



**ACCREDITING COMMISSION FOR  
COMMUNITY AND JUNIOR COLLEGES**  
WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES

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**Annual Fiscal Report**  
Reporting Year: 2015-2016  
**Final Submission**  
03/25/2017

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

**General Information**

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

**DISTRICT/SYSTEM DATA (Including single college organizations)**

**Stability of Revenue**

		FY 15/16	FY 14/15	FY 13/14
4.	a. Annual General Fund revenues from all sources (Operating Revenues, CCC Fund 10)	<b>\$ 8,441,753</b>	<b>\$ 8,450,558</b>	<b>\$ 8,704,352</b>
	b. Revenue from other sources (non-general fund)	<b>\$ 5,916,114</b>	<b>\$ 7,390,005</b>	<b>\$ 6,315,933</b>
5.	Net Beginning Balance (Using same fund as included in question 4)	<b>\$ -1,295,671</b>	<b>\$ 1,835,643</b>	<b>\$ 458,404</b>

**Expenditures/Transfer**

		FY 15/16	FY 14/15	FY 13/14
6.	a. Total annual general fund expenditures (Operating Expenditures matching the same fund as included in question 4)	<b>\$ 7,384,706</b>	<b>\$ 7,331,737</b>	<b>\$ 7,148,731</b>
	b. Salaries and benefits (General Fund)	<b>\$ 5,579,528</b>	<b>\$ 5,594,642</b>	<b>\$ 5,268,254</b>
	c. Other expenditures/outgo (difference between 6a and 6b)	<b>\$ 1,805,178</b>	<b>\$ 1,737,095</b>	<b>\$ 1,880,477</b>

**Liabilities**

7.	Did the institution borrow funds for cash flow purposes?	<b>No</b>	<b>No</b>	<b>No</b>
8.	Total Local Borrowing	FY 15/16	FY 14/15	FY 13/14
	a. Short Term Borrowing (TRANS, etc)	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
	b. Long Term Borrowing (COPs, Capital Leases, otherlong term borrowing):	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

		FY 15/16	FY 14/15	FY 13/14
9.	a. Did the institution issue long-term debt instruments during the fiscal year noted?	No	No	No
	b. What type(s)	N/A	N/A	N/A
	c. Total amount	\$ 0	\$ 0	\$ 0
10.	Debt Service Payments (General Fund/Operations)	\$ 0	\$ 0	\$ 0

**Other Post Employment**

		FY 15/16	FY 14/15	FY 13/14
11.	a. Actuarial Accrued Liability (AAL) for OPEB:	\$ 0	\$ 0	\$ 0
	b. Unfunded Actuarial Accrued Liability (UAAL) for OPEB:	\$ 0	\$ 0	\$ 0
	c. Funded Ratio (Actuarial Value of plan Assets/AAL)	0 %	0 %	0 %
	d. UAAL as Percentage of Covered Payroll	0 %	0 %	0 %
	e. Annual Required Contribution (ARC)	\$ 0	\$ 0	\$ 0
	f. Amount of annual contribution to ARC	\$ 0	\$ 0	\$ 0
12.	Date of most recent OPEB Actuarial Report (mm/dd/yyyy):	N/A		
13.	a. Has an irrevocable trust been established for OPEB liabilities?	No		
	b. Deposit into Irrevocable OPEB Reserve/Trust	\$ 0	\$ 0	\$ 0
	c. Deposit into non-irrevocable Reserve specifically for OPEB	\$ 0	\$ 0	\$ 0

**Cash Position**

		FY 15/16	FY 14/15	FY 13/14
14.	Cash Balance (Unencumbered cash): Unrestricted General Fund	\$ 1,874,317	\$ 1,189,880	\$ 1,104,502
15.	Does the institution prepare cash flow projections during the year?	Yes	Yes	Yes

**Annual Audit Information**

		FY 15/16	FY 14/15	FY 13/14
16.	Date annual audit report for fiscal year was electronically submitted to accjc.org, along with the institution's response to any audit exceptions:	03/24/17	03/30/16	03/30/15
17.	Summarize Material Weaknesses and Significant Deficiencies from annual audit report:  FY 15/16	<p><b>Summary of 3 Findings: (1) Special Tests and Provisions: Auditors noted that the Financial Aid Department had 4 example of items related to the verification process that was conducted incompletely: a) One student used prior year verification form instead of current year, b) One student had no V6 form, c) One student had no tax return form, d) One student verification form and tax form did not match the ISIR (2) Activities allowed - Under Award: Auditors noted that The College under awarded two students tested one by \$100 and the other by \$591. (3) Activities Allowed - Student Record: Auditors noted The College Financial Aid Counselors did not reflect or update the student records to show proper enrollment status.</b></p>		



FY 14/15	<p><b>Summary of 3 Findings: (1) Special Tests and Provisions: Auditors noted that of the 1,290 students receiving financial aid, they tested 85 students for the verification process and 19 of these student's submitted incomplete verification Forms. (2)Special Tests &amp; Provisions: Auditors noted that of the 1,290 students receiving financial aid, they tested 85 students for the verification process and 3 of these student's showed discrepancies in documents collected that were not corrected. (3) Special Tests and Provisions: Auditors noted that of the 1,290 students receiving financial aid, the school indicated to auditors that only 7 had withdrawn from the College after being awarded their financial aid. Of these 7, 2 were tested and both of them had incorrect R2T4 calculation and the college paid money back to the Department that should not have been paid back.</b></p>
FY 13/14	<p><b>Summary of 2 Findings: (1) Special Tests and Provisions Verification Process: Auditor noted when reviewing their samples of student's records that a dependent student parent's tax return had Rental Income however on the FAFSA/ISIR had no value for assets. (2) Special Tests &amp; Provisions Verifications Documentations: The documentation required to be obtained for verification could not be provided to auditors for one student.</b></p>

**Other Information**

18.	a. Budgeted Full Time Equivalent Students (FTES) (Annual Target):	FY 15/16	FY 14/15	FY 13/14
		1,181	1,214	1,351
	b. Actual Full Time Equivalent Students (FTES):	1,009	1,030	1,224
	c. Funded FTES:	1,009	1,030	1,224
19.	Report the % of total tuition/fees received from federal financial aid programs (Title IV, HEA), if applicable:	FY 15/16	FY 14/15	FY 13/14
		87 %	78 %	70 %
20.	a. During the reporting period, did the institution settle any contracts with employee bargaining units?	No		
	b. Did any negotiations remain open?	No		
	c. Describe significant fiscal impacts:	N/A		
21.	a. Federal Financial Aid programs in which the College participates (check all that apply):	Pell FSEOG FWS		
	b. Changes in Federal Financial Aid Program Participation:			
	Programs that have been DELETED:	None		
	Programs that have been ADDED:	None		
22.	College Data: USDE official cohort Student Loan Default Rate (FSLD) (3 year rate)	Cohort Year 12/13	Cohort Year 11/12	Cohort Year 10/11
		0 %	0 %	0 %
23.	Were there any executive or senior administration leadership changes at the institution during the fiscal year?	No		
	Please describe the leadership change(s)			

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

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