



# ACCREDITATION EVIDENCE

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**WESTERN WYOMING COMMUNITY COLLEGE**

**FINANCIAL AND COMPLIANCE REPORT**

**JUNE 30, 2020**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees  
Western Wyoming Community College  
Rock Springs, Wyoming

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the business-type activities of Western Wyoming Community College (the "College") and its discretely presented component unit, the Western Wyoming College Foundation (the "Foundation"), as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the College's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial 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 financial statements are free from material misstatement. The financial statements of the Foundation were not audited in accordance with *Government Auditing Standards*.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the College's preparation and fair presentation of the financial 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 College'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 financial statements.

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

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the discretely presented component unit of the College as of June 30, 2020 and 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, on pages 3 through 7, and certain pension and postemployment benefits other than pensions (OPEB) plan information, on pages 44 through 47, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB) who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audits were conducted for the purpose of forming an opinion on the financial statements that collectively comprise the College's basic financial statements. The Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The Schedule of Expenditures of Federal Awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 2, 2020 on our consideration of the College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the College's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the College's internal control over financial reporting and compliance.

*McGee, Hearne & Paiz, LLP*

Cheyenne, Wyoming  
December 2, 2020

## WESTERN WYOMING COMMUNITY COLLEGE DISTRICT

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Required Supplementary Information) Fiscal Year 2020

The management of Western Wyoming Community College District ("the College") is required by the Government Accounting Standards Board (GASB) to provide an overview and analysis of the College's financial activities for the fiscal year ended June 30, 2020. This narrative focuses attention on current financial activities and changes in financial position. Individuals who review this discussion and analysis need to do so in conjunction with reviewing the financial statements and notes to financial statements that follow this section. It is the responsibility of the College to ensure the completeness and fairness of this information.

The College serves Carbon, Lincoln, Sublette, Sweetwater, and Uinta counties. The College has entered into several Boards of Cooperative Educational Services (BOCES) agreements with area school districts to enhance educational offerings in the College's district and service area.

#### **Using This Annual Report**

These College financial statements are designed to emulate corporate presentation models whereby all of the College's activities are consolidated into one total. However, the Wyoming Community College Commission (WCCC) requires the College to create budgets, prepare financial reports, and process financial operations according to the National Association of College and University Business Officers (NACUBO) standards, a fund-based accounting system.

#### **OVERVIEW OF THE FINANCIAL STATEMENTS**

The College follows accounting standards promulgated by the GASB. As such, comparative data is presented depicting the differences between fiscal year 2018, fiscal year 2019, and fiscal year 2020.

The financial statements of the College comprise three components and are designed to provide a broad overview of the College's finances: the Statement of Net Position; the Statement of Revenues, Expenses, and Changes in Net Position; and the Statement of Cash Flows. These statements show a College-wide perspective. This approach is intended to summarize the analysis of cost of various College services to students and the public.

The College continues to use a fund accounting system for daily tracking of revenues and expenses.

Notes to the financial statements provide additional information that is essential to gain a complete understanding of the data provided in the College-wide financial statements. The notes to the financial statements can be found on pages 17 through 43.

#### **Component Unit**

Pursuant to generally accepted government accounting standards, the financial statements of the Western Wyoming College Foundation are shown as a discretely presented component unit. Financial statements for the Foundation can be obtained at Rock Springs National Bank, P. O. Box 880, Rock Springs, Wyoming 82902.

#### **Statement of Net Position**

The Statement of Net Position presents information on all of the College's assets, deferred outflows of resources, liabilities, and deferred inflows of resources at the end of the fiscal year, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator as to whether the financial position of the College is improving or deteriorating.

## **Statement of Revenues, Expenses, and Changes in Net Position**

The Statement of Revenues, Expenses, and Changes in Net Position presents information showing how the College's net position changed over the course of the fiscal year.

All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future periods (e.g., uncollected state and local revenue, and earned, but unused vacation leave).

## **Statement of Cash Flows**

This statement summarizes the sources and uses of cash within the College over the course of the fiscal year.

### **FINANCIAL HIGHLIGHTS**

As of June 30, 2020, 2019, and 2018 the College's financial position was as follows:

	<b>2020</b>	2019	2018
<b>Assets</b>			
Current Assets	<b>\$ 33,596,865</b>	\$ 32,475,073	\$ 30,808,886
Capital Assets	<b>49,108,233</b>	52,532,195	54,837,706
Other Noncurrent Assets	<b>19,792,852</b>	19,124,693	18,548,756
<b>Total Assets</b>	<b>102,497,950</b>	104,131,961	104,195,348
<b>Deferred Outflows of Resources</b>	<b>8,534,791</b>	6,534,362	2,205,303
<b>Liabilities</b>			
Current Liabilities	<b>3,808,531</b>	4,079,264	3,903,484
Noncurrent Liabilities	<b>33,880,004</b>	33,645,417	27,060,223
<b>Total Liabilities</b>	<b>37,688,535</b>	37,724,681	30,963,707
<b>Deferred Inflows of Resources</b>	<b>18,704,913</b>	15,456,535	15,015,616
<b>Net Position</b>			
Net Investment in Capital Assets	<b>43,571,166</b>	46,182,300	48,569,423
Restricted	<b>19,032,170</b>	18,244,472	17,241,104
Unrestricted	<b>(7,964,043)</b>	(6,941,665)	(5,389,199)
<b>Total Net Position</b>	<b>\$ 54,639,293</b>	\$ 57,485,107	\$ 60,421,328

The assets and deferred outflows of resources of the College exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$54,639,293. Noncurrent assets, \$19,792,852, consist of certain restricted cash and investments, investments held by others, and land held for resale, all valued at fair value. Capital assets are stated at historical cost less accumulated depreciation. Net investment in capital assets of \$43,571,166 consists of noncurrent capital assets net of related debt, including accounts payable related to construction in progress. The College's total net position decreased \$2,845,814 from fiscal year 2019 to fiscal year 2020. This was a smaller decrease than the prior year's \$2,936,221 by \$90,407.

During fiscal year 2018, the College implemented GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*. This accounting pronouncement requires that the College show its respective portion of the State of Wyoming Employee Group Insurance Retiree Health Plan liability, expense, deferred inflow, and deferred outflow. This added a \$10,131,020 liability to the College's 2018 Statement of Net Position, reduced the 2018 beginning net position by \$10,567,714, and increased the College's 2018 total expenses by \$783,105.

For fiscal year 2019, the Noncurrent Liabilities increased by just below \$6,600,000. This increase was due to an increase in OPEB and Pension Liabilities of approximately \$6,900,000 with an offsetting decrease of Bonds Payable of \$300,000. This substantial increase in OPEB and Pension Liabilities is further discussed in Notes 6 and 8, but is related to changes in the proportionate share, discount rate, and the health care trend rates.

For fiscal year 2020, the Deferred Inflows of Resources increased by just below \$3,250,000 this is all related to the OPEB and Pension liabilities. This substantial increase in OPEB and Pension Liabilities is further discussed in Notes 6 and 8, but is related to changes in the proportionate share, discount rate, and the health care trend rates.

For the years ended June 30, 2020, 2019, and 2018, the College had the following revenues and expenses:

	<b>2020</b>	2019	2018
<b>Revenues</b>			
Operating Revenues			
Student Tuition and Fees, net	<b>\$ 3,746,544</b>	\$ 3,548,630	\$ 4,136,001
Other Operating Revenues	<b>3,186,882</b>	3,905,186	3,300,506
Net Nonoperating Revenues			
State and Local Appropriations	<b>26,284,453</b>	25,552,591	23,533,653
Other Nonoperating Revenues	<b>4,180,638</b>	3,659,883	3,335,564
<b>Total Revenues</b>	<b>37,398,517</b>	36,666,290	34,305,724
<b>Operating Expenses</b>	<b>40,244,331</b>	39,813,009	39,614,995
<b>(Loss) before other revenues, expenses, gains, or losses</b>	<b>(2,845,814)</b>	(3,146,719)	(5,309,271)
<b>Other Revenues, Expenses, Gains or Losses</b>	<b>-</b>	210,498	230,702
Increase (decrease) in Net Position	<b>(2,845,814)</b>	(2,936,221)	(5,078,569)
<b>Net Position</b>			
Beginning of year, as previously reported	<b>57,485,107</b>	60,421,328	76,067,611
Adjustment to prior year	<b>-</b>	-	(10,567,714)
<b>Beginning of year, as restated</b>	<b>57,485,107</b>	60,421,328	65,499,897
<b>End of year</b>	<b>\$ 54,639,293</b>	\$ 57,485,107	\$ 60,421,328



There was an increase in total revenues of \$732,227 for fiscal year 2020 primarily related to an increase in State and Local Appropriations of \$731,862. Local revenues represented approximately 47.04% of the College's non-operating revenues in the current year, which was consistent with the prior year. State appropriations also account for a sizeable share of the College's non-operating revenue. The Wyoming Community College Commission is responsible for the establishment of uniform tuition rates for all Wyoming colleges. The College's annualized full-time equivalent student enrollment decreased by 7.2% due to a variety of factors, including a migrating population and fewer part-time students.

Operating expenses remained relatively flat between fiscal year 2020 and fiscal year 2019.

## **CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets** – The College's capital assets consist of depreciable and non-depreciable capital assets. Depreciable capital assets include buildings, improvements, library books, and various vehicles, furniture, fixtures, and equipment that support College operations. Non-depreciable capital assets include land and construction in progress.

Capital assets net of accumulated depreciation decreased approximately \$3.4 million during fiscal year 2020. Major capital asset activities that occurred during the year include: 1) depreciation expense of approximately \$4.1 million; 2) capitalization of approximately \$1.2 million in construction costs that were in Construction-In-Progress in the prior fiscal year for various projects; and 3) additions of approximately \$609,000 in building, equipment, and library book purchases; and 4) approximately \$109,000 in construction in progress related to several projects.

Capital assets net of accumulated depreciation decreased approximately \$2.3 million during fiscal year 2019. Major capital asset activities that occurred during the year include: 1) depreciation expense of approximately \$4.26 million; 2) capitalization of approximately \$256,000 in construction costs that were in Construction-In-Progress in the prior fiscal year for various projects; and 3) additions of approximately \$734,000 in building, equipment, and library book purchases; and 4) approximately \$1.2 million in construction in progress related to several projects.

Additional information on the College's capital assets can be found in Note 3 in the notes to the financial statements.

**Long-Term Debt** – The College's long-term lease obligation is related to lease revenue bonds that were issued in June 2007 by the Western Wyoming Community College Building Authority. Proceeds on the debt were used by the College to fund the construction of a residence hall. At June 30, 2020, the balance of long-term debt, held by the Building Authority, excluding the current portion of debt of \$225,000, was \$3,450,000. Additional information on the debt can be found in Note 4 in the notes to the financial statements.

The College's Building Authority, a Wyoming non-profit corporation, issued \$2,320,000 in lease revenue bonds in October 2013, used to partially finance the construction of a new exercise science/wellness center building. At June 30, 2020, the balance of this long-term debt, held by the Building Authority, excluding the current portion of debt of \$85,000, was \$1,760,000. Additional information on the debt can be found in Note 4 in the notes to the financial statements.

## **OTHER CONSIDERATIONS**

The College's economic position is dependent on the level of state and local funding. This dependency on state and local funding and the future "ups and downs" in the general economic status of both Sweetwater County and the State of Wyoming will require the College to adjust its operations as it continues to grow.

Both the State of Wyoming and Sweetwater County have experienced an economic slowdown and there has been a decrease in enrollment. We are confident we are working to successfully manage these events and to build for our students and the future, through our Strategic Enrollment Management and Strategic Planning. The College is strategically budgeting for this economic downturn. Standard and Poor's has given the College an A+ bond rating, attesting to the strong financial position of the College.

In Fiscal Year 2020, the College campus' shut down due to COVID-19 on March 16<sup>th</sup> and classes were transitioned to online to the extent possible from that point forward to the end of the semester. There was a limited opening in May for students with labs or testing that needed to be completed prior to graduation. Campus began to reopen in earnest during July of 2020 with a staggered approach to employees coming back prior to students and instructors and the beginning of the Fall semester in August. During the shut-down, the College applied for and was awarded Emergency Financial/ Institutional Aid Grants under the Coronavirus Aid, Relief, and Economic Security (CARES) Act totaling \$725,242 in federal funds through the U.S. Department of Education. The College was able to award 424 students with an Emergency Financial Aid Grant. The total awarded to students was \$363,000. The institution used the rest of the Institutional portion of the CARES Act Grant to reimburse Housing (\$187,595), Food Service (\$169,832), and the Children's Center (\$4,815) for losses incurred in refunding student the pro-rated share of the fees for these three service areas, as well as, other identified losses due to the closure of campus relating to our food service provider, Sodexo.

The College also participated with the six other community colleges and the Commission in making application to the State of Wyoming for CARES Act Grant money that the State received for distribution. There were fifteen priorities that were requested from the State CARES Act Grant money, resulting in a request of \$8,668,000 just for Western. As of the date of this report, five of the priority requests have been denied at the State level and four have been funded. The total received as of the date of this report and subsequent to year end, for the four priorities that were funded total \$4,501,548.

Additional grant monies were provided to the Colleges specifically for the benefit of students subsequent to year-end. As of the date of this report, these grants included: (1) CARES Wyoming Adult Grant that has benefitted 44 students for a total grant amount of \$210,929; (2) CARES Wyoming College Grant On-Campus that has benefitted 45 students for a total grant amount of \$218,268; (3) CARES Wyoming College Grant Off-Campus that has benefitted 117 for a total grant amount of \$695,623.

In looking ahead for FY 2021, the State reduced appropriations to the Colleges by 10% and advised the seven community colleges to be prepared for another 10% reduction at the start of FY 2022. Along with these reductions, Local revenues are forecasted to decrease by 6.7% for FY 2021 and have very early forecasts of a continued decline for FY 2022. To address the FY 2021 decreases, the Board approved immediately eliminating 10 vacant positions, eliminating budgeted money to implement a market compensation study, and reduced what the College will contribute to two employee benefits on behalf of the employees. In the coming months a new five-year strategic master plan will be unveiled and continued work on cost saving measures are ongoing by the College Cabinet.

The College continues to work closely with industry to provide training and education in skills required by local employers. We continue to update and expand the curriculum as new skills are needed within the workforce. The College will continue to focus on the quality of the educational and social experience of its students. Even in these economically trying times, we are confident in our ability to provide an excellent education to our students. The College is also currently working on a Bachelor of Applied Science Degree and has been approved to provide it by the Commission.

This financial report is designed to give its readers a general overview of the Western Wyoming Community College District's finances. Questions regarding any information contained in this report or requests for additional financial information should be addressed to the Office of the Associate Vice President of Finance, 2500 College Drive, Rock Springs, Wyoming 82901.

WESTERN WYOMING COMMUNITY COLLEGE

STATEMENTS OF NET POSITION  
June 30, 2020 and 2019

	2020	2019
<b>ASSETS</b>		
Current Assets		
Cash and cash equivalents (Note 2)	\$ 17,439,138	\$ 15,850,189
Accounts receivable, net (Note 5)	2,406,298	2,545,065
Property taxes receivable	13,307,568	13,640,590
Inventories	443,861	439,229
<b>Total current assets</b>	<b>33,596,865</b>	<b>32,475,073</b>
Noncurrent Assets		
Restricted cash and cash equivalents (Note 2)	10,179,741	9,428,300
Restricted investments (Note 2)	975,972	936,435
Land and infrastructure held for sale	910,670	910,670
Capital assets, net of accumulated depreciation (Note 3)	49,108,233	52,532,195
Investments held by others (Note 2)	7,726,469	7,849,288
<b>Total assets</b>	<b>102,497,950</b>	<b>104,131,961</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension-Related Deferred Outflows (Note 6)	1,276,524	3,901,596
OPEB-Related Deferred Outflows (Note 8)	7,258,267	2,632,766
<b>Total deferred outflows of resources</b>	<b>8,534,791</b>	<b>6,534,362</b>
<b>LIABILITIES</b>		
Current Liabilities		
Accounts payable	800,271	898,707
Payroll and related liabilities	575,877	661,140
Accrued compensated absences	470,822	476,577
Advance tuition payments	944,844	1,119,469
Custodial deposits (Note 9)	172,344	152,639
Liability for voluntary termination (Note 4)	534,373	470,732
Current maturities of bonds payable (Note 4)	310,000	300,000
<b>Total current liabilities</b>	<b>3,808,531</b>	<b>4,079,264</b>
Noncurrent Liabilities		
Liability for voluntary termination (Note 4)	979,328	986,147
Long-term bonds payable (Note 4)	5,210,000	5,520,000
Net pension liability (Note 6)	11,146,632	14,280,595
OPEB liability (Note 8)	16,544,044	12,858,675
<b>Total noncurrent liabilities</b>	<b>33,880,004</b>	<b>33,645,417</b>
<b>Total liabilities</b>	<b>37,688,535</b>	<b>37,724,681</b>

*Continued*

WESTERN WYOMING COMMUNITY COLLEGE

STATEMENTS OF NET POSITION, *Continued*

June 30, 2020 and 2019

	2020	2019
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Unavailable Property Taxes	\$ 12,627,576	\$ 13,315,148
Pension-Related Deferred Inflows (Note 6)	1,844,193	346,487
OPEB-Related Deferred Inflows (Note 8)	4,233,144	1,794,900
<b>Total deferred inflows of resources</b>	<b>18,704,913</b>	<b>15,456,535</b>
<b>NET POSITION</b>		
Net Investment in Capital Assets	43,571,166	46,182,300
Restricted for:		
Nonexpendable	7,613,488	7,613,488
Expendable:		
Debt service	1,296,894	1,174,408
Scholarships and other	574,510	562,997
Capital projects	9,547,278	8,893,579
Unrestricted	(7,964,043)	(6,941,665)
<b>Total net position</b>	<b>\$ 54,639,293</b>	<b>\$ 57,485,107</b>

See Notes to Financial Statements.

**WESTERN WYOMING COMMUNITY COLLEGE**

**COMPONENT UNIT - WESTERN WYOMING COLLEGE FOUNDATION**

**STATEMENTS OF FINANCIAL POSITION**

**June 30, 2020 and 2019**

	2020	2019
<b>ASSETS</b>		
Current Assets		
Cash and cash equivalents (Note 2)	\$ 1,254,660	\$ 1,199,104
Interest and dividends receivable	45,710	57,734
<b>Total current assets</b>	<b>1,300,370</b>	<b>1,256,838</b>
Noncurrent Assets		
Investments (Note 2)	19,361,739	19,887,436
Property and equipment, net	588,034	704,607
<b>Total noncurrent assets</b>	<b>19,949,773</b>	<b>20,592,043</b>
<b>Total assets</b>	<b>\$ 21,250,143</b>	<b>\$ 21,848,881</b>
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Accounts payable	\$ 44,404	\$ 71,424
Long-Term Liabilities		
Investments held for College (Note 2)	7,741,502	7,850,558
<b>Total liabilities</b>	<b>7,785,906</b>	<b>7,921,982</b>
Net Assets		
Without donor restrictions	1,775,205	1,809,168
With donor restrictions:		
Subject to the passage of time or expenditure for specified purpose	4,374,750	4,875,535
Endowment Funds:		
Original gifts (corpus)	4,744,710	4,527,558
Accumulated endowment earnings	2,569,572	2,714,638
Total Endowment Funds	7,314,282	7,242,196
Total net assets with donor restrictions	11,689,032	12,117,731
<b>Total net assets</b>	<b>13,464,237</b>	<b>13,926,899</b>
<b>Total liabilities and net assets</b>	<b>\$ 21,250,143</b>	<b>\$ 21,848,881</b>

See Notes to Financial Statements.

WESTERN WYOMING COMMUNITY COLLEGE

STATEMENTS OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION  
Years Ended June 30, 2020 and 2019

	2020	2019
Operating Revenues		
Tuition and fees (net of scholarship allowance of \$3,531,795 and \$3,382,659)	\$ 3,746,544	\$ 3,548,630
Federal grants and contracts	870,805	1,039,771
State and local grants and contracts	416,865	413,439
Auxiliary enterprise charges (net of scholarship allowance of \$1,234,815 and \$1,657,709)	1,297,896	1,553,014
Other operating revenues	601,316	898,962
<b>Total operating revenues</b>	<b>6,933,426</b>	<b>7,453,816</b>
Operating Expenses (Note 12)		
Instruction	12,578,131	12,365,787
Research	67,192	50,322
Public service	44,030	55,214
Academic support	2,414,148	2,358,339
Student services	4,884,711	4,777,311
Institutional support	8,721,359	8,094,246
Operation and maintenance of plant	3,610,147	3,783,810
Scholarships	592,045	506,903
Auxiliary enterprises	3,194,606	3,560,023
Depreciation	4,137,962	4,261,054
<b>Total operating expenses</b>	<b>40,244,331</b>	<b>39,813,009</b>
<b>Operating (loss)</b>	<b>(33,310,905)</b>	<b>(32,359,193)</b>

*Continued*

WESTERN WYOMING COMMUNITY COLLEGE

STATEMENTS OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION, *Continued*  
Years Ended June 30, 2020 and 2019

	2020	2019
<hr/>		
Nonoperating Revenues (Expenses)		
Non-exchange Federal and state grants	\$ 3,589,126	\$ 2,971,214
State appropriations	11,952,158	11,929,562
Local appropriations	14,332,295	13,623,029
Net investment income	842,140	952,027
Interest expense	(247,205)	(258,043)
(Loss) on sale of capital assets	(3,423)	(5,315)
<b>Net nonoperating revenues</b>	<b>30,465,091</b>	<b>29,212,474</b>
	<hr/>	
<b>(Loss) before other revenue, expenses,         gains, or losses</b>	<b>(2,845,814)</b>	<b>(3,146,719)</b>
Other Revenue, Expenses, Gains, or Losses		
State endowment appropriation	-	210,498
<b>(Decrease) in net position</b>	<b>(2,845,814)</b>	<b>(2,936,221)</b>
Net Position, beginning of year	57,485,107	60,421,328
End of year	<b>\$ 54,639,293</b>	<b>\$ 57,485,107</b>
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See Notes to Financial Statements.

**WESTERN WYOMING COLLEGE FOUNDATION**

**STATEMENTS OF ACTIVITIES**

**Years Ended June 30, 2020 and 2019**

	<b>2020</b>		<b>Total</b>
	<b>Without Donor Restrictions</b>	<b>With Donor Restrictions</b>	
Revenues, Gains, and Other Support			
Contributions	\$ -	\$ 497,867	\$ 497,867
Investment income, net (loss) (Note 2)	22,443	(216,663)	(194,220)
Net assets released from restriction, satisfaction of program restriction	709,903	(709,903)	-
<b>Total revenues, gains,         and other support</b>	<b>732,346</b>	<b>(428,699)</b>	<b>303,647</b>
Expenses			
Program services:			
Civic grants	332,816	-	332,816
Programs	268,162	-	268,162
Supporting services:			
Fundraising	91,905	-	91,905
Management and general	73,426	-	73,426
<b>Total expenses</b>	<b>766,309</b>	<b>-</b>	<b>766,309</b>
<b>Change in net assets</b>	<b>(33,963)</b>	<b>(428,699)</b>	<b>(462,662)</b>
Net Assets, beginning of year	1,809,168	12,117,731	13,926,899
Net Assets, end of year	<b>\$ 1,775,205</b>	<b>\$ 11,689,032</b>	<b>\$ 13,464,237</b>

See Notes to Financial Statements.



2019		
Without Donor Restrictions	With Donor Restrictions	Total
\$ 5,500	\$ 548,309	\$ 553,809
107,983	472,258	580,241
737,701	(737,701)	-
851,184	282,866	1,134,050
328,080	-	328,080
324,344	-	324,344
105,567	-	105,567
63,924	-	63,924
821,915	-	821,915
29,269	282,866	312,135
1,779,899	11,834,865	13,614,764
\$ 1,809,168	\$ 12,117,731	\$ 13,926,899

WESTERN WYOMING COMMUNITY COLLEGE

STATEMENTS OF CASH FLOWS  
Years Ended June 30, 2020 and 2019

	2020	2019
<b>Cash Flows from Operating Activities</b>		
Received from students and customers	\$ 6,897,568	\$ 7,645,159
Payments to employees and fringe benefits	(24,066,957)	(23,376,939)
Payments to vendors and suppliers	(8,584,877)	(9,790,275)
Payments for scholarships	(592,045)	(506,903)
Other receipts	19,705	6,896
<b>Net cash (used in) operating activities</b>	<b>(26,326,606)</b>	<b>(26,022,062)</b>
<b>Cash Flows from Noncapital Financing Activities</b>		
Non-exchange Federal and state grants	3,589,126	2,971,214
State appropriations	11,952,158	11,929,562
Local appropriations	13,977,745	13,465,843
<b>Net cash provided by noncapital financing activities</b>	<b>29,519,029</b>	<b>28,366,619</b>
<b>Cash Flows from Investing Activities</b>		
(Purchases) of investments	(39,537)	(173,426)
Interest received on investments	842,140	952,027
<b>Net cash provided by investing activities</b>	<b>802,603</b>	<b>778,601</b>
<b>Cash Flows from Capital and Related Financing Activities</b>		
Cash paid for capital assets	(1,230,250)	(1,579,246)
Payment of bond principal	(300,000)	(300,000)
State endowment invested in Foundation	122,819	(270,976)
State endowment appropriation	-	210,498
Interest paid on bonds	(247,205)	(258,043)
<b>Net cash (used in) capital and related financing activities</b>	<b>(1,654,636)</b>	<b>(2,197,767)</b>
<b>Net increase in cash and cash equivalents</b>	<b>2,340,390</b>	<b>925,391</b>
<b>Cash and Cash Equivalents</b>		
Beginning of year	25,278,489	24,353,098
End of year	<b>\$ 27,618,879</b>	<b>\$ 25,278,489</b>

*Continued*

WESTERN WYOMING COMMUNITY COLLEGE

STATEMENTS OF CASH FLOWS, *Continued*  
 Years Ended June 30, 2020 and 2019

	2020	2019
Reconciliation of Operating (Loss) to Net Cash (Used in)		
Operating Activities		
Operating (loss)	\$ (33,310,905)	\$ (32,359,193)
Adjustments to reconcile operating (loss) to net cash (used in) operating activities:		
Depreciation expense	4,137,962	4,261,054
Changes in assets, liabilities, deferred outflows, and deferred inflows		
Receivables, net	138,767	139,374
Inventories	(4,632)	(39,631)
Accounts payable and accrued liabilities	405,655	(331,421)
Advance tuition payments	(174,625)	51,969
Accrued compensated absences	(5,755)	24,475
Net pension liability	(3,133,963)	4,206,684
Deferred outflows - pension	2,625,072	(2,168,322)
Deferred inflows - pension	1,497,706	(477,041)
Total OPEB liability	3,685,369	2,727,655
Deferred outflows - OPEB	(4,625,501)	(2,160,737)
Deferred inflows - OPEB	2,438,244	103,072
<b>Total adjustments</b>	<b>6,984,299</b>	<b>6,337,131</b>
<b>Net cash (used in) operating activities</b>	<b>\$ (26,326,606)</b>	<b>\$ (26,022,062)</b>
Noncash Capital and Related Financing Activities		
Construction in progress in accounts payable	\$ 17,067	\$ 529,895

See Notes to Financial Statements.

# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

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### Note 1. Nature of Activities and Significant Accounting Policies

Nature of activities: The Western Wyoming Community College District (the “College”) was established through the creation of a District with the purpose of operating and maintaining the Western Wyoming Community College District. The College offers a wide variety of programs and services to students, businesses, and community members of all ages. The College has credentials and associate degrees in career-technical (applied) programs, as well as numerous academic transfer programs. Additionally, the College offers non-credit professional and personal development courses. The College serves Sweetwater, Carbon, Sublette, Uinta, and Lincoln counties. The Board of Trustees is the College’s ruling body which establishes the policies and procedures by which the College is governed.

Reporting entity: As defined by accounting principles generally accepted in the United States of America established by the Governmental Accounting Standards Board (GASB), the financial reporting entity consists of the primary government, as well as its component units, the Western Wyoming College Foundation (the “Foundation”), and the Western Wyoming Community College Building Authority (the “Authority”).

The Foundation was organized to develop and sustain support for the College through solicitation, management, and recognition of donations. The Foundation is dedicated to providing services and assistance to the students, faculty, staff, and community, thereby enhancing a sense of tradition and pride that will assist in advancing the College. The Foundation’s year end is June 30. Although the College does not control the timing or amount of receipts from the Foundation, the majority of resources held and support received by the Foundation is restricted to the activities of the College. Because of these restrictions, the Foundation is considered a component unit of the College.

The Foundation is a private, not-for-profit organization that reports its financial results under the Financial Accounting Standards Board (FASB) Codification Topic 958, *Not-for-Profit Entities*. As such, certain presentation features are different from GASB presentation features. No modifications have been made to the Foundation’s financial information in the College’s financial reporting entity for these differences; however, significant note disclosures to the Foundation’s financial statements have been incorporated into the College’s notes to the financial statements. Financial statements for the Foundation can be obtained by contacting the Foundation at P.O. Box 428, Rock Springs, Wyoming 82902.

The Authority was created as a public benefit corporation for the purpose of financing construction, ownership, and operation of real and personal property to be used by the College. The Authority is a separate legal entity from the College but is treated as a component unit of the College due to its financial dependence on the College and is reported as a blended component unit in its financial statements. No separate financial statements for the Authority are available.

Basis of accounting: For financial reporting purposes, the College is considered a special-purpose government engaged only in business-type activities. Accordingly, the College’s financial statements have been presented using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned and expenses are recorded when an obligation has been incurred. All significant intra-agency transactions have been eliminated.

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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Non-exchange transactions, in which the College receives value without directly giving equal value in return, include property taxes, most private gifts and grants, State appropriations, and other contributions. On an accrual basis, revenue from property taxes is recognized in the period for which the levy is intended to finance. Revenue from grants, State appropriations, and other contributions is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements in which the College must provide local resources to be used for a specified purpose, and expenditure requirements in which the resources are provided to the College on a reimbursement basis.

Jointly governed organizations (not included in the College reporting entity): Under provisions of Wyoming State Statutes Section 21-20-101 *et seq.*, the College has joined with Sweetwater County School Districts No. 1 and No. 2, Carbon County School District No. 1, Uinta County School Districts No. 1, No. 4, and No. 6, Sublette County School Districts No. 1 and 9, and Lincoln County School District No. 1 to form Boards of Cooperative Educational Services. The purpose of these boards is to provide adult, community, and continuing education. The transactions of these boards are not included in these financial statements.

Cash equivalents: For purposes of the Statements of Cash Flows, the College considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

Accounts receivable: Accounts receivable consists of tuition and fee charges to students and auxiliary enterprise services provided to students, faculty, and staff. Accounts receivable also include amounts due from the Federal government, state and local governments, or private sources, in connection with reimbursement of allowable expenditures made pursuant to the College's grants and contracts. Accounts receivable is recorded net of estimated uncollectible amounts.

Fair value measurements: The College categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The College has the following recurring fair value measurements as of June 30, 2020 and 2019:

- Government agency obligations of \$975,972 and \$936,435 and investments held by the Foundation of \$7,726,469 and \$7,849,288 are valued using significant other observable inputs (Level 2 inputs).

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. Level 2 valuations are based on quoted market prices for identical assets in less than active markets.

Inventories: Bookstore inventories are stated at the lower of cost (first in – first out) or net realizable value.

Capital assets: The College records capital assets at cost at the date of acquisition, or acquisition value at the date of donation. For equipment, the College's capitalization policy includes all items with a unit cost of \$5,000 or more and an estimated useful life of greater than one year. Renovations to buildings, infrastructure and land improvements that significantly increase the value or extend the useful life of the structure are capitalized. Routine repairs and maintenance are charged to operating expense in the year in which the expense was incurred.

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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Depreciation is computed using the straight-line method over the estimated useful lives of the assets, generally 40 years for buildings, 20-50 years for infrastructure and land improvements, 5-7 years for library materials, and 3-10 years for vehicles and equipment.

The College does not capitalize works of art or historical treasures that are held for exhibition, education, research, and public service. These collections are neither disposed of for financial gain nor encumbered in any means. Accordingly, such collections are not recognized or capitalized for financial statement purposes.

Impairments: The College evaluates prominent events or changes in circumstances that affect capital assets to determine whether impairment of a capital asset has occurred. Such events or changes in circumstances that may be indicative of impairment include evidence of physical damage, enactment or approval of laws or regulations or other changes in environmental factors, technological changes or evidence of obsolescence, changes in the manner or duration of use of a capital asset, and construction stoppage. The College will consider an asset impaired if the decline in service utility of the capital asset is large in magnitude and the event or change in circumstance is outside the normal life cycle of the capital asset. The College will recognize an impairment loss when the College considers a capital asset impaired, and will recognize the capital asset at the lower of carrying value or fair value.

Compensated absences: Employee vacation pay is accrued at year end for financial statement purposes. The liability and expense incurred are recorded at year end as accrued compensated absences in the Statements of Net Position, and as a component of compensation and benefit expense in the Statements of Revenues, Expenses, and Changes in Net Position. The amount of vacation depends on years of service and the employee's classification; unused leave may be accumulated up to 200 hours. Compensated absences other than vacation are nonvesting benefits and, accordingly, are reflected as expenses in the accompanying financial statements only when used.

Advance tuition payments: Advance tuition payments consist primarily of amounts received for tuition and fees related to future fiscal years.

Unavailable property taxes: Unavailable property taxes consist of property taxes assessed during the year, which will be levied and recognized as revenue in the subsequent year.

Noncurrent liabilities: Noncurrent liabilities include estimated amounts for voluntary termination, bonds payable, net pension liability, and total OPEB liability.

Net position: The College's net position is classified as follows:

*Net investment in capital assets:* This represents the College's total investment in capital assets, net of accumulated depreciation, outstanding principal of capital-related borrowings, and capital-related borrowings (including accounts payable and retainage payable).

*Restricted net position – nonexpendable:* Restricted nonexpendable net position consists of endowment and similar type funds in which donors or other outside sources have stipulated, as a condition of the gift instrument, that the principal is to be maintained inviolate and in perpetuity, and invested for the purpose of producing present and future income, which may either be expended or added to principal.

*Restricted net position – expendable:* Restricted expendable net position includes resources in which the College is legally or contractually obligated to spend resources in accordance with restrictions imposed by external third parties.

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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*Unrestricted net position:* Unrestricted net position represents resources derived from student tuition and fees, state and local appropriations, and sales and services of educational departments and auxiliary enterprises. These resources are used for transactions relating to the educational and general operations of the College, and may be used at the discretion of the governing board to meet current expenses for any purpose.

Classification of revenues: The College has classified its revenues as either operating or nonoperating revenues according to the following criteria:

*Operating revenues:* Operating revenues include activities that have the characteristics of exchange transactions, such as: 1) student tuition and fees, net of scholarship discounts and allowances, 2) sales and services of auxiliary enterprises, net of scholarship discounts and allowances, and 3) Federal, state and local grants and contracts.

*Nonoperating revenues:* Nonoperating revenues include activities that have the characteristics of nonexchange transactions, such as gifts and contributions, and other revenue sources that are defined as nonoperating revenues by GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*, and GASB Statement No. 34, such as Federal appropriations, State and local appropriations, and investment income.

Scholarship discounts and allowances: Student tuition and fee revenues, and certain other revenues from students, are reported net of scholarship discounts and allowances in the Statements of Revenues, Expenses, and Changes in Net Position. Scholarship discounts and allowances are the difference between the stated charge for the goods and services provided by the College and the amount that is paid by students and/or third parties making payments on the students' behalf. Certain governmental grants, such as Pell grants, and other Federal, State or nongovernmental programs are recorded as either operating or nonoperating revenues in the College's financial statements. To the extent that revenues from such programs are used to satisfy tuition and fees and other student charges, the College has recorded a scholarship discount and allowance.

Property taxes: Property taxes are assessed as of January 1. Taxes are levied on or about September 1 and payable in two installments on November 1 and March 1. The County bills and collects its own property taxes and also taxes for all municipalities and political subdivisions within the County, including the College. The College's property tax revenues are recognized when levied.

Estimates: The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual amounts could differ from those estimates.

Federal direct loans: The College makes loans to students under the William D. Ford Federal Direct Loan Program. Under this program, the U.S. Department of Education makes interest subsidized and nonsubsidized loans directly to students through institutions like the College. Direct student loan receivables are not included in the College's Statements of Net Position as the loans are repayable directly to the U.S. Department of Education. In 2020 and 2019, the College received and disbursed \$1,355,105 and \$1,477,437, respectively, under the Federal Direct Loan Program on behalf of the U.S. Department of Education, which is not included as revenues or expenses on the Statements of Revenues, Expenses, and Changes in Net Position, based on the nature of the transaction.

Bond issuance costs: Bond issuance costs consist of all costs related to the bond issuance, including underwriter discounts. The bond issuance costs are expensed in the period incurred.

# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

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Defined benefit pensions: For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Wyoming Retirement System (WRS), and additions to/deductions from the WRS's fiduciary net position have been determined on the same basis as they are reported by the WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Postemployment benefits other than pensions (OPEB): The total OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense associated with the State of Wyoming Group Insurance Retiree Health Plan, have been determined on the same basis as they are reported by the State of Wyoming. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms.

### ***Component Unit – Western Wyoming College Foundation:***

Nature of activities: The Western Wyoming College Foundation (the "Foundation") is a not-for-profit corporation organized under the laws of the State of Wyoming for the purpose of advancing and assisting in the development, growth, and operation of the College, and to provide scholarships to its students. The Foundation is supported primarily through donor contributions and investment income. The Foundation complies with the Uniform Prudent Management of Institutional Funds Act (UPMIFA). Legislation was passed in Wyoming to required compliance with UPMIFA effective July 1, 2009.

A summary of the Foundation's significant accounting policies follows:

Basis of presentation: The Foundation has adopted the *Not-for-Profit Entities* Topic 958 of the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) as the basis of presentation of its financial statements. This Topic establishes standards for external financial reporting by not-for-profit organizations and requires that resources be classified for accounting and reporting purposes into two net asset categories:

*Net assets without donor restrictions:* Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Foundation. These net assets may be used at the discretion of the Foundation's management and the Board of Directors. These also include Board-designated or appropriated amounts.

*Net assets with donor restrictions:* Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; these restrictions will be met by actions of the Foundation or by the passage of time. Other donor restrictions are perpetual in nature, where the donor has stipulated the funds must be maintained in perpetuity.

It also requires the Foundation to distinguish between contributions received for each net asset category, in accordance with donor-imposed conditions.

Donor restrictions: Donors can change their designations from the different net asset classifications.

Cash and cash equivalents: For purposes of reporting cash flows, the Foundation considers all demand deposits, money market funds, and highly-liquid debt instruments with an original maturity of three months or less to be cash equivalents, unless long-term reinvestment of those funds is contemplated.

The Foundation maintains its cash in bank deposit accounts, which, at times, may exceed Federally insured limits. The Foundation believes it is not exposed to any significant credit risk on cash and cash equivalents. The Foundation's cash equivalents are investments in a government money market fund that invests primarily in short-term U.S. Treasury and government securities and repurchase agreements, collateralized by U.S. Treasury and government agency securities.



## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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Investments: The Foundation carries investments in marketable securities with readily determinable fair value and all investments in debt securities at their fair values in the Statements of Financial Position. Unrealized gains and losses are included in the change of net assets in the accompanying Statements of Activities. Investment income and gains restricted by donors are reported as increases in the “without donor restrictions” category if the restrictions are met (either a stipulated time period ends or a purpose restriction is accomplished) in the reporting period in which the income and gains are recognized. These gains and losses are accounting for in the “with donor restrictions” net asset category that corresponds to each endowment unless the “with donor restrictions” net asset category corresponding to endowments is reduced to zero, at which time any remaining losses are allocated to net assets without donor restrictions.

Investment pool: The Foundation maintains master investment accounts for its donor-restricted endowments. Realized and unrealized gains and losses from securities in the master investment accounts are allocated to the individual endowments based on the relationship of the value of each endowment to the total value of the master investment accounts, as adjusted for additions to or deductions from those accounts. These gains and losses are included in the “with donor restrictions” net asset category.

Property and equipment: Property and equipment are stated at cost or, if donated, at approximate fair value on the date of the donation. Such donations are reported as unrestricted support unless the donor has restricted the donated assets to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Depreciation is recorded using the straight-line method over the estimated useful life.

Collections: The Foundation’s collections, which were acquired through contributions since the Foundation’s inception, are not recognized on the financial statements.

Revenue recognition - contributions: The Foundation recognizes contribution income in accordance with ASC Topic 958, *Not-for-Profit Entities*. Unconditional promises to give are recognized as revenue or gain in the period received and as assets, decreases of liabilities, or expenses, depending on the form of the benefits received. Depending on the existence or nature of any donor restrictions, unconditional contributions received are recorded as increases in net assets with donor restrictions or net assets without donor restrictions. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and promises become unconditional. There were no conditional promises to give received by the Foundation during the years ended June 30, 2020 and 2019.

Donated services and materials: To the extent that contributions of materials made to the Foundation are objectively measurable and represent program or support expenditures, they are reflected in the financial statements at their fair value. No amounts have been reflected in the statements for donated services since the services do not require specialized skills.

Donated assets: Donated marketable securities and other noncash donations are recorded as contributions at their estimated fair values at the date of donation.

Expense allocation: The costs of providing various programs and other activities have been summarized on a functional basis in the Statements of Activities and in the Statements of Functional Expenses. Accordingly, certain costs have been allocated among the programs and support services benefited. Expenses are allocated based on management’s estimate of the relative attention and effort exerted toward specific functional areas.

Income tax matters: The Foundation is an exempt organization for income tax purposes under Section 501(c)(3) of the Internal Revenue Code. In addition, the Foundation qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2).

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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Management evaluated the Foundation's tax positions and concluded that the Foundation had taken no uncertain tax positions that require adjustments to the financial statements. With few exceptions, the Foundation is no longer subject to income tax examinations by the U.S. Federal, state, or local tax authorities except for the last three years filed.

Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the changes in net assets during the reporting period. Actual results could differ from those estimates.

Subsequent events: Events occurring subsequent to the Statement of Financial Position date have been evaluated for financial statement impact or disclosure through December 2, 2020, the date the financial statements were available to be issued.

#### Recent pronouncements:

##### *Adopted:*

In May 2014, the FASB issued ASU 2014-09, *Revenue from Contracts with Customers* (Topic 606). This amendment clarifies the principles for recognizing revenue and develops a common revenue standard for accounting principles generally accepted in the United States of America (U.S. GAAP) and International Financial Reporting Standards (IFRS). Specifically, this amendment removes inconsistencies and weaknesses in revenue requirements; provides a more robust framework for addressing revenue issues; improves comparability of revenue recognition practices across entities, industries, jurisdictions, and capital markets; provides more useful information to users of financial statements through improved disclosure requirements; and simplifies the preparation of financial statements by reducing the number of requirements to which an entity must refer. In August 2015, the FASB issued ASU 2015-14, which deferred the effective date of ASU 2014-09. Subsequent to ASU 2015-14, the FASB has issued additional ASUs that affect the guidance in ASU 2014-09. For nonpublic entities, the amendments in all ASUs related to Topic 606 are effective for fiscal years beginning after December 15, 2018. The provisions of this statement were applied to the Foundation's financial statements as of June 30, 2020 using the full retrospective method. No prior period restatement was required as there was no direct or indirect effect on change in the net assets or net assets.

In June 2018, the FASB issued ASU 2018-08, *Not-for-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. The amendments clarify and improve current guidance about 1) evaluating whether a transaction should be accounted for as a contribution or an exchange transaction and 2) determining whether a contribution is conditional. The provisions of this statement were applied to the Foundation's financial statements as of June 30, 2020.

##### *Upcoming:*

In February 2016, the FASB issued ASU 2016-02, *Leases (Topic 842)*. This amendment applies to any entity that enters into a lease, with some specified scope exemptions, and was issued to increase transparency and comparability among organizations by recognizing lease assets and lease liabilities on the Balance Sheet and disclosing key information about lease arrangements. In October 2019, the FASB issued ASU 2019-10, which deferred the effective date of ASU 2016-02. For nonpublic entities, the amendments are effective for fiscal years beginning after December 15, 2020. Early adoption is allowed. Upon adoption, the amendment must be applied to the beginning of the earliest period presented using a modified retrospective approach.

# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

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The Foundation is currently evaluating the impacts that the provisions of the above statement will have on the Foundation's financial statements.

### Note 2. Deposits with Financial Institutions and Investments

#### *Western Wyoming Community College:*

Wyoming State Statutes Title 9-4-817 authorizes agencies of the State to deposit public funds in financial institutions authorized to do business in the State of Wyoming. These deposits must be fully insured by the Federal Deposit Insurance Corporation (FDIC) or secured by a pledge of assets including any bonds, debentures, and other securities in which the State Treasurer may by law invest or a depository may pledge conventional real estate mortgages and notes connected with mortgages at a ratio of one and one-half to one of the value of public funds secured by the securities. The Authority is not an agency of the State and maintains its cash deposits at a financial institution in a money market fund invested in U.S. Government securities.

It is the policy of the College to invest endowment funds under a memorandum of agreement with the Western Wyoming College Foundation.

Custodial credit risk: Custodial credit risk for deposits of the College is the risk that in the event of a bank or institutional failure, the College's deposits may not be returned to them. At June 30, 2020, the carrying amount of the College's demand deposits was \$55,751 and bank balances were \$55,751, with Federal insurance and pledged securities totaling \$5,777,609. In addition, \$17,383,387 was maintained in a sweep account, collateralized by commercial paper.

As of June 30, 2020, \$9,917,500 was held for agency funds and construction projects, invested in commercial paper.

As of June 30, 2020, \$113,242 was held in bond reserve funds for the 2013 Bond Issue and \$148,999 for the 2007 Bond Issue, both of which are held in money market funds invested in government securities.

#### Investments:

*Interest rate risk:* Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The College does not have a formal policy addressing interest rate risk.

As of June 30, 2020 and 2019, the Authority had restricted investments with weighted average maturities as shown in the following table:

		2020		
		Cost	Fair Value	Weighted Average Maturity in Years
Investment type:				
	Government agencies	<u>\$ 781,990</u>	<u>\$ 975,972</u>	<u>10.46</u>
		2019		
		Cost	Fair Value	Weighted Average Maturity in Years
Investment type:				
	Government agencies	<u>\$ 834,507</u>	<u>\$ 936,435</u>	<u>11.47</u>

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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*Credit risk:* Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. The Authority does not have a formal policy addressing credit risk. The Authority's investments in U.S. agencies all carry the explicit guarantee of the U. S. Government.

As of June 30, 2020 and 2019, the Authority had restricted investments as shown in the following table:

	<u>2020</u>	<u>2019</u>			
	Fair Value	Fair Value	Maturity	Rate	Rating
Federal Farm Credit Bank	\$ 591,698	\$ 555,550	8/6/2031	3.100%	AAA
Federal Home Loan Mortgage Corporation	107,487	103,540	6/19/2023	2.750%	AAA
Federal Home Loan Bank	276,787	277,345	6/29/2032	3.100%	AAA
	<u>\$ 975,972</u>	<u>\$ 936,435</u>			

*Custodial credit risk:* Custodial credit risk for investments is the risk that, in the event of a failure of the counterparty to a transaction, the Authority will not be able to recover the value of the investments or collateral securities that are in the possession of an outside party. The Authority does not have a formal investment policy for custodial credit risk. Investments are held in safekeeping by external custodians in the Authority's name.

*Concentration of credit risk:* Concentration of credit risk is the risk of loss attributed to the magnitude of the Authority's investment in a single issuer. Concentration of risk is not formally addressed in the Authority's investment policy. At June 30, 2020, more than 5% of the Authority's investments are in Government agencies (FFCB and FHLB). These investments are 100% of the Authority's total investments.

WESTERN WYOMING COMMUNITY COLLEGE

NOTES TO FINANCIAL STATEMENTS

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**Western Wyoming College Foundation:**

Fair value measurements: ASC 820-10, the Fair Value Measurements Topic of the FASB Accounting Standards Codification (ASC), establishes a framework for fair value measurement and disclosure. It requires that assets and liabilities carried at fair value will be classified and disclosed in one of the following three categories:

*Level 1:* Quoted market prices in active markets for identical assets or liabilities.

*Level 2:* Observable market based inputs or unobservable inputs that are corroborated by market data.

*Level 3:* Unobservable inputs that are not corroborated by market data.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. Level 2 valuations are based on quoted market prices for identical assets in less than active markets.

	<b>2020</b>	
	<b>Cost</b>	<b>Fair Value</b>
Level 1:		
Equity Mutual Funds	\$ 5,301,186	\$ 5,901,932
International Mutual Funds	1,260,662	1,092,867
Fixed Income Mutual Funds	12,303,861	12,366,940
Total investments held by the Western Wyoming College Foundation	<b>\$ 18,865,709</b>	<b>\$ 19,361,739</b>

	<b>2019</b>	
	<b>Cost</b>	<b>Fair Value</b>
Level 1:		
Equity Mutual Funds	\$ 4,982,053	\$ 6,545,569
International Mutual Funds	1,237,842	1,267,952
Fixed Income Mutual Funds	12,221,582	12,073,915
Total investments held by the Western Wyoming College Foundation	<b>\$ 18,441,477</b>	<b>\$ 19,887,436</b>

# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

The classification of each fund's cash and investments as part of unrestricted, temporarily restricted, or permanently restricted net assets at June 30, 2020 and 2019, which represents substantially all cash and investments held for the College, is shown in the tables below:

	2020					
	Without Donor Restrictions	With Donor Restrictions	Total Funds	Cash	Investments	Total Investments and Cash
	Anna Baird Williams Fund	\$ 1,322,268	\$ -	\$ 1,322,268	\$ 28,531	\$ 1,293,737
Other funds	451,955	-	451,955	26,306	425,649	451,955
Other donor-restricted funds	-	295,132	295,132	228,063	67,069	295,132
Whisenand Fund No. 1	-	145,515	145,515	41,046	104,469	145,515
Whisenand Fund No. 2	-	6,390,256	6,390,256	449,330	5,940,926	6,390,256
Other endowment funds	-	118,064	118,064	10,614	107,450	118,064
Foundation endowment fund	-	4,155,830	4,155,830	176,106	3,979,724	4,155,830
	1,774,223	11,104,797	12,879,020	959,996	11,919,024	12,879,020
State endowment fund - College	-	7,737,379	7,737,379	294,664	7,442,715	7,737,379
	<u>\$ 1,774,223</u>	<u>\$ 18,842,176</u>	<u>\$ 20,616,399</u>	<u>\$ 1,254,660</u>	<u>\$ 19,361,739</u>	<u>\$ 20,616,399</u>

	2019					
	Without Donor Restrictions	With Donor Restrictions	Total Funds	Cash	Investments	Total Investments and Cash
	Anna Baird Williams Fund	\$ 1,357,700	\$ -	\$ 1,357,700	\$ 34,278	\$ 1,323,422
Other funds	451,308	-	451,308	15,892	435,416	451,308
Other donor-restricted funds	-	327,538	327,538	258,930	68,608	327,538
Whisenand Fund No. 1	-	145,505	145,505	38,639	106,866	145,505
Whisenand Fund No. 2	-	6,821,756	6,821,756	448,565	6,373,191	6,821,756
Other endowment funds	-	119,518	119,518	9,602	109,916	119,518
Foundation endowment fund	-	4,013,290	4,013,290	156,761	3,856,529	4,013,290
	1,809,008	11,427,607	13,236,615	962,667	12,273,948	13,236,615
State endowment fund - College	-	7,849,925	7,849,925	236,437	7,613,488	7,849,925
	<u>\$ 1,809,008</u>	<u>\$ 19,277,532</u>	<u>\$ 21,086,540</u>	<u>\$ 1,199,104</u>	<u>\$ 19,887,436</u>	<u>\$ 21,086,540</u>

The Foundation considers a portion of Whisenand No. 1 Fund, Whisenand No. 2 Fund, Clarence and Mary Samuels Fund, Gary Haines Memorial Fund, as well as 100% of the Endowment Funds, to be permanent endowment funds which are classified as net assets with donor restrictions in the financial statements. In accordance with donor stipulation, the Foundation permanently retains the historic dollar value of gifts and bequests to the permanent endowment funds, and expends only the income from the investments of these funds. Interest and dividends earned from these investments are available for scholarships. The remainder of the net assets with donor restrictions are available for use, but expendable only for operating purposes specified by the donor.

The components of investment income are as follows:

	2020	2019
Dividends	\$ 376,517	\$ 403,812
Net realized and unrealized gain (loss)	(570,737)	176,429
	<u>\$ (194,220)</u>	<u>\$ 580,241</u>

# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

The components of Investments held for the College consist of the following:

	<b>2020</b>	2019
Cash and investments	<b>\$ 7,737,379</b>	\$ 7,849,925
Interest and dividend receivables	<b>20,788</b>	26,598
Accounts payable	<b>(16,665)</b>	(25,965)
	<b>\$ 7,741,502</b>	\$ 7,850,558

### Note 3. Capital Assets

Following are the changes in capital assets for the College for the years ended June 30, 2020 and 2019:

	Balance June 30, 2019	Additions	Deletions	Transfers	Balance June 30, 2020
<b>Nondepreciable Capital Assets</b>					
Land	\$ 1,154,022	\$ -	\$ -	\$ -	\$ 1,154,022
Construction in process	2,457,660	108,679	-	(1,173,161)	1,393,178
<b>Total nondepreciable capital assets</b>	<b>3,611,682</b>	<b>108,679</b>	<b>-</b>	<b>(1,173,161)</b>	<b>2,547,200</b>
<b>Depreciable Capital Assets:</b>					
Buildings and improvements	124,436,310	420,787	-	1,173,161	126,030,258
Vehicles, furniture, fixtures, and equipment	8,938,536	155,118	(56,359)	-	9,037,295
Library books	346,765	32,838	(11,415)	-	368,188
<b>Total depreciable capital assets</b>	<b>133,721,611</b>	<b>608,743</b>	<b>(67,774)</b>	<b>1,173,161</b>	<b>135,435,741</b>
<b>Total capital assets</b>	<b>137,333,293</b>	<b>717,422</b>	<b>(67,774)</b>	<b>-</b>	<b>137,982,941</b>
<b>Less accumulated depreciation for:</b>					
Buildings and improvements	76,435,180	3,781,336	-	-	80,216,516
Vehicles, furniture, fixtures, and equipment	8,123,027	332,152	(52,937)	-	8,402,242
Library books	242,891	24,474	(11,415)	-	255,950
<b>Total accumulated depreciation</b>	<b>84,801,098</b>	<b>4,137,962</b>	<b>(64,352)</b>	<b>-</b>	<b>88,874,708</b>
<b>Capital assets, net</b>	<b>\$ 52,532,195</b>	<b>\$ (3,420,540)</b>	<b>\$ (3,422)</b>	<b>\$ -</b>	<b>\$ 49,108,233</b>

# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

	Balance June 30, 2018	Additions	Deletions	Transfers	Balance June 30, 2019
Nondepreciable Capital Assets					
Land	\$ 1,154,022	\$ -	\$ -	\$ -	\$ 1,154,022
Construction in process	1,487,284	1,252,562	(25,809)	(256,377)	2,457,660
<b>Total nondepreciable capital assets</b>	<b>2,641,306</b>	<b>1,252,562</b>	<b>(25,809)</b>	<b>(256,377)</b>	<b>3,611,682</b>
Depreciable Capital Assets:					
Buildings and improvements	123,699,168	480,765	-	256,377	124,436,310
Vehicles, furniture, fixtures, and equipment	8,828,878	224,223	(114,565)	-	8,938,536
Library books	325,821	29,119	(8,175)	-	346,765
<b>Total depreciable capital assets</b>	<b>132,853,867</b>	<b>734,107</b>	<b>(122,740)</b>	<b>256,377</b>	<b>133,721,611</b>
<b>Total capital assets</b>	<b>135,495,173</b>	<b>1,986,669</b>	<b>(148,549)</b>	<b>-</b>	<b>137,333,293</b>
Less accumulated depreciation for:					
Buildings and improvements	72,726,231	3,708,949	-	-	76,435,180
Vehicles, furniture, fixtures, and equipment	7,704,196	528,079	(109,248)	-	8,123,027
Library books	227,040	24,026	(8,175)	-	242,891
<b>Total accumulated depreciation</b>	<b>80,657,467</b>	<b>4,261,054</b>	<b>(117,423)</b>	<b>-</b>	<b>84,801,098</b>
<b>Capital assets, net</b>	<b>\$ 54,837,706</b>	<b>\$ (2,274,385)</b>	<b>\$ (31,126)</b>	<b>\$ -</b>	<b>\$ 52,532,195</b>

### Note 4. Long-Term Liabilities

**Voluntary termination:** All employees with 10 or more years of full-time continuous service are eligible to apply for voluntary termination benefits to the Board of Trustees of the College, who can accept applications at its discretion. Employees must be 57 years old, but less than retirement age as defined by the Social Security Administration, and have accumulated 70 points, based upon the age and years of full-time service to the College. Generally, to be eligible the applicant's age plus the total number of years of full-time continuous service must equal at least 65. The Board, at its discretion, can negotiate and approve requests that do not meet all of the requirements if they feel it is in the best interest of the College. The amount of voluntary termination compensation is based on the employee's years of service and gross annual salary for the period immediately preceding the voluntary termination and is payable over a maximum of five years.

All voluntary termination contracts granted under the plan must be renewed annually by the Board of Trustees and are subject to the availability of funds. However, based on past experience and future intentions, which indicate that payment of the entire liability is probable, the liability has been recognized in the financial statements.

The accompanying financial statements reflect an obligation of \$1,513,701 as of June 30, 2020 for voluntary termination benefits, which amount represents the present value (discounted at a rate of 3.278%) of future payments to former employees who elected to receive, and who were approved to receive, voluntary termination benefits.



# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

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The following summarizes the aggregate maturities of the long-term voluntary termination obligations as of June 30, 2020:

Fiscal Year Ending June 30,	
2021	\$ 534,373
2022	429,668
2023	308,663
2024	157,493
2025	83,504
	<u>\$ 1,513,701</u>

Bonds: On June 19, 2007, the Authority issued \$6,000,000 in Lease Revenue Bonds at rates from 3.85% to 4.35% and a final maturity during fiscal year 2032. The principal purpose for issuing these bonds was to fund construction of a 48-bed residence hall. The debt is secured by pledged revenues, which consists of required lease payments from the College. Current maturities as of June 30, 2020 were \$225,000.

On October 1, 2013, the Authority issued \$2,320,000 in Lease Revenue Bonds at rates from 0.70% to 5.00% and a final maturity during fiscal year 2034. The principal purpose for issuing these bonds was to fund the construction of a College exercise science and wellness center building. The debt is secured by pledged revenues, which consists of required lease payments from the College. Current maturities as of June 30, 2020 were \$85,000.

The following is a summary of future maturities of outstanding bonds payable at June 30, 2020:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 310,000	\$ 240,643	\$ 550,643
2022	350,000	229,111	579,111
2023	350,000	216,304	566,304
2024	375,000	202,583	577,583
2025	375,000	187,985	562,985
2026-2030	1,190,000	693,729	1,883,729
2031-2034	2,570,000	203,214	2,773,214
	<u>\$ 5,520,000</u>	<u>\$ 1,973,569</u>	<u>\$ 7,493,569</u>

WESTERN WYOMING COMMUNITY COLLEGE

NOTES TO FINANCIAL STATEMENTS

Long-term liability activity for the year ended June 30, 2020 and 2019 is as follows:

	Balance June 30, 2019	Additions	Reductions	Balance June 30, 2020	Amounts Due Within One Year
Other liabilities:					
Liability for voluntary termination	\$ 1,456,879	\$ 503,955	\$ (447,133)	\$ 1,513,701	\$ 534,373
Bonds payable	5,820,000	-	(300,000)	5,520,000	310,000
<b>Total other liabilities</b>	<b>\$ 7,276,879</b>	<b>\$ 503,955</b>	<b>\$ (747,133)</b>	<b>\$ 7,033,701</b>	<b>\$ 844,373</b>

  

	Balance June 30, 2018	Additions	Reductions	Balance June 30, 2019	Amounts Due Within One Year
Other liabilities:					
Liability for voluntary termination	\$ 1,494,022	\$ 364,137	\$ (401,280)	\$ 1,456,879	\$ 470,732
Bonds payable	6,120,000	-	(300,000)	5,820,000	300,000
<b>Total other liabilities</b>	<b>\$ 7,614,022</b>	<b>\$ 364,137</b>	<b>\$ (701,280)</b>	<b>\$ 7,276,879</b>	<b>\$ 770,732</b>

**Note 5. Accounts Receivable**

Accounts receivable consisted of the following at June 30, 2020 and 2019:

	2020	2019
Student receivables	\$ 1,244,374	\$ 1,212,716
Wyoming Community College Commission	521,400	774,911
BOCES receivable	476,518	318,635
Federal and state grants	327,960	393,286
Other receivables	66,187	89,419
	<b>2,636,439</b>	2,788,967
Allowance for uncollectible receivables	<b>(230,141)</b>	(243,902)
<b>Accounts receivable, net</b>	<b>\$ 2,406,298</b>	<b>\$ 2,545,065</b>

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### Note 6. Retirement Commitment – Wyoming Retirement System

Plan description: Substantially all full-time employees of the College, excluding those participating in the TIAA defined contribution plan, are provided with pensions through the Public Employee Pension Plan – a statewide cost-sharing multiple-employer defined benefit pension plan administered by the Wyoming Retirement System (WRS). The authority to establish and amend benefits and contributions rates rests with the Legislature of the State of Wyoming. The WRS is granted the authority to administer the Plan by Wyoming State Statutes 9-3-401 through 432. The WRS issues a publicly available financial report that may be obtained from the WRS office, located at 6101 Yellowstone Road, Cheyenne, Wyoming 82002, or the financial report may also be accessed through the WRS website at <http://retirement.state.wy.us/About/Reports?Label=Financial#categories>.

Benefits provided: The determination of retirement benefits is dependent upon the employee's initial employment date.

*Service Retirement Tier 1:* Full retirement at age 60 or qualifies for the Rule of 85. Early retirement is permitted at age 50 or 25 years of service. Formula for retirement equals 2.125% times the number of years of service times the three-year highest average salary for the first 15 years and 2.25% times the number of years of service times the three-year highest average over 15 years.

*Service Retirement Tier 2:* Full retirement at age 65 or qualifies for the Rule of 85. Early retirement is permitted at age 55 or 25 years of service. Formula for retirement equals 2% times the number of years of service times the five-year highest average salary.

*Disability Benefits:* Partial or total disability retirement is available to any member who becomes incapacitated, mentally or physically, and cannot continue in the performance of his/her duties. To qualify, the member must have at least 10 years of service and be "in service" at the time of application for disability retirement. Upon retirement for a partial disability, the member receives a monthly disability retirement benefit for the period of his/her disability equal to 50% of the normal benefit payable to the member, as if the member was eligible for normal retirement benefits. Upon retirement for a total disability, the member receives a monthly disability benefit equal to 100% of his service retirement benefit as if the member was eligible for normal retirement benefits. Disability benefits are payable for the life of the member or until death.

*Survivor's Benefits:* Certain surviving dependents receive benefits based on the deceased member's compensation and their relationship to the deceased, as well as the benefit option selected by the member at the date of retirement.

Contributions: Per Titles 9-3-412 and 413 of Wyoming State Statutes, for the year ended June 30, 2020, member contributions were required to be 8.75% of compensation and employer contributions were required to be 8.87% of compensation. In accordance with Title 9-3-412 (c)(ii) of Wyoming State Statutes, the College has elected to pay 100% of the member's contribution in addition to the employer's contribution. Total contributions to the pension plan from the College were \$1,495,108, \$1,408,814, and \$1,332,382, for the years ended June 30, 2020, 2019, and 2018, respectively.

WESTERN WYOMING COMMUNITY COLLEGE

NOTES TO FINANCIAL STATEMENTS

Pension liabilities, pension expense, and deferred outflows of resources and deferred inflows of resources related to pensions: At June 30, 2020 and 2019, the College reported a liability of \$11,146,632 and \$14,280,595, respectively, for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2019. The College's proportion of the net pension liability was based on the relationship of the College's total contributions to the plan for the year ended December 31, 2019 to the contributions of all participating employers for the same period. At December 31, 2019, the College's proportion was 0.474339700%, which was an increase from its December 31, 2018 proportion of 0.468940300%.

For the years ended June 30, 2020 and 2019, the College recognized pension expense of \$1,735,355 and \$2,253,629, respectively. At June 30, 2020 and 2019, the College reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>2020</b>	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 213,233
Changes in assumptions	366,053	-
Net difference between projected and actual earnings on pension plan investments		1,630,960
Changes in proportionate share of contributions	541,669	-
Contributions subsequent to the measurement date	368,802	-
	<u>\$ 1,276,524</u>	<u>\$ 1,844,193</u>
	<b>2019</b>	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 346,487
Changes in assumptions	672,450	-
Net difference between projected and actual earnings on pension plan investments	2,152,267	-
Changes in proportionate share of contributions	715,625	-
Contributions subsequent to the measurement date	361,254	-
	<u>\$ 3,901,596</u>	<u>\$ 346,487</u>

**WESTERN WYOMING COMMUNITY COLLEGE**

**NOTES TO FINANCIAL STATEMENTS**

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An amount of \$368,802 reported as deferred outflows of resources related to pensions resulting from College contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30,	
2021	\$ 51,712
2022	(249,609)
2023	4,604
2024	(743,178)
	<u>\$ (936,471)</u>

Actuarial assumptions: The total pension liability in the January 1, 2019 actuarial valuation was determined using the following actuarial assumptions adopted by the Wyoming Retirement System Board effective August 23, 2017 and applied to all periods included in the measurement:

Inflation	2.25%
Salary increases	2.50% - 6.50%, including inflation
Payroll growth rate	2.50%
Investment rate of return	7.00%, net of pension plan investment expense, including inflation

Mortality rates were based on the RP-2014 Mortality Tables for Males or Females, as appropriate, with adjustments for mortality improvements based on Scale MP-2017.

Long-term expected rate of return: The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected arithmetic returns, net of pension plan investment expense and inflation) are developed for each major asset class. These real rates of return are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Each major asset class is included in the pension plan's target asset allocation for fiscal year 2019. These best estimates are summarized in the following table:

Asset Class	Target Allocation	Long-Term	Long-Term
		Expected Geometric Real Rate of Return	Expected Arithmetic Real Rate of Return
Cash	2.00%	-0.20%	-0.19%
Fixed income	21.00%	1.32%	1.67%
Equity	48.50%	5.43%	7.42%
Marketable alternatives	19.00%	3.46%	4.33%
Private real assets	9.50%	4.46%	5.58%
	<u>100.00%</u>		

**WESTERN WYOMING COMMUNITY COLLEGE**

**NOTES TO FINANCIAL STATEMENTS**

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Experience analysis: An experience study was conducted on behalf of all WRS’s plans covering the five-year period ended December 31, 2016. That study provided a detailed analysis concerning the development of the long-term inflation rate, real rate of return and discount rate. The study also analyzed each major actuarial assumption (e.g., mortality, salary increases, retirement, termination, and disability) and proposed assumptions consistent with the findings.

Discount rate: The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the current contribution rate. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the employer’s proportionate share of the net pension liability to changes in the discount rate: The following presents the College’s proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the College’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00%) or 1-percentage-point higher (8.00%) than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Proportionate share of the net pension liability	\$ 16,840,682	\$ 11,146,632	\$6,394,425

Pension plan fiduciary net position: Detailed information about the pension plan’s fiduciary net position is available in the separately issued WRS financial report available from the Wyoming Retirement System, 6101 Yellowstone Road, Cheyenne, Wyoming 82002, or through the WRS website at <http://retirement.state.wy.us/About/Reports?Label=Financial#categories>.

**Note 7. Retirement Commitments – TIAA**

Eligible College employees may elect to participate in the Teachers Insurance and Annuity Association (TIAA) instead of the Wyoming Retirement System. TIAA is a private defined contribution pension plan, which is portable to other institutions and states. For the years ended June 30, 2020, 2019, and 2018, the College’s contributions to TIAA were \$1,251,662, \$1,198,271, and \$1,255,663, respectively.

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### **Note 8. Postemployment Benefits Other Than Pensions (OPEB) Commitment** ***General Information about the OPEB Plan***

Plan description: Eligible employees of the College are provided with OPEB through the State of Wyoming Group Insurance Retiree Health Plan (Plan) – a cost-sharing multiple-employer defined benefit OPEB plan administered by the State of Wyoming Employee Group Insurance (EGI). Any employee of a participating employer is eligible for retiree coverage under the Plan at premium rates established by EGI, provided that:

1. The employee had coverage in effect under the Plan for at least one year just prior to retirement; and
2. The employee is eligible to receive a retirement benefit under the Wyoming Retirement System or TIAA CREF and either
  - a. Has attained age 50 with at least four years of service credit as an employee of one of the employing entities participating in the Plan; or
  - b. Has at least 20 years of service credit as an employee of one of the employing entities participating in the Plan. Retirement eligibility varies under the Wyoming Retirement System. The Public Employees' Pension Plan, which is the Plan applicable to the College, requires 25 years of service credit.

The State of Wyoming Legislature has the authority to establish and amend the benefit terms of the Plan. The Plan does not issue a separate report; however, additional Plan information can be obtained from the State of Wyoming's Comprehensive Annual Financial Report, which may be obtained from the State's website at <http://sao.wyo.gov/publications>.

Benefits provided: The Plan provides medical and prescription drug benefits for retirees and their dependents through payment of insurance premiums for life. Surviving spouses are allowed to continue coverage after the retiree's death provided they were covered at the time of death.

Funding policy: The State finances this program on a pay-as-you-go basis, and there are no assets held in trust for pre-funding the obligations of the Plan. The State of Wyoming Legislature has the authority for establishing and amending the funding policy.

#### ***OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB***

At June 30, 2020 and 2019, the College reported a liability of \$16,544,044 and \$12,858,675, respectively, for its proportionate share of the collective total OPEB liability. The collective total OPEB liability was measured as of June 30, 2019 and the total OPEB liability used to calculate the collective total OPEB liability was determined by an actuarial valuation as of June 30, 2020. The College's proportion of the collective total OPEB liability was based on a projection of the College's expected payments/contributions to the OPEB plan relative to the projected contributions of all participating employers, actuarially determined. The projection of the sharing of benefit-related costs is based on an established pattern of practice. At June 30, 2020, the College's proportion was 1.74883%, which was an increase from its June 30, 2019 proportion of 1.26134%.

**WESTERN WYOMING COMMUNITY COLLEGE**

**NOTES TO FINANCIAL STATEMENTS**

For the years ended June 30, 2020 and 2019, the College recognized OPEB expense of \$1,498,112 and \$669,990, respectively. At June 30, 2020 and 2019, the College reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<b>2020</b>	
	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 3,182,176	\$ 2,280,880
Changes of assumptions	128,034	1,952,264
Changes in proportionate share of expected payments	3,948,057	-
	<u>\$ 7,258,267</u>	<u>\$ 4,233,144</u>

	<b>2019</b>	
	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 2,632,766	\$ -
Changes of assumptions	-	1,657,888
Changes in proportionate share of expected payments	-	137,012
	<u>\$ 2,632,766</u>	<u>\$ 1,794,900</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in the College's OPEB expense as follows:

Year ended June 30,	
2021	\$ 363,558
2022	363,558
2023	363,558
2024	363,558
2025	363,558
Thereafter	1,207,333
	<u>\$ 3,025,123</u>



## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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*Actuarial assumptions:* The total OPEB liability was determined by an actuarial valuation as of June 30, 2020, using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Measurement Date	July 1, 2019 (based on July 1, 2019 census data).
Inflation	2.50%
Salary Increases	2.50% - 6.50%
Mortality Rates	Pre-Termination: RP-2014 Combined, 100% male, 88% female, generational projection using MP-2017. Post-Termination: RP-2014 Combined, 100% male, 88% female, generational projection using MP-2017. Disabled: RP-2014 Combined, 100% male, 100% female, generational projection using MP-2017.
Healthcare Cost Trend Rates	Non-Medicare: 7.20% decreasing annually until reaching the ultimate trend rate of 4.50% Medicare: 7.60% decreasing annually until reaching the ultimate trend rate of 4.50%
Participation Rate	65% will elect coverage and 30% will cover a spouse.
Spouse Age Differential	Males are assumed to be 3 years older than females.
Cost Method	Entry Age Normal. Under this method, the actuarial accrued liability is based on a prorated portion of the present value of all benefits earned to date over expected future working lifetime as defined by GASB. The proration is determined so that the cost with respect to service accrued from date of hire is recognized as a level percentage of pay over the year. The Normal Cost is equal to the prorated cost for the year of the valuation.
Benefits Excluded	Benefits related to retiree dental and life insurance have been excluded from this valuation.

WESTERN WYOMING COMMUNITY COLLEGE

NOTES TO FINANCIAL STATEMENTS

The healthcare cost trend rate assumption was based on national average information from a variety of sources, including S&P Healthcare Economic Index, NHCE data plan renewal data and vendor Rx report with adjustments based on the provisions of the benefits offered by EGI.

Significant assumptions are based on an experience study that covered a five-year period ending December 31, 2016. Significant assumptions varied within the various retirement plans within the Wyoming Retirement System.

Discount rate: The discount rate used to measure the total OPEB liability was 3.51%, which represents a decrease from the discount rate of 3.87% utilized for the June 30, 2018 measurement date. As the Plan is unfunded, the Plan has no fiduciary net position from which to make future benefit payments. Therefore, the discount rate is based on the Bond Buyer General Obligation 20-Bond Municipal Bond Index.

Sensitivity of the College's proportionate share of the collective total OPEB liability to changes in the discount rate: The table below presents the College's proportionate share of the collective total OPEB liability calculated using the discount rate of 3.51%, as well as what the College's proportionate share of the collective total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.51%) or 1-percentage-point higher (4.51%) than the current discount rate:

	1% Decrease (2.51%)	Current Discount Rate (3.51%)	1% Increase (4.51%)
Proportionate share of the collective total OPEB liability	\$ 20,140,840	\$ 16,544,044	\$ 13,772,305

Sensitivity of the College's proportionate share of the collective total OPEB liability to changes in the healthcare cost trend rates: The table below presents the College's proportionate share of the collective total OPEB liability, as well as what the College's proportionate share of the collective total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	1% Decrease	Current Healthcare Cost Trend Rates	1% Increase
Non-Medicare	6.20%	7.20%	8.20%
Medicare	6.60%	7.60%	8.60%
Proportionate share of the collective total OPEB liability	\$ 13,887,898	\$ 16,544,044	\$ 22,120,689

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### Note 9. Custodial Deposits

The College holds in trust, funds collected by various student groups. A liability for these funds is included in the accompanying financial statements. The following summarizes activity within the student activity funds during the years ended June 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Student Activity Funds:		
Beginning of year	\$ 152,639	\$ 145,743
Additions:		
Student fees	<u>65,874</u>	<u>73,941</u>
<b>Total available funds</b>	<u>218,513</u>	<u>219,684</u>
Deductions:		
Other noncapital expenditures	<u>46,169</u>	<u>67,045</u>
<b>Total deductions</b>	<u>46,169</u>	<u>67,045</u>
End of year	<u>\$ 172,344</u>	<u>\$ 152,639</u>

#### Note 10. Commitments and Contingencies

Voluntary termination: As discussed in Note 4, the College offers voluntary termination to employees of the College who meet certain employment, age, and service requirements.

No liability for payment of incentive benefits to these employees has been recorded in the accompanying financial statements in as much as formal application to receive benefits has not been made by the employees and because, even if such application had been made, ultimate payment is subject to required Board approval.

Construction commitments: At June 30, 2020, the College had signed contracts for construction commitments of \$2,363,143.

Other: Amounts expended under the terms of certain grants are subject to audit and possible adjustment by governmental agencies. In the opinion of College management, any adjustments will not have a material effect on the accompanying financial statements.

Additionally, during March 2020, a global pandemic was declared by the World Health Organization related to the rapidly growing outbreak of a novel strain of coronavirus (COVID-19). The pandemic significantly impacted economic conditions in the U.S. as Federal, state, and local governments reacted to the public health crisis. It is unknown how long the adverse economic conditions associated with the COVID-19 will last and what the complete financial effect will be to the College.

# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

### Note 11. Risk Management

The College is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees and natural disasters. During the year ended June 30, 2020, the College contracted with various insurance companies for property insurance (including boiler and machinery), general liability insurance, professional insurance, vehicle insurance, and natural disaster insurance. The coverage under each type of insurance policy varies in amounts and deductibles. The College has not had significant settlements exceeding insurance coverage in any of the past three fiscal years. The College has had no significant reductions in insurance coverage from coverage in the prior year.

### Note 12. Natural Classifications with Functional Classifications

The College's operating expenses by natural classification were as follows:

	Natural Classification				
	Compensation and Benefits	Supplies and Services	Depreciation	Scholarships	Total
	2020				
Functional Classification:					
Instruction	\$ 11,386,461	\$ 1,191,670	\$ -	\$ -	\$ 12,578,131
Research	33,850	33,342	-	-	67,192
Public service	34,243	9,787	-	-	44,030
Academic support	2,035,931	378,217	-	-	2,414,148
Student services	3,969,407	915,304	-	-	4,884,711
Institutional support	5,962,182	2,759,177	-	-	8,721,359
Operation of plant	2,005,303	1,604,844	-	-	3,610,147
Scholarships	-	-	-	592,045	592,045
Auxiliary enterprises	1,092,311	2,102,295	-	-	3,194,606
Depreciation	-	-	4,137,962	-	4,137,962
<b>Total operating expenses</b>	<b>\$ 26,519,688</b>	<b>\$ 8,994,636</b>	<b>\$ 4,137,962</b>	<b>\$ 592,045</b>	<b>\$ 40,244,331</b>

	Natural Classification				
	Compensation and Benefits	Supplies and Services	Depreciation	Scholarships	Total
	2019				
Functional Classification:					
Instruction	\$ 11,127,326	\$ 1,238,461	\$ -	\$ -	\$ 12,365,787
Research	24,408	25,914	-	-	50,322
Public service	36,408	18,806	-	-	55,214
Academic support	1,929,715	428,624	-	-	2,358,339
Student services	3,659,530	1,117,781	-	-	4,777,311
Institutional support	5,669,354	2,424,892	-	-	8,094,246
Operation of plant	1,904,211	1,879,599	-	-	3,783,810
Scholarships	-	-	-	506,903	506,903
Auxiliary enterprises	1,176,285	2,383,738	-	-	3,560,023
Depreciation	-	-	4,261,054	-	4,261,054
<b>Total operating expenses</b>	<b>\$ 25,527,237</b>	<b>\$ 9,517,815</b>	<b>\$ 4,261,054</b>	<b>\$ 506,903</b>	<b>\$ 39,813,009</b>

# WESTERN WYOMING COMMUNITY COLLEGE

## NOTES TO FINANCIAL STATEMENTS

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### Note 13. Financial Information of the Authority

The Authority has been accounted for as a blended component unit of the College. Condensed financial information of the Authority as of and for the years ended June 30, 2020 and 2019 is presented below.

#### Condensed Statements of Financial Position:

	<u>2020</u>	<u>2019</u>
Assets		
Current assets - cash and cash equivalents	\$ 58,066	\$ 58,066
Restricted cash	262,241	179,298
Restricted investments	975,972	936,435
Property and equipment, net of accumulated depreciation, 2020 \$5,165,432; 2019 \$4,613,543	<u>9,434,406</u>	<u>9,986,295</u>
<b>Total assets</b>	<b><u>10,730,685</u></b>	<b><u>11,160,094</u></b>
Liabilities		
Bonds payable, current portion	310,000	300,000
Bonds payable, long-term portion	<u>5,210,000</u>	<u>5,520,000</u>
<b>Total liabilities</b>	<b><u>5,520,000</u></b>	<b><u>5,820,000</u></b>
Net Position		
Net investment in capital assets	3,914,406	4,166,295
Unrestricted	<u>1,296,279</u>	<u>1,173,799</u>
<b>Total net position</b>	<b><u>\$ 5,210,685</u></b>	<b><u>\$ 5,340,094</u></b>

WESTERN WYOMING COMMUNITY COLLEGE

NOTES TO FINANCIAL STATEMENTS

Condensed Statements of Activities:

	<u>2020</u>	<u>2019</u>
Operating Revenues		
Lease revenues	\$ 535,000	\$ 535,000
<b>Total operating revenues</b>	<b>535,000</b>	<b>535,000</b>
Operating Expenses		
Operation and maintenance of plant	312	6,151
Depreciation	551,889	551,889
<b>Total operating expenses</b>	<b>552,201</b>	<b>558,040</b>
<b>Operating (loss)</b>	<b>(17,201)</b>	<b>(23,040)</b>
Nonoperating (Expenses)		
Investment gain	134,997	103,056
Interest expense	(247,205)	(258,043)
<b>Total nonoperating (expenses)</b>	<b>(112,208)</b>	<b>(154,987)</b>
<b>Change in net position</b>	<b>(129,409)</b>	<b>(178,027)</b>
Net Position, beginning of year	<b>5,340,094</b>	5,518,121
Net Position, end of year	<b>\$ 5,210,685</b>	<b>\$ 5,340,094</b>

Condensed Statements of Cash Flows:

	<u>2020</u>	<u>2019</u>
Net Cash Flows from Operating Activities	\$ 534,688	\$ 528,849
Net Cash Flows from Investing Activities	(151,745)	(328,412)
Net Cash Flows from Capital and Related Financing Activities	(300,000)	(300,000)
<b>Net increase (decrease)</b>		
<b>in cash and cash equivalents</b>	<b>82,943</b>	<b>(99,563)</b>
Cash and Cash Equivalents, beginning of year	<b>237,364</b>	336,927
Cash and Cash Equivalents, end of year	<b>\$ 320,307</b>	<b>\$ 237,364</b>

## **REQUIRED SUPPLEMENTARY INFORMATION**

**WESTERN WYOMING COMMUNITY COLLEGE**

**SCHEDULE OF THE COLLEGE'S PROPORTIONATE SHARE  
OF THE NET PENSION LIABILITY**

**Public Employee Pension Plan**

**Last 7 Fiscal Years\***

	College's proportion of the net pension liability	College's proportionate share of the net pension liability	College's covered payroll	College's proportionate share of the net pension liability as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total pension liability
2014	0.425285440%	\$ 6,491,588	\$ 7,319,204	88.69%	81.10%
2015	0.426965710%	7,504,978	7,381,843	101.67%	79.08%
2016	0.415711889%	9,683,375	7,422,721	130.46%	73.40%
2017	0.426369400%	10,307,480	7,617,011	135.32%	73.42%
2018	0.441966100%	10,073,911	7,766,182	129.72%	76.35%
2019	0.468940300%	14,280,595	8,137,167	175.50%	69.17%
2020	0.474339700%	11,146,632	8,436,593	132.12%	76.83%

*\* The amounts presented for each fiscal year were determined as of the calendar year-end that occurred within the fiscal year. This schedule is to be built prospectively until it contains ten years of data.*

See Notes to Required Supplementary Information.



**WESTERN WYOMING COMMUNITY COLLEGE**

**SCHEDULE OF THE COLLEGE'S CONTRIBUTIONS**

**Public Employee Pension Plan**

**Last 7 Fiscal Years\***

	Statutorily required contribution	Contributions in relation to the statutorily required contribution	Contribution deficiency (excess)	Covered payroll	Contributions as a percentage of covered payroll pension liability
2014	\$ 520,786	\$ 520,786	\$ -	\$ 7,314,415	7.12%
2015	595,907	595,907	-	7,820,304	7.62%
2016	624,137	624,137	-	7,456,833	8.37%
2017	646,073	646,073	-	7,718,909	8.37%
2018	664,638	664,638	-	7,940,720	8.37%
2019	703,083	703,083	-	8,194,440	8.58%
2020	745,395	745,395	-	8,403,555	8.87%

*\* This schedule is to be built prospectively until it contains ten years of data.*

See Notes to Required Supplementary Information.

**WESTERN WYOMING COMMUNITY COLLEGE**

**SCHEDULE OF THE COLLEGE'S PROPORTIONATE SHARE  
OF THE TOTAL OPEB LIABILITY**

**State of Wyoming Employee Group Insurance Retiree Health Plan  
Last 3 Fiscal Years\***

	College's proportion of the total OPEB liability	College's proportionate share of the total OPEB liability	College's covered payroll	College's proportionate share of the total OPEB liability as a percentage of its covered payroll	Plan fiduciary net position as a percentage of the total OPEB liability
2018	1.28080%	\$ 10,131,020	N/A	N/A	0.00%
2019	1.26134%	12,858,675	N/A	N/A	0.00%
2020	1.74883%	16,544,044	N/A	N/A	0.00%

*\* This schedule is to be built prospectively until it contains ten years of data.*

See Notes to Required Supplementary Information.

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO REQUIRED SUPPLEMENTARY INFORMATION Year Ended June 30, 2020

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#### **Note 1. Retirement Commitment – Wyoming Retirement System**

Changes in benefit terms: There were no changes in benefit terms between the December 31, 2018 measurement date and the December 31, 2019 measurement date.

Changes in assumptions: There were no changes in assumptions between the December 31, 2018 measurement date and the December 31, 2019 measurement date.

#### **Note 2. OPEB Commitment**

Changes in benefit terms: There were no changes in benefit terms since the prior valuation.

Changes in assumptions: The valuation reflects the following assumption changes from the June 30, 2019 measurement date to the June 30, 2020 measurement date.

- Discount rate changed from 3.87% to 3.51%.
- Updated health care claims costs based on recent experience.
- An increase in retiree contributions between 2019 and 2020.
- Health care trend rates were changed from 7.60% to 7.20% for non-Medicare and 8.10% to 7.60% for Medicare.

## **SUPPLEMENTARY INFORMATION**

**WESTERN WYOMING COMMUNITY COLLEGE**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

**Year Ended June 30, 2020**

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Pass-Through Entity Identifying Number	Federal CFDA Number	Total Federal Expenditures
<b>U.S. Department of Education:</b>			
Student Financial Aid Cluster:			
Federal Direct Student Loans	N/A	84.268	\$ 1,355,105
Federal Pell Grant Program	N/A	84.063	1,912,799
Federal Supplemental Educational Opportunity Grants	N/A	84.007	25,727
Federal Work-Study Program	N/A	84.033	32,417
<b>Total Student Financial Aid Cluster</b>			<u>3,326,048</u>
COVID-19 Education Stabilization Fund - Student Portion	N/A	84.425E	363,000
COVID-19 Education Stabilization Fund - Institutional Portion	N/A	84.425F	362,242
			<u>725,242</u>
Passed through			
Wyoming Community College Commission:			
Adult Education - Basic Grants to States	N/A	84.002	90,187
Adult Education - Basic Grants to States	N/A	84.002	31,785
			<u>121,972</u>
Passed through			
Wyoming Department of Education:			
Career and Technical Education - Basic Grants to States	1619506PPS00	84.048	200,006
Passed through			
University of Wyoming:			
GEAR UP	P334S170010-19	84.334	345,733
GEAR UP	1001320	84.334	89,098
			<u>434,831</u>
<b>Total U.S. Department of Education</b>			<u>4,808,099</u>
<b>U.S. Department of Health and Human Services</b>			
Research and Development Cluster:			
Passed through			
University of Wyoming:			
Biomedical Research and Research Training	N/A	93.859	60,702
<b>Total Research and Development Cluster</b>			<u>60,702</u>
<b>Total Expenditures of Federal Awards</b>			<u>\$ 4,868,801</u>

See Notes to Schedule of Expenditures of Federal Awards.

## WESTERN WYOMING COMMUNITY COLLEGE

### NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

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#### **Note 1. Summary of Significant Accounting Policies**

Expenditures reported on the accompanying Western Wyoming Community College (the “College”) Schedule of Expenditures of Federal Awards (the “Schedule”) are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The College provided no Federal funds to subrecipients.

#### **Note 2. De Minimis Cost Rate**

The College did not elect to use the 10% de minimis cost rate allowed under the Uniform Guidance.

#### **Note 3. Basis of Presentation**

The Schedule includes the Federal award activity of the College under programs of the Federal government for the year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the College, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the College.



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

To the Board of Trustees  
Western Wyoming Community College  
Rock Springs, Wyoming

We have audited, in accordance with the 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, the financial statements of the business-type activities, and the discretely presented component unit of Western Wyoming Community College (the "College") as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the College's basic financial statements, and have issued our report thereon dated December 2, 2020. The financial statements of the College's discretely presented component unit, the Western Wyoming College Foundation, were not audited in accordance with *Government Auditing Standards* and, accordingly, this report does not include reporting on internal control over financial reporting or instances of reportable noncompliance associated with the Western Wyoming College Foundation.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the College's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. Accordingly, we do not express an opinion on the effectiveness of the College's internal control.

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 a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the College's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the College's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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 College'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 College's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*McGee, Hearne & Paiz, LLP*

Cheyenne, Wyoming  
December 2, 2020





**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
FOR EACH MAJOR FEDERAL PROGRAM AND REPORT  
ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Trustees  
Western Wyoming Community College  
Rock Springs, Wyoming

**Report on Compliance for Each Major Federal Program**

We have audited Western Wyoming Community College's (the "College") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the College's major Federal programs for the year ended June 30, 2020. The College's major Federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

***Management's Responsibility***

Management is responsible for compliance with Federal statutes, regulations, and the terms and conditions of its Federal awards applicable to its Federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the College's major Federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about the College's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major Federal program. However, our audit does not provide a legal determination of the College's compliance.

***Opinion on Each Major Federal Program***

In our opinion, the College complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major Federal programs for the year ended June 30, 2020.

### ***Other Matters***

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying Schedule of Findings and Questioned Costs as items 2020-001 and 2020-002. Our opinion on each major Federal program is not modified with respect to these matters.

The College's response to the noncompliance findings identified in our audit is described in Exhibit I. The College's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

Management of the College is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the College's internal control over compliance with the types of requirements that could have a direct and material effect on each major Federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major Federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the College's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a Federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a Federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a Federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we did identify certain deficiencies in internal control over compliance, described in the accompanying Schedule of Findings and Questioned Costs as items 2020-001 and 2020-002 that we consider to be significant deficiencies.

The College's response to the internal control over compliance findings identified in our audit is described in Exhibit I. The College's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

## **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the accompanying financial statements of the business-type activities of Western Wyoming Community College (the "College") as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the College's basic financial statements. We issued our report thereon dated December 2, 2020 which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of Federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of Federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

*McGee, Hearne & Paig, LLP*

Cheyenne, Wyoming

January 28, 2021, except for the portion which addresses the Schedule of Expenditures of Federal Awards, as to which the date is December 2, 2020

WESTERN WYOMING COMMUNITY COLLEGE

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
Year Ended June 30, 2020

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I. SUMMARY OF INDEPENDENT AUDITOR'S RESULTS

**Financial Statements**

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None Reported

Noncompliance material to financial statements noted?  Yes  No

**Federal Awards**

Internal control over major Federal programs:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None Reported

Type of auditor's report issued on compliance for major Federal programs: Unmodified

- Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516 (a)?  Yes  No

Identification of major Federal programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
Cluster	Student Financial Aid
84.425	COVID-19 Education Stabilization Fund

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee?  Yes  No

WESTERN WYOMING COMMUNITY COLLEGE

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
Year Ended June 30, 2020

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II. FINANCIAL STATEMENT FINDINGS

None.

III. FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

2020-001: Student Financial Aid Cluster

<b>Catalog of Federal Assistance (CFDA) Numbers and Titles:</b> 84.268 Federal Direct Student Loans 84.063 Federal Pell Grant Program
<b>Federal Agency Name:</b> U.S. Department of Education
<b>Pass-Through Entity Name (if applicable):</b> N/A
<b>Award Number/Name:</b> N/A
<b>Award Year(s):</b> July 1, 2019 – June 30, 2020

**Criteria:** Per 1.3 of the National Student Loan Data System Enrollment Reporting Guide, "...schools are required to report all Title IV aid recipients' enrollment at the program-level in addition to the campus-level."

Per review of 34 CFR 685.305 (FDL), the school must use the withdrawal date determined under 34 CFR 668.22(b) or (c), as applicable for the purpose of reporting the date that the student has withdrawn from the school. In addition, per review of 34 CFR 690.83 (Pell), an institution shall submit, in accordance with deadline dates established by the Secretary, through publication in the Federal Register, other reports and information the Secretary requires in connection with the funds advanced to it and shall comply with the procedures the Secretary finds necessary to ensure that the reports are correct.

**Condition/Context:** Of the seventeen students tested for Enrollment Reporting, we noted three instances where the student's status change was reported with an inaccurate status effective date. In the first two instances, there were 2-day and 1-day differences and in the third instances, a 15-day difference.

**Questioned Costs:** \$0

**Effect:** Improper reporting of student status changes could impact the student's interest subsidy and/or repayment status.

**Cause:** In the three instances noted above, the following contributed to the errors in reporting: controls not fully in place to ensure the appropriate effective date of the student status change was reported, controls not fully in place to identify manual entry errors, and controls not fully in place to ensure all student status changes are reported accurately.

In addition, the Student Financial Aid Office does not have adequate review procedures in place over the student status changes reported to the National Student Loan Data System.

**Identification as a Repeat Finding:** Yes.

WESTERN WYOMING COMMUNITY COLLEGE

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended June 30, 2020

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**Recommendation:** The Student Financial Aid Office and Records and Registration should implement controls to ensure proper and timely reporting of student status changes. We also recommend there be a process in place prior to the submission of student status changes to ensure accuracy of any manual information input.

**Views of Responsible Officials and Planned Corrective Actions:** See Exhibit I.

**2020-002: Student Financial Aid Cluster**

<b>Catalog of Federal Assistance (CFDA) Numbers and Titles:</b> 84.007 Federal Supplemental Educational Opportunity Grants 84.033 Federal Work-Study Program
<b>Federal Agency Name:</b> U.S. Department of Education
<b>Pass-Through Entity Name (if applicable):</b> N/A
<b>Award Number/Name:</b> N/A
<b>Award Year(s):</b> July 1, 2019 – June 30, 2020

**Criteria:** Per 34 CFR section 673.3 (a) To participate in the Federal Perkins Loan, FWS, or FSEOG programs, an institution shall file an application before the deadline date established annually by the Secretary through publication of a notice in the FEDERAL REGISTER. (b) The application for the Federal Perkins Loan, FWS, and FSEOG programs must be on a form approved by the Secretary and must contain the information needed by the Secretary to determine the institution’s allocation or reallocation of funds under sections 462, 442, and 413D of the HEA, respectively.

**Condition/Context:** During our testing and review of the College’s Fiscal Operations Report and Application to Participate (FISAP), we noted that the total tuition and fees as reported in Part II Section E Line 22 was incorrectly reported as the prior year amount. We also noted that supporting documentation for FSEOG (columns e and f) and Unduplicated Recipients (column g) in Part VI was not retained.

**Questioned Costs:** \$0

**Effect:** Errors on the FISAP report could result in the loss and/or miscalculation of future Federal funding.

**Cause:** The incorrect reporting of tuition and fees in Part II was caused by the lack of an independent review of the general ledger accounts that are used to substantiate the balance.

The lack of retention of supporting documentation was caused due to a lack of controls requiring that the supporting documentation be maintained.

**Identification as a Repeat Finding:** No.

**Recommendation:** The Student Financial Aid Office should implement controls to independently review and perform reasonable checks on information obtained from other College departments. In addition, the Student Financial Aid Office should maintain all supporting documentation for information reported in the FISAP.

**Views of Responsible Officials and Planned Corrective Actions:** See Exhibit I.

WESTERN WYOMING COMMUNITY COLLEGE

SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS  
Year Ended June 30, 2019

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**2019-001: Student Financial Aid Cluster**

<b>Catalog of Federal Assistance (CFDA) Numbers and Titles:</b> 84.268 Federal Direct Student Loans 84.063 Federal Pell Grant Program
<b>Federal Agency Name:</b> U.S. Department of Education
<b>Pass-Through Entity Name (if applicable):</b> N/A
<b>Award Number/Name:</b> N/A
<b>Award Year(s):</b> July 1, 2018 – June 30, 2019

**Condition/Context:** Of the sixteen students tested for Enrollment Reporting, we noted two instances where the student’s status change was reported with an inaccurate status effective date. In the first instance, there was a 23-day difference and in the second instance, a 44-day difference. Of these two students, one student’s status change was reported on the 92nd day, rather than within 60 days as required. Within the same sample, we noted one instance where the student’s status change was not reported for the semester selected for testing.

**Status:** During the 2019-2020 academic year the Registrar and Financial Aid Director (FAD) followed the processes outlined in the audit action plan response. The Registrar provided oversight of the National Student Clearinghouse (NCH) and the FAD provided oversight of the National Loan Data System (NSLDS). Training was provided to each of the two offices and the staff members responsible for the Return to Title IV (R2T4) Calculations and the Records and Registration processes.

The FAD placed particular attention on auditing all enrollment records of students that had a R2T4 performed and attended the subsequent semester. Another area of focus was placed on reviewing the NSLDS, SSCR Error Report and communicating with the Registrar on records needing to be corrected in the NCH. The timeliness and submission of enrollment reporting was communicated and verified each semester. The FAD audited approximately 20 student files to verify the enrollment records were correctly reported each semester.

**Auditor’s Comment:** Based on current year testing, we determined the process improvements as related to timely reporting were being put in place. However, we noted repeat errors related to inaccurate reporting as the planned and implemented corrective action by the College was unable to prevent or detect all errors and the magnitude of errors was significantly less. See finding 2020-001.

**EXHIBIT I:  
CORRECTIVE ACTION PLANS**



Date: October 1, 2020

To: McGee, Hearne & Paiz, LLP

From: DeeAnna Archuleta  
SFA Director

Re: Western Wyoming Community Compliance Audit – Fiscal Year 2020

## **2020-001: Student Financial Aid Cluster**

### **Enrollment Reporting**

Western Wyoming Community College Student Financial Aid has recently undergone a change in person holding the position of Director of Financial Aid. The new Director of Financial Aid has spent time working with our Institutional Effectiveness office and our Registrar to detail Records & Registration and Financial Aid processes and timelines. The Registrar and the Director of Financial Aid will be in constant communication regarding enrollment reporting and any necessary corrections that must be made to remain compliant. Western recognizes the benefits of using the National Student Clearinghouse to report enrollment; controls must be in place to ensure accurate reporting when using a third-party servicer. This year due to change over in staff the Financial Aid Officer will run the Summary Return of Funds Report (ROFS) out of Colleague and the Return to Title IV report every two weeks to ensure they match.

The previous Director of Financial Aid would select a sample of 15-20 student each semester and audit files. The auditing to these 15-20 files was determined to not be as comprehensive as it needed to be. This process will now be more comprehensive in review. The Director of Financial Aid will audit files for eligibility, enrollment, Return to Title IV, and verification compliance. This will allow for a better determination of any potential audit/compliance issues internally.

### **Updated End-of-Term Procedure**

With this updated process, both the Director of Financial Aid and the Registrar will provide oversight of the process. The Registrar will provide oversight of the National Student Clearinghouse and the Financial Aid Director will provide oversight of the National Loan Data System.

- This year the Financial Aid Officer along with the FA assistant to run an All F report after final grades are posted.
- The Financial Aid Officer and FA assistant will work together to calculate Return to Title IV.
- Provide R&R assistant the Return of Funds Report (ROFS) to verify last date of attendance, or withdrawal date matches the dates in Colleague.
- R&R assistant will verify students with subsequent semester enrollment and will continue to track enrollment throughout the subsequent semester, reporting any changes to the FA assistant.
- Financial Aid Officer and Financial Aid Assistant, will email the Registrar and Director of Financial Aid the final Return of Funds Report (ROFS) that has been signed off on by the R&R assistant, signifying all dates match in Colleague screens and are accurate for reporting.

- Registrar will first submit end-of-term enrollment reporting submission through the National Student Clearinghouse as usual. One week before the subsequent term begins, the Registrar will submit the end-of-term Return to Title IV (R2T4) list. This ensures that the report does not get overwritten by the previous and subsequent semester reporting.
- Increase internal audit file review. Those students returning for a subsequent semester – 100% of files will be reviewed. These students are the most common reporting errors.

The Financial Aid Director will pull 80% of the Return to Title IV (R2T4) files during the semester for review; this will be a priority over all other Director responsibilities. Status Date and Credential Date the Registration & Records office uses the Update Academic Credentials File (UACF) in Colleague to batch post student degrees and certificates three times a year, at the end of the spring, summer, and fall terms. It was determined that when the automatic graduation date is used, which is only able to be used when a student has only one program and no changes, the graduation date will populate correctly. All other students with multiple programs or changes to degree programs in the year, do not allow this option to be used and therefore, the wrong date is pulled out of Colleague. The process of uploading graduates and ensuring correct dates are being recorded will be handled by the Registrar. The Registrar and the Director of Financial Aid will review that the information is showing correctly for all of these students on the Clearinghouse and National Student Loan Data System (NSLDS) sites.

**Anticipated Completion Date:** June 30, 2021

**Contact Persons:** Registrar-Stu Moore & Director of Financial Aid - DeeAnna Archuleta

## **2020-002: Student Financial Aid Cluster**

### **Fiscal Operations Report and Application to Participate (FISAP)**

The Director of Financial Aid has been working diligently with the Information Technology and the Institutional Effectiveness departments to ensure the accuracy of the Program Recipients Distribution Report (PRDR) obtained from Colleague. The IT department and the Financial Aid Director are meeting with an Ellucian Consultant to ensure all of infrastructure is correctly established for the Program Recipients Distribution Report (PRDR) report to run accurately.

The Associate Vice President of Finance will provide a copy of all supporting documentation for Section E.22 of the FISAP to the Director of Financial Aid. A copy of this documentation will also be housed in the Business Office.

The Director of Financial Aid and the Financial Aid Officer will review documentation and verify it matches what is being reported on the Fiscal Operations Report and Application to Participate (FISAP). The documentation will also be checked against last year's numbers for reasonableness.

The Information Technology office will save the PRDR report after it has been run for the final time and found to have no errors. The Financial Aid Director along with the Financial Aid Officer will validate the information from the PRDR report against a report that has been created by the Institutional Effectiveness Office to ensure accuracy.

Once all data has been validated and deemed to be accurate the Director of Financial Aid and the Financial Aid Officer will sign a statement attesting to the accuracy of the FISAP prior to submission. The FISAP will be submitted and a copy retained along with all supporting documentation.

**Anticipated Completion Date:** October 1, 2021

**Contact Persons:** DeeAnna Archuleta, SFA Director; Stu Moore, Registrar