

**SAINT MARY'S COLLEGE  
OF CALIFORNIA**

Moraga, California

Audit Report on Financial Statements  
And Federal Awards

As of and for the Year Ended June 30, 2018

**SAINT MARY'S COLLEGE OF CALIFORNIA**

TABLE OF CONTENTS

---

Independent Auditors' Report	1 - 2
Balance Sheets	3
Statements of Activities	4 - 5
Statements of Cash Flows	6
Notes to Financial Statements	7 - 26
Schedule of Expenditures of Federal Awards	27
Notes to Schedule of Expenditures of Federal Awards	28
Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	29 - 30
Report on Compliance for the Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance	31 - 33
Schedule of Findings and Questioned Costs	34 - 36
Summary Schedule of Prior Audit Findings	37

## INDEPENDENT AUDITORS' REPORT

To the Board of Trustees  
Saint Mary's College of California  
Moraga, California

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

We have audited the accompanying financial statements of Saint Mary's College of California (the "College"), which comprise the balance sheets as of June 30, 2018 and 2017, 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.

### ***Auditors' 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 auditors' 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.

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Saint Mary's College of California as of June 30, 2018 and 2017, 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 Matter**

### *Report on Supplementary Information*

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, 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 26, 2018 on our consideration of Saint Mary's College of California'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 the College's internal control over financial reporting and compliance.

*Baker Tilly Veitchau Krause, LLP*

Minneapolis, Minnesota  
September 26, 2018

**SAINT MARY'S COLLEGE OF CALIFORNIA**

Balance Sheets

As of June 30, 2018 and 2017

<b>Assets</b>	<b>2018</b>	<b>2017</b>
<b>Current assets:</b>		
Cash and cash equivalents	\$ 2,959,353	\$ 774,446
Investments (note 3)	6,588,479	-
Student receivables, net	966,008	920,703
Contributions receivable, net (note 5)	1,398,335	635,271
Accounts receivable - other	2,244,155	1,366,690
Prepaid expenses, and other	<u>2,779,597</u>	<u>2,885,475</u>
Total current assets	<u>16,935,927</u>	<u>6,582,585</u>
<b>Noncurrent assets:</b>		
Cash restricted for interest rate swap collateral (note 10)	-	10,790,000
Investments (note 3)	190,226,667	183,102,351
Contributions receivable, net (note 5)	7,501,241	9,470,699
Notes receivable, net (note 6)	1,860,120	1,753,898
Other assets	375,804	367,280
Property, plant and equipment, net of accumulated depreciation (note 7)	<u>129,300,299</u>	<u>131,366,932</u>
Total noncurrent assets	<u>329,264,131</u>	<u>336,851,160</u>
Total assets	<u>\$ 346,200,058</u>	<u>\$ 343,433,745</u>
<b>Liabilities and Net Assets</b>		
<b>Current liabilities:</b>		
Accounts payable and accrued liabilities	\$ 10,323,049	\$ 12,336,256
Line of credit (note 8)	-	3,000,000
Interest rate swap liability (note 10)	11,754,245	14,847,163
Current portion of long-term debt (note 9)	1,480,000	1,430,000
Deferred revenue	<u>5,983,384</u>	<u>5,274,901</u>
Total current liabilities	<u>29,540,678</u>	<u>36,888,320</u>
<b>Noncurrent liabilities:</b>		
Liabilities under trust agreements (note 2 (i))	2,024,971	2,264,989
Long-term debt, excluding current portion, net (note 9)	56,029,260	57,440,962
Post retirement benefits payable (note 11)	4,750,665	5,705,539
Asset retirement obligations (note 2(p))	2,689,820	2,755,695
Federal government grants refundable (note 6)	<u>1,641,208</u>	<u>1,699,850</u>
Total noncurrent liabilities	<u>67,135,924</u>	<u>69,867,035</u>
Total liabilities	<u>96,676,602</u>	<u>106,755,355</u>
<b>Net assets:</b>		
Unrestricted	97,255,387	79,370,172
Temporarily restricted	47,791,193	54,124,619
Permanently restricted	<u>104,476,876</u>	<u>103,183,599</u>
Total net assets	<u>249,523,456</u>	<u>236,678,390</u>
Total liabilities and net assets	<u>\$ 346,200,058</u>	<u>\$ 343,433,745</u>

See accompanying notes to financial statements.

**SAINT MARY'S COLLEGE OF CALIFORNIA**

Statement of Activities

For the Year Ended June 30, 2018

With Comparative Totals for 2017

	2018			Totals	2017 Totals
	Unrestricted	Temporarily restricted	Permanently restricted		
<b>Operating:</b>					
Revenues and gains:					
Tuition and fees	\$ 145,514,570	\$	\$	\$ 145,514,570	\$ 141,254,361
Less financial aid	(56,394,533)			(56,394,533)	(50,662,886)
Net tuition and fees	89,120,037			89,120,037	90,591,475
Sales and services of auxiliary enterprises	24,325,423			24,325,423	22,277,323
Grant and contract revenue	1,677,023			1,677,023	1,284,319
Contributions	2,913,917	2,861,887		5,775,804	4,067,756
Endowment income and realized gains distributed	8,314,872			8,314,872	7,525,537
Investment Income	116,382	11,352		127,734	-
Other	3,210,090	803,205		4,013,295	3,839,716
Total operating revenues and gains	129,677,744	3,676,444		133,354,188	129,586,126
Net assets released from restrictions	11,342,399	(11,342,399)			
Total operating revenue, gains, and other support	141,020,143	(7,665,955)		133,354,188	129,586,126
<b>Expenses:</b>					
Instruction	47,554,480			47,554,480	49,590,412
Academic support	10,065,816			10,065,816	10,820,351
Student services	21,932,469			21,932,469	21,451,581
Institutional support	24,442,836			24,442,836	27,076,651
Operations and maintenance of plant	7,484,565			7,484,565	7,841,736
Interest expense	2,686,194			2,686,194	2,755,510
Auxiliary enterprises	10,468,121			10,468,121	10,102,167
Total operating expenses excluding depreciation	124,634,481			124,634,481	129,638,408
Increase in net assets from operations before depreciation expense	16,385,662	(7,665,955)		8,719,707	(52,282)
Depreciation expense	7,344,366			7,344,366	7,401,111
Increase (decrease) in net assets from operations	9,041,296	(7,665,955)		1,375,341	(7,453,393)
<b>Nonoperating:</b>					
Contributions	1,039,901	3,642,619	1,215,959	5,898,479	8,329,808
Net gain and income on endowments, net of distributions	(3,824,672)	6,163,260		2,338,588	14,093,864
Net gain and income on other investments	18,294	44,585		62,879	29,975
Unrealized gain on interest rate swap	3,092,918			3,092,918	5,780,695
Write off construction in progress/loss on disposal of assets	-			-	(70,494)
Adjustment to post retirement benefits	-			-	(1,346,132)
Voluntary separation program costs	-			-	(6,208,052)
Actuarial adjustments	(1,304)	847	77,318	76,861	219,799
Net assets released from restrictions	8,518,782	(8,518,782)		-	-
Increase from nonoperating activities	8,843,919	1,332,529	1,293,277	11,469,725	20,829,463
Change in net assets	17,885,215	(6,333,426)	1,293,277	12,845,066	13,376,070
Net assets, beginning of year	79,370,172	54,124,619	103,183,599	236,678,390	223,302,320
Net assets, end of year	<u>\$ 97,255,387</u>	<u>\$ 47,791,193</u>	<u>\$ 104,476,876</u>	<u>\$ 249,523,456</u>	<u>\$ 236,678,390</u>

See accompanying notes to financial statements.

**SAINT MARY'S COLLEGE OF CALIFORNIA**

Statement of Activities

For the Year Ended June 30, 2017

	Unrestricted	Temporarily restricted	Permanently restricted	Totals
Operating:				
Revenues and gains:				
Tuition and fees	\$ 141,254,361	\$	\$	\$ 141,254,361
Less financial aid	<u>(50,662,886)</u>			<u>(50,662,886)</u>
Net tuition and fees	90,591,475			90,591,475
Sales and services of auxiliary enterprises	22,277,323			22,277,323
Grant and contract revenue	1,284,319			1,284,319
Contributions	2,358,673	1,709,083		4,067,756
Endowment income and realized gains distributed	7,525,537			7,525,537
Other	<u>3,117,974</u>	<u>721,742</u>		<u>3,839,716</u>
Total operating revenues and gains	127,155,301	2,430,825		129,586,126
Net assets released from restrictions	<u>2,547,907</u>	<u>(2,547,907)</u>		
Total operating revenue, gains, and other support	<u>129,703,208</u>	<u>(117,082)</u>		<u>129,586,126</u>
Expenses:				
Instruction	49,590,412			49,590,412
Academic support	10,820,351			10,820,351
Student services	21,451,581			21,451,581
Institutional support	27,076,651			27,076,651
Operations and maintenance of plant	7,841,736			7,841,736
Interest expense	2,755,510			2,755,510
Auxiliary enterprises	<u>10,102,167</u>			<u>10,102,167</u>
Total operating expenses excluding depreciation	<u>129,638,408</u>			<u>129,638,408</u>
Increase in net assets from operations before depreciation expense	64,800	(117,082)		(52,282)
Depreciation expense	<u>7,401,111</u>			<u>7,401,111</u>
Decrease in net assets from operations	<u>(7,336,311)</u>	<u>(117,082)</u>		<u>(7,453,393)</u>
Nonoperating:				
Contributions	126,740	5,297,095	2,905,973	8,329,808
Net gain (loss) and income on endowments, net of distributions	(893,353)	14,987,217		14,093,864
Net gain and income on other investments	2,343	27,632		29,975
Unrealized gain (loss) on interest rate swap	5,780,695			5,780,695
Write off construction in progress/loss on disposal of assets	(70,494)			(70,494)
Adjustment to post retirement benefits	(1,346,132)			(1,346,132)
Voluntary separation program costs	(6,208,052)			(6,208,052)
Actuarial adjustments		2,090	217,709	219,799
Net assets released from restrictions	<u>5,495,148</u>	<u>(5,495,148)</u>		<u>-</u>
Increase (decrease) from nonoperating activities	<u>2,886,895</u>	<u>14,818,886</u>	<u>3,123,682</u>	<u>20,829,463</u>
Change in net assets	(4,449,416)	14,701,804	3,123,682	13,376,070
Net assets, beginning of year	<u>83,819,588</u>	<u>39,422,815</u>	<u>100,059,917</u>	<u>223,302,320</u>
Net assets, end of year	<u>\$ 79,370,172</u>	<u>\$ 54,124,619</u>	<u>\$ 103,183,599</u>	<u>\$ 236,678,390</u>

See accompanying notes to financial statements.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
 Statements of Cash Flows  
 As of and for the Years Ended June 30, 2018 and 2017

	<b>2018</b>	<b>2017</b>
Cash flows from operating activities:		
Change in net assets	\$ 12,845,066	\$ 13,376,070
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	7,344,366	7,401,111
Amortization of issuance costs	68,297	68,297
Actuarial adjustment of annuities payable	(58,618)	(219,799)
Net gain on investments and other assets	(10,927,295)	(21,903,628)
Noncash gifts received (stock)	(5,379,418)	(3,432,388)
Gain from interest rate swap	(3,092,918)	(5,780,695)
Changes in operating assets and liabilities:		
Student receivables, net	(45,305)	(136,219)
Contributions receivable, net	(763,064)	39,600
Accounts receivable - other	(877,465)	(464,472)
Prepaid expenses, and other assets	97,354	(367,613)
Accounts payable and accrued liabilities	(3,400,233)	3,089,051
Post retirement liability	(1,054,874)	1,700,339
Deferred revenue	708,483	(680,596)
Liabilities under trust agreements	(248,672)	491,111
Contributions restricted for plant and long-term investment	<u>(5,898,479)</u>	<u>(8,329,808)</u>
Net cash flows from operating activities	<u>(10,682,775)</u>	<u>(15,149,639)</u>
Cash flows from investing activities:		
Capital expenditures	(3,856,582)	(2,608,717)
Purchases of investments	(8,311,358)	(1,813,619)
Proceeds from sales of investments	11,094,415	11,502,591
Disbursement of loans to students	(485,098)	(244,337)
Repayments of loans from students	<u>378,876</u>	<u>377,591</u>
Net cash flows from investing activities	<u>(1,179,747)</u>	<u>7,213,509</u>
Cash flows from financing activities:		
Change in refundable government grants, net	(58,642)	(20,378)
Change in cash restricted for interest rate swap collateral	10,790,000	4,250,000
Payments on line of credit	(3,000,000)	(2,000,000)
Payments on long-term debt	(1,430,000)	(1,538,653)
Payments to annuitants	(132,425)	(137,456)
Increase in annuities payable from new gifts	28,802	20,015
Matured annuity	(18,243)	(52,629)
Contributions received for plant and long-term investment	<u>7,867,937</u>	<u>8,189,677</u>
Net cash flows from financing activities	<u>14,047,429</u>	<u>8,710,576</u>
Change in cash and cash equivalents	2,184,907	774,446
Beginning cash and cash equivalents	<u>774,446</u>	-
Ending cash and cash equivalents	<u>\$ 2,959,353</u>	<u>\$ 774,446</u>
Supplementary cash flow information:		
Cash paid for interest	\$ 2,628,964	\$ 2,675,189
Noncash investing and financing activities		
Construction in progress included in accounts payable	1,682,909	261,758

See accompanying notes to financial statements.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(1) Nature of Organization**

Saint Mary's College of California (the "College") is an independent Liberal Arts, Catholic, and Lasallian institution of higher education that is operated by the Brothers of the Christian Schools (Christian Brothers), the oldest religious order in the Catholic Church devoted exclusively to teaching. Chartered by the State of California in 1872 and operated continuously since that date, the College is among the oldest colleges in the West. The College grants associate, baccalaureate, and masters degrees in liberal arts, science, business administration, and education, including a doctorate in education. The College is classified as a Masters I (comprehensive) institution by the Carnegie Commission on Higher Education. Student headcount enrollment in fall 2017 and 2016 totaled 3,210 and 3,155 full-time and 703 and 753 part-time students, respectively.

**(2) Basis of Presentation and Summary of Significant Accounting Policies**

These financial statements, which are presented on the accrual basis of accounting, have been prepared to focus on the College as a whole and to present balances and transactions according to the existence or absence of donor-imposed restrictions.

Net assets and changes therein are classified as follows:

- *Permanently restricted net assets* – Net assets subject to donor-imposed restrictions that they be maintained permanently by the College. The College's permanently restricted net assets are endowment funds invested to support scholarships and various academic programs.
- *Temporarily restricted net assets* – Net assets subject to donor-imposed restrictions that may or will be met by actions of the College and/or the passage of time. As of June 30, 2018 and 2017, \$40,566,009 and \$46,807,282 was restricted to operating activities and \$7,225,184 and \$7,317,337 was restricted to the acquisition of long-lived assets, respectively.
- *Unrestricted net assets* – Net assets not subject to donor-imposed restrictions.

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is limited by explicit donor restriction or by law. Expirations of temporary restrictions on net assets (i.e., the donor-restricted purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications between the applicable classes of net assets.

Contributions, including unconditional promises to give, are recognized as revenues in the period received. Conditional promises to give are not recognized until they become unconditional, that is when the conditions on which they depend are substantially met. Contributions to be received after one year are discounted at a discount rate commensurate with the risks involved. An allowance for uncollectible contributions receivable is provided based upon management's judgment including such factors as prior collection history, type of contribution, and nature of fund-raising activity.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(2) Basis of Presentation and Summary of Significant Accounting Policies (continued)**

**(a) Temporarily Restricted Net Assets**

Contributions received with donor-imposed restrictions that are met in the same year as received are reported as unrestricted revenues.

Contributions of property, plant, and equipment without donor restrictions concerning the use of such long-lived assets are reported as unrestricted revenues. Contributions of cash or other assets to be used to acquire property, plant, and equipment are reported as temporarily restricted revenues. The restrictions are considered to be released as the asset is constructed or if purchased, when it is placed in service.

**(b) Asset Classification**

Current assets are used to designate cash and other assets that are reasonably expected to be realized in cash or sold or consumed during the normal operating cycle of the College.

Noncurrent assets are used to designate such resources as (a) cash and claims to cash, which are restricted as to withdrawal or use for other than current operations, are designated for expenditure in the acquisition or construction of noncurrent assets, or are segregated for the liquidation of long-term debts; (b) receivables which are not expected to be collected within twelve months; (c) land and other natural resources; (d) depreciable assets; and (e) long-term prepayments which are fairly chargeable to the operations of several years. Contributions receivable including amounts due within the next year, related to property, plant and equipment and endowments are included in this classification.

**(c) Cash Equivalents**

Cash equivalents consist of short-term, highly liquid investments with original maturities of three months or less. For purposes of the statement of cash flows, the College considers all highly liquid debt instruments with original maturities of three months or less to be cash equivalents.

**(d) Prepaid Expenses and Other**

Prepaid expenses consist of dues, travel fees paid for semester abroad programs, and other expenses whose benefit will be realized in the next fiscal year.

**(e) Investments**

Investments designated for use in acquiring property, plant, and equipment, true endowment gifts (including expendable realized gains), funds functioning as endowment, and annuity and life income trusts have been classified as noncurrent in the accompanying balance sheet.

Expendable investments, including designated unrestricted have been classified as current in the accompanying balance sheet.

**(f) Student Receivables, Net**

Student receivables are recorded net of an allowance for doubtful accounts. The allowance for doubtful accounts was \$171,000 as of June 30, 2018 and 2017, and is based on historical experience and management's evaluation of receivables at the end of each year. Bad debts are expensed when deemed uncollectible. Receivables are generally unsecured. A student account receivable is considered delinquent if not paid by the due date. A monthly service fee is charged on delinquent amounts.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(2) Basis of Presentation and Summary of Significant Accounting Policies (continued)**

***(g) Property, Plant, and Equipment, Net***

Property, plant and equipment are stated at cost at date of acquisition or fair value at date of donation in the case of gifts-in-kind. The College capitalizes property, plant and equipment additions of \$10,000 to \$50,000, depending on the type of addition. Cost includes the related net interest expense incurred on funds borrowed for construction of facilities. Depreciation is provided on equipment using the straight-line method over the estimated useful lives ranging from 3 to 5 years. Depreciation is provided for longer-lived equipment using the straight-line method over the estimated useful lives ranging from 5 to 10 years. Depreciation was provided on buildings and improvements using the straight-line method over useful lives ranging from 10 to 30 years, and up to 50 years for buildings placed in service after 2000.

***(h) Deferred Revenue***

Deferred revenue represents payments received, primarily tuition, which will be earned in the following year.

***(i) Liabilities Under Trust Agreements***

The College uses the actuarial method of recording annuity and life income contracts and agreements. Under this method, the asset is recorded at fair value when a gift is received and is included in noncurrent Investments. The present value of the aggregate annuity payable is recorded as a liability, based upon life expectancy tables and the remainder is recorded as a contribution in the appropriate net asset category. The liability account is credited with investment income and gains and is charged with investment losses and payments to beneficiaries.

Periodic adjustments are made between the liability account and the net asset account for actuarial gains and losses. The actuarial liability is based on the present value of future payments discounted at rates ranging from 4.0% - 7.1% and on estimated lives according to the applicable mortality tables.

The College is subject to additional legally mandated annuity reserve requirements by the State of California on its California gift annuity contracts. As of June 30, 2018 and 2017, the College's investment of the annuity reserve accounts is in compliance with these regulations. In addition, total assets recorded on the balance sheet related to these agreements totaled \$1 million for the years ended June 30, 2018 and 2017.

In January 2017, the College implemented a Grantor Trust, funded solely by the College, to provide for certain insured health benefits for those employees covered under the Post-Retirement Healthcare Plan. The College has delegated much of the plan administration to Emeriti Retirement Health Solutions. As of June 30, 2018 and 2017, the liability under this plan was \$590,000 and \$528,000 and is included in the liabilities under trust agreements on the balance sheet.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(2) Basis of Presentation and Summary of Significant Accounting Policies (continued)**

***(j) Works of Art, Historical Treasures, and Similar Assets***

Contributions of works of art, historical treasures, and similar assets held as part of a collection, for education, research, or public exhibition rather than for sale, are not recognized or capitalized. Significant contributions of works of art, historical treasures, and similar assets not held as part of a collection are recorded as revenue and assets at their estimated fair value at the date of receipt based upon appraisals or similar valuations.

***(k) Unemployment Self-Insurance***

The College reimburses applicable States for actual unemployment benefits paid resulting from previous employment with the College in lieu of making regular contributions to the State based on wages and salaries.

***(l) Federal and State Income Tax***

The College qualifies under the provisions of Section 501(c)(3) of the Internal Revenue Code and Section 23701d of the California Revenue and Taxation Code and is exempt from federal and state income taxation on related sources of income. The College is, however, subject to federal and state income tax on unrelated business income and an appropriate provision for any such taxes is included in the accompanying financial statements.

The College follows the accounting standards for contingencies in evaluating uncertain tax positions. This guidance prescribes recognition threshold principles for the financial statement recognition of tax positions taken or expected to be taken on a tax return that are not certain to be realized. No liability has been recognized by the College for uncertain tax positions as of June 30, 2018 and 2017. The College's tax returns are subject to review and examination by federal and state authorities.

***(m) Use of Estimates***

Management of the College has made a number of estimates and assumptions relating to the reporting of assets and liabilities and the disclosure of contingent assets and liabilities to prepare these financial statements in conformity with accounting principles generally accepted in the United States of America. Actual results could differ from those estimates.

***(n) Concentrations***

Financial instruments that potentially subject the College to concentrations of credit risk consist principally of cash and cash equivalents, investments, accounts receivable and notes receivable. Cash and cash equivalents in excess of FDIC and similar coverages is subject to the usual risks of balances in excess of those limits. The majority of the College's cash and cash equivalents are on deposit with a single bank. Investments are diversified in order to limit credit risk. Student notes and receivables and other receivables are due from a variety of sources concentrated primarily in the Northwestern United States. In addition, the College's students receive a substantial amount of support from state and federal student financial assistance programs which are subject to audit by government agencies. A significant reduction in the level of this support, if this were to occur, could have an adverse effect on the College's program and activities.

As of June 30, 2018 and 2017, the College had investments of \$114,754,701 and \$22,595,265, respectively, which were concentrated in five funds and one fund, respectively.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(2) Basis of Presentation and Summary of Significant Accounting Policies (continued)**

**(o) Tuition and Fees and Auxiliary Revenues**

Tuition revenue is recognized in the period during which the related academic services are rendered. Revenue from auxiliary enterprises is recognized when goods or services are provided. Financial assistance in the form of scholarships and grants that cover a portion of tuition, living and other costs is reflected as a reduction of tuition and fees revenues.

**(p) Asset Retirement Obligations**

Asset retirement obligations are estimated costs and obligations associated with the retirement of long-lived assets. These liabilities were initially recorded at fair value and the related asset retirement costs were recorded as decreases in unrestricted net assets. The asset retirement obligation is recorded as a noncurrent liability on the balance sheet. The estimated asset retirement obligation is determined annually at June 30 to reflect remediation efforts as well as to reflect updated costs for abatement.

**(q) Voluntary Separation Incentive Program**

The College, in 2017, offered a one-time voluntary separation incentive program to those individuals meeting certain age and years of service requirements. The cost of the program was \$6,208,052.

**(r) New Accounting Pronouncements (continued)**

The following Accounting Standards Updates have been issued, but are not, yet, effective:

- ASU 2014-09, *Revenue from Contracts with Customers* - ASU 2014-09 is effective for fiscal years beginning after December 15, 2018.
- ASU 2016-02, *Leases* - ASU 2016-02 is effective for fiscal years beginning after December 15, 2019, with early adoption permitted.
- ASU 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities* - ASU 2016-14 is effective for fiscal years beginning after December 15, 2017.
- ASU 2016-18, *Statement of Cash Flows (Topic 230): Restricted Cash* - ASU 2016-18 is effective for fiscal years beginning after December 15, 2018.
- ASU 2018-08, *Not-for-Profit Entities (Topic 958): Clarifying the Scope and Accounting Guidance for Contributions Received and Contributions Made* - ASU 2018-08 is effective for fiscal years beginning after June 15, 2018 and is intended to be adopted concurrently with ASU 2014-09.

The College is assessing the impact these standards will have on its financial statements.

**(s) Reclassifications**

Certain amounts appearing in the 2017 financial statements have been reclassified to conform with the 2018 presentation. The reclassifications have no effect on the reported amounts of total net assets or changes in total net assets.

**(t) Subsequent Events Review**

The College has evaluated subsequent events through September 26, 2018, which is the date that the financial statements were approved and available to be issued.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(3) Fair Value of Financial Instruments**

Fair value is defined in the accounting guidance as the exchange 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. Under this guidance, a three level hierarchy is used for fair value measurements which is based upon the transparency of information, such as the pricing source, used in the valuation of an asset or liability as of the measurement date.

Financial instruments measured and reported at fair value are classified and disclosed in one of the following three categories.

Level 1 - Inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities, that the reporting entity can access at the measurement date.

Level 2 - Inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly. This includes quoted prices for similar assets or liabilities in active markets, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the asset or liability, or market corroborated inputs.

Level 3 - Inputs are unobservable for the assets or liability. Unobservable inputs reflect the assumptions that market participants would use in pricing the asset or liability (including assumptions about risk) using the best information available in the circumstances, which may include using the reporting entity's own data.

**a) Assets**

Level 1 - Level 1 assets include investments in cash and short term equivalents, comprised primarily of money market funds, fixed income securities, U.S. and non-U.S equity securities that are actively traded, mutual funds and real estate funds.

Level 2 - Level 2 assets include investments in fixed income securities, comprised of US Treasury notes and municipal and corporate bonds.

**b) Liabilities**

Level 2 - Level 2 liabilities include interest rate swap agreement as the fair value is based on observable inputs to a valuation model (interest rates, credit spreads, etc.) which take into account the present value of the estimated future cash flows and credit valuation adjustments.

There have been no changes in the techniques and inputs used as of June 30, 2018 and 2017.

In certain cases, the inputs used to measure fair value may fall into different levels of the fair value hierarchy. In such cases, the level in the fair value hierarchy within which the fair value measurement in its entirety falls has been determined based on the lowest level input that is significant to the fair value measurement in its entirety. The assessment of the significance of a particular input to the fair value measurement in its entirety requires judgment and considers factors specific to the asset or liability.

Certain mutual funds and alternative investments are measured at fair value using the net asset value (NAV) per share (or its equivalent) of such investment funds as a practical expedient for fair value. The College has estimated the fair value of these funds by using the net asset value provided by the investee.

While the College believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different estimate of fair value at the reporting date.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(3) Fair Value of Financial Instruments (continued)**

The table below presents the balances of assets and liabilities measured at fair value on a recurring basis as of June 30, 2018:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
<b>ASSETS</b>				
Short-term investments	\$ 11,444,617	\$ 11,444,617	\$	\$
Fixed income securities	20,579,107	714,251	19,864,856	
U.S. equity securities	51,276,462	51,276,462		
Non-U.S. equity securities	43,483,000	43,483,000		
Mutual funds	16,843,898	16,843,898		
Real estate funds	<u>10,590,717</u>	<u>10,590,717</u>		
Subtotal assets by valuation hierarchy	<u>154,217,801</u>	<u>\$ 134,352,945</u>	<u>\$ 19,864,856</u>	<u>\$ -</u>
Investments measured using NAV				
Non-U.S. equity securities	24,018,278			
Private equity	10,431,086			
Real estate funds	<u>1,772,258</u>			
Subtotal assets by NAV	<u>36,221,622</u>			
Total investments at fair value	190,439,423			
Total investments at cost	<u>6,375,723</u>			
Total investments	<u>\$ 196,815,146</u>			
<b>LIABILITIES</b>				
Interest rate SWAP	<u>\$ 11,754,245</u>	<u>\$ -</u>	<u>\$ 11,754,245</u>	<u>\$ -</u>

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(3) Fair Value of Financial Instruments (continued)**

The table below presents the balances of assets and liabilities measured at fair value on a recurring basis as of June 30, 2017:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
<b>ASSETS</b>				
Short-term investments	\$ 98,468	\$ 98,468	\$	\$
Fixed income securities	27,490,047	27,490,047		
U.S. equity securities	22,795,543	22,795,543		
Mutual funds	2,116,464	2,116,464		
Real estate funds	<u>12,864</u>	<u>12,864</u>		
Subtotal assets by valuation hierarchy	<u>52,513,386</u>	<u>\$ 52,513,386</u>	<u>\$ -</u>	<u>\$ -</u>
Investments measured using NAV				
Fixed income securities	17,815,281			
U.S. equity securities	32,898,025			
Non-U.S. equity securities	49,943,059			
Real estate investment trust	7,854,005			
Private equity	10,227,853			
Real estate funds	<u>9,916,777</u>			
Subtotal assets by NAV	<u>128,655,000</u>			
Total investments at fair value	181,168,386			
Total investments at cost	<u>1,933,965</u>			
Total investments	<u>\$ 183,102,351</u>			
<b>LIABILITIES</b>				
Interest rate SWAP	<u>\$ 14,847,163</u>	<u>\$ -</u>	<u>\$ 14,847,163</u>	<u>\$ -</u>

Investment income and gains on the investments measured using NAV totaled \$8,941,934 and \$17,425,932 for the years ended June 30, 2018 and 2017, respectively.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(3) Fair Value of Financial Instruments (continued)**

The fair value of certain funds has been estimated using the Net Asset Value ("NAV") as reported by the management of the fund. Accounting guidance allows for the use of the NAV as a "practical expedient" estimating the fair value of alternative investments. NAV reported by each alternative investment fund is used as a practical expedient to estimate the fair value of the College's interest in the fund.

Investments in fixed income securities, U.S. equity securities, non-U.S. equity securities and real estate investment trust measured at NAV have no unfunded commitments or subscriptions and are able to be redeemed in the near term. The following table lists the investments measured at NAV for which there are redemption limitations:

	<u>Private Equity</u>	<u>Real Estate</u>
Fair value, June 30, 2017	\$10,227,853	\$9,916,777
Fair value, June 30, 2018	\$10,431,086	\$1,772,258
Significant investment strategy	Primarily buyout, Venture, and growth equity in US	US real estate
Remaining life	3 to 10 years	1 to 6 years
Dollar amount of unfunded commitments	\$3,813,741	N.A.
Timing to draw down commitments	1 to 5 years	N.A.
Redemption terms	N.A.	N.A.

**(4) Investment Income**

The following schedule summarizes the investment return during 2018 and 2017 and its classification on the statement of activities:

	<u>2018</u>	<u>2017</u>
Investment income, net of investment expenses of \$799,700 and \$747,258, respectively	\$ 3,301,373	\$ 3,065,832
Net gains on investments and other assets	<u>7,542,700</u>	<u>18,583,544</u>
Total return on investments	<u>\$ 10,844,073</u>	<u>\$ 21,649,376</u>
Net gains and income on other investments		
Operating		
Endowment income and realized gains distributed	\$ 8,314,872	\$ 7,525,537
Net gains and income on other investments	127,734	
Nonoperating		
Net gains and income on endowments, net of Distributions	2,338,588	14,093,864
Net gains and income on other investments	<u>62,879</u>	<u>29,975</u>
Total return on investments	<u>\$ 10,844,073</u>	<u>\$ 21,649,376</u>

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(5) Contributions Receivable, Net**

The carrying value of contributions receivable is based on a discounted cash flow methodology using discount rates consistent with the expected maturities of the pledges, adjusted for consideration of the donor's credit. Contributions receivable, net of discount to present value and allowance for uncollectible accounts are due to be collected as follows:

	2018	2017
Current, net of discount	\$ 1,398,335	\$ 635,271
Noncurrent		
Receivables designated/restricted for acquiring property, plant and equipment, net of discount	6,545,509	8,743,961
Endowment receivables, net of discount	955,732	726,738
Total noncurrent	7,501,241	9,470,699
	\$ 8,899,576	\$ 10,105,970
Gross amounts due in:		
Less than one year	\$ 5,272,174	
One to five years	4,017,365	
More than five years	151,037	
Total contributions receivable	9,440,576	
Less allowance for uncollectible accounts	(250,000)	
Less discount to present value	(291,000)	
	\$ 8,899,576	

Gross contributions receivable of \$3.0 and \$5.9 million as of June 30, 2018 and 2017, respectively, were due from one and three donors respectively.

**(6) Notes Receivable, Net**

Notes receivable, net as of June 30, 2018 and 2017 consisted of the following:

	2018	2017
Federal Perkins loan program	\$ 2,445,120	\$ 2,338,898
Less allowance for doubtful accounts	(585,000)	(585,000)
Student loans receivable, net	\$ 1,860,120	\$ 1,753,898

The objective of the Federal Perkins Loan Program is to provide long-term, uncollateralized, low-interest loans to students who demonstrate the need for financial aid to pursue their courses of study. A revolving loan fund is established by federal government grants and institutional matching contributions. A liability is established on the balance sheet for the net assets of this program refundable to the federal government. The Federal Perkins Loan Program notes which bear interest at 3% to 5% are payable over approximately 11 years.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(6) Notes Receivable, Net (continued)**

After a student is no longer enrolled in an institution of higher education and after a grace period, the student is responsible for monthly debt service payments. Student loans receivable through the loan programs are considered to be past due if a payment is not made within 30 days of the payment due date, at which time, late fees are charged and recognized. The Federal Perkins Loan Program receivables may be assigned to the U.S. Department of Education. Students may be granted a deferment, forbearance, or cancellation of their student loan receivable based on eligibility requirements defined by the U.S. Department of Education.

Allowances for doubtful accounts are established based on prior collection experience and current economic factors which, in management's judgment, could influence the ability of loan recipients to repay the amounts per the loan terms. At June 30, 2018 and 2017, student loans represented approximately 0.5% of total assets.

Funds advanced by the Federal government of approximately \$1.7 million at June 30, 2018 and 2017 are ultimately refundable to the government and are classified as liabilities on the balance sheet.

At June 30, 2018 and 2017, the following amounts were past due under student loan programs:

June 30,	Amounts Past Due			
	1 - 60 days	60 - 90 days	90+ days	Total
2018	\$ 86,102	\$ 140,746	\$ 324,734	\$ 551,582
2017	36,573	88,736	295,293	420,602

**(7) Property, Plant, and Equipment, Net of Accumulated Depreciation**

Property, plant, and equipment, net as of June 30, 2018 and 2017 consisted of the following:

	2018	2017
Land	\$ 1,336,000	\$ 1,336,000
Land improvements	17,205,725	17,170,846
Buildings and building improvements	206,864,371	206,656,637
Furniture, fixtures and equipment	18,366,990	20,354,915
Vehicles	1,072,009	1,200,734
Construction in progress	7,319,963	3,571,685
	252,165,058	250,290,817
Less accumulated depreciation	(122,864,759)	(118,923,885)
	\$ 129,300,299	\$ 131,366,932

**(8) Note Payable to Bank**

The College has an unsecured, revolving line of credit with Bank of America in the amount of \$10 million for operating cash flow purposes and advances bear interest at the BBA LIBOR daily rate plus 1.14%. This line of credit is available through December 31, 2018. As of June 30, 2018, the College had not drawn on the line and at June 30, 2017 the College had drawn \$3 million on this line. At June 30, 2018 and 2017, the College had reserved \$730,000 as a Stand by Letter of Credit in support of the high deductible insurance program for the College's workers' compensation plan.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(9) Long-Term Debt, net**

Long-term debt as of June 30, 2018 and 2017 consisted of the following:

	2018	2017
Note payable to bank - interest at the 360-day LIBOR plus 0.75% (3.013% as of June 30, 2018) due in annual payments of \$105,000 plus interest through February 1, 2020, secured by \$210 thousand contribution receivable	\$ 210,000	\$ 315,000
California Educational Facilities Authority 2007 Revenue Bonds - interest reset monthly (2.13% at June 30, 2018), under terms of a five year Direct Purchase agreement with Bank of America Public Capital Corporation. The bonds are outstanding through 2043	59,075,000	60,400,000
Principal outstanding on long-term debt	59,285,000	60,715,000
Bond issuance costs	(1,775,740)	(1,844,038)
Total long-term debt	57,509,260	58,870,962
Less current portion	(1,480,000)	(1,430,000)
	<b>\$ 56,029,260</b>	<b>\$ 57,440,962</b>

The College has a direct purchase agreement with Bank of America Public Capital Corporation for the CEFA 2007 bonds that have a maturity date of October 2, 2019. As a result of the agreement, the interest on the bonds is adjusted monthly based upon the monthly LIBOR rate plus the applicable spread based on the calculation of debt service coverage ratio. The applicable spread as of June 30, 2018 was 0.80%. The Bonds are secured by an unrestricted gross revenue pledge of the College. On or prior to the expiration of the current agreement, the College anticipates it would enter into a new direct purchase agreement, or convert the bonds into another mode under the bond documents.

Costs of bond issuance are deferred and amortized on a basis that approximates the level-yield method over the repayment period of the bonds.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(9) Long-Term Debt (continued)**

Aggregate future long-term debt principal payments as of June 30, 2018 are as follows:

Year Ending June 30:	
2019	\$ 1,480,000
2020	1,530,000
2021	1,475,000
2022	1,525,000
2023	1,600,000
Subsequent	<u>51,675,000</u>
	<u>\$ 59,285,000</u>

The CEFA Series 2007 bond agreements contain various covenants, which include maintenance of certain financial ratios, as defined in the agreements. The College was in compliance with all covenants as of June 30, 2018.

**(10) Interest Rate Swap**

The College has issued variable-rate demand bond (VRDB) debt to finance the construction and renovation of buildings and to defease the CEFA 2003 bonds. These debt obligations expose the College to fluctuations in interest payments due to the changes in interest rates. In an effort to manage the fluctuations in cash flows resulting from interest rate risk, the College entered into an interest rate swap.

Under the interest rate swap, the College receives variable interest rate payments that partially hedge the variable interest rate debt, and makes fixed interest rate payments, thereby creating the equivalent of fixed-rate debt. The net swap payments (receipts) are recorded in interest expense. In July, 2008, the College amended a 36-year swap from Bank of New York Mellon originated in August, 2007 at a fixed rate of 3.546% on the then \$70,275,000 of outstanding variable rate debt. There was no cash exchanged at the time the College entered into the swap due to the relationship between the variable rates and swap rate at that time. The notional amount of this swap equals the current outstanding debt of the respective issuance.

Changes in the fair market value of the interest rate swap are reported as unrealized gains or losses on the interest rate swap related to bonds on the statement of activities. The valuations of the swap resulted in an unrealized gain of \$3,092,918 and \$5,780,695 as of June 30, 2018 and 2017, respectively. The liability related to the interest rate swap agreement was \$11,754,245 and \$14,847,163 at June 30, 2018 and 2017, respectively, is reported on the balance sheet in current liabilities. Providing that the College holds the swap to maturity, the value of the derivative will be zero. This swapping transaction can be terminated at market rates at any time during the term of the swap. Prior to December 2017, the College was required to post collateral if the swap agreement valuation exceeded a liability of \$5,000,000. Subsequent to December 2017 and pursuant to the agreement, the College is required to post collateral if the swap agreement valuation exceeds a liability of \$2,500,000. At June 30, 2018, the value of the collateral posted was \$9,390,000 and is included in noncurrent investments on the balance sheet. At June 30, 2017, the value of the collateral posted was \$10,790,000.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(11) Retirement Plan and Post-Retirement Benefits**

**Retirement Plan** - The College participates in the Teachers Insurance Annuity Association (TIAA) defined contribution retirement plans that cover substantially all full-time employees of the College. TIAA is a legal reserve life insurance and annuity company. Annual contributions, as determined by the Board of Trustees, were 6.25% and 8.25% of all eligible employees' wages and salaries for the years ended June 30, 2018 and 2017 respectively. Total College contributions were approximately \$3,514,000 and \$4,926,000 for the years ended June 30, 2018 and 2017, respectively.

**Voluntary Employees Benefit Association Plan** - Effective July 2007, the College joined Emeriti Retirement Health Solutions (EMERITI), a consortium of colleges and universities organized to provide retiree health care benefits through a Voluntary Employees Benefit Association (VEBA) recognized under the IRC 501(c)(9). The Emeriti program is a defined contribution plan whose assets are restricted for use toward qualified medical expenses. All benefit eligible faculty and staff, hired after June 30, 2007 over the age of 40 participate in the plan. Benefit eligible employees hired before July 1, 2007, had the opportunity to enroll in the Emeriti plan in lieu of the College's existing retirement health programs. The College contributes a monthly fixed amount to an employer VEBA investment account with TIAA for all plan participants and the total annual contribution to EMERITI was \$515,757 and \$550,651 for the years ended June 30, 2018 and 2017, respectively. Employees age 21 and above can also make post-tax contributions of any amount to an employee VEBA account. Employee contributions are immediately vested and contributions by the College are vested after five (5) years of continuous service. As of December 31, 2017, the plan assets totaled \$11,390,750. These assets consisted of \$10,664,572 of mutual funds and \$726,178 of money market funds. As of December 31, 2016, the plan assets totaled \$8,993,917. These assets consisted of \$8,593,779 of mutual funds and \$400,138 of money market funds.

**Post-Retirement Healthcare Plan** - The College provides funds for healthcare benefits of eligible retirees (hired prior to July 1, 2007) for a period of 5 years after their date of retirement. In order to participate, benefits eligible employees must retire from the College at age fifty-five or older with at least 15 years of service. The College accrues the cost of the post-retirement benefits during the service lives of employees. The plan is a recorded liability of the College, but does not have offsetting dedicated assets. The College therefore funds the benefits on a pay as you go basis.

During the year ended June 30, 2017, the percent of those participants in the Emeriti plan who are assumed to receive a lump sum payment was increased to 90% for all participants. This was partially offset by changing the graded retirement assumption to assuming 100% of all active retirees will retire at age 68. The effect on the ARBO related to the change in assumptions is reflected as a nonoperating loss in the statement of activities.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(11) Retirement Plan and Post-Retirement Benefits (continued)**

The following sets forth the status of the Post-Retirement Healthcare Plan and the accumulated post-retirement benefit obligation (APBO) as of June 30, 2018 and 2017:

	2018	2017
Change in projected APBO		
Benefit obligation at July 1	\$ 7,386,539	\$ 5,686,200
Service cost	162,054	187,789
Interest cost	295,199	260,446
Actuarial (gain) loss	(494,672)	1,826,819
Prior service cost		797,522
Benefits paid	(1,017,455)	(1,372,237)
 Total projected APBO at June 30	 \$ 6,331,665	 \$ 7,386,539
Amounts recognized in the Balance Sheet:		
Current liabilities - Accounts payable and accrued liabilities	\$ 1,581,000	\$ 1,681,000
Non current liabilities	4,750,665	5,705,539
 Total projected APBO	 \$ 6,331,665	 \$ 7,386,539

The following sets forth the status of the plan as of June 30, 2018 and 2017:

	2018	2017
Accumulated post-retirement benefit of obligation (APBO)		
Retirees	\$ 142,291	\$ 206,121
Active employees	6,189,374	7,180,418
 Total APBO	 \$ 6,331,665	 \$ 7,386,539

The components of net periodic post-retirement benefit cost (NPPBC) for the years ended June 30, 2018 and 2017 are as follows:

	2018	2017
Interest cost	\$ 295,199	\$ 260,446
Service cost	162,054	187,789
Amortization of unrecognized loss (ALG)	244,640	202,286
Amortization of unrecognized prior service cost	79,752	
 Net periodic post-retirement benefit expense	 \$ 781,645	 \$ 650,521

The actuarial losses yet to be recognized in the net periodic post-retirement benefit cost as of June 30, 2018 and 2017 are \$2,895,976 and \$3,715,040, respectively.

The assumed healthcare cost trend rates range from a high of 7.33% in fiscal year end 2018 to a low of 4.65% by fiscal year end 2022. A one percentage point increase in the assumed healthcare cost trend rate for each year would increase the accumulated post-retirement benefit obligation as of June 30, 2018 by approximately 16%, or \$1,402,545. A one percentage point decrease in the assumed healthcare cost trend rate for each year would decrease the accumulated post-retirement benefit obligation as of June 30, 2018 by approximately 19%, or \$1,227,568. The assumed discount rate used in determining the net periodic post-retirement benefit cost, as well as the accumulated post-retirement benefit obligation is 4.0% for 2018 and 3.85% for 2017.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(11) Retirement Plan and Post-Retirement Benefits (continued)**

Benefits expected to be paid in the next fiscal years are:

Year Ending June 30:		
2019	\$	1,581,000
2020		54,000
2021		29,000
2022		5,000
Thereafter		<u>2,779,000</u>
	<u>\$</u>	<u>4,448,000</u>

It is reasonably possible that changes in these estimates could occur in the near term and that actual results could differ from these estimates and could have a material impact on the financial statements.

**(12) Expenses by Function**

Expenses by functional classification after allocating operation and maintenance of plant, depreciation expense, interest expense, and separating fundraising are as follows for the years ended June 30:

	<u>2018</u>	<u>2017</u>
Instruction	\$ 53,137,692	\$ 55,538,611
Academic support	11,108,763	11,987,464
Student services	24,245,016	23,642,260
Institutional support	24,136,596	26,022,762
Auxiliary enterprise	14,973,256	14,411,113
Fundraising	<u>4,377,524</u>	<u>5,437,309</u>
Expenses by function	<u>\$ 131,978,847</u>	<u>\$ 137,039,519</u>

**(13) Related Party Transactions**

As of June 30, 2018 and 2017, \$813,056 and \$1,131,515, respectively, of contributions receivable are due from members of the Board of Trustees and officers of the College.

**(14) Commitments and Contingencies**

The College is contingently liable in connection with claims and contracts, including those currently in litigation arising in the normal course of its activities. In the opinion of management, the results of these matters will not have a significant impact on the financial statements.

Outstanding commitments on construction contracts totaled approximately \$2,669,000 at June 30, 2018.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(15) Endowments**

**General** - The College's endowment consists of approximately 332 individual funds established for a variety of purposes. Its endowment includes true endowment funds, funds functioning as endowments, and board reserves. True endowment funds are subject to the donor restrictions on gift instruments. These restrictions require that the principal be invested in perpetuity and that only the income and gains may be utilized. Funds functioning as endowment have been established by the Board of Trustees to address the same requirements of endowment funds. Board reserves have been established by the Board of Trustees as long-term reserves for operations. Funds functioning as endowment and board reserves differ from true endowment funds because any portion of these funds may be expended. As required by GAAP, net assets associated with endowment funds, including funds designated by the Board of Trustees to function as endowments or board reserves, are classified and reported based on the existence or absence of donor-imposed restrictions.

Endowment investments are recorded at market value of \$180,474,000 and \$177,831,000 for the years ended June 30, 2018 and 2017, respectively. The total return on all investments held by the endowment funds, on a market basis, was 6.0% and 13.53% for the years ended June 30, 2018 and 2017, respectively.

**Return Objectives and Risk Parameters** - The College has adopted investment and spending policies for endowment assets that strive to provide a source of income for spending that is reasonably stable and predictable from year-to-year, while seeking to preserve capital, maintain the purchasing power of the endowment assets, and prudently earn the highest possible rate of return consistent with the College's ability to accommodate risk. Under this policy, as approved by the Board of Trustees, the endowment assets are invested in a manner to provide an average real total return of 5 percent, net of fees. Actual returns in any given year may vary from this amount.

**Strategies Employed for Achieving Objectives** - To satisfy its long-term rate-of-return objectives, the College relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The College targets a diversified asset allocation including asset classes such as public equities, fixed income and alternative assets in order to achieve its long-term return objectives within prudent risk constraints.

**Spending Policy and How the Investment Objectives Relate to Spending Policy** - The Board of Trustees designates only a portion of the College's cumulative investment return for support of current operations; the remainder is retained to support operations of future years and to offset potential market declines.

In developing its spending policy, the College considers certain of the following factors which it determines relevant:

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

The Board has adopted a policy to appropriate for distribution during each fiscal year an amount per endowment unit calculated at a rate no greater than 5.0% of the average endowment market value per endowment unit from the preceding 12 quarters established as of the end of the calendar year prior to the beginning of the fiscal year.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

---

**(15) Endowments (continued)**

***Spending Policy and How the Investment Objectives Relate to Spending Policy (cont.)*** - In the fiscal year ended June 30, 2018, the Board appropriated \$8.9 million of accumulated earnings on various scholarship endowments to provide need-based scholarships. This resulted in a surplus from operations and the Board designated \$9.9 million as an addition to Quasi Endowment Funds.

***Interpretation of Relevant Law*** - The College's governing board has interpreted the California enacted version of the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as allowing the College to appropriate for expenditure or accumulate so much of an endowment fund as the College determines is prudent for the uses, benefits, purposes and duration for which the endowment fund is established, subject to the intent of the donor as expressed in the gift instrument. Unless stated otherwise in the gift instrument, the assets in an endowment fund shall be donor-restricted assets until appropriated for expenditure by the Board of Trustees. See Note 1 for further information on net asset classifications.

***Funds with Deficiencies*** - Because UPMIFA does not establish a fixed level below which an endowment fund is not permitted to fall, there are no deficiencies in the endowment funds held by the College. Notwithstanding the foregoing, the College does maintain records of the sum of: (a) the original value of gifts donated to each endowment fund, (b) the original value of subsequent gifts to each endowment fund, and (c) accumulations to each such endowment fund made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The amounts by which certain individual endowment funds have fallen below such recorded values were \$473,230 and \$65,145 as of June 30, 2018 and 2017, respectively. These differences resulted from unfavorable market fluctuations that occurred after the investment of new contributions to endowment funds and continued appropriation for certain programs that was deemed prudent by the Board of Trustees.

The Board adopted a modification to its spending policy for donor restricted endowment funds with deficiencies. Spending from these funds will be limited to actual income earned when their current market values fall below 75% of original gift values.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(15) Endowments (continued)**

***Endowment Net Asset Composition by Type of Fund as of June 30, 2018:***

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Donor-restricted funds	\$ (473,230)	\$ 35,181,896	\$ 104,390,923	\$ 139,099,589
Board-designated funds	<u>40,859,269</u>	<u>                    </u>	<u>                    </u>	<u>40,859,269</u>
Total funds	<u>\$ 40,386,039</u>	<u>\$ 35,181,896</u>	<u>\$ 104,390,923</u>	<u>\$ 179,958,858</u>

***Changes in Endowment Net Assets for the Fiscal Year Ended June 30, 2018:***

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Endowment net assets, beginning of year	\$ 31,525,758	\$ 42,259,108	\$ 103,096,253	\$ 176,881,119
Investment return:				
Investment income	1,437,708	1,672,491		3,110,199
Net appreciation (realized and unrealized)	<u>3,052,492</u>	<u>4,490,769</u>		<u>7,543,261</u>
Total investment return	<u>4,490,200</u>	<u>6,163,260</u>		<u>10,653,460</u>
Appropriation of endowment assets for expenditure:				
Operating	(3,939,866)	(4,375,006)		(8,314,872)
Nonoperating	(208,650)			(208,650)
Voluntary separation incentive program spending	(2,500,000)			(2,500,000)
Transfer of excess earnings	9,970,000			9,970,000
Financial Aid		(8,865,466)		(8,865,466)
Gifts	1,049,901		1,215,959	2,265,860
Actuarial adjustments on deferred gifts	<u>(1,304)</u>		<u>78,711</u>	<u>77,407</u>
<b>Endowment net assets, end of year</b>	<u><b>\$ 40,386,039</b></u>	<u><b>\$ 35,181,896</b></u>	<u><b>\$ 104,390,923</b></u>	<u><b>\$ 179,958,858</b></u>

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
Notes to Financial Statements

As of and for the Years Ended June 30, 2018 and 2017

**(15) Endowments (continued)**

***Endowment Net Asset Composition by Type of Fund as of June 30, 2017:***

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Donor-restricted funds	\$ (65,145)	\$ 42,259,108	\$ 103,096,253	\$ 145,290,216
Board-designated funds	<u>31,590,903</u>	<u>                    </u>	<u>                    </u>	<u>31,590,903</u>
Total funds	<u>\$ 31,525,758</u>	<u>\$ 42,259,108</u>	<u>\$ 103,096,253</u>	<u>\$ 176,881,119</u>

***Changes in Endowment Net Assets for the Fiscal Year Ended June 30, 2017:***

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Endowment net assets, beginning of year	\$ 29,801,132	\$ 32,480,927	\$ 99,977,996	\$ 162,260,055
Investment return:				
Investment income	1,431,226	1,604,632		3,035,858
Net appreciation (realized and unrealized)	<u>5,200,959</u>	<u>13,382,585</u>		<u>18,583,544</u>
Total investment return	<u>6,632,185</u>	<u>14,987,217</u>		<u>21,619,402</u>
Appropriation of endowment assets for expenditure:				
Operating	(2,316,501)	(5,209,036)		(7,525,537)
Nonoperating	(217,149)			(217,149)
Voluntary separation incentive program spending	(2,500,000)			(2,500,000)
Gifts	126,091		2,905,973	3,032,064
Actuarial adjustments on deferred gifts			<u>212,284</u>	<u>212,284</u>
<b>Endowment net assets, end of year</b>	<u><b>\$ 31,525,758</b></u>	<u><b>\$ 42,259,108</b></u>	<u><b>\$ 103,096,253</b></u>	<u><b>\$ 176,881,119</b></u>

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

For the Year Ended June 30, 2018

Federal Grantor/ Program Title or Cluster	Federal CFDA Number	Pass- Through Entity	Pass-Through Entity Identification Number	Federal Expenditures
<b>STUDENT FINANCIAL ASSISTANCE CLUSTER</b>				
U.S. Department of Education				
Federal Pell Grant Program	84.063			\$ 3,112,724
Federal Supplemental Educational Opportunity Grants	84.007			226,283
Teacher Education Assistance for College and Higher Education Grants (Teach Grants)	84.379			42,193
Federal Work-Study Program	84.033			466,208
Federal Perkins Loans	84.038			2,823,996
Federal Direct Student Loans	84.268			39,303,629
<b>Total Student Financial Assistance Cluster</b>				<u>45,975,033</u>
<b>TRIO PROGRAM CLUSTER</b>				
U.S. Department of Education				
TRIO - Student Support Services	84.042			248,263
<b>Total TRIO Program Cluster</b>				<u>248,263</u>
<b>RESEARCH AND DEVELOPMENT CLUSTER</b>				
National Science Foundation				
Education and Human Resources	47.076			178,937
<b>Total Research and Development Cluster</b>				<u>178,937</u>
<b>OTHER PROGRAMS</b>				
U.S. Department of Education				
Higher Education Institutional Aid	84.031			436,571
<b>Total U.S. Department of Education</b>				<u>436,571</u>
The Corporation for National and Community Service				
AmeriCorps	94.006			77,473
Volunteers in Service to America	94.013			27,000
<b>Total Corporation for National and Community Service</b>				<u>104,473</u>
<b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>				<u>\$ 46,943,277</u>

See accompanying notes to the schedule of expenditures of federal awards.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended June 30, 2018

---

**NOTE 1 - BASIS OF PRESENTATION**

---

The accompanying schedule of expenditures of federal awards (the "Schedule") includes federal award activity of Saint Mary's College of California under programs of the federal government for the year ended June 30, 2018. The information in this Schedule is presented in accordance with the 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). Because the Schedule presents only a selected portion of the operations of the Saint Mary's College of California, it is not intended to and does not present the financial position, changes in net assets or cash flows of Saint Mary's College of California.

---

**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.

---

**NOTE 3 - INDIRECT COST RATE**

---

Saint Mary's College of California has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

---

**NOTE 4 - FEDERAL PERKINS LOAN PROGRAM**

---

The Federal Perkins Loan Program is administered directly by Saint Mary's College of California, and balances and transactions relating to this program are included in Saint Mary's College of California'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. Federal Perkins loans made during the year ended June 30, 2018 totaled \$485,098. Federal Perkins loans outstanding at June 30, 2018 totaled \$2,445,120.

REPORT 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*

INDEPENDENT AUDITORS' REPORT

To the Board of Trustees  
Saint Mary's College of California  
Moraga, California

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 Saint Mary's College of California (the "College"), which comprise the balance sheet as of June 30, 2018, 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 26, 2018.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the 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 the College's internal control. Accordingly, we do not express an opinion on the effectiveness of the 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.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the 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.

*Baker Tilly Virchow Krause, LLP*

Minneapolis, Minnesota  
September 26, 2018

REPORT ON COMPLIANCE FOR THE MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL  
CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

INDEPENDENT AUDITORS' REPORT

To the Board of Trustees  
Saint Mary's College of California  
Moraga, California

**Report on Compliance for the Major Federal Program**

We have audited Saint Mary's College of California's (the "College") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the College's major federal program for the year ended June 30, 2018. The College's major federal program is identified in the summary of auditors' 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.

***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for the 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 the 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 the major federal program. However, our audit does not provide a legal determination of the College's compliance.

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

In our opinion, the College complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2018.

### ***Other Matters***

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as items 2018-001 and 2018-002. Our opinion on the major federal program is not modified with respect to these matters.

### ***College's Responses to Findings***

The College's responses to the noncompliance findings identified in our audit are described in the accompanying schedule of findings and questioned costs. The College's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

### ***Report on Internal Control Over Compliance***

Management of the 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 the College's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the major 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 the 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 and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as items 2018-001 and 2018-002, that we consider to be significant deficiencies.

### **College's Responses to Findings**

The College's responses to the internal control over compliance findings identified in our audit are described in the accompanying schedule of findings and questioned costs. The College's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

### **Purpose of this Report**

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.

*Baker Tilly Virchow Krause, LLP*

Minneapolis, Minnesota  
February 26, 2019

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

For the Year Ended June 30, 2018

**SECTION I - SUMMARY OF AUDITORS' RESULTS**

***Financial Statements***

Type of auditors' report issued:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statements noted?	No

***Federal Awards***

Internal control over major programs:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	Yes
Type of auditors' report issued on compliance for major programs?	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a) of the Uniform Guidance?	Yes
Identification of major programs:	
CFDA	
<u>Number</u> <u>Name of Federal Program or Cluster</u>	
Various            Student Financial Assistance Cluster	
Dollar threshold used to distinguish between Type A and Type B programs	\$750,000
Auditee qualified as low-risk auditee?	Yes

**SECTION II - FINANCIAL STATEMENT FINDINGS**

*None noted.*

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

For the Year Ended June 30, 2018

---

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

---

**Finding 2018-001:** Significant Deficiency - Return of Title IV Funds

**Federal Program** - Federal Direct Student Loans, Federal Supplemental Educational Opportunity Grants

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

**Pass-Through Entity** - Not Applicable

**CFDA Number** - 84.268, 84.007

**Federal Award Number** - P268K181186, P268K171186, P007A170558

**Federal Award Year** - June 30, 2018

**Finding 2018-001:** Significant Deficiency - Return of Title IV Funds (cont.)

**Criteria:** Title IV regulations (34 CFR 668.22) require the College to return the unearned portion of grants or loans to the Title IV program within 45 days after a student withdraws.

**Condition:** The federal aid refunds for three of the students tested were not calculated correctly and resulted in the College refunding incorrect amounts to the Title IV programs.

The sample was not a statistically valid sample.

**Questioned Costs:** There was a total of \$8,528 that was not refunded properly for the three students.

**Context:**

Population and sample sizes are:

Population size	22	Refunds made	\$	125,635
Sample size	4	Refunds made	\$	30,277

**Cause:** The College did not properly calculate the number of days in a term (excluding breaks of 5 days or more) which resulted in the incorrect unearned aid percentage to be used in the refund calculation. Additionally, for two of the students tested, mathematical errors occurred and refunds were not properly calculated.

**Effect:** The College failed to refund \$7,599 of Federal Direct Student Loans and \$8 of Federal Supplemental Educational Opportunity Grants that should have been refunded. Additionally, the College erroneously refunded an additional \$921 of Federal Direct Student Loans.

**Recommendation:** The College should modify its procedures for refunding awards and implement a more thorough review process, to ensure the proper number of days in each term are used and mathematical errors are identified.

**Management's Response:** Management acknowledges the finding. Additional review procedures have been put into place to ensure errors, if any, are identified prior to processing of refunds.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

For the Year Ended June 30, 2018

---

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (CONT.)**

---

**Finding 2018-002:** Significant Deficiency - Student Status Changes

**Federal Program** - Federal Direct Student Loans

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

**Pass-Through Entity** - Not applicable

**CFDA Number** - 84.268

**Federal Award Numbers** - P268K181186, P268K171186

**Award Year** - June 30, 2018

**Criteria:** Title IV regulations (34 CFR 685.309(b)) require that upon receipt of an enrollment report from the Secretary, institutions must update all information included in the report and return the report to the Secretary: (i) in the manner and format prescribed by the Secretary; and (ii) within the timeframe prescribed by the Secretary. Unless it expects to submit its next updated enrollment report to the Secretary within the next 60 days, an institution must notify the Secretary within 30 days after the date the institution discovers that: (i) a loan under Title IV of the Act was made to or on behalf of a student who was enrolled or accepted for enrollment at the institution, and the student has ceased to be enrolled on at least a half-time basis or failed to enroll on at least a half-time basis for the period for which the loan was intended; or (ii) a student who is enrolled at the institution and who received a loan under Title IV of the Act has changed his or her permanent address.

**Condition:** The change in student status for 24 of 25 students tested was not reported timely and/or accurately to the National Student Loan Data System (NSLDS) within 30 days or included in a response to a roster file within 60 days.

The sample was not a statistically valid sample.

**Questioned Costs:** Not applicable.

**Context:** Not applicable.

**Cause:** The College identified an error in the submission of the student roster file used to report students who have graduated from the College, causing the roster to be rejected by the College's third party servicer who facilitates reporting to NSLDS. This error was subsequently corrected by the College for all students affected. However, it was not corrected timely in order to facilitate accurate reporting of the change in status in accordance with the Title IV regulations.

**Effect:** The accuracy of Title IV student loan records depends heavily on the accuracy of the enrollment information reported by schools. If an Institution does not review, update, and verify student enrollment statuses, effective dates of the enrollment status, and the anticipated completion dates, then the Title IV student loan records will be inaccurate.

**Recommendation:** It is recommended that policies and procedures are put in place to resolve similar or other known reporting issues with the third-party servicer in a timely manner or implement an alternative reporting method to facilitate compliance with Title IV regulations.

**Management's Response:** Management acknowledges the finding. Policies and procedures have been modified to ensure issues with reporting to the clearinghouse are identified and corrected in a timely manner.

**SAINT MARY'S COLLEGE OF CALIFORNIA**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

For the Year Ended June 30, 2018

---

The previous audit of the Federal Award Programs was for the year ended June 30, 2017. There were no federal award findings noted during that audit.