

This confirms that the 2014 Annual Fiscal Report to ACCJC was submitted by Dr. Seth Galea'i <s.galeai@amsamoa.edu> on 03/31/2014. Below is a copy of the information submitted. You may also re-print the report by logging on at <https://www.accjc.org/fiscalreport>.



Western Association of Schools and Colleges
Accrediting Commission for Community and Junior Colleges

2014 Annual Fiscal Report

Reporting Year: 2012-2013

Final Submission

03/31/2014

American Samoa Community College
 P.O. Box 2609
 Pago Pago, American Samoa 96799

General Information

#	Question	Answer
1.	Confirm the correct institution's report	Confirmed
2.	Confirm or enter the name of the District/System or Corporate/Parent Organization:	American Samoa Community College
3.	a. Name of College Chief Business Officer (CBO) b. Title of College CBO c. Phone number of College CBO d. E-mail of College CBO e. Name of District/System/Parent Company CBO f. Title of District/System/Parent Company CBO g. Phone Number of District/System/Parent Company CBO h. E-mail of District/System/Parent Company CBO	Emey Silafau Chief Financial Officer (684) 699-9155 ext. 308 e.silafau@amsamoa.edu N/A N/A N/A N/A

Stability of Revenue

		FY 12/13	FY 11/12	FY 10/11
4.	a. Annual unrestricted fund revenues from all sources	\$ 7,804,277	\$ 8,234,581	\$ 7,611,631
	b. Revenue from other sources	\$ 6,224,073	\$ 10,036,004	\$ 14,321,313
	c. Identify source(s) of other revenue	Federal Grant	Federal Grant	Federal Grant
	d. Net beginning balance	\$ 14,792,518	\$ 11,618,637	\$ 5,634,147
5.	a. College Data: College allocated Revenues	\$ 0	\$ 0	\$ 0
	b. College Data: College expenditures related to allocated Revenues	\$ 0	\$ 0	\$ 0

Expenditures/Transfer

6.	FY 12/13	FY 11/12	FY 10/11

a. Total annual unrestricted expenditures	\$ 7,228,182	\$ 6,793,661	\$ 5,811,025
b. Salaries and benefits	\$ 5,132,950	\$ 5,057,335	\$ 4,742,399
c. Other expenditures/outgo	\$ 2,095,232	\$ 1,773,737	\$ 1,022,149
d. Inter-fund transfers in and out	\$ 921,996	\$ 2,198,885	\$ 1,165,840

Liabilities

7.	Did the institution borrow funds for cash flow purposes?	FY 12/13 No	FY 11/12 No	FY 10/11 No
8.	Total Local Borrowing	FY 12/13	FY 11/12	FY 10/11
a.	Short Term Borrowing (TRANS, etc)	\$ 0	\$ 0	\$ 0
b.	Long Term Borrowing (COPs, Capital Leases, otherlong term borrowing):	\$ 0	\$ 0	\$ 0
9.	Did the institution issue long-term debt instruments during the fiscal year noted?	FY 12/13 No	FY 11/12 No	FY 10/11 No
b.	What type(s)	N/A	N/A	N/A
c.	Total amount	\$ 0	\$ 0	\$ 0
10.	Debt Service Payments	FY 12/13 \$ 0	FY 11/12 \$ 0	FY 10/11 \$ 0

Other Post Employment

11.	a. Actuarial Accrued Liability (AAL) for OPEB:	FY 12/13 \$ 0	FY 11/12 \$ 0	FY 10/11 \$ 0
b.	Unfunded Actuarial Accrued Liability (UAAL) for OPEB:	\$ 0	\$ 0	\$ 0
12.	Date of most recent OPEB Actuarial Report (mm/dd/yyyy):	N/A		
13.	a. Has an irrevocable trust been established for OPEB liabilities?	No		
b.	Deposit into OPEB Reserve/Trust	FY 12/13 \$ 0	FY 11/12 \$ 0	FY 10/11 \$ 0

Cash Position

14.	Cash Balance: Unrestricted General Fund:	FY 12/13	FY 11/12	FY 10/11
		\$ 338,813	\$ 156,227	\$ 60,919
15.	Does the institution prepare cash flow projections during the year?	FY 12/13	FY 11/12	FY 10/11
		Yes	Yes	Yes

Annual Audit Information

16.	Date annual audit report for fiscal year was electronically submitted to accjc.org, along with the institution's response to any audit exceptions:	FY 12/13	FY 11/12	FY 10/11
		03/28/14	03/28/13	05/30/12
17.	Summarize Material Weaknesses and Significant Deficiencies from annual audit report:			
	FY 12/13	<p>Summary of the 2 Findings: (1) Cash Management - (This finding only relates to non-major program) We noted that ASCC had \$74,498 of various grant advances that were either from old, closed grants or had been drawdown in previous years and not expended (2) Adjustment to Schedule of Federal Awards (SEFA) During our audit, numerous reclassing entries needed to be recorded to various federal audit funds with corresponding adjustments made to the SEFA to be corrected reported to not include "payments received for goods or services provided as a vendor."</p>		
	FY 11/12	<p>Summary of the 3 Findings: (1) Payroll Taxes: This finding was partially implemented. It was still noted that taxes were not being made on time and as a result \$364,000 tax penalties & interest were paid out during 2012 (2) Equipment Management: It was noted that the physical inventory for the fixed asset was taken but the reconciliation requirement was not completed.(3)Activities Allowed or Unallowed - Federal Work Study. During the audit, it was noted that two instances out of 28 students tested for field work study where the student work schedule conflicted with their class schedule</p>		
	FY 10/11	<p>Summary of the 7 Findings: (1) Payroll Taxes: During the audit, it was noted that tax payments were not being made on time (2) Incorrectly Statement Financial Statements & SEFA Due to Numerous Journal Entries – Material Weakness – During the audit, numerous adjusting and reclassing entries were needed to be recorded to various federal funds to make the Financial Statements materially correct and the SEFA corrected reported.(3)Cash Management – Noted as Material Weakness – The College does not put advances into interest bearing accounts. We also noted that the College has approximately \$989,400 in advance funds from federal agencies. (4)Procurement & Suspension & Debarment: During the audit, it was noted that the college was not in compliance in regards to the Suspension & Debarment requirement. 3 out of 7 contractors selected for testing did not have this required document. (5) Equipment Management – Noted as Significant Deficiency: We noted that the College does not completely reconcile its physical inventory of equipment to its equipment recorded on the College’s accounting records. (6) Withdrawal Students Calculations: During the audit, it was noted that students that are over paid are not being documented in the DOE system as not paying back the College or DOE. The college is not returning funds within the required time frame. (7)Department of Education Liability: During audit process, it was noted that ASCC has a liability of approximately \$62,000 of staled dated checks from 2007-2010 of students that have not cashed nor been returned back to Department of Education.</p>		

Other Information

		FY 12/13	FY 11/12	FY 10/11
18.	a. Budgeted Full Time Equivalent Students (FTES)(Annual Target):	1,600	1,594	1,535
	b. Actual Full Time Equivalent Students (FTES):	1,227	1,420	1,468
19.	Federal Financial Aid programs in which the College participates (check all that apply):	Pell FSEOG FWS		
20.	College Data: USDE official cohort Student Loan Default Rate (FSLD) (3 year rate)	Cohort Year 09/10	Cohort Year 08/09	
		0 %	0 %	
		FY 12/13	FY 11/12	FY 10/11
21.	Report the % of total tuition/fees received from federal financial aid programs (Title IV, HEA), if applicable:	90 %	86 %	77 %
22.	a. During the reporting period, did the institution settle any contracts with employee bargaining units?	No		
	b. Did any negotiations remain open?	No		
	c. Did any contract settlements exceed the institutional COLA for the year?	No		
	d. Describe significant fiscal impacts:	<div style="border: 1px solid black; padding: 2px;">N/A</div>		
23.	Were there any executive or senior administration leadership changes at the institution during the fiscal year?	Yes		
	Please describe the leadership change(s)	<div style="border: 1px solid black; padding: 2px;"> Outgoing Vice President of Administrative Services: Mr. Mikaele Etuale Incoming Vice President of Administrative Services: Dr. Rosevonne Pato' </div>		

The data included in this report are certified as a complete and accurate representation of the reporting institution.

If you need additional assistance, please contact the commission.

Sincerely,

ACCJC
10 Commercial Blvd., Suite 204
Novato, CA 94949
email: support@accjc.org
phone: 415-506-0234