



# Washington State Auditor's Office

Independence • Respect • Integrity

## Accountability Audit Report

# State Board for Community and Technical Colleges

For the period July 1, 2013 through June 30, 2014

Published May 28, 2015

Report No. 1014259





## Washington State Auditor

May 28, 2015

Mr. Marty Brown, Director  
State Board for Community and Technical Colleges

### **Report on Accountability**

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for Agency operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

The attached comprises our report on the Agency's compliance and safeguarding of public resources. Our independent audit report describes the overall results and conclusions for areas we examined. We appreciate the opportunity to work with your staff and we value your cooperation during the audit.

Sincerely,

A handwritten signature in black ink, reading "Jan M. Jutte". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

JAN M. JUTTE, CPA, CGFM  
ACTING STATE AUDITOR  
OLYMPIA, WA

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## AUDIT SUMMARY

### Results in brief

In the areas we audited, Agency operations complied with applicable requirements and provided adequate safeguarding of public resources. The Agency also complied with state laws and regulations and its own policies and procedures in the areas we examined.

### About the audit

This report contains the results of our independent accountability audit of the State Board for Community and Technical Colleges from July 1, 2013 through June 30, 2014.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

Our audit involved performing procedures to obtain evidence about the Agency's uses of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. The following areas were examined during this audit period:

- Payroll
- Disbursements
- Cash receipting
- Local funds

## RELATED REPORTS

### **Financial**

We perform an annual audit of the statewide basic financial statements, as required by state law (RCW 43.09.310). Our opinion on these financial statements is included in the Comprehensive Annual Financial Report (CAFR) prepared by and available from the Office of Financial Management.

The CAFR reflects the financial activities of all funds, organizations, institutions, agencies, departments and offices that are part of the state's reporting entity. That report is issued by the Office of Financial Management in December of each year and can be found at [www.ofm.wa.gov](http://www.ofm.wa.gov).

A summary of the audit for the period ending June 30, 2013 can be found at: [www.sao.wa.gov/generalinfo/Documents/2013\\_CAFR\\_Report\\_Final.pdf#search=CAFR](http://www.sao.wa.gov/generalinfo/Documents/2013_CAFR_Report_Final.pdf#search=CAFR).

### **Federal programs**

In accordance with the Single Audit Act, we annually audit major federal programs administered by the state of Washington. Rather than perform a single audit of each agency, we audit the state as a whole. The results of that audit are published in a report issued by the Office of Financial Management in March of each year.

## INFORMATION ABOUT THE AGENCY

The State Board for Community and Technical Colleges is responsible for administering the Community and Technical College Act. The Board provides leadership and coordination for Washington's public system of 34 community and technical colleges. The governing Board is made up of nine members who are appointed by the Governor. The Board has administrative responsibility over the operating and capital budgets for the colleges and administers the suite of administrative applications used by the community and technical college system.

The Board allocates the state general fund appropriations and some federal and state grant awards to the colleges. In addition, the Board works with the colleges on policy issues, curriculum content, degree requirements and admissions policies.

The state Legislature appropriated \$1.25 billion in general operating funds to the community and technical college system for the 2013-2015 biennium. The Board's 2013-2015 operating budget was \$31.7 million. Funds from federal sources, state funded grants and locally collected revenue make up the difference between the budget and the Board's portion of the appropriation. The Board has approximately 250 employees operating out of its Olympia and Bellevue offices.

### Contact information related to this report

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*Information current as of report publish date.*

### Audit history

You can find current and past audit reports for the State Board for Community and Technical Colleges at <http://portal.sao.wa.gov/ReportSearch>.

## ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

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