

BLUEFIELD STATE COLLEGE
FOR THE PERIOD
JULY 1, 1979 - JUNE 30, 1984

West Virginia



LEGISLATIVE AUDITOR

CHARLESTON

The Honorable Encil Bailey
Legislative Auditor
State Capitol - West Wing
Charleston, West Virginia

Sir:

In compliance with your instructions and the provisions of the West Virginia Code, Chapter 4, Article 2, as amended, we have examined the accounts of Bluefield State College.

Our examination covers the period July 1, 1979 through June 30, 1984. The results of this examination are set forth on the following pages of this report. However, only the financial statements for the years ended June 30, 1984 and June 30, 1983 are included in this report. The financial statements covering the period July 1, 1979 through June 30, 1982 are included in our audit workpapers.

Respectfully submitted;

A handwritten signature in cursive script that reads "Theford L. Shanklin".

Theford L. Shanklin, CPA, Director
Legislative Postaudit Division

TLS/jaw, spg

BLUEFIELD STATE COLLEGE

TABLE OF CONTENTS

Exit Conference	1
Introduction	2
Administrative Officers and Staff	5
Summary of Findings, Recommendations and Responses	6
General Remarks	10
Auditors' Opinion	24
Statement of Appropriations/Cash Receipts, Expenditures/ Disbursements and Changes in Fund Balance	25
Notes to Financial Statement	27
Supplemental Information	30
Certificate of Legislative Auditor	67

BLUEFIELD STATE COLLEGE

EXIT CONFERENCE

We held an exit conference on September 29, 1986 with the President and the Director of Finance and Administration. All findings and recommendations were reviewed and discussed. The above officials' responses are included in italics in the Summary of Findings, Recommendations and Responses and after our recommendations in the General Remarks sections of this report.

BLUEFIELD STATE COLLEGE

INTRODUCTION

Bluefield State College was established as a black teachers college by an Act of the West Virginia Legislature in 1895 and was integrated after 1954. By the 1960's, the College had a comprehensive four-year program of teacher education, arts and sciences, and engineering technology. Gradually a variety of two-year occupational programs evolved in response to local needs.

In 1975, the Board of Regents transferred administrative control of Greenbrier Center of West Virginia University to Bluefield State College. Also in 1975, the Regents gave approval for Bluefield State College to offer courses, both upper and lower divisions, in Beckley, West Virginia in cooperation with Beckley College, a private two-year institution. Currently, Bluefield State College offers courses in criminal justice and nursing (R.N.) in Beckley, where students may complete these entire programs.

Bluefield State College is an open admissions four-year State college serving south-central West Virginia.

As defined by the Board of Regents in 1975, the mission of Bluefield State College is that of "a commuting institution serving the specific educational needs of its immediate considerable population area".

Bluefield State College has emerged as a four-year State-supported commuter college with a primary thrust in the direction of career and polytechnic oriented two and four year programs. The liberal arts offerings of the College are focused to enhance its unique mission.

The College offers baccalaureate and associate degrees and certificate programs. Instructional programs are offered in the engineering technologies, business, teacher education, arts and sciences, nursing and allied health professions, and a variety of career fields. Students may also complete the nontraditional Regents Bachelor of Arts degree through Bluefield State College. A strength

of the College is the two-plus-two design of many of its baccalaureate level programs whereby the two years completed for an associate degree are completely applicable towards the baccalaureate degree. Bluefield State College is also dedicated to offering a wide variety of off-campus courses.

Bluefield State College is accredited by the North Central Association of Colleges and Schools, the Engineers' Council for Professional Development (accrediting seven engineering technology programs), and the National League for Nursing. In addition, teacher certification programs are approved by the West Virginia Department of Education. The College is a member of the American Association of Colleges for Teacher Education.

The Greenbrier Community College Center is a two-year branch of Bluefield State College, located at 400 N. Lee Street in Lewisburg, West Virginia. The Center offers freshman and sophomore level college courses in several fields of study. The Center has the following program offerings:

- (1) Two-year general studies program structured to meet the needs of students who plan to earn baccalaureate degrees;
- (2) Two-year program culminating in the awarding of the associate degree by Bluefield State College;
- (3) Academic courses for persons who wish to enroll for self-development without the need to earn a degree;
- (4) Academic courses that may be applied to the requirements for the Regents Bachelor of Arts degree; and,
- (5) Non-credit special interest and community service programs.

Credit for college parallel courses is fully transferable to other colleges and universities in West Virginia and other states, subject to program requirements of those institutions.

The Center operates on an open-door admissions policy. Under this policy, any person who has a high school diploma or the equivalent, or is at least 18 years

of age and able to benefit from a program of instruction, may be admitted to the Center.

The West Virginia Board of Regents has approved the following curriculum offerings for the Greenbrier Community College Center: Associate of Arts Degree in General Studies; Associate of Science Degrees in Business Management, Accounting, and Secretarial Studies. In addition to these degrees, the Center offers Bluefield State College continuing education courses.

BLUEFIELD STATE COLLEGE
ADMINISTRATIVE OFFICERS AND STAFF

JUNE 30, 1984

Dr. Jerold O. Dugger President
Dr. James O'Hara Academic Vice President
Dr. William Brothers Vice President and Dean of Students
Stuart R. Grim Director of Finance and Administration
Audrey C. Clay Assistant Director of Finance and Administration
Laura Gonzalez Cashier
Richard Snow Registrar and Director of Admissions
Carolyn Bailey Director of Financial Aid
David Thompson Director of Computer Services
Barry Blizzard Athletic Director
William Jackson Director of Physical Plant
Dr. Vivian F. Crane Director/Academic Dean,
Greenbrier Community College Center
Tom Williams Director, Student and Community Services,
Greenbrier Community College Center
Leona Fitzgerald Secretary,
Greenbrier Community College Center

BLUEFIELD STATE COLLEGE
SUMMARY OF FINDINGS, RECOMMENDATIONS AND RESPONSES

AREAS OF NONCOMPLIANCE

Tuition and Fees - Late Payments

1. The College had not complied with Board of Regents Policy Bulletin No. 22 in that students were allowed to attend classes prior to the full payment of fees.

We recommend the College comply with Board of Regents Policy Bulletin No. 22.

The College has in place a paid roster system to prevent persons from attending classes that have not paid their fees. The paid roster is sent to each faculty member at the end of the registration period. Anyone not on this list should not have attended class. The person can be reinstated after fees have been paid and permission is granted by the Registrar. The Academic Vice President is the person that has been designated to approve or disapprove the admittance of students after the official cut-off date of registration and fee payment. Prior to 1985-86 the Academic Vice President was verbally designated as the person to approve or disapprove late admittance. This policy was put into writing in the 1985-86 College Catalog. (See pages 15-16.)

Equipment

2. The College had not complied with the Bluefield State College Purchasing Handbook in that State-owned equipment was found to have been removed from College premises without proper notification of Inventory Control. In addition, 11 items of equipment, sequentially tagged, had been omitted from the College's inventory listing.

We recommend the College comply with the Bluefield State College Purchasing Handbook and take steps to prevent further instances of omissions on the College inventory.

A log of added property forms has been established. The forms are numbered in sequential order to prevent omission from the inventory file. (See pages 16-17.)

Library Collections

3. Library personnel had not complied with Bluefield State College Operating Letters in that collections were not always deposited to the Business Office intact. Therefore, receipt books did not always reconcile with deposit records.

We recommend the library comply with Bluefield State College Operating Letters No. 402.13 and 402.34 in regard to the withholding of collections.

The cashier is reconciling the library receipt books for the deposits to help prevent this problem from reoccurring. Library personnel have been directed to comply with operating Letters 402.13 and 402.34.

(See pages 17-18.)

INTERNAL CONTROLS AND ACCOUNTING SYSTEM

Athletic Cash Advance Account

4. Although a new Cash Advance Account was opened in December 1980, the old account was never properly closed. This account contained a balance of \$213.72. In addition, documentation for the account, including bank statements, cancelled checks and check stubs could not be located.

We recommend the College recommend more caution over local accounts.

Comments noted. (See pages 19-20.)

Short-Term Loans

5. Adequate loans receivable records were not maintained for each of the short-term loan funds.

We recommend the College account for loans receivable so that transaction totals, and the supporting detail for those totals, may be more readily identified for a fiscal year accounting period.

The College is investigating the possibility of providing the needed data with existing accounting software. (See pages 20-21.)

Lack of Uniformity in Accounting Method - Federal Programs Local Checking Account

6. During fiscal year 1982-83 the College failed to route all Federal funds through the local Federal Programs checking account.

We recommend the College give the proper attention to accounting uniformity for all funds.

Comments noted. (See page 21.)

Transfer of Appropriated Fund Balances to Avoid Expiration

7. The College used intra-governmental transaction transmittals to transfer uncommitted balances from the appropriated accounts to special revenue accounts at the end of each fiscal year, noting such transfers as error corrections.

We recommend the College limit such transfers to the correction of actual errors rather than as a means of keeping appropriated fund balances from expiring.

Comments noted. (See page 22.)

Interest Not Properly Distributed

8. Interest earned on funds residing in the Revenue Clearing Account had not been prorated and allocated to the special revenue funds on which it was earned.

We recommend the College prorate interest earned on the Revenue Clearing Account and allocate it to the special revenue funds on which it was actually earned.

The College will start prorating the interest on special revenue funds in the clearing account. (See pages 22-23.)

Improper Use of Revenue Clearing Account

9. The College transferred appropriated funds from the Personal Services Account No. 3290-00 and the Current Expenses Account No. 3290-01 into the Revenue Clearing Account No. 8621-78 for the purpose of earning interest. These funds should have been transferred to the Payroll Clearing Account No. 8621-77.

We recommend the College use the Revenue Clearing Account No. 8621-78 only for the deposit of actual revenue.

The College will discontinue depositing state funds into the revenue clearing account and deposit the payroll clearing funds into the payroll clearing account 8621-77. (See page 23.)

BLUEFIELD STATE COLLEGE

GENERAL REMARKS

INTRODUCTION

We have completed a financial and compliance audit of Bluefield State College. A financial and compliance audit determines whether the financial statements of an audited entity present fairly the financial position and the results of operations in accordance with generally accepted accounting principles and whether the entity has complied with laws and regulations that may have a material effect upon the financial statements. The audit covered the period July 1, 1979 through June 30, 1984.

APPROPRIATED ACCOUNTS

All expenditures required for the general operation of Bluefield State College were made from the following appropriated accounts:

<u>Number</u>	<u>Description</u>
3290-00	Personal Services
3290-01	Current Expenses
3290-02	Repairs and Alterations
3290-03	Equipment

SPECIAL REVENUE ACCOUNTS

During the audit period, Bluefield State College maintained 32 special revenue accounts. These are used to account for the proceeds of specific revenue sources or to finance specified activities as required by law or administrative regulations. Balances in the special revenue accounts are carried forward to the following fiscal year. The following special revenue accounts were active during the audit period:

<u>Number</u>	<u>Description</u>
8621-07	Faculty Improvement Fee Fees and earned interest; to supplement faculty salaries. (FY 1983-84)

- 8621-07 Continuing Education
Grants and fees; for continuing education,
workshops, etc.
- 8621-08 Capital Buildings and Improvements
Earned interest and bond revenue; for
building and land improvements.
- 8621-09 Institutional Activity Fee
Activity fee and earned interest; for
activity programs.
- 8621-10 Gifts and Grants
Earned interest, miscellaneous gifts,
grants, bequests and endowments; to be
used for scholarships, loans, research
problems, etc.
- 8621-11 Higher Education Resources Fee
Fees and earned interest; for libraries
and library supplies and to improve
student services.
- 8621-12 Other Student Fees
Fees for various programs. (FY 1983-84)
- 8621-12 Regents B.A. Degree Program
Enrollment fees for B.A. degree program.
- 8621-20 Federal Grants and Contracts
Federal funds and grants to participate
in Federal programs.
- 8621-21 State Grants and Contracts
Gifts, grants and earned interest; for
operations of programs.
- 8621-25 Private Gifts, Grants and Contracts
Federal funds, fees, gifts, grants and
interest; for operation of programs.
- 8621-28 Sales and Services of Educational Activities
Income and interest; for services and
activities. (FY 1983-84)
- 8621-28 Title III Grants
Grants for educational support programs.
- 8621-33 Student Union - Cafeteria
Receipts and interest earned; for operation
of student union - cafeteria building and
to service bonds.
- 8621-34 Student Union
For operation of student union and to
service bonds.

- 8621-35 Faculty and Married Student Housing
Rental fees and interest; for operating
and maintenance costs.
- 8621-37 Bookstore
Receipts for sales of books, sundries
and earned interest; used to replenish
stock and for operating expenses.
- 8621-40 Athletics
Athletics and admission fees, rentals,
concession sales and earned interest;
used for expenses of athletic department
and programs.
- 8621-41 Student Activities
Fees and earned interest; for support
of extracurricular activities.
- 8621-43 Special Services Income
Federal funds for special services.
- 8621-44 Parking
Fees, civil penalties and earned interest;
for acquisition, operation and maintenance.
- 8621-51 College Work-Study Program
Federal funds and State matching; for
use in student assistance programs.
- 8621-52 Loans, Student Aid
Loans and interest and earned interest
for student aid.
- 8621-55 Loans, Student Aid
Loans and interest and earned interest
for student aid.
- 8621-58 Scholarship Programs Clearing
Clearing account for funds from Board
of Regents for scholarship programs.
- 8621-60 Special Services
Fees and miscellaneous revenue; use is
designated by type of fee collected.
- 8621-77 Payroll Clearing
Funds transferred from Personal Services
Account.
- 8621-78 Revenue Clearing
For local collections and earned interest;
transferred to appropriate special revenue
accounts.

- 8700-07 Faculty Improvement Fee
For use by Board of Regents for allocation
to supplement faculty salaries.
- 8700-11 Higher Education Resources
Student fees; for use by the Board of
Regents for special operational costs.
- 8840-99 Registration Fees - Special Capital
Improvement Fund
Student fees; for use by Board of Regents
for allocation to special capital improve-
ments.
- 8855-99 Tuition and Fees - Special Capital
Improvement Fund
Student fees from all State colleges and
universities; to service bonds.

LOCAL ACCOUNTS

In order to have cash available for specific College operations, local bank accounts are used for managing funds required on a day-to-day basis. These local accounts are described as follows:

Collections/Refund Account

Temporary depository for collection of tuition and fees, student union operations, incidental fees, etc; collections are transferred to appropriate State general revenue and State special revenue accounts. This account is also used as a refund account at Bluefield State College. The collection portion of this account was closed in June of 1982 while the refund portion is still in operation.

State Treasurer's Receipts Account

Temporary depository similar in function to the local collection account; collections are transferred by intra-governmental transaction transmittal to appropriate State general revenue and State special revenue accounts.

Basic Educational Opportunity Grant

Receives and disburses Federal funds administered by the financial aid office; grants given to students who meet financial guidelines.

Supplemental Educational Opportunity Grants - Initial

Receives and disburses Federal funds administered by the financial aid office; grants given to students who meet financial guidelines or who agree to accept a loan, scholarship or college employment equal in amount of the grant.

Supplemental Educational Opportunity Grants - Continuing

Receives and disburses Federal funds administered by the financial aid office; grants given to students who meet financial guidelines or who agree to accept a loan, scholarship or college employment equal in amount of the grant.

Federal Programs Account

Temporary depository for Federal funds received from the Department of Health, Education and Welfare by letter of credit. Funds are transferred to College special revenue and local accounts for student financial aid.

National Direct Student Loan Program

Funds received from Federal Government with the College providing one-ninth matching amount; for loans to students.

Wachovia National Direct Student Loan Account

Receives loan repayments for National Direct Student Loans from Wachovia Services, Inc. The Director of Finance and Administration authorizes the writing of checks to transfer the collections to the local National Direct Student Loan checking account.

Nurses Training Account

Receives loan repayments from Wachovia Services, Inc. and acts as a temporary depository until funds are transferred to a nurses training special revenue account.

Collection Account: Greenbrier Community College Center (Closed 6-82)

Temporary depository for collections from student fees and miscellaneous income. Collections are deposited in the State Treasury for credit to the proper State special revenue accounts.

Athletic Cash Advance

Receives and disburses cash advances from Special Revenue Account No. 8621-40 for expenses incurred at athletic events.

Christ Episcopal Church Loan Fund

Receives funds from private donations and loan repayments and disburses funds for emergency short-term loans to students.

AREAS OF NONCOMPLIANCE

Chapter 18, Articles 13, 24 and 26 of the West Virginia Code, as amended, generally governs Bluefield State College. We tested applicable sections of the above plus bond resolutions, general regulations and other applicable chapters, articles and sections of the West Virginia Code as they pertain to fiscal matters.

Our findings are discussed below.

Tuition and Fees - Late Payments

While performing the test of tuition and fees, several instances were noted in which students were allowed to register and make payment of fees after the official end of the registration period. Board of Regents Policy Bulletin No. 22 states, "No financial credit of any type shall be extended to any individual, either student or other, at any state university or college. All universities and colleges shall operate on a strictly cash basis with all payments and obligations being collected in advance except that room and board charges may be divided into installments as determined by the institution. A student is not considered registered until full fee payment is made."

It should be noted that a late registration fee was imposed upon all students sampled who made late payments for fees, however, allowing students to attend classes before full payment of fees was made could be construed as the granting of financial credit which is not in accordance with Board of Regents Policy Bulletin No. 22.

In addition, we noted that the College does not have an employee designated to approve or disapprove the admittance of students after the official cut-off date for registration and fee payment.

Policy regarding this is also set forth in Policy Bulletin No. 22 which states, "An exception to the registration time period may be granted to an individual under rare circumstances and then only when there is evidence that the student has a reasonable opportunity to complete all course work. The president or a designee must approve the exception with the evidence documented and held on file supporting the decision."

We recommend the College comply with Board of Regents Policy Bulletin No. 22.

The College has in place a paid roster system to prevent persons from attending classes that have not paid their fees. The paid roster is sent to each faculty member at the end of the registration period. Anyone not on this list should not have attended class. The person can be reinstated after fees have been paid and permission is granted by the Registrar. The Academic Vice President is the person that has been designated to approve or disapprove the admittance of students after the official cut-off date of registration and fee payment. Prior to 1985-86 the Academic Vice President was verbally designated as the person to approve or disapprove late admittance. This policy was put into writing in the 1985-86 College Catalog.

Equipment

During the performance of the test of equipment, it was noted that certain State-owned items had been removed from College property and were in the possession of College personnel without the proper notification of Inventory Control.

Page 64 of the Bluefield State College Purchasing Handbook states, "All state-owned equipment must be used on state premises only. Employees are not allowed to take equipment home even for College work unless the written permission of the department head is obtained and this permission is on file with Inventory Control."

Also noted were certain items of equipment, properly tagged, which failed to appear on either the College's or the Finance and Administration's inventory listings. Upon further investigation it was found that a total of 11 items valued at \$2,989.88 with sequential tag numbers had been omitted from the inventory listings.

After much work by Inventory Control personnel, the identity of the items were discovered and it was ascertained that the added property forms for the aforementioned items were either lost or misplaced and, thus, never recorded on the inventory listings.

It should be noted that added property forms have since been completed and these items have been added to the inventory listings.

We recommend the College comply with page 64 of the Bluefield State College Purchasing Handbook regarding equipment removed from College premises by College personnel without proper notification of Inventory Control. We also recommend the College take steps to prevent further instances of missing items in the College inventory.

A log of added property forms has been established. The forms are numbered in sequential order to prevent omission from the inventory file.

Library Collections

While performing the collections test, it was noted that the library was not depositing their collections to the Business Office intact. These monies were instead being used for operating purposes by the library without the knowledge of the Business Office.

No records were maintained by the library concerning how much money was being held back from daily collections.

The copy counter on the coin-operated copying machine was not being utilized in order to determine that monies collected corresponded with the number of copies made.

Bluefield State College Operating Letter No. 402.13, dated February 26, 1982, states, "Authorized change funds will be maintained in the Business Office on each campus and at designated campus locations. Written requests for temporary increase of change funds shall be directed to the Administrative Assistant. Upon approval of such requests, the cashier in the BSC Business Office shall retain necessary funds from BSC collections, designate them appropriately on BSC Daily Cash Report and obtain the signature of the person receiving the funds."

As noted above, the Business Office had no knowledge of the collections being held back for operating purposes by the library.

Bluefield State College Operating Letter No. 402.34, also dated February 26, 1982, states, "Payments shall be recorded on the Department Collection Report which should reconcile with the receipt book."

As a result of withholding collections, the receipt books often times did not reconcile with the Department Collection Report.

We recommend the library comply with both Bluefield State College Operating Letters No. 402.13 and 402.34 in regard to the withholding of collections.

The library should also utilize the copying machine copy counter in order to reconcile monies collected to the number of copies made.

The cashier is reconciling the library receipt books for the deposits to help prevent this problem from reoccurring. Library personnel have been directed to comply with Operating Letters 402.13 and 402.34.

INTERNAL CONTROLS AND ACCOUNTING SYSTEM

As a part of our examination, we reviewed and tested the system of internal accounting control to the extent we considered necessary to evaluate the system as required by generally accepted auditing standards. Under these standards the purpose of such evaluation is to establish a basis for reliance thereon in determining the nature, timing and extent of other auditing procedures that are necessary for expressing an opinion on the financial statements.

The objective of internal accounting control is to provide reasonable, but not absolute, assurance as to the safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a system of internal accounting control should not exceed the benefits derived and also recognizes

that the evaluation of these factors necessarily requires estimates and judgments by management.

There are inherent limitations that should be recognized in considering the potential effectiveness of any system of internal accounting control. In the performance of most control procedures, errors can result from misunderstanding of instructions, mistakes of judgment, carelessness, or other personal factors. Control procedures whose effectiveness depends upon segregation of duties can be circumvented by collusion. Similarly, control procedures can be circumvented intentionally by management with respect either to the execution and recording of transactions or with respect to the estimates and judgments required in the preparation of financial statements. Further projection of any evaluation of internal accounting control to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions and that the degree of compliance with the procedures may deteriorate.

Our study and evaluation of the system of internal accounting control for the period July 1, 1979 to June 30, 1984, which was made for the purpose set forth in the first paragraph above, would not necessarily disclose all weaknesses in the system. However, such study and evaluation disclosed conditions that we believe to be weaknesses.

Athletic Cash Advance Account

As a result of recommendations from a prior legislative audit, the Athletic Director relinquished control of the local Athletic Cash Advance Account to the Business Office in December 1980 because of poor control.

The new account was opened on December 11, 1980 under the assumption that the old account had been closed; however, the audit team discovered a balance of \$213.72 which had laid dormant until brought to the attention of the Business Office. A check was written on October 15, 1985 for \$213.72 to officially close the account.

It should be noted that certain documentation in regard to the old advance account could not be found, this included bank statements with cancelled checks from October 1980 to the present and also checkstubs from June 1980 to the present.

Copies of bank statements were obtained and used for audit purposes.

We recommend the College exercise more caution concerning control over local accounts in order to prevent further instances such as the aforementioned.

Comments noted.

Short-Term Loans

During the audit period, the College used the following special revenue accounts to make short-term loans to students:

<u>Number</u>	<u>Description</u>
8621-10	Gifts, Grants and Scholarships (FY 1979-80 and FY 1980-81)
8621-52	Loans (FY 1981-82 and FY 1982-83)
8621-55	Loans (FY 1983-84)

The prior legislative audit, covering the period July 1, 1976 to June 30, 1979, recommended, "... adequate loan receivable records and controls be maintained on each of the loan funds."

The College has taken positive steps to bring the loans receivable under control by using a computerized accounting system and maintaining receivable balances on the Business Office cash register. However, the records being generated do not allow analysis of loan receivable transactions on a fiscal year basis.

To facilitate the review of transactions and preparation of financial statements, we requested an analysis of loan receivable transactions, in summary form, for each of the last two fiscal years under audit.

The preparation and subsequent review of this analysis consumed much time and could have been avoided had the proper accounting records been in place.

We recommend the College account for loans receivable so that transaction totals, and the supporting detail for those totals, may be more readily identified for a fiscal year accounting period.

The College is investigating the possibility of providing the needed data with existing accounting software.

Lack of Uniformity in Accounting Method -
Federal Programs Local Checking Account

The College utilizes a local account to hold Federal funds received for the various financial aid and other Federal programs. This account functions as a temporary depository and the funds are transferred to other local or special revenue accounts on a timely basis.

During fiscal year 1982-83, the College requested and received \$956,911.26 in U.S. Treasury warrants using the direct draw-down method. Of this amount, only \$612,838.26 was routed through the local Federal Programs checking account. The remaining \$344,073.00 was deposited directly to the programs for which the funds were intended.

This showed a lack of uniformity in the College accounting method and made accounting for those Federal funds more difficult than necessary.

During fiscal year 1983-84, the College resumed use of the letter of credit system and all Federal funds were properly routed through the local Federal Programs checking account.

We recommend the College give the proper attention to accounting uniformity for all funds.

Comments noted.

Transfer of Appropriated Fund Balances
to Avoid Expiration

At the end of each fiscal year, fund balances remaining in the appropriated accounts expire and revert to the unappropriated surplus of the fund from which the appropriations were made. It would appear, however, that the College is circumventing this process.

During our examination, it was noted that the College utilized intra-governmental transaction transmittals to transfer uncommitted balances from the appropriated accounts to special revenue accounts at the end of each fiscal year. These transfers were noted as error corrections.

Further investigation of these error corrections disclosed discrepancies in the amounts supposedly paid in error and the amounts transferred to correct such errors.

When questioned, agency personnel stated that it was normal practice to close-out the appropriated accounts using intra-governmental transaction transmittals to transfer unexpended balances to special revenue accounts.

We recommend the College limit such transfers to the correction of actual errors rather than as a means of keeping appropriated fund balances from expiring.

Comments noted.

Interest Not Properly Distributed

In March 1982, the College began using Revenue Clearing Account No. 8621-78 to deposit daily collections. This account acts as a temporary depository with the collections being allocated and transferred to the appropriate special revenue accounts by intra-governmental transmittal at the end of each month. During the audit period, funds residing in this account earned interest. This resulted in interest which was not specifically allocable to the special revenue funds on which it was earned.

The College transferred the interest earned on the Revenue Clearing Account to Special Revenue Account No. 8621-10 in fiscal year 1982-83 and Special Revenue Account No. 8621-28 in fiscal year 1983-84. These transfers were apparently made to allow expenditure of this interest at the discretion of the College.

It would have been more appropriate had the College prorated this interest and allocated it to the special revenue funds on which it was earned.

We recommend the College prorate interest earned on the Revenue Clearing Account No. 8621-78 and allocate it to the special revenue funds on which it was actually earned.

The College will start prorating the interest on special revenue funds in the clearing account.

Improper Use of Revenue Clearing Account

For the nine-month employees paid on a twelve-month basis, the College must transfer appropriated funds from the Personal Services Account No. 3290-00 and the Current Expenses Account No. 3290-01 into the Payroll Clearing Account No. 8621-77 at the end of each fiscal year. This allows those employees choosing this method of payment to be paid after the end of the fiscal year.

However, for the purpose of earning interest on these appropriated funds the College transferred the money to the Revenue Clearing Account No. 8621-78. This is a misuse of the Revenue Clearing Account and of the appropriated funds.

We recommend the College use the Revenue Clearing Account No. 8621-78 only for the deposit of actual revenue.

The College will discontinue depositing state funds into the revenue clearing account and deposit the payroll clearing funds into the payroll clearing account 8621-77.

AUDITORS' OPINION

The Honorable Encil Bailey
Legislative Auditor
State Capitol - West Wing
Charleston, West Virginia

Sir:

We have examined the statement of appropriations/cash receipts, expenditures/disbursements and changes in fund balance of Bluefield State College for the years ended June 30, 1984 and June 30, 1983. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

As more fully described in Note A, the financial statement was prepared using the cash and modified cash basis of accounting. Accordingly, the financial statement is not intended to present financial position and results of operations in conformity with generally accepted accounting principles.

In our opinion, the financial statement of appropriations/cash receipts, expenditures/disbursements and changes in fund balance of Bluefield State College presents fairly loan and cash transactions for the years ended June 30, 1984 and June 30, 1983, on a basis consistent with the preceding year.

Our examination was made for the purpose of forming an opinion on the basic financial statement taken as a whole. The supplemental information is presented for purposes of additional analysis and is not a required part of the basic financial statement. Such information has been subjected to the auditing procedures applied in the examination of the basic financial statement and, in our opinion, is fairly stated in all material respects in relation to the basic financial statement taken as a whole.

Respectfully submitted,



Theford L. Shanklin, CPA, Director
Legislative Postaudit Division

December 31, 1985

Auditors: Delbert Pullen, Supervisor-in-Charge
Leonard H. Lewis, Auditor-in-Charge
Daniel A. Durbin

BLUEFIELD STATE COLLEGE

STATEMENT OF APPROPRIATIONS/CASH RECEIPTS, EXPENDITURES/

DISBURSEMENTS AND CHANGES IN FUND BALANCE

	Year Ended June 30, 1984			
	<u>General Revenue</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Federal Programs</u>
Appropriations/Cash Receipts:				
Appropriations	\$3,495,000.00	\$ -0-	\$ -0-	\$ -0-
Tuition, Fees, Sales and Rent	-0-	2,971,991.79	-0-	-0-
Federal Funds	-0-	-0-	-0-	1,263,393.41
Matching Funds	-0-	-0-	-0-	1,111.11
Loan Payments and Loans	-0-	54,350.63	-0-	47,873.83
Gifts, Grants and Scholarships	-0-	469,616.70	-0-	-0-
Interest	-0-	133,750.51	19,634.25	1,464.29
	<u>3,495,000.00</u>	<u>3,629,709.63</u>	<u>19,634.25</u>	<u>1,313,842.64</u>
Expenditures/Disbursements:				
Personal Services	2,734,242.00	402,369.03	-0-	343,559.68
Current Expenses	607,659.78	1,905,562.83	5,391.32	133,505.33
Repairs and Alterations	19,891.90	12,656.45	-0-	22.00
Equipment	34,446.72	184,897.52	-0-	41,508.42
Board of Regents	-0-	784,835.24	-0-	-0-
Loans and Loan Payments	-0-	54,350.63	-0-	47,873.83
Grants	-0-	-0-	-0-	771,227.11
	<u>3,396,240.40</u>	<u>3,344,671.70</u>	<u>5,391.32</u>	<u>1,337,696.37</u>
Appropriations/Cash Receipts Over (Under) Expenditures/Disbursements	98,759.60	285,037.92	14,242.93	(23,853.73)
Beginning Balance	-0-	1,051,093.98	171,659.94	417,249.96
Expenditures After June 30, Expirations and Transfers to Pay Debt Service	<u>(98,759.60)</u>	<u>(5,337.87)</u>	<u>5,337.87</u>	<u>-0-</u>
Ending Balance	<u>\$ -0-</u>	<u>\$1,330,794.04</u>	<u>\$ 191,240.74</u>	<u>\$ 393,396.23</u>

See Notes to Financial Statement

<u>Combined Totals</u>	<u>General Revenue</u>	<u>Year Ended June 30, 1983</u>			<u>Combined Totals</u>
		<u>Special Revenue</u>	<u>Debt Service</u>	<u>Federal Programs</u>	
\$3,495,000.00	\$3,251,000.00	\$ -0-	\$ -0-	\$ -0-	\$3,251,000.00
2,971,991.79	-0-	2,467,656.54	-0-	-0-	2,467,656.54
1,263,393.41	-0-	-0-	-0-	987,898.63	987,898.63
1,111.11	-0-	-0-	-0-	-0-	-0-
102,224.46	-0-	41,358.57	-0-	47,997.72	89,356.29
469,616.70	-0-	416,268.15	-0-	-0-	416,268.15
154,849.05	-0-	134,701.51	19,026.77	2,947.71	156,675.99
<u>8,458,186.52</u>	<u>3,251,000.00</u>	<u>3,059,984.77</u>	<u>19,026.77</u>	<u>1,038,844.06</u>	<u>7,368,855.60</u>
3,480,170.71	2,626,717.51	685,954.85	-0-	388,886.71	3,701,559.07
2,652,119.26	523,165.17	1,329,138.26	5,766.68	177,635.94	2,035,706.05
32,570.35	22,986.99	97,293.98	-0-	22,057.66	142,338.63
260,852.66	26,526.17	198,659.42	-0-	3,123.18	228,308.77
784,835.24	-0-	509,783.65	-0-	-0-	509,783.65
102,224.46	-0-	41,358.57	-0-	47,997.72	89,356.29
771,227.11	-0-	-0-	-0-	536,968.81	536,968.81
<u>8,083,999.79</u>	<u>3,199,395.84</u>	<u>2,862,188.73</u>	<u>5,766.68</u>	<u>1,176,670.02</u>	<u>7,244,021.27</u>
374,186.73	51,604.16	197,796.04	13,260.09	(137,825.96)	124,834.33
1,640,003.88	-0-	858,768.63	152,929.16	555,075.92	1,566,773.71
<u>(98,759.60)</u>	<u>(51,604.16)</u>	<u>(5,470.69)</u>	<u>5,470.69</u>	<u>-0-</u>	<u>(51,604.16)</u>
<u>\$1,915,431.01</u>	<u>\$ -0-</u>	<u>\$1,051,093.98</u>	<u>\$ 171,659.94</u>	<u>\$ 417,249.96</u>	<u>\$1,640,003.88</u>

BLUEFIELD STATE COLLEGE
NOTES TO FINANCIAL STATEMENT

Note A - Accounting Policies

Accounting Method: The modified cash basis of accounting is followed for the General Revenue Fund. The major modification from cash basis is that a 90-day carry-over period is provided at the end of the fiscal year for the payment of obligations incurred in those years. All balances of the General Revenue Fund appropriations for each fiscal year expire on the last day of such fiscal year and revert to the unappropriated surplus of the fund from which the appropriations were made, except that expenditures encumbered prior to the end of the fiscal year may be paid up to 90 days after the fiscal year ended June 30; however, appropriations for buildings and land remain in effect until three years after the passage of the act by which such appropriations were made. The cash basis is followed by all other funds. Therefore, certain revenue and related assets are recognized when received rather than when earned and certain expenses are recognized when paid rather than when the obligation is incurred. Accordingly, the financial statement is not intended to present financial position and results of operations in conformity with generally accepted accounting principles.

Expenditures paid after June 30 in the carry-over period and expirations were as follows:

	<u>Expenditures</u>		<u>Expirations</u>	
	<u>Paid After June 30,</u>		<u>Sept. 30,</u>	<u>Sept. 30,</u>
	<u>1984</u>	<u>1983</u>	<u>1984</u>	<u>1983</u>
Personal Services	\$ 7,758.00	\$ 7,989.49	\$ -0-	\$ -0-
Current Expenses	80,340.22	40,127.83	-0-	-0-
Repairs and Alterations	108.10	3,013.01	-0-	-0-
Equipment	10,553.28	473.83	-0-	-0-
Total	<u>\$98,759.60</u>	<u>\$51,604.16</u>	<u>\$ -0-</u>	<u>\$ -0-</u>

Combined Totals: The combined totals contain the totals of similar accounts of the various funds. Since the appropriations and cash receipts of certain funds are restricted by various laws, rules and regulations, the totaling of accounts is for memorandum purposes only and does not indicate that the combined totals are available in any manner other than that provided by such laws, rules and regulations.

Note B - Student Union - Dining Hall Bonds of 1962

The bonds were issued under the provisions of the West Virginia Code of 1931, as amended, particularly Chapters 18 and 25, for the purpose of financing the costs of constructing a new Student Union and dining facility on the campus of Bluefield State College.

The bonds and the interest thereon are payable solely from and are secured by a first lien on and pledge of the Student Union fees charged to students at the College and the net revenues, excluding bookstore revenues, derived from the operation of the Student Union.

The bonds bear interest at a rate of 3.5% per annum and mature serially through November 1, 1992. The bonds may be redeemed prior to their stated dates of maturity at various dates with and without premiums as set forth in the Resolution.

A summary of annual aggregate principal and interest payments for years subsequent to June 30, 1984, follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1985	\$ 16,000	\$ 4,830	\$ 20,830
1986	17,000	4,253	21,253
1987	11,000	3,762	14,762
1988	-0-	3,570	3,570
1989	19,000	3,238	22,238
1990	20,000	2,555	22,555
1991	20,000	1,855	21,855
1992	21,000	1,137	22,137
1993	22,000	385	22,385
	<u>\$146,000</u>	<u>\$ 25,585</u>	<u>\$171,585</u>

Note C - Pension Plans

All eligible employees are either members of the West Virginia Teachers' Retirement System or Teachers' Insurance Annuity Association or both pension plans. For the West Virginia Teachers' Retirement System, employees' contributions are 6% of their compensation and employees are vested under certain circumstances. Contributions by the West Virginia Teachers' Retirement Board are 6% of the employees' compensation. For the Teachers' Insurance Annuity Association, employees' contributions are either 6% or 7½% on a portion or all of their compensation and employees are vested under certain circumstances. Contributions by the College are 6% or 7½% of the compensation on which the employee made contributions to the Teachers' Insurance Annuity Association.

Contributions to the pension and retirement plans were as follows:

<u>June 30, 1984</u>	<u>June 30, 1983</u>
<u>\$106,325.66</u>	<u>\$110,467.51</u>

Note D - Intra-Account Transactions

The following intra-account transactions have been eliminated:

	<u>June 30, 1984</u>	<u>June 30, 1983</u>
Special Revenue	<u>\$5,403,435.33</u>	<u>\$4,946,310.41</u>
Federal Programs	<u>\$1,322,184.32</u>	<u>\$ 604,141.20</u>

SUPPLEMENTAL INFORMATION

BLUEFIELD STATE COLLEGE
 STATEMENTS OF APPROPRIATIONS AND EXPENDITURES
 APPROPRIATED ACCOUNTS

	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
<u>Personal Services - Account 3290-00</u>		
Appropriations	\$2,742,000.00	\$2,634,707.00
Expenditures	<u>2,742,000.00</u>	<u>2,634,707.00</u>
	-0-	-0-
Transmittals Paid After June 30	<u>7,758.00</u>	<u>7,989.49</u>
Balance	<u>\$ 7,758.00</u>	<u>\$ 7,989.49</u>
 <u>Current Expenses - Account 3290-01</u>		
Appropriations	\$ 688,000.00	\$ 563,293.00
Expenditures	<u>688,000.00</u>	<u>563,293.00</u>
	-0-	-0-
Transmittals Paid After June 30	<u>80,340.22</u>	<u>40,127.83</u>
Balance	<u>\$ 80,340.22</u>	<u>\$ 40,127.83</u>
 <u>Repairs and Alterations - Account 3290-02</u>		
Appropriations	\$ 20,000.00	\$ 26,000.00
Expenditures	<u>20,000.00</u>	<u>26,000.00</u>
	-0-	-0-
Transmittals Paid After June 30	<u>108.10</u>	<u>3,013.01</u>
Balance	<u>\$ 108.10</u>	<u>\$ 3,013.01</u>
 <u>Equipment - Account 3290-03</u>		
Appropriations	\$ 45,000.00	\$ 27,000.00
Expenditures	<u>45,000.00</u>	<u>27,000.00</u>
	-0-	-0-
Transmittals Paid After June 30	<u>10,553.28</u>	<u>473.83</u>
Balance	<u>\$ 10,553.28</u>	<u>\$ 473.83</u>

BLUEFIELD STATE COLLEGE
STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH BALANCE
SPECIAL REVENUE

Faculty Improvement Fee -
Account 8621-07

Year Ended June 30,
1984 1983

Cash Receipts:

Board of Regents
Interest

	\$58,560.00	\$ -0-
	313.33	-0-
	<u>58,873.33</u>	<u>-0-</u>

Disbursements:

Personal Services
Current Expenses

	52,642.80	-0-
	5,930.63	-0-
	<u>58,573.43</u>	<u>-0-</u>

Cash Receipts Over Disbursements

299.90 -0-

Beginning Balance

-0- -0-

Ending Balance

\$ 299.90 \$ -0-

Continuing Education - Account 8621-07

Cash Receipts:

Fees
Interest

	\$ -0-	\$12,260.00
	<u>-0-</u>	<u>609.40</u>
	-0-	12,869.40

Disbursements:

Personal Services
Current Expenses
Repairs and Alterations
Equipment

	-0-	12,086.75
	1,467.92	3,297.71
	-0-	35.00
	<u>-0-</u>	<u>53.28</u>
	<u>1,467.92</u>	<u>15,472.74</u>

Cash Receipts (Under) Disbursements

(1,467.92) (2,603.34)

Beginning Balance

1,467.92 4,071.26

Ending Balance

\$ -0- \$ 1,467.92

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

<u>Capital Building and Land Improvements -</u> <u>Account 8621-08</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Board of Regents	\$119,000.00	\$100,000.00
Interest	14,607.35	9,954.31
	<u>133,607.35</u>	<u>109,954.31</u>
Disbursements:		
Current Expenses	7,498.26	3,420.99
Repairs and Alterations	114,221.18	59,236.76
Equipment	-0-	8,714.95
	<u>121,719.44</u>	<u>71,372.70</u>
Cash Receipts Over Disbursements	11,887.91	38,581.61
Beginning Balance	<u>91,159.95</u>	<u>52,578.34</u>
Ending Balance	<u>\$103,047.86</u>	<u>\$ 91,159.95</u>
<u>Institutional Activity Fee -</u> <u>Account 8621-09</u>		
Cash Receipts:		
Fees	\$271,887.43	\$ 1,950.80
Interest	10,750.96	-0-
	<u>282,638.39</u>	<u>1,950.80</u>
Disbursements:		
Personal Services	66,118.37	-0-
Current Expenses	94,686.26	-0-
Repairs and Alterations	1,503.75	-0-
Equipment	3,519.93	-0-
	<u>165,828.31</u>	<u>-0-</u>
Cash Receipts Over Disbursements	116,810.08	1,950.80
Beginning Balance	<u>1,950.80</u>	<u>-0-</u>
Ending Balance	<u>\$118,760.88</u>	<u>\$ 1,950.80</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
<u>Gifts and Grants - Account 8621-10</u>		
Cash Receipts:		
Gifts and Grants	\$ 26,418.78	\$296,366.65
Interest	608.40	36,862.79
	<u>27,027.18</u>	<u>333,229.44</u>
Disbursements:		
Personal Services	-0-	283,072.70
Current Expenses	93,688.91	146,348.64
Repairs and Alterations	-0-	6,470.20
Equipment	-0-	2,183.98
	<u>93,688.91</u>	<u>438,075.52</u>
Cash Receipts (Under) Disbursements	(66,661.73)	(104,846.08)
Beginning Balance	<u>66,661.73</u>	<u>171,507.81</u>
Ending Balance	<u>\$ -0-</u>	<u>\$ 66,661.73</u>
 <u>Higher Education Resources Fee -</u>		
<u>Account 8621-11</u>		
Cash Receipts:		
Fees	\$471,859.52	\$392,680.89
Interest	36,766.23	29,916.50
	<u>508,625.75</u>	<u>422,597.39</u>
Disbursements:		
Current Expenses	207,395.93	132,615.26
Repairs and Alterations	1,674.00	-0-
Equipment	168,470.83	167,953.31
	<u>377,540.76</u>	<u>300,568.57</u>
Cash Receipts Over Disbursements	131,084.99	122,028.82
Beginning Balance	<u>250,555.32</u>	<u>128,526.50</u>
Ending Balance	<u>\$381,640.31</u>	<u>\$250,555.32</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

<u>Regents B.A. Degree Program (FY 1982-83)</u>	<u>Year Ended June 30,</u>	
<u>Other Student Fees (FY 1983-84) - Account 8621-12</u>	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Fees	\$ 11,630.73	\$ 2,033.00
Interest	527.95	303.26
	<u>12,158.68</u>	<u>2,336.26</u>
Disbursements:		
Personal Services	7,744.00	-0-
Current Expenses	2,354.01	425.00
Equipment	218.64	-0-
	<u>10,316.65</u>	<u>425.00</u>
Cash Receipts Over Disbursements	1,842.03	1,911.26
Beginning Balance	<u>4,119.17</u>	<u>2,207.91</u>
Ending Balance	<u>\$ 5,961.20</u>	<u>\$ 4,119.17</u>
 <u>Federal Programs - Account 8621-20</u>		
Cash Receipts:		
Federal Funds	\$268,761.17	\$ 93,779.20
Disbursements:		
Personal Services	127,279.01	41,651.94
Current Expenses	68,163.81	15,013.23
Repairs and Alterations	22.00	-0-
Equipment	41,165.67	2,434.06
	<u>236,630.49</u>	<u>59,099.23</u>
Cash Receipts Over Disbursements	32,130.68	34,679.97
Beginning Balance	<u>87,677.15</u>	<u>52,997.18</u>
Ending Balance	<u>\$119,807.83</u>	<u>\$ 87,677.15</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

<u>State Grants and Contracts -</u> <u>Account 8621-21</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Grants	\$184,813.87	\$ -0-
Interest	6,695.41	-0-
	<u>191,509.28</u>	<u>-0-</u>
Disbursements:		
Personal Services	58,464.02	-0-
Current Expenses	19,089.12	-0-
Equipment	84.00	-0-
	<u>77,637.14</u>	<u>-0-</u>
Cash Receipts Over Disbursements	113,872.14	-0-
Beginning Balance	<u>-0-</u>	<u>-0-</u>
Ending Balance	<u>\$113,872.14</u>	<u>\$ -0-</u>
<u>Private Gifts, Grants and Contracts -</u> <u>Account 8621-25</u>		
Cash Receipts:		
Gifts, Grants and Contracts	\$177,127.05	\$ 45,200.55
Interest	3,041.56	-0-
	<u>180,168.61</u>	<u>45,200.55</u>
Disbursements:		
Personal Services	94,010.20	-0-
Current Expenses	67,537.03	-0-
Equipment	2,664.37	-0-
	<u>164,211.60</u>	<u>-0-</u>
Cash Receipts Over Disbursements	15,597.01	45,200.55
Beginning Balance	<u>45,200.55</u>	<u>-0-</u>
Ending Balance	<u>\$ 61,157.56</u>	<u>\$ 45,200.55</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

<u>Sales and Service of Educational Activities - Account 8621-28</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Sales and Services	\$107,065.39	\$ 580.46
Interest	23,643.03	-0-
	<u>130,708.42</u>	<u>580.46</u>
Disbursements:		
Personal Services	35,892.84	-0-
Current Expenses	21,680.55	-0-
Equipment	143.50	-0-
	<u>57,716.89</u>	<u>-0-</u>
Cash Receipts Over Disbursements	72,991.53	580.46
Beginning Balance	580.46	-0-
Ending Balance	<u>\$ 73,571.99</u>	<u>\$ 580.46</u>
 <u>Title III Grants - Account 8621-28</u>		
Cash Receipts:		
Federal Grant Funds	\$ -0-	\$207,753.00
Disbursements:		
Personal Services	-0-	134,544.07
Current Expenses	52,801.87	63,515.84
Equipment	318.25	22,057.66
	<u>53,120.12</u>	<u>220,117.57</u>
Cash Receipts (Under) Disbursements	(53,120.12)	(12,364.57)
Beginning Balance	53,120.12	65,484.69
Ending Balance	<u>\$ -0-</u>	<u>\$ 53,120.12</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

	Year Ended June 30,	
	1984	1983
<u>Student Union - Cafeteria - Account 8621-33</u>		
Cash Receipts:		
Fees	\$ -0-	\$50,021.18
Interest	212.71	6,618.97
	212.71	56,640.15
Disbursements:		
Personal Services	-0-	18,029.68
Current Expenses	23,519.61	28,217.39
Repairs and Alterations	-0-	27,468.10
Equipment	-0-	3,983.11
	23,519.61	77,698.28
Cash Receipts (Under) Disbursements	(23,306.90)	(21,058.13)
Beginning Balance	23,306.90	49,835.72
Transfers for Debt Service - Net	-0-	(5,470.69)
Ending Balance	\$ -0-	\$23,306.90
 <u>Student Union - Account 8621-34</u>		
Cash Receipts:		
Fees	\$82,127.18	\$ 3,971.20
Interest	2,763.77	-0-
	84,890.95	3,971.20
Disbursements:		
Personal Services	2,185.50	-0-
Current Expenses	36,546.11	-0-
Repairs and Alterations	8,364.56	-0-
Equipment	6,684.31	-0-
	53,780.48	-0-
Cash Receipts Over Disbursements	31,110.47	3,971.20
Beginning Balance	3,971.20	-0-
Transfers for Debt Service - Net	(5,337.87)	-0-
Ending Balance	\$29,743.80	\$ 3,971.20

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
<u>Faculty Housing - Account 8621-35</u>		
Cash Receipts:		
Rent	\$ 12,215.00	\$ 11,512.50
Interest	1,379.29	2,469.40
	<u>13,594.29</u>	<u>13,981.90</u>
Disbursements:		
Personal Services	-0-	14,254.90
Current Expenses	10,009.82	9,552.52
Repairs and Alterations	199.79	201.03
	<u>10,209.61</u>	<u>24,008.45</u>
Cash Receipts Over (Under) Disbursements	3,384.68	(10,026.55)
Beginning Balance	<u>11,975.91</u>	<u>22,002.46</u>
Ending Balance	<u>\$ 15,360.59</u>	<u>\$ 11,975.91</u>
 <u>Bookstore - Account 8621-37</u>		
Cash Receipts:		
Sales	\$335,261.56	\$304,754.19
Interest	10,607.15	10,557.42
	<u>345,868.71</u>	<u>315,311.61</u>
Disbursements:		
Personal Services	55,524.15	45,324.98
Current Expenses	276,563.33	254,856.51
Repairs and Alterations	80.45	85.20
Equipment	1,067.94	1,602.28
	<u>333,235.87</u>	<u>301,868.97</u>
Cash Receipts Over Disbursements	12,632.84	13,442.64
Beginning Balance	<u>111,315.93</u>	<u>97,873.29</u>
Ending Balance	<u>\$123,948.77</u>	<u>\$111,315.93</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

	Year Ended June 30,	
	1984	1983
<u>Athletics - Account 8621-40</u>		
Cash Receipts:		
Fees	\$ 58,140.43	\$ 50,908.45
Interest	1,878.97	3,390.16
	60,019.40	54,298.61
Disbursements:		
Personal Services	19,008.87	20,600.95
Current Expenses	36,951.44	46,286.20
Repairs and Alterations	548.90	669.13
Equipment	552.00	5,378.27
	57,061.21	72,934.55
Cash Receipts Over (Under) Disbursements	2,958.19	(18,635.94)
Beginning Balance	14,969.57	33,605.51
Ending Balance	\$ 17,927.76	\$ 14,969.57
 <u>Student Activities - Account 8621-41</u>		
Cash Receipts:		
Fees	\$ 465.50	\$174,980.49
Interest	788.80	12,487.06
	1,254.30	187,467.55
Disbursements:		
Personal Services	-0-	77,099.53
Current Expenses	86,227.63	96,200.28
Repairs and Alterations	-0-	793.47
Equipment	1,455.00	8,414.67
	87,682.63	182,507.95
Cash Receipts (Under) Over Disbursements	(86,428.33)	4,959.60
Beginning Balance	86,428.33	81,468.73
Ending Balance	\$ -0-	\$ 86,428.33

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

<u>Special Services Income -</u> <u>Account 8621-43</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Fees	\$102,227.37	\$ -0-
Disbursements:		
Personal Services	69,685.56	-0-
Current Expenses	23,652.04	-0-
Equipment	24.50	-0-
	<u>93,362.10</u>	<u>-0-</u>
Cash Receipts Over Disbursements	8,865.27	-0-
Beginning Balance	<u>-0-</u>	<u>-0-</u>
Ending Balance	<u>\$ 8,865.27</u>	<u>\$ -0-</u>
<u>Parking - Account 8621-44</u>		
Cash Receipts:		
Fees	\$ 12,559.61	\$ 9,195.10
Interest	566.55	998.06
	<u>13,126.16</u>	<u>10,193.16</u>
Disbursements:		
Personal Services	3,280.02	10,407.95
Current Expenses	3,016.60	5,041.76
Repairs and Alterations	285.00	2,335.09
Equipment	37.00	375.57
	<u>6,618.62</u>	<u>18,160.37</u>
Cash Receipts Over (Under) Disbursements	6,507.54	(7,967.21)
Beginning Balance	<u>2,297.82</u>	<u>10,265.03</u>
Ending Balance	<u>\$ 8,805.36</u>	<u>\$ 2,297.82</u>

BLUEFIELD STATE COLLEGE
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH BALANCE
SPECIAL REVENUE

<u>College Work-Study Program - Account 8621-51</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Federal Funds	\$161,702.11	\$122,247.59
Disbursements:		
Personal Services	146,595.11	140,514.42
Current Expenses	-0-	1,184.00
	<u>146,595.11</u>	<u>141,698.42</u>
Cash Receipts Over (Under) Disbursements	15,107.00	(19,450.83)
Beginning Balance	<u>12,762.81</u>	<u>32,213.64</u>
Ending Balance	<u>\$ 27,869.81</u>	<u>\$ 12,762.81</u>

BLUEFIELD STATE COLLEGE
 STATEMENT OF CHANGES IN LOAN FUND BALANCE
 LOANS ACCOUNT - SPECIAL REVENUE

	<u>Account 8621-55</u>		
	<u>Year Ended June 30, 1984</u>		
	<u>Cash</u>	<u>Accounts Receivable</u>	<u>Totals</u>
Beginning Balance	\$ 14,658.33	\$ 62,159.23	\$ 76,817.56
Additions:			
Loan Payments and Loans	28,131.54	24,670.03	52,801.57
Interest	1,565.37	740.10	2,305.47
	<u>29,696.91</u>	<u>25,410.13</u>	<u>55,107.04</u>
	44,355.24	87,569.36	131,924.60
Deductions:			
Loans and Loan Payments	24,670.03	28,131.54	52,801.57
Cancellations	-0-	370.00	370.00
Other	-0-	31.48	31.48
	<u>24,670.03</u>	<u>28,533.02</u>	<u>53,203.05</u>
Ending Balance	<u>\$ 19,685.21</u>	<u>\$ 59,036.34</u>	<u>\$ 78,721.55</u>

Account 8621-52
Year Ended June 30, 1983

<u>Cash</u>	<u>Accounts Receivable</u>	<u>Totals</u>
\$ 15,390.24	\$ 59,348.17	\$ 74,738.41
19,073.23	21,698.34	40,771.57
1,893.20	500.95	2,394.15
<u>20,966.43</u>	<u>22,199.29</u>	<u>43,165.72</u>
36,356.67	81,547.46	117,904.13
21,698.34	19,073.23	40,771.57
-0-	315.00	315.00
-0-	-0-	-0-
<u>21,698.34</u>	<u>19,388.23</u>	<u>41,086.57</u>
<u>\$ 14,658.33</u>	<u>\$ 62,159.23</u>	<u>\$ 76,817.56</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

<u>Scholarship Program - Clearing - Account 8621-58</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Scholarships	\$81,057.00	\$74,700.95
Disbursements:		
Current Expenses	<u>81,513.00</u>	<u>73,963.95</u>
Cash Receipts (Under) Over Disbursements	(456.00)	737.00
Beginning Balance	<u>737.00</u>	<u>-0-</u>
Ending Balance	<u>\$ 281.00</u>	<u>\$ 737.00</u>

Special Services - Account 8621-60

Cash Receipts:		
Federal Funds	\$ -0-	\$86,760.00
Disbursements:		
Personal Services	-0-	72,176.28
Current Expenses	14,491.43	25,738.32
Equipment	-0-	689.12
	<u>14,491.43</u>	<u>98,603.72</u>
Cash Receipts (Under) Disbursements	(14,491.43)	(11,843.72)
Beginning Balance	<u>14,491.43</u>	<u>26,335.15</u>
Ending Balance	<u>\$ -0-</u>	<u>\$14,491.43</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

	Year Ended June 30,	
	1984	1983
<u>Payroll Clearing - Account 8621-77</u>		
Cash Receipts:		
Transfers	\$3,318,376.06	\$3,368,838.21
Disbursements:		
Personal Services	3,302,519.05	3,368,838.21
Cash Receipts Over Disbursements	15,857.01	-0-
Beginning Balance	-0-	-0-
Ending Balance	\$ 15,857.01	\$ -0-
 <u>Revenue Clearing - Account 8621-78</u>		
Cash Receipts:		
Fees	\$2,546,608.67	\$2,183,676.79
Interest	16,261.48	18,121.21
	2,562,870.15	2,201,798.00
Disbursements:		
Current Expenses	2,623,052.27	2,075,057.36
Cash Receipts (Under) Over Disbursements	(60,182.12)	126,740.64
Beginning Balance	248,325.62	121,584.98
Ending Balance	\$ 188,143.50	\$ 248,325.62

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

<u>Faculty Improvement Fee -</u> <u>Account 8700-07</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Fees	\$52,919.73	\$ 2,987.24
Disbursements:		
West Virginia Board of Regents	<u>52,919.73</u>	<u>2,987.24</u>
	-0-	-0-
Beginning Balance	<u>-0-</u>	<u>-0-</u>
Ending Balance	<u>\$ -0-</u>	<u>\$ -0-</u>
<u>Higher Education Resources -</u> <u>Account 8700-11</u>		
Cash Receipts:		
Fees	\$83,838.79	\$73,217.36
Disbursements:		
West Virginia Board of Regents	<u>83,838.79</u>	<u>73,217.36</u>
	-0-	-0-
Beginning Balance	<u>-0-</u>	<u>-0-</u>
Ending Balance	<u>\$ -0-</u>	<u>\$ -0-</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE
 SPECIAL REVENUE

<u>Registration Fees - Special Capital</u> <u>Improvement Fund - Account 8840-99</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Fees	\$224,492.51	\$217,722.90
Disbursements:		
West Virginia Board of Regents	<u>224,492.51</u>	<u>217,722.90</u>
	-0-	-0-
Beginning Balance	<u>-0-</u>	<u>-0-</u>
Ending Balance	<u>\$ -0-</u>	<u>\$ -0-</u>
<u>Tuition and Fees - Special Capital</u> <u>Improvement Fund - Account 8855-99</u>		
Cash Receipts:		
Fees	\$423,584.21	\$215,856.15
Disbursements:		
West Virginia Board of Regents	<u>423,584.21</u>	<u>215,856.15</u>
	-0-	-0-
Beginning Balance	<u>-0-</u>	<u>-0-</u>
Ending Balance	<u>\$ -0-</u>	<u>\$ -0-</u>

BLUEFIELD STATE COLLEGE

STUDENT UNION - DINING HALL BONDS OF 1962

STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND

CHANGES IN FUND BALANCE

	Year Ended June 30, 1984			<u>Totals</u>
	<u>Bonds and Interest</u>	<u>Debt Service Reserve</u>	<u>Repairs and Replacement</u>	
Cash Receipts:				
Interest	\$ 37.34	\$ 10,759.48	\$ 8,837.43	\$ 19,634.25
Disbursements:				
Interest Expense	5,390.00	-0-	-0-	5,390.00
Other Expense	1.32	-0-	-0-	1.32
	<u>5,391.32</u>	<u>-0-</u>	<u>-0-</u>	<u>5,391.32</u>
Cash Receipts (Under) Over Disbursements	(5,353.98)	10,759.48	8,837.43	14,242.93
Beginning Fund Balance	17.02	94,238.76	77,404.16	171,659.94
Transfers To (From):				
Student Union Account (8621-33) to Pay Debt Service	21,337.87	-0-	-0-	21,337.87
Student Union Account (8621-33) to Pay Bonds	(16,000.00)	-0-	-0-	(16,000.00)
Ending Fund Balance	<u>\$.91</u>	<u>\$104,998.24</u>	<u>\$ 86,241.59</u>	<u>\$191,240.74</u>

<u>Bonds and Interest</u>	<u>Year Ended June 30, 1983</u>		<u>Totals</u>
	<u>Debt Service Reserve</u>	<u>Repairs and Replacement</u>	
\$ 24.77	\$ 10,432.85	\$ 8,569.15	\$ 19,026.77
5,757.50	-0-	-0-	5,757.50
9.18	-0-	-0-	9.18
<u>5,766.68</u>	<u>-0-</u>	<u>-0-</u>	<u>5,766.68</u>
(5,741.91)	10,432.85	8,569.15	13,260.09
288.24	83,805.91	68,835.01	152,929.16
10,470.69	-0-	-0-	10,470.69
<u>(5,000.00)</u>	<u>-0-</u>	<u>-0-</u>	<u>(5,000.00)</u>
<u>\$ 17.02</u>	<u>\$ 94,238.76</u>	<u>\$ 77,404.16</u>	<u>\$171,659.94</u>

BLUEFIELD STATE COLLEGE
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH BALANCE

LOCAL

<u>Refund Account</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Collections	\$155,650.06	\$205,818.39
Disbursements:		
Refunds	136,883.80	136,386.28
State Tax Commission	1,328.81	1,435.90
Bluefield State College Foundation - Loan Collections	17,191.78	17,170.36
State Treasury - To Reduce Account Balance	-0-	49,984.87
Correction of Deposit Errors	167.84	100.00
	<u>155,572.23</u>	<u>205,077.41</u>
Cash Receipts Over Disbursements	77.83	740.98
Beginning Balance	<u>7,644.98</u>	<u>6,904.00</u>
Ending Balance	<u>\$ 7,722.81</u>	<u>\$ 7,644.98</u>

	<u>Year Ended June 30,</u>		
	<u>1984</u>	<u>1983</u>	<u>1982</u>
Ending Balance:			
Cash in Bank	\$ 5,818.81	\$ 5,740.98	\$ 5,000.00
Change Funds	<u>1,904.00</u>	<u>1,904.00</u>	<u>1,904.00</u>
	<u>\$ 7,722.81</u>	<u>\$ 7,644.98</u>	<u>\$ 6,904.00</u>

BLUEFIELD STATE COLLEGE
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH BALANCE

LOCAL

<u>Federal Programs</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Federal Funds	\$1,226,426.00	\$ 612,838.26
Disbursements:		
Federal Programs (8621-20)	-0-	82,650.00
Federal Grants and Contracts (8621-20)	215,113.00	-0-
Title III Grants (8621-28)	-0-	133,969.20
Special Services (8621-43)	89,023.00	-0-
College Work-Study Program (8621-51)	129,103.00	77,250.00
Special Services (8621-60)	-0-	66,759.00
Basic Educational Opportunity Grant Program - Local Account	708,537.00	171,140.00
Supplemental Educational Opportunity Grants Program - Initial - Local Account	32,275.00	30,948.00
Supplemental Educational Opportunity Grants Program - Continuing - Local Account	32,375.00	31,048.00
National Direct Student Loan Program - Local Account	20,000.00	-0-
Department of Health and Human Services	-0-	19,074.06
	<u>1,226,426.00</u>	<u>612,838.26</u>
	-0-	-0-
Beginning Balance	<u>-0-</u>	<u>-0-</u>
Ending Balance	<u>\$ -0-</u>	<u>\$ -0-</u>

BLUEFIELD STATE COLLEGE
STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH BALANCE

LOCAL

	Year Ended June 30,	
	1984	1983
<u>Basic Educational Opportunity Grant</u>		
Cash Receipts:		
Federal Funds	\$708,537.00	\$391,140.00
Grant Repayments	12,228.33	5,143.78
	720,765.33	396,283.78
 Disbursements:		
Awards	721,226.86	480,001.53
Cash Receipts (Under) Disbursements	(461.53)	(83,717.75)
Beginning Balance	9,459.59	93,177.34
Ending Balance	\$ 8,998.06	\$ 9,459.59
 <u>Supplemental Educational Opportunity Grants - Initial</u>		
Cash Receipts:		
Federal Funds	\$ 32,275.00	\$ 30,948.00
Recoveries	92.25	210.00
Transfer from Supplemental Educational Opportunity Grants - Continuing	9,710.50	5,175.00
	42,077.75	36,333.00
 Disbursements:		
Awards	42,425.00	35,422.28
Indirect Costs	-0-	1,459.00
Transfers to Supplemental Educational Opportunity Grants - Continuing	-0-	4,997.00
Office of Education (Recovery from FY 74-75)	-0-	100.00
	42,425.00	41,978.28
Cash Receipts (Under) Disbursements	(347.25)	(5,645.28)
Beginning Balance	947.43	6,592.71
Ending Balance	\$ 600.18	\$ 947.43

BLUEFIELD STATE COLLEGE
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH BALANCE

LOCAL

<u>Supplemental Educational</u> <u>Opportunity Grants - Continuing</u>	<u>Year Ended June 30,</u>	
	<u>1984</u>	<u>1983</u>
Cash Receipts:		
Federal Funds	\$32,375.00	\$31,048.00
Grant Repayments	102.00	-0-
Transfer from Supplemental Educational Opportunity Grants - Initial	-0-	4,997.00
	<u>32,477.00</u>	<u>36,045.00</u>
Disbursements:		
Awards	17,602.00	21,650.00
Indirect Costs	3,884.61	7,008.00
Transfers to:		
Supplemental Educational Opportunity Grants - Initial	9,710.50	5,175.00
College Work-Study	1,349.11	-0-
	<u>32,546.22</u>	<u>33,833.00</u>
Cash Receipts (Under) Over Disbursements	(69.22)	2,212.00
Beginning Balance	<u>4,185.20</u>	<u>1,973.20</u>
Ending Balance	<u>\$ 4,115.98</u>	<u>\$ 4,185.20</u>

BLUEFIELD STATE COLLEGE

STATEMENT OF CHANGES IN LOAN FUND BALANCE

FEDERAL PROGRAMS - LOCAL

<u>National Direct Student Loan Program</u>	<u>Year Ended June 30, 1984</u>		
	<u>Cash</u>	<u>Loans Receivable</u>	<u>Totals</u>
Beginning Balance	\$ 20,922.91	\$213,683.32	\$234,606.23
Additions:			
Loan Payments and Loans	11,863.83	36,010.00	47,873.83
Federal Contributions	21,141.00	-0-	21,141.00
Matching Funds	1,111.11	-0-	1,111.11
Interest	1,464.29	-0-	1,464.29
Transfers from Federal Programs Account	10,000.00	-0-	10,000.00
	<u>45,580.23</u>	<u>36,010.00</u>	<u>81,590.23</u>
	66,503.14	249,693.32	316,196.46
Deductions:			
Loans and Loan Payments	36,010.00	11,863.83	47,873.83
Allowances	-0-	26,314.51	26,314.51
Administrative Expense	8,803.72	-0-	8,803.72
Transfers to Federal Programs Account	10,000.00	-0-	10,000.00
Other	65.30	-0-	65.30
	<u>54,879.02</u>	<u>38,178.34</u>	<u>93,057.36</u>
Ending Balance	<u>\$ 11,624.12</u>	<u>\$211,514.98</u>	<u>\$223,139.10</u>

Year Ended June 30, 1983

<u>Cash</u>	<u>Loans Receivable</u>	<u>Totals</u>
\$ 33,717.74	\$242,584.27	\$276,302.01
17,215.72	30,782.00	47,997.72
-0-	-0-	-0-
-0-	-0-	-0-
2,947.71	-0-	2,947.71
<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<u>20,163.43</u>	<u>30,782.00</u>	<u>50,945.43</u>
53,881.17	273,366.27	372,247.44
30,782.00	17,215.72	47,997.72
-0-	42,467.23	42,467.23
599.39	-0-	599.39
<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<u>1,576.87</u>	<u>-0-</u>	<u>1,576.87</u>
<u>32,958.26</u>	<u>59,682.95</u>	<u>92,641.21</u>
<u>\$ 20,922.91</u>	<u>\$213,683.32</u>	<u>\$234,606.23</u>

BLUEFIELD STATE COLLEGE
 STATEMENTS OF CASH RECEIPTS, DISBURSEMENTS AND
 CHANGES IN CASH BALANCE

LOCAL

	Year Ended June 30,	
	1984	1983
<u>Athletic Cash Advance Account</u>		
Cash Receipts:		
Cash Advances	\$25,000.00	\$28,000.00
Redeposits of Unused Advances	4,184.74	3,001.65
	29,184.74	31,001.65
Disbursements:		
Cash Advances	18,171.00	17,097.40
Settlement of Cash Advances	11,013.74	13,904.25
	29,184.74	31,001.65
	-0-	-0-
Beginning Balance	213.72	213.72
Ending Balance	\$ 213.72	\$ 213.72
<u>Nurses Training Account</u>		
Cash Receipts:		
Collections	\$ 1,724.05	\$ 2,182.19
Disbursements:		
Transfers to Special Revenue Account No. 8621-52	-0-	2,221.30
Transfers to Special Revenue Account No. 8621-55	1,971.72	248.40
	1,971.72	2,469.70
Cash Receipts (Under) Disbursements	(247.67)	(287.51)
Beginning Balance	312.71	600.22
Ending Balance	\$ 65.04	\$ 312.71

BLUEFIELD STATE COLLEGE
 STATEMENT OF CHANGES IN LOAN FUND BALANCE
 LOCAL

Year Ended June 30, 1984

<u>Christ Episcopal Church Loan Fund</u>	<u>Cash</u>	<u>Loans Receivable</u>	<u>Totals</u>
Beginning Balance	\$ 70.65	\$1,322.89	\$1,393.54
Additions:			
Loan Payments and Loans	649.53	899.53	1,549.06
Donations	200.00	-0-	200.00
Interest	12.30	19.80	32.10
Loan Correction - Overpayment	-0-	-0-	-0-
	<u>861.83</u>	<u>919.33</u>	<u>1,781.16</u>
	932.48	2,242.22	3,174.70
Deductions:			
Loans and Loan Payments	899.53	649.53	1,549.06
Interest	-0-	12.30	12.30
Loan Correction - Overpayment	-0-	-0-	-0-
	<u>899.53</u>	<u>661.83</u>	<u>1,561.36</u>
Ending Balance	<u>\$ 32.95</u>	<u>\$1,580.39</u>	<u>\$1,613.34</u>

Year Ended June 30, 1983

<u>Cash</u>	<u>Loans Receivable</u>	<u>Totals</u>
\$ 45.43	\$1,339.53	\$1,384.96
301.00	286.00	587.00
-0-	-0-	-0-
10.23	8.58	18.81
-0-	.01	.01
<u>311.23</u>	<u>294.59</u>	<u>605.82</u>
356.66	1,634.12	1,990.78
286.00	301.00	587.00
-0-	10.23	10.23
.01	-0-	.01
<u>286.01</u>	<u>311.23</u>	<u>597.24</u>
<u>\$ 70.65</u>	<u>\$1,322.89</u>	<u>\$1,393.54</u>

BLUEFIELD STATE COLLEGE

RECONCILIATIONS

JUNE 30, 1984

Faculty Improvement Fee - Account 8621-07

Balance per State Treasury and College \$ 299.90

Capital Improvements - Account 8621-08

Balance per State Treasury and College \$103,047.86

Institutional Activity Fees - Account 8621-09

Balance per State Treasury \$116,623.28

Deposit in Transit 2,137.60

Balance per College \$118,760.88

Higher Education Resources Fee - Account 8621-11

Balance per State Treasury \$360,764.84

Deposit in Transit 20,875.47

Balance per College \$381,640.31

Other Student Fees - Account 8621-12

Balance per State Treasury \$ 5,686.20

Deposit in Transit 275.00

Balance per College \$ 5,961.20

Federal Programs - Account 8621-20

Balance per State Treasury and College \$119,807.83

State Grants and Contracts - Account 8621-21

Balance per State Treasury and College \$113,872.14

BLUEFIELD STATE COLLEGE

RECONCILIATIONS

JUNE 30, 1984

Private Gifts, Grants and Contracts -
Account 8621-25

Balance per State Treasury	\$ 46,718.81
Deposit in Transit	<u>14,438.75</u>
Balance per College	<u>\$ 61,157.56</u>

Sales and Services of Educational
Activities - Account 8621-28

Balance per State Treasury	\$ 72,295.90
Deposit in Transit	<u>1,276.09</u>
Balance per College	<u>\$ 73,571.99</u>

Student Union - Account 8621-34

Balance per State Treasury	\$ 24,331.40
Deposit in Transit	<u>5,412.40</u>
Balance per College	<u>\$ 29,743.80</u>

Faculty Housing - Account 8621-35

Balance per State Treasury	\$ 14,745.59
Deposit in Transit	<u>615.00</u>
Balance per College	<u>\$ 15,360.59</u>

Bookstore - Account 8621-37

Balance per State Treasury	\$114,691.20
Deposit in Transit	<u>9,257.57</u>
Balance per College	<u>\$123,948.77</u>

BLUEFIELD STATE COLLEGE

RECONCILIATIONS

JUNE 30, 1984

Athletics - Account 8621-40

Balance per State Treasury	\$17,311.76
Deposit in Transit	<u>616.00</u>
Balance per College	<u>\$17,927.76</u>

Special Services Income - Account 8621-43

Balance per State Treasury and College	<u>\$ 8,865.27</u>
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Parking - Account 8621-44

Balance per State Treasury	\$ 8,199.51
Deposit in Transit	<u>605.85</u>
Balance per College	<u>\$ 8,805.36</u>

College Work-Study Program - Account 8621-51

Balance per State Treasury and College	<u>\$27,869.81</u>
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Loans - Account 8621-55

Balance per State Treasury	\$18,278.04
Deposit in Transit	<u>1,407.17</u>
Balance per College	<u>\$19,685.21</u>

Scholarship Program - Clearing -
Account 8621-58

Balance per State Treasury and College	<u>\$ 281.00</u>
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Payroll Clearing - Account 8621-77

Balance per State Treasury and College	<u>\$15,857.01</u>
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BLUEFIELD STATE COLLEGE

RECONCILIATION

JUNE 30, 1984

Revenue Clearing - Account 8621-78

Balance per State Treasury	\$187,439.44
Deposit in Transit	<u>704.06</u>
Balance per College	<u>\$188,143.50</u>

BLUEFIELD STATE COLLEGE

BANK RECONCILIATION

JUNE 30, 1984

Refund Account

Balance per Bank \$6,828.89

Less: Outstanding Checks

Check Numbers

2859	.50
2864	4.28
2878	.20
2898	62.10
2968	4.75
3031	6.00
3067	281.00
3114	24.00
3121	55.50
3122	81.00
3123	1.00
3124	1.00
3126	52.00
3127	81.00
3129	46.00
3130	81.00
3131	114.25
3132	114.50

1,010.08

Balance per Book

\$5,818.81

BLUEFIELD STATE COLLEGE

BANK RECONCILIATIONS

JUNE 30, 1984

Federal Programs Account

Balance per Bank and Book \$ -0-

Basic Educational Opportunity Grant

Balance per Bank \$11,967.06

Less: Outstanding Checks

Check Numbers

6833	57.00
6851	150.00
6852	300.00
6855	294.00
6856	275.00
6870	427.00
6877	206.00
6896	76.00
6899	900.00
6900	235.14
6901	48.86
	<u>2,969.00</u>

Balance per Book \$ 8,988.06

Supplemental Educational Opportunity
Grants - Initial

Balance per Bank \$ 875.18

Less: Outstanding Check

Check Number

634	<u>275.00</u>
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Balance per Book \$ 600.18

Supplemental Educational Opportunity
Grants - Continuing

Balance per Bank and Book \$ 4,115.98

BLUEFIELD STATE COLLEGE

BANK RECONCILIATIONS

JUNE 30, 1984

National Direct Student Loan

Balance per Bank and Book \$11,110.20

Wachovia National Direct Student Loan - Checking

Balance per Bank and Book \$ 513.92

Nurses Training Account

Balance per Bank and Book \$ 65.04

Cash Advance Account

Balance per Bank and Book \$ -0-

Cash Advance Account - Barry Blizzard

Balance per Bank and Book \$ 213.72

Christ Episcopal Church Loan Fund

Balance per Bank and Book \$ 32.95

STATE OF WEST VIRGINIA

OFFICE OF LEGISLATIVE AUDITOR, TO WIT:

I, Encil Bailey, Legislative Auditor, do hereby certify that the report of audit appended hereto was made under my direction and supervision, under the provisions of the West Virginia Code, Chapter 4, Article 2, as amended, and that the same is a true and correct copy of said report.

Given under my hand this 9th day of December,
1986.

Encil Bailey

Encil Bailey, Legislative Auditor

Copy forwarded to the Commissioner of the Department of Finance and Administration to be filed as a public record. Copies forwarded to Bluefield State College; West Virginia Board of Regents; Governor; Attorney General; and, State Auditor.