



**STATE OF MISSISSIPPI
OFFICE OF THE STATE AUDITOR**

**PHIL BRYANT
State Auditor**

**RAMONA HILL, CPA
Director, Department of Audit**

**BRENT BALLARD, CPA
Director, Education Division**

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

**Audited Financial Statements
For the Year Ended June 30, 1996**

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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religion, national origin, sex, age or disability

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

FINANCIAL AUDIT REPORT

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State of Mississippi

OFFICE OF THE STATE AUDITOR
PHIL BRYANT
AUDITOR

INDEPENDENT AUDITOR'S REPORT

June 5, 1997

Dr. Barry L. Mellinger, President
and Board of Trustees
Mississippi Gulf Coast Community College
Perkinston, Mississippi

We have audited the accompanying balance sheet of Mississippi Gulf Coast Community College as of June 30, 1996, the related statement of changes in fund balances and the statement of current fund revenues, expenditures and other changes for the year then ended. These financial statements are the responsibility of Mississippi Gulf Coast Community College's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Mississippi Gulf Coast Community College at June 30, 1996, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

Our audit was made primarily for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying Schedule of Federal Financial Assistance listed as supplemental information in the table of contents is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of Mississippi Gulf Coast Community College. Such information has been subjected to the auditing procedures applied in our audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

In accordance with Government Auditing Standards, we have also issued a report dated June 5, 1997 on our consideration of Mississippi Gulf Coast Community College internal control structure and a report dated June 5, 1997 on its compliance with laws and regulations.

A handwritten signature in cursive script that reads "Ramona Hill".

RAMONA HILL, CPA
Director, Department of Audit

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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MISSISSIPPI GULF COAST COMMUNITY COLLEGE

AUDITED FINANCIAL STATEMENTS

MISSISSIPPI GULF COAST COMMUNITY COLLEGE
Balance Sheet
June 30, 1996
(With Comparative Figures at June 30, 1995)

Exhibit A

ASSETS	Current Year	Prior Year	LIABILITIES AND FUND BALANCES	Current Year	Prior Year
Current Funds			Current Funds		
Current Unrestricted Funds:			Current Unrestricted Funds:		
Cash and other deposits (Note 5)	\$ 5,908,995	5,373,601	Accounts payable and accrued expenses	\$ 896,428	796,222
Accounts receivable:			Accrued leave (Note 3)	2,404,376	2,111,199
Students, less allowance of			Deposits refundable	11,237	
\$339,624 (1996) and			Worker's compensation liability (Note 11)	168,898	281,497
\$304,585 (1995)	460,997	437,215	Due to other funds		798
Other, less allowance of			Deferred credits	790,631	906,204
\$38,166 (1996) and			Fund balances:		
\$36,226 (1995)	1,273,433	1,614,223	Unallocated		
Inventories	685,070	622,193	General	3,923,502	3,749,056
Prepaid items and deferred charges	586,665	555,992	Auxiliary	972,135	797,255
Due from other funds	252,047	39,007			
Total Current Unrestricted Funds	9,167,207	8,642,231	Total Current Unrestricted Funds	9,167,207	8,642,231
Current Restricted Funds:			Current Restricted Funds:		
Cash and other deposits (Note 5)		35,635	Accounts payable and accrued expenses	54,056	218,821
Other accounts receivable	435,616	332,415	Due to other funds	252,047	38,209
Prepaid items and deferred charges	10,555		Deferred credits	15,068	
			Fund balance:		
			Allocated	125,000	111,020
Total Current Restricted Funds	446,171	368,050	Total Current Restricted Funds	446,171	368,050
Total Current Funds	\$ 9,613,378	9,010,281	Total Current Funds	\$ 9,613,378	9,010,281
Plant Funds			Plant Funds		
Cash and other deposits (Note 5)	\$ 3,599,723	4,013,887	Accounts payable	\$ 45,040	208,317
Other accounts receivable	122,660	487,652	Fund balances:		
Land	1,118,621	1,118,621	Unexpended	3,677,343	4,279,984
Improvements other than buildings	2,225,150	2,100,604	Retirement of indebtedness		13,238
Buildings	49,348,587	46,382,610	Net investment in plant	68,928,508	60,726,126
Furniture, machinery and equipment	9,881,847	7,645,775			
Books and films	2,809,358	1,492,916			
Construction in progress	3,544,945	1,985,600			
Total Plant Funds	\$ 72,650,891	65,227,665	Total Plant Funds	\$ 72,650,891	65,227,665

Agency Funds			Agency Funds				
Cash and other deposits (Note 5)	\$	118,695	105,968	Due to depositors	\$	4,427,030	3,219,235
Deferred compensation plan assets at fair market value (Note 9)		<u>4,308,335</u>	<u>3,113,267</u>				
Total Agency Funds	\$	<u><u>4,427,030</u></u>	<u><u>3,219,235</u></u>	Total Agency Funds	\$	<u><u>4,427,030</u></u>	<u><u>3,219,235</u></u>

See accompanying Summary of Significant Accounting Policies and Notes to Financial Statements.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE
Statement of Changes in Fund Balances
For the Year Ended June 30, 1996

Exhibit B

	<u>Current Funds</u>			<u>Plant Funds</u>		
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Unexpended</u>	<u>Retirement of Indebtedness</u>	<u>Investment in Plant</u>
Revenues and Other Additions						
Tuition and fees	\$ 7,654,193		7,654,193			
State appropriations	19,510,398	318,531	19,828,929	1,708,909		
Local appropriations	4,939,394		4,939,394	3,891,754		
Federal grants and contracts	846,183	5,876,691	6,722,874			
State grants and contracts	5,031,891	671,143	5,703,034			
Local grants and contracts	533,469		533,469			
Private gifts, grants & contracts	824,677	167,813	992,490			
Investment income	305,868		305,868	138,743		
Additions to plant facilities						7,056,334
Sales and services of educational activities	72,276		72,276			
Sales and services of auxiliary activities	2,091,006		2,091,006			
Other	173,533	13,980	187,513	7,564		
Total Rev. & Other Additions	<u>41,982,888</u>	<u>7,048,158</u>	<u>49,031,046</u>	<u>5,746,970</u>		<u>7,056,334</u>
Expenditures & Other Deductions						
Educational and general:						
Instruction	23,338,539	1,277,496	24,616,035			
Academic support	2,526,426	554,434	3,080,860			
Student services	3,332,096	515,735	3,847,831			
Institutional support	4,262,663	73,660	4,336,323			
Operation & maint. of plant	4,969,018		4,969,018			
Student aid	532,713	4,994,464	5,527,177			
Total Educational and General	<u>38,961,455</u>	<u>7,415,789</u>	<u>46,377,244</u>			
Auxiliary	1,936,049		1,936,049			
Repairs and maintenance				816,456		
Expended for plant facilities				5,545,280		
Plant assets sold or retired						161,870
Provision for uncollectible accts.	36,979		36,979			
Provision for accrued leave	293,177		293,177			
Other		24,291	24,291	1,113		
Total Expenditures and Other Deductions	<u>41,227,660</u>	<u>7,440,080</u>	<u>48,667,740</u>	<u>6,362,849</u>		<u>161,870</u>

Transfers - Additions (Deductions)

Mandatory:

Restricted fund matching	(393,490)	393,490
Other	<u>(12,412)</u>	<u>12,412</u>
Total Mandatory	<u>(405,902)</u>	<u>405,902</u>

Other:

Other			<u>13,238</u>	<u>(13,238)</u>
Total Other			<u>13,238</u>	<u>(13,238)</u>

Total Transfers	<u>(405,902)</u>	<u>405,902</u>		<u>13,238</u>	<u>(13,238)</u>	
Net Increase (Decr.) for Year	<u>349,326</u>	<u>13,980</u>	<u>363,306</u>	<u>(602,641)</u>	<u>(13,238)</u>	<u>6,894,464</u>
Fund Balance at Beg. of Year	<u>4,546,311</u>	<u>111,020</u>	<u>4,657,331</u>	<u>4,279,984</u>	<u>13,238</u>	<u>60,726,126</u>
Adjustments (Note 3)						<u>1,307,918</u>
Fund Balance at End of Year	\$ <u>4,895,637</u>	<u>125,000</u>	<u>5,020,637</u>	<u>3,677,343</u>	<u>0</u>	<u>68,928,508</u>

See accompanying Summary of Significant Accounting Policies and Notes to Financial Statements.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE
Statement of Current Fund Revenues, Expenditures and Other Changes
For the Year Ended June 30, 1996
(With Comparative Figures for the Year Ended June 30, 1995)

Exhibit C

	Current Year			Prior Year	
	Unrestricted	Restricted	Total	Total	
Revenues and Other Additions					
Tuition and fees	\$ 7,654,193		7,654,193	7,428,346	
State appropriations	19,510,398	318,531	19,828,929	17,908,472	
Local appropriations	4,939,394		4,939,394	4,882,670	
Federal grants and contracts	846,183	5,876,691	6,722,874	7,410,778	
State grants and contracts	5,031,891	671,143	5,703,034	3,908,651	
Local grants and contracts	533,469		533,469	497,107	
Private gifts, grants and contracts	824,677	129,542	954,219	980,422	
Investment income	305,868		305,868	256,943	
Sales and services of educational activities	72,276		72,276	63,384	
Sales and services of auxiliary activities	2,091,006		2,091,006	1,838,163	
Other	173,533	13,980	187,513	281,204	
Total Revenues and Other Additions	41,982,888	7,009,887	48,992,775	45,456,140	
Expenditures & Mandatory Transfers					
Educational and general:					
Instruction	23,338,539	1,277,496	24,616,035	22,380,011	
Academic support	2,526,426	554,434	3,080,860	2,755,305	
Student services	3,332,096	515,735	3,847,831	3,056,295	
Institutional support	4,262,663	73,660	4,336,323	4,372,891	
Oper. & maintenance of plant	4,969,018		4,969,018	4,533,297	
Student aid	532,713	4,994,464	5,527,177	5,444,273	
Total Educational and General Expenditures	38,961,455	7,415,789	46,377,244	42,542,072	
Mandatory transfers:					
Restricted fund matching	393,490	(393,490)			
Other	12,412	(12,412)			
Total Educational and General	39,367,357	7,009,887	46,377,244	42,542,072	
Auxiliary enterprises:					
Expenditures	1,936,049		1,936,049	1,753,812	
Total Auxiliary Enterprises	1,936,049		1,936,049	1,753,812	
Total Expenditures and Mandatory Transfers	41,303,406	7,009,887	48,313,293	44,295,884	
Other Transfers - Additions (Ded.)					
Excess restricted receipts over expenditures & mandatory transfers		38,271	38,271	(7,475)	
Other transfers				(123,399)	
Provision for uncollectible accounts	(36,979)		(36,979)	(17,091)	
Provision for accrued leave	(293,177)		(293,177)	(304,954)	
Other		(24,291)	(24,291)	(18,413)	
Total Other Transfers - Additions (Deductions)	(330,156)	13,980	(316,176)	(471,332)	
Net Change in Fund Balance	\$ 349,326	13,980	363,306	688,924	

See accompanying Summary of Significant Accounting Policies and Notes to Financial Statements.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Summary of Significant Accounting Policies For the Year Ended June 30, 1996

The significant accounting policies followed by Mississippi Gulf Coast Community College are described below to enhance the usefulness of the financial statements to the reader.

(1) Basis of Accounting.

Mississippi Gulf Coast Community College uses the accounting system set out in the "Accounting Manual for Mississippi's Public Junior Colleges." This manual conforms in most respects with the principles set forth in the "Financial and Reporting Manual for Higher Education" issued by the National Association of College and University Business Officers (NACUBO), and the Industry Audit Guide, "Audits of Colleges and Universities" issued by the American Institute of Certified Public Accountants, while acknowledging the goals and activities of Mississippi's public community colleges.

The accompanying financial statements have been prepared generally on the accrual basis with the following exceptions, which are common practices in colleges and universities:

- A. Depreciation on physical plant and equipment has not been provided.
- B. To the extent that Current Funds are used to finance plant assets, the amounts so provided are accounted for as (a) expenditures, in the case of normal acquisition and/or replacement of moveable equipment and library books; (b) mandatory transfers, in the case of required provisions for debt amortization and interest, and equipment renewals and replacements; and (c) transfers of a nonmandatory nature for all other cases.

Gifts, grants and pledges are generally recorded when received or when billable.

Investments are recorded at cost if purchased or if acquired by gift at fair market value at the time of donation.

Property, buildings and equipment are stated at cost at the date of acquisition or fair market value at date of donation. Improvements made as part of repair and renovation projects are capitalized based upon institution estimates which approximate cost. Public domain (infrastructure) fixed assets consisting of certain improvements other than buildings, such as roads, bridges, sidewalks, drainage systems, lighting systems and similar assets that are immovable and of value only to the institution, are capitalized.

Merchandise for resale inventories and consumable supply inventories are stated at cost, with cost being determined principally by the first-in, first-out method. Textbooks are valued on a method assuming a three year usage in the year of purchase. It is also assumed that all sales are from books purchased in the current year.

All revenues and related expenditures incurred in connection with summer sessions are reported within the fiscal year in which the summer sessions are predominantly conducted.

Service activities at the institution are those activities which provide general services benefiting many funds. Service activities include printing and central stores. Such activities are maintained during the fiscal year as Unrestricted Funds for management purposes. These activities' expenditures are allocated to other funds based upon a user charge system. At fiscal year-end, any over or under allocation made during the year is closed to institutional support in the Current Unrestricted Fund.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Summary of Significant Accounting Policies
For the Year Ended June 30, 1996

(2) Fund Accounting.

In order to insure observance of limitations and restrictions placed on the use of the resources available, the accounts of the institution are maintained in accordance with the principles of "fund accounting." This accounting is the procedure by which resources for various purposes are classified for accounting and reporting purposes into funds that are in accordance with activities or objectives specified. Separate accounts are maintained for each fund; however, in the accompanying financial statements, funds that have similar characteristics have been combined into fund groups. Accordingly, all financial transactions have been recorded and reported by fund group.

The Current Funds are used primarily to account for transactions which are expended in performing the primary and support objectives of the institution.

Current Funds consist of the following:

- A. The Unrestricted Fund which is used to account for:
 - 1. The appropriated budget as approved by the Mississippi State Legislature and the Board of Trustees of Mississippi Gulf Coast Community College.
 - 2. The transactions of substantially self-supporting activities that primarily provide services for students, faculty and staff.
- B. The Restricted Fund which is used to account for Current Funds expended for operating purposes but restricted by donors or other outside agencies as to the specific purpose for which they may be expended.

Other funds consist of the following:

- A. The Plant Funds which are used to account for the transactions relating to institution physical properties include:
 - 1. The Unexpended Plant Fund which is comprised of amounts which have been appropriated or designated for the purchase of institution physical properties or the repair and maintenance of such physical properties.
 - 2. The Retirement of Indebtedness Plant Fund which represents resources held for the retirement of and interest on debt and includes sinking funds established under bond indentures and note and lease amortization payments accumulated, but not yet due.
 - 3. The Investment in Plant Fund which represents the total physical properties in service by the institution and all construction in progress as well as any associated liabilities.
- B. Agency Funds account for assets held by the institution as custodian or fiscal agent for others. Consequently, the transactions of this fund do not affect the statement of changes in fund balances.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Notes to Financial Statements
For the Year Ended June 30, 1996

(1) Financial Reporting Entity.

Mississippi Gulf Coast Community College is governed by a 24 member board composed of trustees from George, Harrison, Jackson and Stone Counties. The members of the board of trustees from each county are elected by the board of supervisors of the county. The institution has eight campuses which provide academic and/or vocational-technical training.

Governmental Accounting Standards Board Statement Number 14 requires that the financial reporting entity consist of the primary government and its component units. There are no component units of Mississippi Gulf Coast Community College.

(2) Appropriations - General Operations.

Mississippi Gulf Coast Community College receives funds from the state of Mississippi based on the number of full-time students actually enrolled and in attendance on the last day of the sixth week of the fall semester of the previous year, counting only those students who reside within the state of Mississippi.

In addition, the institution receives funds from taxes levied by the counties in the district for general support, maintenance and capital improvement.

(3) Accrued Leave.

Twelve-month employees earn annual personal leave at a rate of 6.67 hours per month for one month to three years of service; nine hours per month for three to eight years of service; 12 hours per month for eight to 15 years of service; and from 15 years of service and over, 13 hours per month are earned. Nine and ten-month employees earn annual leave at a rate of 7.11 hours per month of service. Hourly employees earn annual personal leave at a rate of 6.67 hours per month for one month to eight years of service; eight hours per month for eight to 15 years of service; and from 15 years and over, nine hours per month. There is no requirement that annual leave be taken and there is no maximum accumulation. At termination, these employees are paid for up to 240 hours of accumulated annual leave.

The liability for accrued leave at June 30, 1996, as reported in the Current Funds, was \$2,404,376.

(4) Prior Period Adjustments.

For the year ended June 30, 1996, the institution recorded prior period adjustments which consisted of the following additions to the various fund balances:

Explanation	Additions
Investment in Plant Fund:	
Recording of prior year additions	
Improvements	\$ 1,275
Buildings	100,000
Library books and film	1,206,643
Total	\$ 1,307,918

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Notes to Financial Statements
For the Year Ended June 30, 1996

(5) Cash and Other Deposits.

For financial statement purposes cash and other deposits are represented by demand accounts and time deposits such as savings accounts, certificates of deposit and money market funds. Also included in this account are imprest cash accounts held by the institution. The carrying amount of the institution's cash and other deposits at June 30, 1996, was \$9,627,413 and the depository balance, including accrued interest of \$17,506, was \$12,355,870. The portion of such depository balance that was invested in U.S. Treasury bills and notes with maturity dates of one year or less was \$5,500,000. These treasury bills and notes are uninsured or unregistered, with the securities held by the counterparty or trust department or its agent but not in the name of the institution. The portion of such depository balances covered by federal depository insurance or by collateral held by the institution or its agent was \$860,295. The amount of \$5,995,575 was collateralized with securities held by a pledging financial institution's trust department or agent but not in the institution's name.

(6) Operating Leases.

Leased property under operating leases is composed of ten copier leases and one mail machine/scale lease. The following is a schedule by years of the future minimum rental payments required under those operating leases:

Year Ending June 30	Amount
1997	\$ 19,659
Total Minimum Payments Required	\$ 19,659

The total rental expense for all operating leases, except those with terms of a month or less that were not renewed, for the fiscal year ending June 30, 1996, was \$27,551.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Notes to Financial Statements
For the Year Ended June 30, 1996

(7) Construction Commitments and Financing.

The institution has contracted for the construction of the following projects at June 30, 1996.

Project	Cost to Complete
Local Funds:	
Perkinston Campus Stone Hall Renovation	\$ 73,327
Jefferson Davis Campus Educational Development Center	4,898
Jackson County Campus Educational Development Center	779,006
State Appropriations:	
Technical Improvements	535,000
Jefferson Davis Campus Educational Development Center Technical Building	263,965 561,002
Jackson County Campus Allied Health Expansion	123,781
Total	\$ 2,340,979

(8) Pension Plan.

Plan Description. The institution contributes to the Public Employees' Retirement System of Mississippi (PERS), a cost-sharing multiple-employer defined benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by state law and may be amended only by the State of Mississippi Legislature. PERS issues a publicly available financial report that includes financial statements and required supplementary information. That information may be obtained by writing to Public Employees' Retirement System, PERS Building, 429 Mississippi Street, Jackson, MS 39201-1005 or by calling (601) 359-3589 or 1-800-444-PERS.

Funding Policy. PERS members are required to contribute 7.25% of their annual covered salary and the institution is required to contribute at an actuarially determined rate. The current rate is 9.75% of annual covered payroll. The contribution requirement of PERS members are established and may be amended only by the State of Mississippi Legislature. The institution's contributions to PERS for the years ending June 30, 1996, 1995 and 1994 were \$2,524,199, \$2,315,737 and \$2,014,077, respectively, equal to the required contributions for each year.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Notes to Financial Statements
For the Year Ended June 30, 1996

(9) Deferred Compensation Plan.

The institution, through the Mississippi Public Employees' Retirement System (PERS), offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the institution (without being restricted to the provisions of benefits under the plan), subject only to the claims of the institution's general creditors. Participants' rights under the plan are equal to those of general creditors of the institution in an amount equal to the fair market value of the deferred account for each participant.

The Mississippi Public Employees' Retirement System maintains the deferred compensation plan account in the name of the institution. The amount of assets held for participants employed by Mississippi Gulf Coast Community College as of June 30, 1996, was \$4,308,335.

(10) Foundation.

Mississippi Gulf Coast Community College Foundation, Inc. is an independent corporation formed for the purpose of receiving funds for the sole benefit of the institution. Following is a summary of the foundation's financial position at June 30, 1996, which amounts are not included in the financial statements of the institution:

Assets	Amount
Cash and investments	\$ 1,570,821
Pledges receivable	102,532
Interest receivable	2,851
Land held for investment	769,000
Total Assets	\$ 2,445,204
<u>Liabilities and Fund Balances</u>	
Deferred income	\$ 102,532
Fund balances	2,342,672
Total Liabilities and Fund Balances	\$ 2,445,204

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Notes to Financial Statements
For the Year Ended June 30, 1996

(11) Worker's Compensation Liability.

Mississippi Gulf Coast Community College participated in a worker's compensation liability pool through South Mississippi Workers' Compensation Fund until March 1, 1995. The institution has been notified that it is liable for a pro rata portion of claims paid or pending in excess of the fund's reserves. The amount estimated at June 30, 1996 is \$168,898. Any change in the liability will be adjusted on the final installments due to uncertainty of the outcome of pending cases. The institution is currently participating in the Mississippi Municipal Worker's Compensation Group, a self-insurance group organized to pool liabilities of members.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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MISSISSIPPI GULF COAST COMMUNITY COLLEGE

SUPPLEMENTAL INFORMATION

MISSISSIPPI GULF COAST COMMUNITY COLLEGE
 Schedule of Federal Financial Assistance
 For the Year Ended June 30, 1996

	CFDA NUMBER	DIRECT FEDERAL	FEDERAL FLOW- THROUGH	TOTAL REVENUES	TOTAL EXPENDITURES
Major Programs					
Student Financial Aid:					
Department of Education:					
Federal Work-study Program	84.033	\$ 158,045		158,045	184,178
Federal Supplemental Educational Opportunity Grant Program	84.007	100,973		100,973	132,976
PELL Grant Program	84.063	4,294,173		4,294,173	4,279,843
State Student Incentive Grant Program	84.069		10,620	10,620	23,091
Department of Defense		324,686		324,686	324,686
Private Lending Institutions	N/A				653,946
Total Student Financial Aid		<u>4,877,877</u>	<u>10,620</u>	<u>4,888,497</u>	<u>5,598,720</u>
Other:					
United States Department of Education:					
Vocational Education - Basic Grants to States	84.048		819,216	819,216	819,216
United States Department of Education:					
Adult Basic Education	84.002		314,529	314,529	314,497
Department of Labor:					
Job Training Partnership Act	17.250		220,028	220,028	228,401
Total Other			<u>1,353,773</u>	<u>1,353,773</u>	<u>1,362,114</u>
Total Major Programs		<u>4,877,877</u>	<u>1,364,393</u>	<u>6,242,270</u>	<u>6,960,834</u>
Other Federal Assistance					
United States Department of Agriculture:					
Rural Development Administration:					
Distance Learning and Medical Link Grants	10.855		26,967	26,967	67,624
Total United States Department of Agriculture			<u>26,967</u>	<u>26,967</u>	<u>67,624</u>
Small Business Administration:					
National Resource Development	59.045		42,093	42,093	56,448
Total National Science Foundation			<u>42,093</u>	<u>42,093</u>	<u>56,448</u>
Department of Health and Human Services:					
Job Opportunities and Basic Skills Training	93.561		172,407	172,407	160,192
Total Department of Health and Human Services			<u>172,407</u>	<u>172,407</u>	<u>160,192</u>

United States Department of Veterans Affairs:				
Vocational Rehabilitation for Disabled Veterans	64.116	49,690	49,690	49,690
Total Department of Health and Human Services		<u>49,690</u>	<u>49,690</u>	<u>49,690</u>
United States Department of Education:				
Dwight D. Eisenhower National Program for Mathematics & Science Education	84.168	34,112	34,112	34,112
Even Start - State Educational Agencies	84.213	78,617	78,617	73,268
Tech-Prep Education	84.243	76,718	76,718	110,631
Total United States Department of Education		<u>189,447</u>	<u>189,447</u>	<u>218,011</u>
Total Other Federal Assistance		<u>480,604</u>	<u>480,604</u>	<u>551,965</u>
Total Federal Financial Assistance		<u>\$ 4,877,877</u>	<u>1,844,997</u>	<u>6,722,874</u>
			<u>7,512,799</u>	

See accompanying Notes to Schedule of Federal Financial Assistance.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Notes to Schedule of Federal Financial Assistance For the Year Ended June 30, 1996

A. Basis of Presentation.

The accompanying Schedule of Federal Financial Assistance (the schedule) has been generally prepared in the format as set forth in Statement of Position 92-9. The purpose of the schedule is to present a summary of those activities represented by Mississippi Gulf Coast Community College for the year ended June 30, 1996, which have been financed by the U.S. Government (federal awards). For the purposes of the schedule, federal awards include all federal assistance and procurement relationships entered into directly between Mississippi Gulf Coast Community College and the federal government and sub-awards from nonfederal organizations made under federally sponsored agreements. Because the schedule presents only a selected portion of the activities of Mississippi Gulf Coast Community College, it is not intended to and does not present either the financial position or the changes in fund balances of Mississippi Gulf Coast Community College.

In accordance with Office of Management and Budget (OMB) Circular A-133, federal awards are classified as follows:

Major Programs - Total federal program expenditures, exclusive of Stafford and Perkins Loans advanced, are the larger of three percent of total federal funds expended or \$100,000.

Student Financial Aid (SFA)
Other

Other Federal Assistance - Federal awards that do not meet the definition of major programs.

For purposes of this schedule, SFA expenditures include the total of loans advanced from the various loan programs.

The "Private Lending Institutions" category in the SFA section includes loans made directly to students from the Stafford Loan Program.

Individual awards within each category of federal awards are identified by CFDA number and program name if the award is individually significant to the category of award. All other awards are presented in total by funding agency.

B. Revenue and Expenditure Recognition.

Revenue is recognized when received or when earned by the institution.

Deductions (expenditures) for direct costs are recognized as incurred using the accrual method of accounting and the cost accounting principles contained in the U.S. Office of Management and Budget (OMB) Circular A-21, Cost Principles for Educational Institutions. Under those cost principles, certain types of expenditures are not allowable or are limited as to reimbursement. Moreover, expenditures include a portion of costs associated with general institution activities (indirect costs) which are allocated to federal awards under negotiated formulas commonly referred to as indirect cost rates. Indirect costs and related revenues applicable to these cost recoveries are classified as unrestricted revenues and expenditures of the general purpose financial statements.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

COMPLIANCE REPORT ON MAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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State of Mississippi
OFFICE OF THE STATE AUDITOR
PHIL BRYANT
AUDITOR

COMPLIANCE REPORT ON MAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS

June 5, 1997

Dr. Barry L. Mellinger, President
and Board of Trustees
Mississippi Gulf Coast Community College
Perkinston, Mississippi

We have audited the balance sheet of Mississippi Gulf Coast Community College as of June 30, 1996, the related statement of changes in fund balances, the statement of current fund revenues, expenditures and other changes and the schedule of federal financial assistance and have issued our report thereon dated June 5, 1997.

We have also audited Mississippi Gulf Coast Community College's compliance with the requirements governing types of services allowed or unallowed; eligibility; matching, level of effort or earmarking; reporting; claims for advances and reimbursements; monitoring subrecipients; cost allocation; special requirements; and amounts claimed or used for matching that are applicable to each of its major federal financial assistance programs, which are identified in the accompanying schedule of federal financial assistance, for the year ended June 30, 1996, and have issued our report thereon dated June 5, 1997. The management of Mississippi Gulf Coast Community College is responsible for the institution's compliance with those requirements. Our responsibility is to express an opinion on compliance with those requirements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards, Government Auditing Standards issued by the Comptroller General of the United States and OMB Circulars A-110 and A-133. Those standards and OMB Circulars A-110 and A-133 require that we plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above occurred. An audit includes examining, on a test basis, evidence about the institution's compliance with those requirements. We believe that our audit provides a reasonable basis for our opinion.

The results of our audit procedures disclosed instances of noncompliance with the requirements referred to above, which are described in the accompanying "Schedule of Findings and Recommendations." We considered these instances of noncompliance in forming our opinion on compliance, which is expressed in the following paragraph.

In our opinion, Mississippi Gulf Coast Community College complied, in all material respects, with the requirements governing types of services allowed or unallowed; eligibility; matching, level of effort or earmarking; reporting; claims for advances and reimbursements; monitoring subrecipients; cost allocation; special requirements; and amounts claimed or used for matching that are applicable to each of its major federal financial assistance programs for the year ended June 30, 1996.

This report is intended for the use of Mississippi Gulf Coast Community College, the cognizant audit agency and other agencies. This restriction is not intended to limit the distribution of this report which is a matter of public record.

A handwritten signature in cursive script that reads "Ramona Hill".

RAMONA HILL, CPA
Director, Department of Audit

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

REPORT ON INTERNAL CONTROL

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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State of Mississippi

OFFICE OF THE STATE AUDITOR PHIL BRYANT AUDITOR

REPORT ON INTERNAL CONTROL

June 5, 1997

Dr. Barry L. Mellinger, President
and Board of Trustees
Mississippi Gulf Coast Community College
Perkinston, Mississippi

We have audited the balance sheet of Mississippi Gulf Coast Community College as of June 30, 1996, the related statement of changes in fund balances, the statement of current fund revenues, expenditures and other changes and the schedule of federal financial assistance and have issued our report thereon dated June 5, 1997. We have also audited the institution's compliance with requirements applicable to major federal financial assistance programs and have issued our report thereon dated June 5, 1997.

We conducted our audit in accordance with generally accepted auditing standards; Government Auditing Standards issued by the Comptroller General of the United States; and Office of Management and Budget (OMB) Circulars A-110 and A-133. Those standards and OMB Circulars A-110 and A-133 require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement and about whether the institution complied with laws and regulations, noncompliance with which would be material to a major federal financial assistance program.

In planning and performing our audit for the year ended June 30, 1996, we considered the institution's internal control structure in order to determine our auditing procedures for the purpose of expressing our opinions on the institution's financial statements and on its compliance with requirements applicable to major programs and to report on the internal control structure in accordance with OMB Circular A-133.

The management of Mississippi Gulf Coast Community College is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of the financial statements in accordance with generally accepted accounting principles, and that federal financial assistance programs are managed in compliance with applicable laws and regulations. Because of inherent limitations in any internal control structure, errors, irregularities, or instances of noncompliance may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures in the following categories:

Accounting Controls

- Revenue/cash receipts
- Purchasing/cash disbursements
- Payroll
- Property control
- Journal vouchers/interdepartmental transactions

Administration of Federal Financial Assistance Programs

General Requirements

- Political activity
- Civil rights
- Cash management
- Drug-free workplace
- Financial reporting
- Allowable costs/cost principles
- Administrative requirements

Specific Requirements

- Types of services
- Eligibility
- Matching, level of effort
- Reporting
- Cost allocation
- Special requirements, if any
- Monitoring subrecipients

For all of the internal control structure categories listed above, we obtained an understanding of the design of relevant policies and procedures, determined whether they have been placed in operation and we assessed control risk.

For the year ended June 30, 1996, the institution expended 92% of its total federal financial assistance under major federal financial assistance programs.

We performed tests of controls as required by OMB Circular A-133 to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that we considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements and amounts claimed or used for matching that are applicable to each of the institution's major federal financial assistance programs, which are identified in the accompanying schedule of federal financial assistance. Our procedures were less in scope than would be necessary to render an opinion on these internal control structure policies and procedures. Accordingly, we do not express such an opinion.

We noted certain matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants.

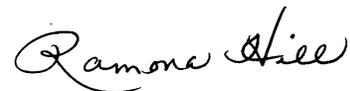
Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the organization's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements or that could adversely affect the organization's ability to administer federal award programs in accordance with applicable laws and regulations.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the financial statements being audited or that noncompliance with laws and regulations that would be material to a federal financial assistance program may occur and not be detected by employees in the normal course of performing their assigned functions.

We have identified three reportable conditions, one of which we consider to be a material weakness as defined in the preceding paragraph. These matters are included in the accompanying "Schedule of Findings and Recommendations."

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above.

This report is intended for the use of Mississippi Gulf Coast Community College, the cognizant audit agency and other agencies. This restriction is not intended to limit the distribution of this report which is a matter of public record.

A handwritten signature in black ink that reads "Ramona Hill". The signature is written in a cursive, flowing style.

RAMONA HILL, CPA
Director, Department of Audit

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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MISSISSIPPI GULF COAST COMMUNITY COLLEGE

MANAGEMENT REPORT

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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State of Mississippi

OFFICE OF THE STATE AUDITOR

PHIL BRYANT
AUDITOR

MANAGEMENT REPORT

June 5, 1997

Dr. Barry L. Mellinger, President
and Board of Trustees
Mississippi Gulf Coast Community College
Perkinston, Mississippi

We have audited the balance sheet of Mississippi Gulf Coast Community College as of June 30, 1996, the related statement of changes in fund balances, the statement of current fund revenues, expenditures and other changes and the schedule of federal financial assistance for the year then ended and have issued our report thereon dated June 5, 1997. We conducted our audit in accordance with generally accepted auditing standards; Government Auditing Standards issued by the Comptroller General of the United States; the provisions of OMB Circulars A-110 and A-133; the provisions of compliance features identified in the Department of Health and Human Services (DHHS) Guidelines for Audits of Federal Awards to Educational Institutions (guidelines); and the provisions of compliance features identified in the U.S. Department of Education Audit Guide for Student Financial Assistance Programs. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Laws and Regulations

Compliance with laws, regulations, contracts, grants and binding policies and procedures applicable to Mississippi Gulf Coast Community College is the responsibility of the institution's management. As part of our audit, we performed tests of the institution's compliance with certain provisions of laws, regulations, contracts, grants and binding policies and procedures. However, it should be noted that we performed those tests of compliance as part of obtaining reasonable assurance about whether the financial statements are free of material misstatement; our objective was not to provide an opinion on compliance with such provisions.

During the course of our audit, we noted no instances of noncompliance with the laws and regulations referred to above.

The results of our tests indicate that for the items tested, Mississippi Gulf Coast Community College had complied with those laws and regulations referred to above, noncompliance with which could have a material effect on the audited financial statements. For items not tested, nothing came to our attention that would lead us to believe Mississippi Gulf Coast Community College had not complied with the laws and regulations, noncompliance with which could have a material effect on the audited financial statements.

Compliance with Requirements of the Federal Financial Assistance Programs

A. Compliance with Specific Requirements for Major Programs.

1. Student Financial Aid.	<u>Number of Items</u>	<u>Total</u>
Universe	3,502	\$ 4,996,762
Sample	47	73,458
2. Basic Grants to States.	<u>Number of Items</u>	<u>Total</u>
Universe		\$ 819,216
Sample	34	660,524
3. Job Training Partnership Act.	<u>Number of Items</u>	<u>Total</u>
Universe		\$ 228,401
Sample	31	148,225
4. Adult Basic Education	<u>Number of Items</u>	<u>Total</u>
Universe		\$ 314,497
Sample	57	242,966

For the items tested, we found instances of noncompliance with specific requirements of the major federal financial assistance programs which are described in the accompanying "Schedule of Findings and Recommendations."

B. Compliance with General Requirements.

We have applied procedures to test Mississippi Gulf Coast Community College's compliance with the following requirements applicable to each of its federal financial assistance programs, which are identified in the schedule of federal financial assistance, for the year ended June 30, 1996:

1. Political activity
2. Drug-free workplace
3. Civil rights
4. Cash management
5. Financial reporting
6. Allowable costs/cost principles
7. Administrative requirements

Our procedures were limited to the applicable procedures described in the Office of Management and Budget's Compliance Supplement for Audits of Institutions of Higher Learning. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the institution's compliance with the requirements listed in the preceding paragraph. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed instances of noncompliance with the requirements listed in the preceding paragraph of this report and have identified these instances in the accompanying "Schedule of Findings and Recommendations." With respect to items not tested, nothing came to our attention that caused us to believe that Mississippi Gulf Coast Community College had not complied with those requirements.

State Laws and Regulations

During the course of our audit, we noted no instances of noncompliance with state laws and regulations.

For items tested, the institution had complied with state laws and regulations. For items not tested, other than the findings previously mentioned, nothing came to our attention that would lead us to believe the institution had not complied with state laws and regulations.

Other Findings

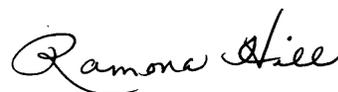
During the course of our audit, we noted other matters which require the attention of management. These matters, which do not have a material effect on the audited financial statements, include deviations from generally accepted accounting principles and other matters involving the internal control structure and its operation.

These findings are listed in the accompanying "Schedule of Findings and Recommendations."

Follow-up on Prior Year Findings

Government Auditing Standards require the auditor to disclose the status of known but uncorrected significant or material findings from prior audits. In response to United States Department of Education letter (Audit Control No. 04-94-68005), all findings noted have been resolved. There were no other findings noted in the previous audit that were not corrected.

This report is intended for the use of Mississippi Gulf Coast Community College, the cognizant audit agency and other federal audit agencies. This restriction is not intended to limit the distribution of this report which is a matter of public record.



RAMONA HILL, CPA
Director, Department of Audit

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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MISSISSIPPI GULF COAST COMMUNITY COLLEGE

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Schedule of Findings and Recommendations
For the Year Ended June 30, 1996

Internal Control

Material Weaknesses

1. Finding

The following was noted during review of EDP controls:

- A. There are no detailed written security policies at the computer center.
- B. There is no formal disaster recovery plan.
- C. Computer users are not required to change passwords periodically.

Recommendation

The institution should develop security procedures and a disaster recovery plan to safeguard data and hardware. Also, all passwords should be required to be changed periodically.

Reportable Conditions

2. Finding

Vocational students withdrawing from the institution are not required to obtain clearance from the financial aid office at the Jefferson Davis campus.

Recommendation

All students withdrawing from the institution should be required to obtain clearance from the financial aid office.

3. Finding

There is a lack of segregation of duties at the campuses for receipting, recording and reconciling cash when personnel are absent.

Recommendation

The institution should segregate the various duties involved with cash and insure there is adequate rotation of employees for days employees are absent.

Specific Compliance with Major Federal Financial Assistance Programs

Student Financial Aid

1. Finding

The institution's policy of recalculating an award for a student receiving Title IV aid whose enrollment status changes within a term is not being applied consistently to all students.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Schedule of Findings and Recommendations
For the Year Ended June 30, 1996

Recommendation

The institution's policy of recalculating an award for a student whose enrollment status changes within a term should be applied consistently to all students receiving Title IV aid.

2. Finding

The institution's repayment method relating to a student's withdrawal from the institution is not being calculated consistently among all students receiving Title IV aid.

Recommendation

The institution's repayment method relating to a student's withdrawal should be calculated consistently among all students.

3. Finding

The following was noted during our test of 41 student files for Title IV eligibility requirements:

- A. No documentation could be located for a professional judgment decision concerning standards of progress requirements for one student.
- B. Admission requirements for the institution were not documented for three students tested.

Recommendation

- A. Professional judgment decisions concerning standards of progress requirements should be documented.
- B. Admission requirements should be documented for all students.

4. Finding

The following was noted during our test of 41 students receiving PELL grant awards:

- A. One student's award was calculated incorrectly.
- B. One student eligible for PELL was not awarded for one semester.

Recommendation

Student awards should be reviewed to insure proper calculation and proper disbursement.

Questioned Cost

\$300

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Schedule of Findings and Recommendations
For the Year Ended June 30, 1996

5. Finding

During our test of six students with Stafford Loan Program loans, we noted the following:

- A. Cost of attendance on the Stafford Loan application was incorrect for three students. No overawards resulted.
- B. Notification to Lender form was not mailed for one student graduating from the institution.

Recommendation

Stafford Loan applications should be reviewed to insure proper calculation of cost of attendance. Notification to Lender forms should be mailed for all recipients of Stafford Loans graduating from the institution.

General Requirements

1. Finding

Our test of the Fiscal Operations Report and Application revealed that the amounts reported for Federal Work-study Program and Federal Supplemental Educational Opportunity Grant Program did not agree with the general ledger.

Recommendation

Amounts reported should agree to the general ledger and financial aid records.

2. Finding

There was no evidence of a reconciliation of PELL grant expenditures per student financial aid records to expenditures per the general ledger.

Recommendation

A reconciliation of PELL grant expenditures per student financial aid and central accounting should be performed.

3. Finding

The institution made proper PELL awards of \$60,004 that it has not received either funds or credit as proper expenditures. The awards were submitted after the September 30, 1996, deadline.

Recommendation

The institution should be timely in the submission of PELL grant awards.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Schedule of Findings and Recommendations
For the Year Ended June 30, 1996

4. Finding

Vocational Education - Basic Grants to States - CFDA #84.048

Two salaries were over-reimbursed and one salary was under-reimbursed based on the 1995-1996 minimum program salary schedule.

Recommendation

Salary reimbursements should be reviewed to insure reimbursements are correctly calculated.

Questioned Cost

\$1,760

5. Finding

Our test of the time and effort reporting system revealed the following:

Job Training Partnership Act - CFDA #17.250

- A. It appears time and effort reports were not signed by employees.
- B. One employee's time and effort reports were not signed by the supervisor for the months of July through December, 1995.
- C. The percentage of time charged to the grant was more than reported as worked on the time and effort report for one employee.

Adult Basic Education (ABE) - CFDA #84.002

- A. It appears time and effort reports were not signed by employees from the Perkinston Campus.
- B. Time and effort reports for one month were not located for two employees.
- C. The percentage of time charged to the grant was more than reported as worked on the time and effort reports for three employees.

Recommendation

All time and effort reports should be prepared and signed by each employee working on the grant. The reports should be signed and reviewed by supervisors to insure accuracy of time worked compared to salary charged to grant.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Schedule of Findings and Recommendations
For the Year Ended June 30, 1996

Other Findings

1. Finding

Our test of payroll revealed one employee paid from adult basic education funds for time not worked.

Recommendation

The institution should make certain that personnel are paid only for time worked.

2. Finding

The allowance for uncollectible accounts is not based on a proper method and there is no provision for current receivables.

Recommendation

The allowance should be based on a method of calculation that clearly reflects the best estimate of the total amount of accounts receivable that is uncollectible.

3. Finding

Our test of fixed assets revealed the following:

- A. The general ledger was not updated for 1994-1995 or 1995-1996 fixed asset activity.
- B. No reconciliation of fixed asset additions was performed.
- C. Proper records for verifying actual cost for purchases of microfilm at the Jackson County Campus were not maintained.
- D. Three construction projects completed at year-end were included in construction in progress and buildings on the 1995-1996 financial statements.
- E. One construction project was improperly classified as repairs and maintenance on the 1995-1996 financial statements.

Recommendation

- A. The general ledger should be updated yearly for fixed asset activity.
- B. A reconciliation of fixed asset additions per expenditure accounts to additions per subsidiary listings should be performed.
- C. Records identifying actual cost for microfilm purchases should be maintained.
- D. Projects completed at year-end should be removed from construction in progress and included in the proper fixed asset account.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

Schedule of Findings and Recommendations
For the Year Ended June 30, 1996

4. E. Repair and maintenance accounts should be reviewed to insure accuracy in classification.
Finding

The following was noted during our physical examination of equipment inventory:

- A. Inventory tags/numbers could not be located on seven items observed.
B. Four items observed were not located in the location indicated on the inventory listing.

Recommendation

Inventory tags/numbers should be placed on all equipment owned by the institution. Proper paperwork should be completed to document transfers of equipment from location to location.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE
DATA SHEET
For the Year Ended June 30, 1996

Lead Auditor: Brent Ballard, CPA

Telephone Number: (601) 364-2720

Contact Person at Institution: Jerry Bryan

Address of Contact: P. O. Box 47, Perkinston, MS 39573

Telephone Number of Contact: (601) 928-5211

The field audit work was performed between February 20, 1997 and June 5, 1997 at the institution's facilities as follows:

<u>Location</u>	<u>Description of Facility</u>	<u>Dates Visited</u>
Darby Hall	Central Business Office - Perkinston Campus	2-20-97 - 6-5-97
Dees Hall	Business Office - Perkinston Campus	2-20-97 - 6-5-97
Buildings J & U	Business Office and Financial Aid Office - Jefferson Davis Campus	2-20-97 - 6-5-97
Building A	Business Office and Financial Aid Office - Jackson County Campus	2-20-97 - 6-5-97

Institution's Accrediting Organization: Southern Association of Colleges and Schools

The institution does not utilize a student financial aid (SFA) servicer.

Records for the accounting and administration of the SFA programs are located at Darby Hall and Dees Hall at the Perkinston Campus, Buildings J and U at the Jefferson Davis Campus, and Building A at the Jackson County Campus of Mississippi Gulf Coast Community College.

MISSISSIPPI GULF COAST COMMUNITY COLLEGE

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