, undeclared/nondegree, and foundations education.

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
ENROLLMENT REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF ENROLLMENT STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Governors
Southeast Community College Area
Lincoln, Nebraska

We have audited the enrollment statements of reimbursable full-time equivalent student enrollment and reimbursable educational units of Southeast Community College Area for the years ended June 30, 2014 and 2013, which collectively comprise Southeast Community College Area's basic enrollment statements and have issued our report thereon dated August 10, 2014. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Enrollment Reporting

In planning and performing our audit, we considered Southeast Community College Area's internal control over enrollment reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the enrollment statements, but not for the purposes of expressing an opinion on the effectiveness of the Southeast Community College Area's internal control over enrollment reporting. Accordingly, we do not express an opinion on the effectiveness of the Southeast Community College Area's internal control over enrollment reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's enrollment statements will not be prevented or detected and corrected on a timely basis.

Our consideration of internal control over enrollment reporting was for the limited purposes described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over enrollment reporting that we considered to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Southeast Community College Area's enrollment statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws and regulations, noncompliance with which could have a direct and material effect on the determination of enrollment statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Dana F Cole + Company, LLP

Lincoln, Nebraska
August 10, 2014