

SOUTHEAST COMMUNITY COLLEGE AREA  
STATEMENTS OF REIMBURSABLE FULL-TIME EQUIVALENT STUDENT  
ENROLLMENT AND REIMBURSABLE EDUCATIONAL UNITS  
JUNE 30, 2018 AND 2017



**DANA F. COLE  
& COMPANY, LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

SOUTHEAST COMMUNITY COLLEGE AREA  
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**DANA F. COLE  
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CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT AUDITORS' REPORT

To the Board of Governors  
Southeast Community College Area  
Lincoln, Nebraska

### Report on the Enrollment Statements

We have audited the accompanying statements of reimbursable full-time equivalent student enrollment and reimbursable educational units of Southeast Community College Area for the years ended June 30, 2018 and 2017, and the related notes to the statements, which collectively comprise the College's enrollment statements as listed in the table of contents.

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

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

### *Auditors' Responsibility*

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

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

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

*Opinion*

In our opinion, the enrollment statements referred to above present fairly, in all material respects, the reimbursable full-time equivalent student enrollment and reimbursable educational units consisting of only courses listed on the Master Course List of Southeast Community College Area as of June 30, 2018 and 2017, in accordance with the Nebraska Community College Annual State Aid Enrollment Audit Guidelines and Processes as described in Note 1.

**Other Matters**

*Other Information*

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

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

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

In accordance with *Government Auditing Standards*, we have also issued our report dated August 8, 2018, on our consideration of Southeast Community College Area's internal control over enrollment reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over enrollment reporting and compliance and the results of that testing, and not to provide an opinion on internal control over enrollment reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Southeast Community College Area's internal control over enrollment reporting and compliance.

Dana J Cole + Company, LLP

Lincoln, Nebraska  
August 8, 2018

SOUTHEAST COMMUNITY COLLEGE AREA  
 STATEMENTS OF REIMBURSABLE FULL-TIME EQUIVALENT STUDENT ENROLLMENT  
 AND REIMBURSABLE EDUCATIONAL UNITS  
 YEARS ENDED JUNE 30, 2018 AND 2017

	Quarter	Contact	Reimbursable Full-Time Equivalent Student Enrollment		Reimbursable Educational Units	
			2018	2017	2018	2017
<u>Summer</u>						
1.0 Academic Transfer/Support	23,123.50	12,129.00	527.33	498.55	527.33	498.55
1.5 Class 1, Applied Tech/Occupational	12,202.50	6,231.00	278.09	284.56	417.14	426.84
2.0 Class 2, Applied Tech/Occupational	21,546.50	4,750.00	484.09	556.64	968.18	1,113.28
Subtotal	<u>56,872.50</u>	<u>23,110.00</u>	<u>1,289.51</u>	<u>1,339.75</u>	<u>1,912.65</u>	<u>2,038.67</u>
<u>Fall</u>						
1.0 Academic Transfer/Support	48,283.50	14,074.00	1,088.60	1,053.12	1,088.60	1,053.12
1.5 Class 1, Applied Tech/Occupational	21,062.00	6,232.10	474.97	480.60	712.46	720.90
2.0 Class 2, Applied Tech/Occupational	26,444.50	3,903.50	591.99	655.12	1,183.98	1,310.24
Subtotal	<u>95,790.00</u>	<u>24,209.60</u>	<u>2,155.56</u>	<u>2,188.84</u>	<u>2,985.04</u>	<u>3,084.26</u>
<u>Winter</u>						
1.0 Academic Transfer/Support	35,761.00	12,092.00	808.12	828.34	808.12	828.34
1.5 Class 1, Applied Tech/Occupational	16,832.00	7,894.50	382.81	398.84	574.22	598.26
2.0 Class 2, Applied Tech/Occupational	23,585.00	4,776.00	529.42	592.41	1,058.83	1,184.81
Subtotal	<u>76,178.00</u>	<u>24,762.50</u>	<u>1,720.35</u>	<u>1,819.59</u>	<u>2,441.17</u>	<u>2,611.41</u>
<u>Spring</u>						
1.0 Academic Transfer/Support	37,967.00	15,335.50	860.75	898.92	860.75	898.92
1.5 Class 1, Applied Tech/Occupational	18,848.00	7,130.10	426.77	455.33	640.16	683.00
2.0 Class 2, Applied Tech/Occupational	24,425.00	6,020.00	549.47	584.41	1,098.94	1,168.82
Subtotal	<u>81,240.00</u>	<u>28,485.60</u>	<u>1,836.99</u>	<u>1,938.66</u>	<u>2,599.85</u>	<u>2,750.74</u>
TOTALS	<u>310,080.50</u>	<u>100,567.70</u>	<u>7,002.41</u>	<u>7,286.84</u>	<u>9,938.71</u>	<u>10,485.08</u>

See accompanying notes to statements.

SOUTHEAST COMMUNITY COLLEGE AREA  
 NOTES TO STATEMENTS OF REIMBURSABLE FULL-TIME EQUIVALENT  
 STUDENT ENROLLMENT AND REIMBURSABLE EDUCATIONAL UNITS  
 JUNE 30, 2018 AND 2017

NOTE 1. GUIDELINES

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

The computation of the information for this report is based on the current State Aid Enrollment FTE/REU Audit Guidelines, which were accepted by the Commissioners of the Coordinating Commission.

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

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

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

SOUTHEAST COMMUNITY COLLEGE AREA  
 NOTES TO STATEMENTS OF REIMBURSABLE FULL-TIME EQUIVALENT  
 STUDENT ENROLLMENT AND REIMBURSABLE EDUCATIONAL UNITS  
 JUNE 30, 2018 AND 2017

NOTE 3. THREE-YEAR AVERAGE VALUES

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

Fiscal Year Ending June 30, 2018

Year Ending June 30,	Reimbursable Full-Time Equivalent Student Enrollment	Reimbursable Education Units
2016	7,415.30	10,756.66
2017	7,286.84	10,485.08
2018	7,002.41	9,938.71
Three-Year Average	7,234.85	10,393.48

Fiscal Year Ending June 30, 2017

Year Ending June 30,	Reimbursable Full-Time Equivalent Student Enrollment	Reimbursable Education Units
2015	7,920.21	11,359.06
2016	7,415.30	10,756.66
2017	7,286.84	10,485.08
Three-Year Average	7,540.78	10,866.93

**SUPPLEMENTARY DATA**



## SCHEDULE 1

SOUTHEAST COMMUNITY COLLEGE AREA  
TOTAL FULL-TIME EQUIVALENT STUDENT ENROLLMENT  
(UNAUDITED)  
YEARS ENDED JUNE 30, 2018 AND 2017

	<u>Full-Time Equivalent Student Enrollment</u>	
	2018	2017
<u>First Quarter</u>		
Academic Transfer and Support	527.33	498.55
Class 1, Applied Tech/Occupational	278.09	284.56
Class 2, Applied Tech/Occupational	484.09	556.64
Ineligible for state aid	56.21	49.07
Subtotal	<u>1,345.72</u>	<u>1,388.82</u>
<u>Second Quarter</u>		
Academic Transfer and Support	1,088.60	1,053.12
Class 1, Applied Tech/Occupational	474.97	480.60
Class 2, Applied Tech/Occupational	591.99	655.12
Ineligible for state aid	37.67	36.83
Subtotal	<u>2,193.23</u>	<u>2,225.67</u>
<u>Third Quarter</u>		
Academic Transfer and Support	808.12	828.34
Class 1, Applied Tech/Occupational	382.81	398.84
Class 2, Applied Tech/Occupational	529.42	592.41
Ineligible for state aid	35.90	38.81
Subtotal	<u>1,756.25</u>	<u>1,858.40</u>
<u>Fourth Quarter</u>		
Academic Transfer and Support	860.75	898.92
Class 1, Applied Tech/Occupational	426.77	455.33
Class 2, Applied Tech/Occupational	549.47	584.41
Ineligible for state aid	130.75	183.17
Subtotal	<u>1,967.74</u>	<u>2,121.83</u>
TOTAL	<u>7,262.94</u>	<u>7,594.72</u>
DEDUCT - Courses, programs, and hours ineligible for state aid:		
Community Education	183.54	178.70
Other ineligible FTE	76.99	129.18
Subtotal	<u>260.53</u>	<u>307.88</u>
FULL-TIME EQUIVALENT STUDENT ENROLLMENT ELIGIBLE FOR STATE AID	<u>7,002.41</u>	<u>7,286.84</u>

SCHEDULE 2

SOUTHEAST COMMUNITY COLLEGE AREA  
 RECONCILIATION OF REIMBURSABLE FULL-TIME EQUIVALENT STUDENT  
 ENROLLMENT AND GENERAL FUND TUITION INCOME  
 (UNAUDITED)  
 YEAR ENDED JUNE 30, 2018

	Number of Credit Hours	Cost per Credit Hour	Total
QUARTER CREDIT HOURS			
Resident	287,237.00	65.50	18,814,024.00
Nonresident	<u>22,844.00</u>	79.50	<u>1,816,098.00</u>
Total	<u>310,081.00</u>		<u>20,630,122.00</u>
REIMBURSABLE CONTACT HOURS	100,568.00	8.53	<u>857,909.00</u>
Total computed tuition			21,488,031.00
ADJUSTMENTS			
Tuition waivers			(2,423,818.00)
Other			<u>275,725.00</u>
Total adjustments			<u>(2,148,093.00)</u>
NET REIMBURSABLE TUITION INCOME			<u>19,339,938.00</u>

SOUTHEAST COMMUNITY COLLEGE AREA  
 ALLOCATION OF 1.0 REU FACTOR COURSES  
 (UNAUDITED)  
 YEAR ENDED JUNE 30, 2018

	Hours		Reimbursable Full-Time Equivalent Student Enrollment	Reimbursable Education Units
	Quarter	Contact		
Academic Transfer	69,455.00	-	1,543.44	1,543.44
Academic Support	41,075.50	-	912.79	912.79
Undeclared/nondegree	22,084.00	53,630.50	550.35	550.35
Foundations education	12,520.50	-	278.23	278.23
	<u>145,135.00</u>	<u>53,630.50</u>	<u>3,284.81</u>	<u>3,284.81</u>

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



**DANA F. COLE  
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CERTIFIED PUBLIC ACCOUNTANTS

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

To the Board of Governors  
Southeast Community College Area  
Lincoln, Nebraska

We have audited the enrollment statements of reimbursable full-time equivalent student enrollment and reimbursable educational units of Southeast Community College Area for the years ended June 30, 2018 and 2017, which collectively comprise Southeast Community College Area's basic enrollment statements and have issued our report thereon dated August 8, 2018. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### Internal Control Over Enrollment Reporting

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

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

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

## Compliance and Other Matters

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

## Purpose of this Report

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

Dana J Cole + Company, LLP

Lincoln, Nebraska  
August 8, 2018