



Report of Independent Auditors in Accordance  
with Uniform Guidance and Financial Statements  
(with Supplementary Information) for

**Lewis & Clark College**

May 31, 2016 and 2015

**MOSS-ADAMS<sub>LLP</sub>**

Certified Public Accountants | Business Consultants

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## REPORT OF INDEPENDENT AUDITORS

To the Board of Trustees  
Lewis & Clark College

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Lewis & Clark College (the College), which comprise the statements of financial position as of May 31, 2016 and 2015, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

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

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

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

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

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

## REPORT OF INDEPENDENT AUDITORS (continued)

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Lewis and Clark College as of May 31, 2016 and 2015, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 14, 2016 on our consideration of Lewis and Clark College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Lewis & Clark College's internal control over financial reporting and compliance.

*Moss Adams LLP*

Portland, Oregon

September 14, 2016

**LEWIS & CLARK COLLEGE**  
**STATEMENTS OF FINANCIAL POSITION**

**ASSETS**

	May 31,	
	2016	2015
<b>ASSETS</b>		
Cash and cash equivalents	\$ 11,389,430	\$ 6,324,906
Student accounts receivable, net	289,441	335,321
Other receivables	2,401,267	2,343,087
Real estate held for sale	427,090	788,445
Prepaid expenses and other assets	1,420,325	1,000,819
Student loans receivable, net	6,693,786	7,425,780
Investments	222,514,249	243,422,797
Contributions receivable, net	1,803,380	2,202,299
Bond issuance costs, net	985,036	1,023,919
Property, plant, and equipment, net	176,983,082	179,101,934
Total assets	<u>\$ 424,907,086</u>	<u>\$ 443,969,307</u>

**LIABILITIES AND NET ASSETS**

<b>LIABILITIES</b>		
Accounts payable	\$ 2,493,245	\$ 1,565,665
Accrued and other liabilities	13,597,985	13,688,356
Deferred revenues	4,838,207	4,312,059
Liability for split interest agreements	692,713	785,981
Bonds and capital lease payable	108,563,046	109,066,306
Interest rate swaps liability	11,607,304	10,713,046
U.S. government grants refundable	6,174,165	6,170,181
Total liabilities	<u>147,966,665</u>	<u>146,301,594</u>
<b>NET ASSETS</b>		
Unrestricted	93,422,510	98,123,761
Temporarily restricted	66,461,628	83,061,508
Permanently restricted	117,056,283	116,482,444
Total net assets	<u>276,940,421</u>	<u>297,667,713</u>
Total liabilities and net assets	<u>\$ 424,907,086</u>	<u>\$ 443,969,307</u>

**LEWIS & CLARK COLLEGE**  
**STATEMENTS OF ACTIVITIES**  
**FOR THE YEAR ENDED MAY 31, 2016**

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
OPERATING ACTIVITIES				
Revenues and gains:				
Tuition and fees, net of scholarships and fellowships of \$51,747,675 in 2016	\$ 82,194,732	\$ -	\$ -	\$ 82,194,732
Contributions	1,944,712	-	-	1,944,712
Contracts and other exchange transactions	2,241,396	-	-	2,241,396
Investment earnings from endowment, distributed	10,943,538	-	-	10,943,538
Other investment loss	(8,627)	-	-	(8,627)
Other revenue	3,131,423	-	-	3,131,423
Sales and services of auxiliary enterprises	19,291,820	-	-	19,291,820
Total revenues and gains	119,738,994	-	-	119,738,994
Net assets released from restrictions and other redesignations	4,823,400	(4,740,906)	(82,494)	-
TOTAL REVENUES, GAINS, AND OTHER SUPPORT	124,562,394	(4,740,906)	(82,494)	119,738,994
Expenses:				
Educational and general:				
Instruction	52,671,469	-	-	52,671,469
Research	3,383,408	-	-	3,383,408
Public service	979,999	-	-	979,999
Academic support	11,935,553	-	-	11,935,553
Student services	13,554,090	-	-	13,554,090
Institutional support	23,085,429	-	-	23,085,429
Total educational and general	105,609,948	-	-	105,609,948
Auxiliary enterprises	16,494,234	-	-	16,494,234
TOTAL EXPENSES	122,104,182	-	-	122,104,182
INCREASE (DECREASE) IN NET ASSETS FROM OPERATING ACTIVITIES	2,458,212	(4,740,906)	(82,494)	(2,365,188)
NON-OPERATING ACTIVITIES				
Contributions	100	2,312,717	1,356,360	3,669,177
Contracts and exchange transactions	-	191,444	-	191,444
Endowment losses, net of amounts distributed	(6,265,305)	(14,379,379)	(782,938)	(21,427,622)
Change in value of split interest agreements	-	16,244	82,911	99,155
Loss on interest rate swaps related to bonds	(894,258)	-	-	(894,258)
INCREASE (DECREASE) IN NET ASSETS FROM NON-OPERATING ACTIVITIES	(7,159,463)	(11,858,974)	656,333	(18,362,104)
INCREASE (DECREASE) IN NET ASSETS	(4,701,251)	(16,599,880)	573,839	(20,727,292)
NET ASSETS AT BEGINNING OF YEAR	98,123,761	83,061,508	116,482,444	297,667,713
NET ASSETS AT END OF YEAR	\$ 93,422,510	\$ 66,461,628	\$ 117,056,283	\$ 276,940,421

**LEWIS & CLARK COLLEGE**  
**STATEMENTS OF ACTIVITIES**  
**FOR THE YEAR ENDED MAY 31, 2015**

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
OPERATING ACTIVITIES				
Revenues and gains:				
Tuition and fees, net of scholarships and fellowships of \$46,823,244 in 2015	\$ 81,796,364	\$ -	\$ -	\$ 81,796,364
Contributions	1,830,975	-	-	1,830,975
Contracts and other exchange transactions	2,674,949	-	-	2,674,949
Investment earnings from endowment, distributed	10,438,618	-	-	10,438,618
Other investment income	78,985	-	-	78,985
Other revenue	3,177,540	-	-	3,177,540
Sales and services of auxiliary enterprises	17,353,854	-	-	17,353,854
Total revenues and gains	117,351,285	-	-	117,351,285
Net assets released from restrictions and other redesignations	4,918,144	(5,353,144)	435,000	-
TOTAL REVENUES, GAINS, AND OTHER SUPPORT	122,269,429	(5,353,144)	435,000	117,351,285
Expenses:				
Educational and general:				
Instruction	53,973,195	-	-	53,973,195
Research	3,769,634	-	-	3,769,634
Public service	949,540	-	-	949,540
Academic support	12,186,344	-	-	12,186,344
Student services	12,592,360	-	-	12,592,360
Institutional support	21,343,646	-	-	21,343,646
Total educational and general	104,814,719	-	-	104,814,719
Auxiliary enterprises	16,212,753	-	-	16,212,753
TOTAL EXPENSES	121,027,472	-	-	121,027,472
INCREASE (DECREASE) IN NET ASSETS FROM OPERATING ACTIVITIES	1,241,957	(5,353,144)	435,000	(3,676,187)
NON-OPERATING ACTIVITIES				
Contributions	600	2,854,617	4,515,733	7,370,950
Contracts and exchange transactions	-	148,378	-	148,378
Endowment losses, net of amounts distributed	(1,477,759)	(1,868,518)	(108,769)	(3,455,046)
Change in value of split interest agreements	-	25,009	58,527	83,536
Loss on interest rate swaps related to bonds	(1,365,795)	-	-	(1,365,795)
INCREASE (DECREASE) IN NET ASSETS FROM NON-OPERATING ACTIVITIES	(2,842,954)	1,159,486	4,465,491	2,782,023
INCREASE (DECREASE) IN NET ASSETS	(1,600,997)	(4,193,658)	4,900,491	(894,164)
NET ASSETS AT BEGINNING OF YEAR	99,724,758	87,255,166	111,581,953	298,561,877
NET ASSETS AT END OF YEAR	\$ 98,123,761	\$ 83,061,508	\$ 116,482,444	\$ 297,667,713

See accompanying notes.

# LEWIS & CLARK COLLEGE

## STATEMENTS OF CASH FLOWS

	Years Ended May 31,	
	2016	2015
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ (20,727,292)	\$ (894,164)
Adjustments to reconcile change in net assets to net cash used by operating activities:		
Contribution of marketable securities	(769,119)	(1,491,938)
Depreciation and amortization	7,418,848	7,728,331
Write-off of contribution receivable	60,000	25,020
Loss (gain) on disposal of property, plant, and equipment	946,999	(118,010)
Loss in market value & disposals of real estate held for sale	788,445	1,335
Unrealized loss on interest rate swaps related to bonds	894,258	1,365,795
Actuarial gain on split interest agreement obligations	(6,042)	(30,068)
Change in contributions receivable discount	(9,481)	4,570
Contributions restricted for endowment, trust, and capital projects	(1,432,307)	(4,656,916)
Interest and dividends restricted for long-term investment	(142,701)	(127,748)
Net realized and unrealized loss (gain)	8,260,407	(8,540,903)
 Increase (decrease) in cash due to changes in assets and liabilities:		
Student accounts and other receivables	(12,300)	(294,957)
Prepaid expense and other assets	(419,506)	201,095
Contributions receivable	348,400	628,906
Accounts payable	927,580	(462,607)
Accrued and other liabilities	(90,371)	922,680
New split interest agreement obligations	16,639	164,824
Deferred revenues	526,148	(432,774)
 Net cash used in operating activities	<u>(3,421,395)</u>	<u>(6,007,529)</u>
 <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Payments received on student loans receivable, net	731,994	493,163
Payments on U.S. government grants refundable, net	3,984	(60,861)
Purchases of land, property, plant and equipment	(5,846,805)	(5,253,199)
Proceeds from sales of property, plant, and equipment	-	489,777
Proceeds from sales of investments	70,142,841	66,484,025
Purchases of investments	<u>(57,152,671)</u>	<u>(58,523,510)</u>
 Net cash from investing activities	<u>7,879,343</u>	<u>3,629,395</u>
 <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Contributions restricted for endowment, trust, and capital projects	1,432,307	4,656,916
Interest and dividends restricted for long-term reinvestment	142,701	127,748
Principal payments on capital leases	(284,567)	-
Principal payments on bonds payable	(580,000)	-
Maturities of split interest obligations	<u>(103,865)</u>	<u>(79,468)</u>
 Net cash from financing activities	<u>606,576</u>	<u>4,705,196</u>
 <b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>	<u>5,064,524</u>	<u>2,327,062</u>
 <b>CASH AND CASH EQUIVALENTS, beginning of year</b>	<u>6,324,906</u>	<u>3,997,844</u>
 <b>CASH AND CASH EQUIVALENTS, end of year</b>	<u>\$ 11,389,430</u>	<u>\$ 6,324,906</u>
<b>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</b>		
Cash paid for interest	<u>\$ 7,769,164</u>	<u>\$ 7,815,578</u>
 <b>SUPPLEMENTAL DISCLOSURE OF NONCASH INVESTING AND FINANCING ACTIVITIES</b>		
Acquisition of equipment through capital lease financing	<u>\$ 344,747</u>	<u>\$ 892,335</u>



## LEWIS & CLARK COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### **Note 1 – Organization and Summary of Significant Accounting Policies**

**General** – Lewis & Clark College (the College) is a private, nonprofit institution of higher education based in Portland, Oregon. The College provides education and training services for undergraduate students through the College of Arts and Sciences, for graduate students through the Graduate School of Education and Counseling, and for law students through the Lewis & Clark Law School. The College performs research, training, and other services under grants and contracts with sponsoring organizations, which are primarily departments and agencies of the United States government.

**Basis of accounting** – The financial statements of the College have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

**Basis of presentation** – Net assets, revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. The definitions used to classify and report net assets are as follows:

*Unrestricted net assets* – net assets that are not subject to donor-imposed restrictions.

*Temporarily restricted net assets* – net assets subject to donor-imposed restrictions that will be met either by actions of the College or the passage of time.

*Permanently restricted net assets* – net assets subject to donor-imposed restrictions that are permanently maintained by the College. Generally, the donors of these assets permit the College to use all or part of the income earned on related investments for general or specific purposes.

**Revenue recognition** – Revenues are reported as increases in unrestricted net assets unless their use is limited by donor-imposed restrictions.

*Tuition and fees* – Student tuition and fees are recorded as revenue in the term that the last day of classes occur. Student tuition and fees received in advance of services to be rendered are recorded as deferred revenue. The majority of the College's students rely on funds received from various federal financial aid programs under Title IV of the Higher Education Act of 1965, as amended, to pay for a substantial portion of their tuition. These programs are subject to periodic review by the United States Department of Education (DOE). Disbursements under each program are subject to disallowance by the DOE and repayment by the College. In addition, as an educational institution, the College is subject to licensure from various accrediting and state authorities and other regulatory requirements of the DOE.

## LEWIS & CLARK COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1 – Organization and Summary of Significant Accounting Policies (continued)

*Contributions* – Contributions, including unconditional promises to give, are recognized as revenue in the period received and are reported as increases in the appropriate category of net assets. Unconditional promises to give are initially recorded at fair value using the present value of future cash flows, discounted using a risk adjusted rate. Subsequent measurements of unconditional promises to give do not represent fair value. Conditional promises to give are not recognized until they become unconditional, that is when the conditions on which they depend are substantially met. Contributions of assets other than cash are recorded at their estimated fair value. Contributions to be received in future periods are discounted at an appropriate discount rate. Amortized discounts are recorded as additional contribution revenue and are subject to donor-imposed restrictions.

*Contracts and other exchange transactions* – Revenues from grants and contracts are reported as increases in unrestricted net assets, as allowable expenditures under such agreements are incurred.

*Investment return* – Investment income and realized and unrealized gains and losses are recorded and reported as increases or decreases to the appropriate net asset category. Income and net gains on investments of endowment and similar funds are reported as follows:

- Increases in permanently restricted net assets if the terms of the gift or the College's interpretation of relevant state law require they be added to the principal of a permanently restricted net asset.
- Increases in temporarily restricted net assets if the terms of the gift impose restrictions on the timing or the use of the income.
- Increases in unrestricted net assets in all other cases.

*Auxiliary enterprises* – Auxiliary enterprises include income primarily from student housing, the bookstore, food services, transportation services, conventions and conferences, athletics, and student performance groups. Accordingly, the auxiliary enterprise expenses include all costs incurred in providing those services. Athletic and student performance group revenues consist only of ticket sales, while the expenses include all costs related to the administration and operation of the College's athletic and student performance group programs.

The College's measure of operations presented in the Statement of Activities includes revenues from tuition and fees, grants and contracts, unrestricted contributions, investment income from unrestricted investments except those gains and losses earned by unrestricted funds functioning as endowments that have not been appropriated for expenditure in the current year, amounts appropriated for expenditure from restricted endowments in the current year, and revenues from auxiliary enterprises and other sources, as well as net assets released from restriction based upon the satisfaction of those restrictions. Operating expenses are reported by functional categories, after allocating costs for plant maintenance, information services, interest on long term indebtedness and depreciation.

## LEWIS & CLARK COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### **Note 1 – Organization and Summary of Significant Accounting Policies (continued)**

Non-operating activities presented in the Statement of Activities include gifts for buildings and other depreciable assets, unconditional promises to give, investment gains and losses on loan funds and permanently restricted endowments, gains and losses earned by unrestricted funds functioning as endowments that have not been appropriated for expenditure in the current year, changes in the value of split-interest agreements, and gains and losses from changes in the value of assets due to the fluctuation of exchange rates.

**Cash and cash equivalents** – The College considers all highly-liquid debt instruments purchased with original maturities of three months or less to be cash equivalents. Cash equivalents are invested in money market accounts or commercial paper and are stated at cost.

**Student accounts and loans receivable** – Student accounts receivable are recorded at the invoiced amount and do not bear interest. At May 31, 2016 and 2015, student accounts receivable totaled \$289,441 and \$335,321 net of allowance for doubtful accounts of \$349,120 and \$396,354 for each year. Student loans receivable totaled \$6,693,786 and \$7,425,780, respectively, net of allowance for doubtful accounts of \$485,200 for each year. The allowance for doubtful accounts represents the College's best estimate of the amount of probable credit losses in the College's existing accounts receivable and student loans receivable. The College determines the allowance by performing on-going evaluations of its students and their ability to make payments. The College determines the adequacy of the allowance based on length of time past due, historical experience, and judgment of economic conditions. Account and loan balances are charged off against the allowance after all means of collection have been exhausted and the potential recovery is considered remote. The College follows federal guidelines for determining when student loans are delinquent or past due for both federal and institutional loans.

**Real estate held for sale** – Real estate held for sale consists of the following:

- 3,877.72 acres of undeveloped land in Umatilla County, Oregon. – The College is actively seeking a buyer for the property. At May 31, 2016 the property was valued at 427,090.
- 59.50 acres of undeveloped land in Yamhill County – At May 31, 2015, the property was valued at \$788,445. After being unable to sell the property for 10 years the College decided to return it to the original donors. A loss on the disposal of real estate held for sale of \$788,445 was recorded.

**Inventories** – Inventories consist primarily of books and supplies and are recorded at the lower of cost (first-in, first-out) or market and are included in other assets in the statement of financial position.

## LEWIS & CLARK COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1 – Organization and Summary of Significant Accounting Policies (continued)

**Investments** – Investments are stated at fair value. The fair value of all debt and equity securities with a readily determinable fair value are based on quotations from national securities exchanges. The alternative investments, which are not readily marketable, are carried at estimated fair values as provided by the investment managers. The College reviews and evaluates the values provided by the investment managers and agrees with the valuation methods and assumptions used in determining the fair value of the alternative investments. Those estimated fair values may differ significantly from the values that would have been used had a ready market for these securities existed. The value of real estate investments is determined from valuations prepared by independent appraisers at the time of gift and these investments are carried at cost. Management will assess these investments for impairment when circumstances indicate a decline in value is other than temporary.

The College invests in a variety of investment securities which are exposed to various risks such as interest rate, credit, and overall market volatility risks. Due to the level of risk associated with certain investment securities, it is reasonably possible that changes in the values of investment securities will occur in the near-term and such changes could materially affect the amounts reported in the financial statements.

**Contributions receivable** – An allowance for uncollectible receivables is provided based upon management's judgment, including such factors as prior collection history and type of receivable. Accounts are charged off when all collection efforts have been exhausted. At May 31, 2016 and 2015, no allowance for uncollectible receivables was recorded.

**Bond issuance costs** – Bond issuance costs are amounts paid by the College in connection with bond financing. Amortization is calculated using the straight-line method, which approximates the effective interest method, over the life of the bonds.

**Split-interest agreements** – The College uses the actuarial method of recording certain split-interest agreements. Under this method, the present value of the payments to beneficiaries is determined based upon life expectancy tables when the gift is received. The present value of those payments is recorded as a liability and the remainder as net assets. Discount rates ranging from 1.00% to 8.60% were used to calculate the present value of the liability based on the estimated life expectancies of the beneficiaries. The discount rates represent the Federal Applicable Rates that were effective when the gift agreements were established. Periodic adjustments are made between the liability and the net assets to record actuarial gains or losses. There were four new agreements during the year ended May 31, 2016.

The College is named as beneficiary of various trust funds where the College's ultimate receipt of the funds is uncertain because of stipulations in the trust agreement. These trust funds are comprised of agreements which name third parties as co-beneficiaries. The College has reflected appropriate liabilities for such trusts in the accompanying statements of financial position. For the years ended May 31, 2016 and 2015, the College distributed \$153,454 and \$153,748, respectively, in split-interest beneficiary payments.

**Note 1 – Organization and Summary of Significant Accounting Policies (continued)**

**Change in accounting principle – ASU 2015-07** – In May 2015, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2015-07, Fair Value Measurement (Topic 820): Disclosures for Investments in Certain Entities That Calculate Net Asset Value per Share (or Its Equivalent).

The amendments remove the requirement to categorize within the fair value hierarchy all investments for which fair value is measured using the net asset value per share practical expedient (NAV practical expedient). ASU 2015-07 has been adopted for the May 31, 2016 year end, however, the retrospective approach requires that an investment for which fair value is measured using a NAV practical expedient be removed from the fair value hierarchy in all periods presented in the financial statements.

**Fair value measurements** – Accounting literature defines fair value as the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The valuation techniques used are based on observable and unobservable inputs. Observable inputs reflect market data obtained from independent sources, while unobservable inputs reflect the College's market assumptions. These two types of inputs create the following fair value hierarchy:

**Level 1** – Inputs are unadjusted, and represent quoted prices in active markets for identical assets or liabilities at the measurement date.

**Level 2** – Inputs (other than quoted prices included in level 1) are either directly or indirectly observable for the asset or liability through correlation with market data at the measurement date.

**Level 3** – Inputs reflect management's best estimate of what market participants would use in pricing the asset or liability at the measurement date. Consideration is given to the risk inherent in the valuation technique and/or the risk inherent in the inputs to the model. Securities classified within level 3 investments are based on valuations provided by the external investment managers. The valuations consider variables such as financial performance of investments, recent sales prices of investments, and other pertinent information. The Investment Committee, in conjunction with the Vice President for Business & Finance and external investment advisors, reviews the valuation of the investments on a quarterly basis. The Investment Committee reports to the Board of Trustees.

A financial instrument is defined as a contractual obligation that ultimately ends with the delivery of cash or an ownership interest in an entity. Disclosures included in these notes regarding the fair value of financial instruments have been derived using external market sources, estimates using present value, or other valuation techniques. Most financial assets and liabilities for which the carrying amount approximates fair value are considered by the College to be level 1 measurements in the fair value hierarchy.

## **LEWIS & CLARK COLLEGE**

### **NOTES TO FINANCIAL STATEMENTS**

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#### **Note 1 – Organization and Summary of Significant Accounting Policies (continued)**

Determination of the fair value of loan fund receivables, which are primarily federally sponsored student loans with U.S. governmental mandated interest rates and repayment terms and subject to significant restrictions as to their transfer or disposition, could not be made without incurring excessive costs. The College issued OFA (Oregon Facilities Authority) bonds that are reported at an amortized cost of \$107,610,530 and \$108,173,971, respectively, in the Statement of Financial Position. These OFA bonds have an approximate fair value of \$128,841,000 and \$124,517,000 as of May 31, 2016 and 2015, respectively. The College determined these OFA bonds to be level 2 measurements in the fair value hierarchy. See Note 8 for other disclosures of debt obligations.

**Income taxes** – The College is a tax-exempt organization and is not subject to federal or state income taxes, except for unrelated business income, in accordance with Section 501(c)(3) of the Internal Revenue Code. In addition, the College qualified for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation.

Unrelated business income tax, if any, is insignificant and no tax provision has been made in the accompanying financial statements.

The College recognizes interest accrued and penalties related to unrecognized tax benefits as an administrative expense. During the years ended May 31, 2016 and 2015, the College recognized no interest and penalties.

The College had no unrecognized tax benefits at May 31, 2016 and 2015. The College files an exempt organization income tax return and an unrelated business income tax return in the U.S. federal jurisdiction and unrelated business income tax returns in various state jurisdictions.

**Use of estimates** – The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Redesignation of net assets** – Certain amounts previously received from donors have been transferred among net asset categories due to changes in donor designations and are reflected in the net assets released from restrictions and other redesignations on the statement of activities.

## LEWIS & CLARK COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### **Note 1 – Organization and Summary of Significant Accounting Policies (continued)**

**Related party transactions** – Members of the College’s Board of Trustees and senior management may, from time to time, be associated, either directly or indirectly, with companies doing business with the College. For senior management, the College requires annual disclosure of significant financial interests in, or employment or consulting relationships with, entities doing business with the College. These annual disclosures cover both senior management and their immediate family members. When such relationships exist, measures are taken to appropriately manage the actual or perceived conflict in the best interests of the College. The College has a written conflict of interest policy that requires, among other things, that no member of the Board of Trustees can participate in any decision in which he or she (or an immediate family member) has a material financial interest. When such relationships exist, measures are taken to mitigate any actual or perceived conflict, including requiring that such transactions be conducted at arm’s length, for good and sufficient consideration, based on terms that are fair and reasonable to and for the benefit of the College, and in accordance with applicable conflict of interest laws. No such associations are considered to be financially significant at May 31, 2016.

**Subsequent events** – Subsequent events are events or transactions that occur after the date of the statements of financial position but before financial statements are issued. The College recognizes in the financial statements the effects of all subsequent events that provide additional evidence about conditions that existed at the date of the statements of financial position, including the estimates inherent in the process of preparing the financial statements. The College’s financial statements do not recognize subsequent events that provide evidence about conditions that did not exist at the date of the statements of financial position but arose after the date of the statement of financial position and before financial statements are available to be issued.

The College has evaluated subsequent events through September 14, 2016, which is the date the financial statements were issued.

#### **Note 2 – Student Loans Receivable**

Student loans receivable represents loans from the Perkins loan funds that are generally payable with interest between 3.00% and 5.00% over approximately 11 years following college attendance. Principal payments, interest, and losses due to cancellation are shared by the College and the U.S. government in proportion to their share of funds provided. The program provides for cancellation of loans if the student is employed in certain occupations following graduation. Losses from employment cancellations are absorbed in full by the U.S. government. At May 31, 2016 and 2015, student loans funded through the Perkins loan program were \$6,672,821 and \$7,413,420, respectively.

The availability of funds for loans under the Perkins program is dependent on reimbursements to the pool from repayments on outstanding loans. Funds advanced by the Federal government of \$6,174,165 and \$6,170,181 at May 31, 2016 and 2015, respectively, are ultimately refundable to the government and are classified as liabilities in the statements of financial position. Outstanding loans cancelled under the program result in a reduction of the funds available for loan and a decrease in the liability to the government.

# LEWIS & CLARK COLLEGE

## NOTES TO FINANCIAL STATEMENTS

### Note 2 – Student Loans Receivable (continued)

At May 31, 2016 and 2015, the following amounts were past due under student loan programs:

	1-60 Days	61-90 Days	91+ Days	Total Past Due
May 31, 2016	\$ 190,582	\$ 55,998	\$ 296,893	\$ 543,473
May 31, 2015	\$ 265,689	\$ 29,500	\$ 286,327	\$ 581,516

Amounts due under the Perkins loan program are guaranteed by the government; however, a reserve in the amount of \$485,200 was recorded at May 31, 2016 and 2015 to account for those amounts advanced by the College.

### Note 3 – Contributions Receivable

**Conditional promises** – At May 31, 2016 and 2015, the College had received conditional promises to give of approximately \$2,972,350 and \$3,014,350. These conditional promises are not recognized as assets and, if they are received, will generally be restricted for specific purposes stipulated by the donors primarily for endowment, general operational support, or plant facilities.

**Unconditional promises** – At May 31, 2016 and 2015, the College had uncollected unconditional promises to give of \$1,949,995 and \$2,358,394, respectively, which are shown as contributions receivable, net of unamortized discounts of \$146,615 and \$156,095, respectively. Contributions receivable after one year were discounted using an adjusted risk free interest rate commensurate with the period over which the contribution will be received for the years ended May 31, 2016 and 2015. The weighted average rate was 2.81% and 2.63% for the years ended May 31, 2016 and 2015, respectively

Amounts due are as follows:

	May 31,	
	2016	2015
Amounts receivable in less than one year	\$ 587,000	\$ 480,000
Amounts receivable in one to five years	1,362,995	1,878,394
	1,949,995	2,358,394
Unamortized discount	(146,615)	(156,095)
Total contributions receivable	\$ 1,803,380	\$ 2,202,299



**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

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**Note 4 – Investments**

At May 31, the values of investments by type are as follows:

	<u>2016</u>	<u>2015</u>
Pooled investments		
Equity securities		
International mutual funds	\$ 9,267,224	\$ 14,614,792
Domestic mutual funds	4,570,299	6,184,940
Commodity mutual funds	-	1,387,211
Real estate investment trust	4,736,008	4,228,310
Debt securities		
Domestic fixed income mutual funds	5,908,362	4,352,243
International fixed income mutual funds	-	8,266,782
Commingled trusts		
Marketable international equity securities	52,043,745	50,004,596
Marketable domestic equity securities	27,681,739	26,409,315
US Treasury securities	15,425,679	15,496,335
Marketable international fixed income securities	6,793,049	7,930,196
Alternative Investments		
Hedge funds		
Long/short equity	18,742,107	13,799,701
Multi strategy	17,714,239	33,129,347
Credit opportunities	10,936,265	7,314,704
Global macro	3,040,798	6,956,565
Domestic private equity funds	4,737,515	4,346,493
International private equity funds	5,434,780	5,177,640
Venture capital funds	15,757,447	10,609,225
Natural resources funds	5,711,897	5,492,410
Real estate funds	3,588,819	2,419,240
	<u>212,089,972</u>	<u>228,120,045</u>

# LEWIS & CLARK COLLEGE

## NOTES TO FINANCIAL STATEMENTS

### Note 4 – Investments (continued)

	2016	2015
Separate investments		
Assets held in charitable remainder trusts		
Fixed income mutual funds	\$ 670,133	\$ 758,163
Equity mutual funds	900,043	1,085,899
Marketable fixed income securities	756,349	748,311
Real estate and others (reported at cost)	-	13,063
Equity securities		
Marketable domestic equity securities	15,269	-
Domestic mutual funds	-	74,251
Balanced mutual funds	1,666,000	1,769,095
Debt securities		
US Treasury securities	6,123	-
Domestic fixed income mutual funds	6,310,991	10,342,865
Collateralized debt securities	5,051	-
Real estate and others (reported at cost)	94,318	511,105
Total separate investments	10,424,277	15,302,752
Total investments	\$ 222,514,249	\$ 243,422,797

At May 31, the values of investments by category are as follows:

	2016	2015
Endowment		
Pooled investments	\$ 212,089,972	\$ 228,120,045
Separately invested	1,675,077	2,247,533
Total endowment	213,765,049	230,367,578
Annuity and life income contracts		
Separately invested	2,326,526	2,605,436
Total annuity and life income contracts	2,326,526	2,605,436
Separately invested		
Operations	6,314,249	10,301,639
Other	108,425	148,144
Total separately invested	6,422,674	10,449,783
Total investments by category	\$ 222,514,249	\$ 243,422,797

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**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

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**Note 5 – Split Interest Agreements**

As of May 31, 2016 and 2015, the College had 21 and 18 gift annuity contracts issued and outstanding, respectively. The College maintains a reserve adequate to meet the actuarially determined future payments of these contracts. As of May 31, 2016 and 2015, the fair value of the total assets held was \$711,439 and \$894,798, respectively. The reserve was \$520,715 and \$609,532, respectively, leaving \$190,724 and \$285,266 of net assets in excess, respectively. During the fiscal years ended May 31, 2016 and 2015, distributions to annuitants totaled \$68,774 and \$60,043, respectively.

The College acts as trustee for a variety of split-interest agreements, mainly in the form of charitable remainder trusts, including both annuity trusts and uni-trusts. At May 31, 2016 and 2015, the College's actuarially determined future payments and other obligations were as follows:

	2016	2015
Gift annuity reserve	\$ 520,715	\$ 609,532
Present value of future payments – annuity trusts	67,546	70,679
Present value of future payments – fixed rate unitrusts	104,452	105,770
	<hr/>	<hr/>
Total liability for split-interest agreements	\$ 692,713	\$ 785,981
	<hr/>	<hr/>

**Note 6 – Fair Value of Assets and Liabilities**

The College used the following methods and significant assumptions to estimate fair value for its assets and liabilities measured and carried at fair value in the financial statements:

*Investments* – Investments are comprised of marketable securities, commingled trusts, hedge funds, and alternative investments. Marketable security fair values are based on quoted market prices. If a quoted market price is not available, fair value is estimated using quoted market prices for similar securities. Commingled trusts and hedge funds are valued using net asset value. Alternative investments are valued using net asset value practical expedient. The value of these investments is determined by fund managers and valuation experts, using relevant market data. Such valuations generally reflect discounts for illiquidity and consider variables such as financial performance of investments, recent sales prices of similar investments, and other pertinent information. The private investments have a high concentration of pre-initial public offering securities, subjecting these investments to market value volatility. The valuation methods utilized by the fund managers and valuation experts are subject to regular review by management.

# LEWIS & CLARK COLLEGE

## NOTES TO FINANCIAL STATEMENTS

### Note 6 – Fair Value of Assets and Liabilities (continued)

*Assets held in charitable remainder trusts* – Assets held in charitable remainder trusts are comprised of marketable securities and real property. Marketable security fair values are based on quoted market prices and discounted, when appropriate. If a quoted market price is not available, fair value is estimated using quoted market prices for similar securities. The real estate investments are held at cost and management assesses these investments for impairment when circumstances indicate a decline in value is other than temporary.

*Interest rate swap agreements* – The fair values of interest rate swap agreements are the estimated amount the College would receive or pay to terminate the agreement at the reporting date, taking into consideration the current interest rates and creditworthiness of counter parties.

There were no changes in fair value methods or assumptions during the years ended May 31, 2016 or 2015. The College's policy is to recognize transfers in and out as of the actual date of the event or change in circumstances that caused the transfer. There were no transfers between levels in the fair value hierarchy during the years ended May 31, 2016 or 2015. The following is a summary categorization, as of May 31, 2016 and 2015, of the College's assets and liabilities based on the level of inputs utilized in determining the value of such investments:

	At May 31, 2016			Totals
	Level 1	Level 2	Level 3	
Investments				
Equity securities				
International mutual funds	\$ 9,267,224	\$ -	\$ -	\$ 9,267,224
Domestic mutual funds	4,570,299	-	-	4,570,299
Balanced mutual funds	1,666,000	-	-	1,666,000
Real estate investment trust	4,751,277	-	-	4,751,277
Debt securities				
US Treasury securities	-	6,123	-	6,123
Domestic fixed income mutual funds	12,219,353	-	-	12,219,353
Collateralized debt securities	-	5,051	-	5,051
Assets held in charitable remainder trusts				
Fixed income mutual funds	670,133	-	-	670,133
Equity mutual funds	900,043	-	-	900,043
Marketable fixed income securities	-	756,349	-	756,349
Total investments in the fair value hierarchy	34,044,329	767,523	-	34,811,852
Investments measured at NAV (practical expedient)				187,608,079
Total investments measured at fair value	34,044,329	767,523	-	222,419,931
Interest rate swaps liability	-	(11,607,304)	-	(11,607,304)
Total assets and liabilities measured at fair value	\$ 34,044,329	\$ (10,839,781)	\$ -	\$ 210,812,627

**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

**Note 6 – Fair Value of Assets and Liabilities (continued)**

	At May 31, 2015			Totals
	Level 1	Level 2	Level 3	
Investments				
Equity securities				
International mutual funds	\$ 14,614,792	\$ -	\$ -	\$ 14,614,792
Domestic mutual funds	6,259,191	-	-	6,259,191
Balanced mutual funds	1,769,095	-	-	1,769,095
Commodity mutual funds	1,387,211	-	-	1,387,211
Real estate investment trust	4,228,310	-	-	4,228,310
Debt securities				
International fixed income mutual funds	8,266,782	-	-	8,266,782
Domestic fixed income mutual funds	14,695,108	-	-	14,695,108
Assets held in charitable remainder trusts				
Fixed income mutual funds	758,163	-	-	758,163
Equity mutual funds	1,085,899	-	-	1,085,899
Marketable fixed income securities	-	748,311	-	748,311
Total investments in the fair value hierarchy	53,064,551	748,311	-	53,812,862
Investments measured at NAV (practical expedient)				189,085,767
Total investments measured at fair value	53,064,551	748,311	-	242,898,629
Interest rate swaps liability	-	(10,713,046)	-	(10,713,046)
Total assets and liabilities measured at fair value	\$ 53,064,551	\$ (9,964,735)	\$ -	\$ 232,185,583

# LEWIS & CLARK COLLEGE

## NOTES TO FINANCIAL STATEMENTS

### Note 6 – Fair Value of Assets and Liabilities (continued)

The College uses the Net Asset Value (NAV) to determine the fair value of all the underlying investments which (a) do not have a readily determinable fair value and (b) prepare their financial statements consistent with the measurement principles or have the attributes of an investment company. The following table lists investments in other investment companies (in partnership format) by major category:

	Fair Value May 31, 2016	Unfunded Commitments	Redemption Frequency	Redemption Notice Period	Other Restrictions
Commingled trusts (a)					
Marketable international equity securities	\$ 52,043,745	\$ -	range from monthly to quarterly	6-30 days	3 year lockup
U.S. Treasury securities	15,425,679	-	Daily	2-5 days	none
Marketable domestic equity securities	27,681,739	-	Quarterly	60 days	none
					Funds delivered between 5 and 15 days after valuation date
Marketable international fixed income securities	6,793,049	-	Monthly	10 days	
Hedge Funds (b)					
Multi-Strategy Funds	17,714,239	-	range from quarterly to annually	30 – 90 days	Rolling one to two year lockup
Long/Short Funds	18,742,107	-	range from monthly to annually	30 – 90 days	Rolling 12 month lockup
Credit Opportunities Funds	10,936,265	-	range from annually to bi- annually	90 days	Rolling one to two year lockup
					Funds delivered 90 days after redemption request
Global Macro Funds	3,040,798	-	Range from daily to quarterly	1-33 days	
Domestic private equity funds (c)	4,737,515	7,192,170	N/A *	N/A *	N/A *
International private equity funds (c)	5,434,780	769,500	N/A *	N/A *	N/A *
Natural resources funds (d)	5,711,897	4,989,587	N/A *	N/A *	N/A *
Venture capital funds (c)	15,757,447	17,722,000	N/A *	N/A *	N/A *
Real estate funds (e)	3,588,819	4,747,613	N/A *	N/A *	N/A *
	<u>\$ 187,608,079</u>	<u>\$ 35,420,870</u>			

\* These funds are in private equity structure, with no ability to be redeemed.

(a) These are directional investments, invested in domestic and international debt and equity securities. These funds invest mostly in long-term securities, and some invest both long and short-term. The investments are public securities, and the funds are held in partnership or trust format.

(b) Hedge fund strategies and allocations include 53% multi-strategy, 12% distressed opportunities, 35% long/short.

(c) This category includes investments in both dedicated private equity or venture capital funds and in fund-of-funds, which invest in 15-30 private equity or venture capital funds. Private equity funds, through negotiation or tender offer, attempt to take over a majority percentage of a company's equity, with the purpose of acquiring its assets and operations. Venture capital funds invest in non-marketable securities of new companies or companies considered to be in the early stages of growth.

(d) This category invests in fund-of-funds, which invest in 15-30 natural resource funds created to invest in the exploration or development of energy-related reserves.

(e) This category includes investments in fund-of-funds, which invest in 15-30 private real estate funds. Private real estate funds take ownership positions in land and buildings, equity-like investments in mortgages or land leases that include substantial participation in revenues, capital appreciation, and private operating companies.

**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

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**Note 6 – Fair Value of Assets and Liabilities (continued)**

Funds noted above held at year end have remaining lives ranging from 1 to 15 years with estimated commitments due as follows as of May 31, 2016:

	<u>Amount</u>
Years ending May 31, 2017	\$ 11,073,120
2018	17,973,321
2019	5,326,602
2020	<u>1,047,827</u>
	<u>\$ 35,420,870</u>

Investment returns for the years ended May 31 are summarized as follows:

	<u>2016</u>	<u>2015</u>
Interest and dividend income	\$ 210,805	\$ 368,023
Net realized and unrealized gains on investments carried at fair value	<u>(10,703,516)</u>	<u>6,694,535</u>
Total investment return	(10,492,711)	7,062,558
Less: Operating investment return	<u>10,934,911</u>	<u>10,517,603</u>
Non-operating investment return	<u>\$ (21,427,622)</u>	<u>\$ (3,455,045)</u>

Interest, dividends, realized, and unrealized income on the College's unrestricted endowment funds is included in operating activities in the statements of activities as those investment types are used for activities closely related to the College's educational and residential mission, as well as any necessary ancillary activities. All other investment return is considered non-operating.

# LEWIS & CLARK COLLEGE

## NOTES TO FINANCIAL STATEMENTS

### Note 7 – Property, Plant, and Equipment

Property, plant, and equipment are stated at cost at the date of acquisition or fair value on the date contributed. New equipment with a cost of \$10,000 or more, and expenditures for major repairs and improvements exceeding \$20,000 for equipment and buildings are capitalized; conversely, maintenance, repairs, and routine replacements are charged to expense as incurred. All plant assets except land and art and artifacts collections are depreciated over their estimated useful lives using the straight-line method. Estimated useful lives of land improvements and buildings are 50 to 100 years; building improvements are 20 years; and furniture and equipment are 5 to 7 years.

	May 31, 2016		
	Cost	Accumulated Depreciation	Net Book Value
Land	\$ 17,865,336	\$ -	\$ 17,865,336
Land improvements	15,849,885	9,401,838	6,448,047
Buildings and improvements	213,030,706	72,535,735	140,494,971
Art & artifacts collection	2,562,692	-	2,562,692
Furniture and equipment	48,070,722	40,271,366	7,799,356
Construction in progress	1,812,680	-	1,812,680
	<u>\$ 299,192,021</u>	<u>\$ 122,208,939</u>	<u>\$ 176,983,082</u>
	May 31, 2015		
	Cost	Accumulated Depreciation	Net Book Value
Land	\$ 17,865,336	\$ -	\$ 17,865,336
Land improvements	15,710,609	8,702,432	7,008,177
Buildings and improvements	210,088,735	68,014,898	142,073,837
Art & artifacts collection	2,562,692	-	2,562,692
Furniture and equipment	46,165,574	38,571,220	7,594,354
Construction in progress	1,997,538	-	1,997,538
	<u>\$ 294,390,484</u>	<u>\$ 115,288,550</u>	<u>\$ 179,101,934</u>



**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

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**Note 8 – Bonds and Capital Lease Payable**

**Capital Lease**

At May 31, 2016, the College leased certain equipment under capital lease obligations. Future minimum payments associated with capital lease agreements for succeeding years are as follows:

Years ending May 31,	2017	\$ 340,340
	2018	340,340
	2019	340,340
	2020	<u>77,075</u>
	Total minimum payments	1,098,095
	Less amount representing interest	<u>(145,579)</u>
		<u><u>\$ 952,516</u></u>

**Bonds Payable**

At May 31, bonds payable consist of the following:

	<u>2016</u>	<u>2015</u>
State of Oregon Revenue Bonds, 2011 Series A, fixed interest rates ranging from 4.00% to 5.75%, secured by a Uniform Commercial Code security interest in the unrestricted revenues of the College, payable in annual installments beginning October 2015, with maturity in 2041	\$ 108,030,000	\$ 108,610,000
Less unamortized discount	<u>(419,470)</u>	<u>(436,029)</u>
Total bonds payable	<u><u>\$ 107,610,530</u></u>	<u><u>\$ 108,173,971</u></u>

On March 7, 2011, the College entered into a loan agreement and trust indenture with the State of Oregon Facilities Authority that provided for the issuance of \$108,610,000 2011 Series A Revenue Bonds with mandatory final redemption on October 1, 2041. The bonds were issued to refund all of the College's 2008 Series A Bonds, and to finance the costs associated with construction of a new residence hall for students. Included in the outstanding balances at May 31, 2016 and 2015 are unamortized discounts of \$419,470 and \$436,029, respectively.

Total interest expense was \$7,776,897 and \$7,816,416 for the years ended May 31, 2016 and 2015, respectively.

# LEWIS & CLARK COLLEGE

## NOTES TO FINANCIAL STATEMENTS

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### Note 8 – Bonds and Capital Lease Payable (continued)

Dates fixed for redemption occur annually on October 1, and continue through 2041. Future principal and interest payments are as follows as of May 31, 2016:

		2011 Bonds Repayment Requirements	
		Principal	Interest
Years ending May 31,	2017	\$ 600,000	\$ 5,920,600
	2018	625,000	5,896,100
	2019	650,000	5,870,600
	2020	680,000	5,844,000
	2021	1,440,000	5,801,600
	Thereafter	104,035,000	81,163,831
		<u>\$ 108,030,000</u>	<u>\$ 110,496,731</u>

The agreement contains certain restrictive covenants as to additional indebtedness, as defined in the agreement.

### Note 9 – Interest Rate Swaps

The College had used variable-rate debt to finance the acquisition of property, plant, and equipment as indicated in Note 8. These debt obligations had exposed the College to variability in interest payments due to changes in interest rates.

The College had swapped virtually 100% of its variable-rate cash flow exposure on these debt obligations for fixed-rate cash flows by entering into receive-variable, pay-fixed interest rate swaps. Under the interest rate swaps, the College received variable-rate interest payments and made fixed interest rate payments, thereby creating substantially fixed interest rate payments on the related debt obligations. The College does not enter into derivative instruments for investment purposes. The College's existing swaps were contracted as cash flow hedges.

In March 2011, the College novated a 30-year swap to the Bank of New York, at an annual fixed rate of 3.85%. The notional amount at May 31, 2016 and 2015 was equal to \$10,000,000. Also in March 2011, the College novated a 30-year swap to Deutsche Bank, at an annual fixed rate of 3.85%. The notional amount at May 31, 2016 and 2015 was equal to \$10,000,000. In January 2007, the College executed a 25-year swap with the Bank of New York at an annual fixed rate of 3.42%. The notional amount at May 31, 2016 and 2015 was equal to \$31,315,000 and \$32,975,000, respectively.

In each of these swaps, the College's variable-rate receipts are tied to a percentage of one-month LIBOR.

**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

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**Note 9 – Interest Rate Swaps (continued)**

Changes in the fair value of the interest rate swaps are reported as unrealized gains or losses on interest rate swaps in unrestricted non-operating other revenue or expense in the statements of activities. As of May 31, 2016 and 2015, the valuation of the swap resulted in unrealized losses of \$894,258 for 2016 and \$1,365,795 for 2015, respectively. Providing the College holds the swaps to maturity, the value of the derivatives will be zero. These swapping transactions can be terminated at market rates at any time during the term of the swap.

**Note 10 – Temporarily Restricted Net Assets**

Temporarily restricted net assets are restricted for the following purposes:

	May 31,	
	2016	2015
The portion of perpetual endowment funds subject to a time restriction under UPMIFA		
Without purpose restrictions	\$ 2,437,196	\$ 2,927,188
With purpose restrictions:		
Scholarships	31,825,555	40,509,112
Faculty and staff compensation	10,203,927	12,648,042
Facilities	9,401,804	11,460,720
Departmental	4,487,881	5,952,453
Total temporarily restricted endowment net assets	58,356,363	73,497,515
Split interest agreements	506,615	569,832
Student loans	1,556,899	1,556,797
Restricted for specific projects	6,041,751	7,437,364
Total temporarily restricted net assets	\$ 66,461,628	\$ 83,061,508

## LEWIS & CLARK COLLEGE

### NOTES TO FINANCIAL STATEMENTS

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#### Note 11 – Permanently Restricted Net Assets

Permanently restricted net assets consist of:

	May 31,	
	2016	2015
The portion of perpetual endowment funds that is required to be retained permanently either by explicit donor stipulation or by UPMIFA	\$ 108,555,355	\$ 107,158,301
Total endowments	108,555,355	107,158,301
Trusts held for endowment	1,213,221	2,036,437
Property held for College use in perpetuity	7,287,707	7,287,706
Total permanently restricted net assets	\$ 117,056,283	\$ 116,482,444

The income from these investments together with the income on net endowment investment gains is spendable for instruction, scholarships, distribution to trust beneficiaries, and operations.

#### Note 12 – Endowments

The College's endowment consists of approximately 600 individual funds established for a variety of purposes. Its endowment includes both donor-restricted endowment funds and funds designated by the Board of Trustees to function as endowments. As required by Generally Accepted Accounting Principles (GAAP), net assets associated with endowment funds, including funds designated by the Board of Trustees to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

From time to time, the fair value of assets associated with individual donor restricted endowment funds may fall below the level that the donor or the Uniform Prudent Management of Institutional Funds Act (UPMIFA or the Act) requires the College to retain as a fund of perpetual duration. In accordance with GAAP, deficiencies of this nature that are reported in unrestricted net assets were \$789,753 and \$160,000 as of May 31, 2016 and 2015, respectively. These deficiencies resulted from unfavorable market fluctuations that occurred shortly after the investment of new permanently restricted contributions and continued appropriation for certain programs that were deemed prudent by the Board of Trustees.

The College invests its endowment investment portfolio and allocates the related earnings for expenditure in accordance with the total return concept. A distribution of endowment return that is independent of the cash yield and appreciation of investments earned during the year is provided for program support. The College has adopted an endowment spending policy designed specifically to stabilize annual spending levels and to preserve the real value of the endowment portfolio over time.

**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

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**Note 12 – Endowments (continued)**

The spending policy attempts to achieve these two objectives by using a long-term targeted spending rate combined with a smoothing rule, which adjusts spending gradually to changes in the endowment market value.

In 2016 and 2015 the endowment spending rate was 5.5%. In February 2016 the Board of Trustees approved a long term phased reduction in the endowment spending policy until it eventually reaches a 4.5% spending rate. The spending rate will be reduced annually either .1% or .2% per year depending upon the annual growth in the College's budget.

Effective January 1, 2008, the state of Oregon enacted UPMIFA, the provisions of which apply to endowment funds existing on or established after that date. The Board of Trustees of the College has interpreted the Act as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the College classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund.

The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the College in a manner consistent with the standard of prudence prescribed by the Act. In accordance with the Act, the College considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) The duration and preservation of the fund
- (2) The purposes of the College and the donor-restricted endowment fund
- (3) General economic conditions
- (4) The possible effect of inflation and deflation
- (5) The expected total return from income and the appreciation of investments
- (6) Other resources of the College
- (7) The investment policies of the College

Endowment net assets consist of the following at May 31, 2016:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Donor-restricted endowment funds	\$ (789,753)	\$ 58,356,363	\$ 108,555,355	\$ 166,121,965
Board-designated endowment funds	37,917,314	-	-	37,917,314
Total funds	<u>\$ 37,127,561</u>	<u>\$ 58,356,363</u>	<u>\$ 108,555,355</u>	<u>\$ 204,039,279</u>

# LEWIS & CLARK COLLEGE

## NOTES TO FINANCIAL STATEMENTS

### Note 12 – Endowments (continued)

Endowment net assets consist of the following at May 31, 2015:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Donor-restricted endowment funds	\$ (160,000)	\$ 73,497,515	\$ 107,158,301	\$ 180,495,816
Board-designated endowment funds	44,447,023	-	-	44,447,023
Total funds	<u>\$ 44,287,023</u>	<u>\$ 73,497,515</u>	<u>\$ 107,158,301</u>	<u>\$ 224,942,839</u>

Changes in the endowment net assets for the year ended May 31, 2016 are as follows:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, May 31, 2015	<u>\$ 44,287,023</u>	<u>\$ 73,497,515</u>	<u>\$ 107,158,301</u>	<u>\$ 224,942,839</u>
Investment return				
Investment income	66,474	204,110	-	270,584
Net depreciation (realized and unrealized)	<u>(2,815,409)</u>	<u>(6,250,575)</u>	<u>-</u>	<u>(9,065,984)</u>
Total investment return	<u>(2,748,935)</u>	<u>(6,046,465)</u>	<u>-</u>	<u>(8,795,400)</u>
Contributions	100	50	1,356,360	1,356,510
Matured trusts and other transfers	-	(13,575)	40,694	27,119
Appropriation of endowment assets for expenditure	(3,780,874)	(9,710,915)	-	(13,491,789)
Change in underwater endowments	<u>(629,753)</u>	<u>629,753</u>	<u>-</u>	<u>-</u>
Endowment net assets, end of year May 31, 2016	<u>\$ 37,127,561</u>	<u>\$ 58,356,363</u>	<u>\$ 108,555,355</u>	<u>\$ 204,039,279</u>

**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

**Note 12 – Endowments (continued)**

Changes in the endowment net assets for the year ended May 31, 2015 are as follows:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, May 31, 2014	<u>\$ 47,226,626</u>	<u>\$ 76,027,307</u>	<u>\$ 101,107,226</u>	<u>\$ 224,361,159</u>
Investment return				
Investment income	39,105	483,152	-	522,257
Net appreciation (realized and unrealized)	<u>717,490</u>	<u>6,452,203</u>	<u>-</u>	<u>7,169,693</u>
Total investment return	756,595	6,935,355	-	7,691,950
Contributions	600	-	4,450,431	4,451,031
Matured trusts and other transfers	(23,371)	23,371	1,625,644	1,625,644
Pledge write-off			(25,000)	(25,000)
Appropriation of endowment assets for expenditure	(3,719,216)	(9,442,729)	-	(13,161,945)
Change in underwater endowments	<u>45,789</u>	<u>(45,789)</u>	<u>-</u>	<u>-</u>
Endowment net assets, end of year May 31, 2015	<u><u>\$ 44,287,023</u></u>	<u><u>\$ 73,497,515</u></u>	<u><u>\$ 107,158,301</u></u>	<u><u>\$ 224,942,839</u></u>

**Note 13 – Pension Plan**

The College participates in a contributory retirement plan covering substantially all personnel. All employees are eligible to make voluntary deferrals to the plan immediately upon employment. All regular employees working at least half time receive College contributions after one year of employment. The plan is administered by the Teachers' Insurance and Annuity Association and College Retirement Equities Fund.

Once an employee becomes eligible for the employer contribution, the College makes monthly payments of 9.00% of the employee's compensation. There is no requirement for the employee to make a contribution in order to receive the College's contribution. All funds vest immediately. Aggregate pension expense for the years ended May 31, 2016 and 2015, was approximately \$3,950,000 and \$3,930,000, respectively.

# LEWIS & CLARK COLLEGE

## NOTES TO FINANCIAL STATEMENTS

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### Note 14 – Post-Retirement Healthcare Benefits

In addition to providing pension benefits, the College provides certain healthcare benefits for retired employees. Employees who retire with at least five years of full-time service may purchase a Medicare supplement through the Retiree Medical Insurance Program. The College pays a portion of the premium.

The College recognizes the funded status of defined benefit post-retirement plans be recognized as either an asset or liability on the statements of financial position. The benefit plan is not funded in separate accounts and costs are paid from the College's general cash accounts on a pay-as-you-go basis.

Obligations and funded status at May 31 are as follows:

	2016	2015
Amounts recognized in the statements of financial position:		
Accrued postretirement healthcare benefits liability	\$ 1,603,936	\$ 2,112,783
	2016	2015
Change in benefit obligation:		
Benefit obligation, beginning of year	\$ 2,112,783	\$ 2,030,988
Service cost	147,507	134,729
Interest cost	81,397	81,927
Actuarial (gain) loss	(689,901)	(86,131)
Benefits paid	(47,850)	(48,730)
Benefit obligation, end of year	\$ 1,603,936	\$ 2,112,783
Reconciliation of funded status:		
End of year	\$ 1,603,936	\$ 2,112,783
Unrecognized net actuarial loss	-	-
Net amount recognized	\$ 1,603,936	\$ 2,112,783



**LEWIS & CLARK COLLEGE**  
**NOTES TO FINANCIAL STATEMENTS**

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**Note 14 – Post-Retirement Healthcare Benefits (continued)**

The net periodic benefit costs for the years ended May 31 included the following components:

	<u>2016</u>	<u>2015</u>
Net periodic benefit cost:		
Service cost	\$ 147,507	\$ 134,729
Interest cost	81,397	81,927
Recognition of actuarial (gains)/losses	<u>(689,901)</u>	<u>(86,403)</u>
Net periodic benefit cost	<u>\$ (460,997)</u>	<u>\$ 130,253</u>

The discount rate used in determining the accumulated post-retirement benefit obligation was 3.70% at May 31, 2016 and 3.90% at May 31, 2015. To determine the accumulated post-retirement benefit obligation at May 31, 2016 and 2015, the College's portion of each eligible employee's total premium was assumed to remain at \$55 per month (\$660 per year). During the years ended May 31, 2016 and 2015, the College made healthcare insurance premium payments for the participants of approximately \$47,850 and \$52,305, respectively.

The healthcare insurance premium payments for the participants are expected to be paid as follows as of May 31, 2016:

Years ending May 31,	\$ 49,338
2017	53,613
2018	58,891
2019	64,180
2020	70,306
2021	426,146
2022 through 2026 in the aggregate	<u>\$ 722,474</u>

**Note 15 – Commitments and Contingencies**

The College has placed its liability insurance coverage with the College Liability Insurance Company, Ltd. (CLIC), established by ten similar western colleges and universities for the purpose of providing liability insurance to higher education institutions. As a portion of its capital, CLIC has placed a \$2,000,000 standby letter of credit, of which the College is contingently liable for a pro rata portion based upon premium contributions from covered institutions. In the event the losses of CLIC exceed its capital and secondary coverage, the maximum contingent liability exposure to the College is approximately \$183,411. As of May 31, 2016 and 2015, no amounts were outstanding against the standby letter of credit.

## **LEWIS & CLARK COLLEGE**

### **NOTES TO FINANCIAL STATEMENTS**

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#### **Note 15 – Commitments and Contingencies (continued)**

The College has placed a portion of its medical insurance coverage with Pioneer Educators Health Trust (the Trust, formerly Oregon Independent Colleges Employee Benefits Trust). The Trust was formulated by seven similar western colleges and universities for the purpose of providing medical, dental, and vision insurance to higher education institutions. Under the agreement, member institutions are required to make contributions to the fund at such times and in an amount as determined by the Trustees for the various benefit programs sufficient to provide the benefits, pay the administrative expenses of the Trust which are not otherwise paid by the College directly, and to establish and maintain a minimum reserve as determined by the Trustee. In the event losses of the Trust exceed its capital and secondary coverage, the maximum contingent liability exposure to the College is approximately \$1,265,252. This exposure will fluctuate based on factors including changes in actuarial assumptions, medical trend rates, and reinsurance amounts. The level of reinsurance is not expected to fluctuate significantly in the future.

The College has an operating line of credit totaling \$10,000,000 at a bank for the purpose of financing short-term operating cash flow requirements. Interest is due monthly at the prime interest rate (3.50% at May 31, 2016). The scheduled maturity on the line of credit is October 31, 2016. As of May 31, 2016 and 2015, no amounts were outstanding on the line of credit. No loans were taken from the line of credit during the years ended May 31, 2016 and 2015. The agreement establishes various positive and negative covenants, including liquid asset requirements.

The College receives and expends monies under federal grant programs and is subject to audits by governmental agencies. Management believes that any liabilities resulting from such audits will not have a material impact on the College.

The College is involved in legal proceedings, claims, and litigation arising in the ordinary course of operations. In the opinion of management, these matters will not materially affect the College's financial position as of May 31, 2016.

#### **Note 16 – Concentration of Credit Risk**

Financial instruments that potentially subject the College to concentrations of credit risk consist principally of cash and cash equivalents. The College places substantially all of its cash and liquid investments with financial institutions; however, cash balances may periodically exceed federally insured limits.

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

The Board of Trustees  
Lewis & Clark College

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Lewis & Clark College, which comprise the statement of financial position as of May 31, 2016, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 14, 2016.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Lewis & Clark College's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Lewis & Clark College's internal control. Accordingly, we do not express an opinion on the effectiveness of Lewis & Clark College's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**REPORT OF INDEPENDENT AUDITORS ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS (continued)**

**Compliance and Other Matters**

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

**Purpose of this Report**

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

*Moss Adams LLP*

Portland, Oregon  
September 14, 2016

## **REPORT OF INDEPENDENT AUDITORS ON COMPLIANCE FOR THE MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

The Board of Trustees  
Lewis & Clark College

### **Report on Compliance for Each Major Federal Program**

We have audited Lewis & Clark College's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on Lewis & Clark College's major federal program for the year ended May 31, 2016. Lewis & Clark College's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### ***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal program.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for Lewis & Clark College's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Lewis & Clark College's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Lewis & Clark College's compliance.

### ***Opinion on the Major Federal Program***

In our opinion, Lewis & Clark College complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the major federal program for the year ended May 31, 2016.

**REPORT OF INDEPENDENT AUDITORS ON COMPLIANCE FOR THE MAJOR FEDERAL  
PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE UNIFORM GUIDANCE (continued)**

**Report on Internal Control Over Compliance**

Management of Lewis & Clark College is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Lewis & Clark College's internal control over compliance with the types of requirements that could have a direct and material effect on the federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Lewis & Clark College's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Moss Adams LLP*

Portland, Oregon  
September 14, 2016

**LEWIS & CLARK COLLEGE**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**YEAR ENDED MAY 31, 2016**

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**SECTION I – SUMMARY OF AUDITOR’S RESULTS**

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***Financial Statements***

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?        yes   X   no
- Significant deficiency(ies) identified?        yes   X   none reported

Noncompliance material to financial statements noted?        yes   X   no

***Federal Awards***

Internal control over major federal programs:

- Material weakness(es) identified?        yes   X   no
- Significant deficiency(ies) identified?        yes   X   none reported

Type of auditor’s report issued on compliance for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?        yes   X   no

Identification of major federal programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
	Student Financial Assistance Cluster:
84.007	Federal Supplemental Educational Opportunity Grants
84.033	Federal Work Study Program
84.038	Federal Perkins Loan Program
84.063	Federal Pell Grant Program
84.268	Federal Direct Student Loans
84.379	Teacher Education Assistance for College and Higher Education Grants

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee?   X   yes        no

**LEWIS & CLARK COLLEGE  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED MAY 31, 2016**

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**SECTION II – FINANCIAL STATEMENT FINDINGS**

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None noted.

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**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

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None noted.



**LEWIS & CLARK COLLEGE**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDING**  
**YEAR ENDED MAY 31, 2016**

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**FINDING 2015-001 – Special Tests and Provisions: Student Status Changes (Repeat Finding), Significant Deficiency in Internal Control and Instances of Noncompliance**

*Federal Program:* Federal Direct Student Loans (CFDA #84.268)

*Federal Agency:* U.S. Department of Education

*Award Year:* 2014-15

*Criteria:* Under the Direct Loan program, institutions must complete and return within 30 days of receipt the Roster File sent by the National Student Loan Data System (NSLDS) (OMB No. 1845-0035). The Roster File is transmitted electronically. The institution determines how often it receives the Roster File, but the minimum is twice a year. Once received, the institution must update the information for changes in student status, report the date the enrollment status was effective, enter the new anticipated completion date, and submit the changes electronically through the batch method or the NSLDS web site. Unless the institution expects to complete its next Roster File within 60 days, the institution must notify NSLDS within 30 days if it discovers that a student who received a loan either did not enroll or ceased to be enrolled on at least a half-time basis (Direct Loan, 34 CFR section 685.309). Although many institutions use a third-party service organization to perform this function, the responsibility for submission to NSLDS remains with the institution.

*Condition:* During our testing of student status change reporting, we identified for 1 of the 25 students tested a status change was not reported to the NSLDS within the required timeframes. The noted exception was a student that attended the Graduate School of Education and Counseling.

*Questioned Costs:* None to be reported.

*Context:* The College has three registrars, one for each school (College of Arts & Sciences (CAS), Law and Graduate). In the prior year, we noted there were procedures in place, but these procedures had not been consistently followed. It was further noted in the current year that there continues to be inconsistencies within the Graduate school, specifically as it relates to the differences between reporting in a particular roster file and reporting students individually. As a result of our audit procedures, we noted one student graduated in August 2014 and was not reported until 75 days after the student's graduation date. Our total population of Graduate students requiring a status change to be reported was 154, of which 97 students were reported within the 60-day window and 57 students were reported outside of the 60-day window, 1 of which was in our testing sample.

*Cause/Effect:* The College did not adequately monitor student status changes to ensure that all necessary data is transmitted to NSLDS within required federal timelines. Failure to report student status changes results in noncompliance with federal requirements.

**LEWIS & CLARK COLLEGE**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDING**  
**YEAR ENDED MAY 31, 2016**

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**FINDING 2015-001 – Special Tests and Provisions: Student Status Changes (Repeat Finding), Significant Deficiency in Internal Control and Instances of Noncompliance (continued)**

*Recommendation:* We recommend the College consistently adhere to their procedures in order to ensure that all student status changes are reported to the NSLDS in a complete, accurate and timely manner. Those procedures should include periodic verification with NSLDS as to the receipt of submissions.

*Views of responsible officials and planned corrective actions (unaudited):* To help us resolve the vexing challenges the institution has been experiencing in the NSLDS reporting process, we sought assistance from the American Association of College Registrars and Admissions Officers. AACRAO, as it is known, provides consulting services to colleges and universities across the country. This August, Dr. Reid Kisling spent two days on campus interviewing relevant administrators to determine the root causes of our problems with accurate and timely reporting. He identified issues of organizational communication, and core functionality in our use of the institutional database system. His recommendation included a set of changes to policy, practice, and technology.

The following steps will be necessary to correct this issue:

- Regulating policy across the three schools;
- Standardizing our use of the institutional database;
- Providing staff development and training regarding data usage;
- Formalizing business practices;
- Establishing effective institutional oversight.

We are making two changes at the governance level to enable us to address these matters effectively. First, we are establishing an Institutional Data Standards Council (IDSC)—whose responsibility it will be to establish and maintain consistent practices for the use of the Colleague database across the institution. The Council's first assignment will be to address the specific issues of policy and procedure that are relevant to this audit finding.

Second, we are identifying a locus of institutional authority and responsibility for these issues. Up to now, compliance with federal reporting requirements has been left to the three school registrars with no formal system of oversight. Henceforth, the Deans Council will provide oversight for these processes. (The Deans Council is made up of the school deans and the provost.) Specifically it will:

- Monitor institutional compliance with federal loan programs;
- Resolve policy issues brought to it by the IDSC;
- Obtain the resources necessary ensure that staff possess the knowledge and training they need to use the Colleague database effectively.

*Current Status:* Resolved.

## **SUPPLEMENTARY INFORMATION**

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**LEWIS & CLARK COLLEGE**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**YEAR ENDED MAY 31, 2016**

Federal Grantor/ Pass-Through Grantor/ Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Federal Expenditures
<i>Department of the Treasury/Internal Revenue Service Direct Program:</i> Low Income Taxpayer Clinics	21.008		\$ 98,519
<i>General Services Administration Direct Program:</i> Donation of Federal Surplus Personal Property	39.003		205
<i>National Endowment for the Humanities Direct Program:</i> Promotion of the Humanities-Professional Development	45.163		19,276
<i>U.S. Department of Education Direct Programs:</i> <i>Student Financial Assistance Cluster:</i> Federal Supplemental Educational Opportunity Grants	84.007		337,498
Federal Work Study Program	84.033		563,926
Federal Perkins Loans	84.038		8,854,585
Federal Pell Grant Program	84.063		1,826,821
Federal Direct Student Loans	84.268		43,486,651
Teacher Education Assistance for College and Higher Education Grants	84.379		48,284
<i>Total Student Financial Assistance Cluster</i>			<u>55,117,765</u>
<i>U.S. Department of Education Pass-through Program:</i> Student Teaching Research Institute, Western Oregon University Improving Teacher Quality Grants- SAHEs	84.367B	TRSUB13.03	107,642
<i>Total U.S. Department of Education</i>			<u>55,225,407</u>
<i>Research and Development Cluster</i> <i>National Institute of Standards and Technology</i> Science, Technology, Business and/or Education Outreach	11.620		292
<i>National Science Foundation Direct Programs:</i> Mathematical and Physical Sciences	47.049		62,972
Biological Sciences	47.074		121,366
Education and Human Resources	47.076		34,513
<i>Total National Science Direct Programs</i>			<u>218,851</u>
<i>National Science Foundation Pass-through Programs:</i> Oregon State University - Biological Sciences	47.049	S1776A-C	8,200
Museum of Science Boston - Education and Human Resources	47.076	4552-LCC-01	1,628
<i>Total National Science Pass-through Programs</i>			<u>9,828</u>
<i>Total National Science Foundation</i>			<u>228,679</u>
<i>U.S. Department of health and Human Services Direct Programs:</i> Extramural Research Programs in the Neurosciences and Neurological Disorders	93.853		31,430
Biomedical Research and Research Training	93.859		161,627
<i>Total National Institutes of Health</i>			193,057
<i>Total Research and Development Cluster</i>			<u>422,028</u>
Total Federal Awards			<u>\$ 55,765,435</u>

**LEWIS & CLARK COLLEGE**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**YEAR ENDED MAY 31, 2016**

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**Note 1 – Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of Lewis & Clark College (the College) under programs of the federal government for the year ended May 31, 2016. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the College, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the College.

**Note 2 – Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule, if applicable, represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available. The College has not elected to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

**Note 3 – Federal Student Loan Program**

The federal student loan program listed below is administered directly by the College and balances and transactions relating to this program are included in the College's basic financial statements. Loans outstanding at the beginning of the year and loans made during the year are included in the federal expenditures presented in the Schedule. The balance of loans outstanding at May 31, 2016 consists of:

	CFDA Number	Outstanding Balance at May 31, 2016
U.S. Department of Education Federal Perkins Loan Program	84.038	\$ 7,158,021