

CENTRAL TEXAS COLLEGE DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2008

1. Reporting Entity

The Central Texas College District (CTCD) was established in July, 1965, in accordance with the laws of the State of Texas, to serve the educational needs of the public and the surrounding communities. CTCD is considered to be a special purpose, primary government according to the definition in Governmental Accounting Standards Board (GASB) Statement 14. While CTCD receives funding from local, state and federal sources, and must comply with the spending, reporting and record keeping requirements of these entities, it is not a component unit of any other governmental entity.

Institutions:

At August 31, 2008, CTCD is composed of two institutions and is organized by campuses.

Central Texas College - (CTC) - is a two-year community college accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) to offer associate degrees and certificates of completion. CTC offers instructional programs that include traditional university parallel courses, one-year and two-year occupational education and technology programs, general education courses, developmental (remedial) studies, non-credit continuing education courses, literacy education, and workforce development training. In addition, CTC provides comprehensive student developmental services that assist students in defining goals, identifying abilities and interests, and the selection of an appropriate course of study to prepare for the future.

American Preparatory Institute - (API) - is accredited by the Commission on Secondary Schools of the Southern Association of Colleges and Schools to provide pre-secondary and secondary education as well as high school diplomas. API provides a complete curriculum development support staff to provide and maintain materials in basic skills, high school diploma and related programs. It provides the opportunity for adults; both civilian and military, beyond normal public school age to earn a high school diploma from a state and regionally accredited institution. Other API programs include a basic skills education program, pre-college/post high school refresher courses, and special courses.

Texas Campuses:

The Texas Campuses include the "Central Campus" at Killeen, Texas, the "Fort Hood/Service Area Campus" on the Fort Hood reservation and the Service Area which includes an eleven county area as defined by the Texas Higher Education Coordinating Board. Administrative services, student services and other types of activities associated with a more traditional junior college campus are all part of the Texas Campuses. These include a testing center, career guidance, counseling and registration centers, and the primary library facility.

The Fort Hood/Service Area Campus headquarters is located in facilities on the Fort Hood military installation. Registration, counseling and guidance, and associated types of activities are provided. In addition to serving students who live in rural and isolated small farming communities, the Service Area student population includes men and women who are incarcerated at the Texas Department of Criminal Justice - Institutional Division in Gatesville.

The Fort Hood/Service Area Campus assists students in the transition from: high school to college, high school to technical vocational skills training and high school to gainful employment. In addition, programs in computer literacy and upgrading of basic skills are also provided.

The Texas Campuses conduct programs which are eligible for state funding.

Continental and International Campuses:

The Navy Campus provides an educational program which includes a full range of academic support courses, technical/vocational education courses and specialized courses of training and instruction as requested by the U.S. Navy.

Programs and services provided by this campus include ships of the Atlantic and Pacific fleets wherever they are located in the performance of their mission, selected ashore ports and other designated Navy stations. In addition, this campus supervises all federal and state prison programs outside the State of Texas.

The Continental Campus provides an educational program which includes a full range of academic support courses, technical/vocational educational courses, specialized courses of training and instruction as requested by U.S. Army, Navy, Air Force, and Marine Corps installations, including non-credit vocational/technical education and Military Occupational Specialty (MOS) and MOS-Related programs and associated support activities. The geographic area in which services are provided by this campus includes all U.S. military installations in the continental United States including Alaska and Hawaii. In addition, this campus administers academic programs to the United States Embassy personnel at all worldwide locations, as well as college leadership courses to Air Force Reserve personnel at all locations throughout the United States.

The Europe Campus has its headquarters on a U.S. Army military installation in Hanau, Germany. The Europe Campus provides an educational program which includes a full range of academic support courses, technical/vocational educational courses, specialized courses of training and instruction, MOS and MOS-related programs, and associated support activities. The geographic area in which services are provided by this campus presently includes U.S. military installations in Germany, Italy, Greece, Turkey, United Kingdom, Iceland, Azores, Spain, Belgium, Afghanistan, Djibouti, Egypt, Kosovo, Kuwait and Qatar.

The Pacific Far East Campus has its headquarters on a U.S. Army installation in Bupyeong, Republic of Korea. The Pacific Far East Campus provides an educational program which includes functional skills, technical/vocational education courses, specialized courses of training and instruction as requested by the U.S. Navy, U.S. Marine Corps Pacific, U.S. Forces Korea, Eighth U.S. Army, and Pacific Air Force, including non-credit technical/vocational education. The geographic area served by this campus includes U.S. military installations in Japan, Korea, Okinawa, Diego Garcia and Guam.

Collectively, the Navy, Continental, Europe and Pacific Far East Campuses comprise the Continental and International Campuses of CTCD. Programs and services are provided on a contractual basis or by memorandum of understanding.

2. Summary of Significant Accounting Policies

Reporting Guidelines

The significant accounting policies followed by CTCD in preparing these financial statements are in accordance with the *Texas Higher Education Coordinating Board's Annual Financial Reporting Requirements for Texas Public Community and Junior Colleges*. CTCD applies all applicable GASB pronouncements and all applicable Financial Accounting Standard Board (FASB) statements and interpretations issued on or before November 30, 1989, unless they conflict or contradict GASB pronouncements. CTCD has elected not to apply FASB guidance issued subsequent to November 30, 1989, unless specifically adopted by the GASB. CTCD is reported as a special purpose government engaged in business-type activities.

Tuition Discounting

Texas Public Education Grants

Certain tuition amounts are required to be set aside for use as scholarships by qualifying students. This set aside, called the Texas Public Education Grant (TPEG), is shown with tuition and fee revenue amounts as a separate set aside amount (Texas Education Code §56.0333). When the award is used by the student for tuition and fees, the amount is recorded as tuition discount. If the amount is dispersed directly to the student, the amount is recorded as a scholarship expense.

Title IV, Higher Education Act Program Funds

Certain Title IV HEA Program Funds are received by the College to pass through to the student. These funds are initially received by the College and recorded as revenue. When the award is

used by the student for tuition and fees, the amount is recorded as tuition discount. If the amount is dispersed directly to the student, the amount is recorded as a scholarship expense.

Other Tuition Discounts

CTCD awards tuition and fee scholarships from institutional funds to students who qualify. When these amounts are used for tuition and fees, the amount is recorded as a tuition discount. If the amount is dispersed directly to the student, the amount is recorded as a scholarship expense.

Basis of Accounting

The financial statements of CTCD have been prepared on the accrual basis whereby all revenues are recorded when earned and all expenses are recorded when they have been reduced to a legal or contractual obligation to pay.

Budgetary Data

Each community college district in Texas is required by law to prepare an annual operating budget of anticipated revenues and expenditures for the fiscal year beginning September 1. The District's Board of Trustees adopts the budget, which is prepared on the accrual basis of accounting. A copy of the approved budget and subsequent amendments must be filed with the Texas Higher Education Coordinating Board, Legislative Budget Board, Legislative Reference Library and Governor's Office of Budget and Planning by December 1.

Cash and Cash Equivalents

CTCD's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from the date of acquisition.

Investments

In accordance with GASB Statement No 31, *Accounting and Financial Reporting for Certain Investments and External Investment Pools*, investments are reported at fair value. Fair values are based on published market rates. Short-term investments have an original maturity greater than three months but less than one year at time of purchase. Long-term investments have an original maturity of greater than one year at the time of purchase.

Inventories

Inventories consist of consumable office supplies, physical plant supplies and bookstore stock. Inventories are valued by the first in, first out method and are charged to expense as consumed.

Capital Assets

Capital assets are recorded at cost at the date of acquisition, or fair value at the date of donation. For equipment, CTCD's capitalization policy includes all items with a unit cost of \$5,000 or more and an estimated useful life in excess of one year. Renovations of \$100,000 to buildings, infrastructure and land improvements that significantly increase the value or extend the useful life of the structure are capitalized. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are charged to operating expense in the year in which the expense is incurred. Depreciation is computed using the straight-line method over the estimated useful lives of the assets. The following lives are used:

Buildings	50 years
Facilities and Other Improvements	20 years
Library Books	15 years
Furniture, Machinery, Vehicles and Other Equipment	10 years
Telecommunications and Peripheral Equipment	5 years

Deferred Revenue

Tuition and fees of \$8,106,915 and \$8,528,467 have been reported as deferred revenues at August 31, 2008 and August 31, 2007 respectively.

Related Intra-District Transactions

In order to provide effective and efficient operation and management of the various operating units and campuses of CTCD, policy, executive direction, and administrative control functions are performed by the Central Texas College Systems. Each campus shares the cost of operation of this administrative function.

Similarly, each Continental and International Campus shares the administrative costs associated with the operation of a specific educational program at that campus.

Contractual Services

Substantially all training programs and other services under contractual agreements with various U.S. military and other organizations are accounted for as operating revenues. All such activity conducted by CTCD is paid on a reimbursement basis in that CTCD presents claims for payment after services have been provided. Most of these contracts include separate funding of indirect costs.

Expenditures made under certain contractual arrangements are accounted for as operating expenses. Excess revenues or expenditures from such activities, indirect cost recoveries, and any receivables related to services which have been provided as of the net asset date are included in operations.

Accounts receivable includes retainage which has been billed, but which is not due pursuant to retainage provisions in federal contracts until completion of performance and acceptance by the government. Amounts included in accounts receivable as retainage are not significant and are substantially collectible in one to two years. Losses on contracts are recorded in full as they are identified.

Reclassifications

Certain comparative data have been reclassified to present such amounts in a manner consistent with the current year's financial statements.

Estimates

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Operating and Non-Operating Revenue and Expense Policy

The College distinguishes operating revenues and expenses from non-operating items. The College reports as a BTA and as a single, proprietary fund. Operating revenues and expenses generally result from providing services in connection with the College's principal ongoing operations. The principal operating revenues are tuition and related fees. The major non-operating revenues are state appropriations and property tax collections. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. The operation of food service is not performed by the College.

3. Authorized Investments

The Central Texas College District is authorized to invest in obligations and instruments as defined in the Public Funds Investment Act (Sec. 2256.001 Texas Government Code). Such investments include (1) obligations of the United States or its agencies, (2) direct obligations of the State of Texas or its agencies, (3) obligations of political subdivisions rated not less than A by a national investment rating firm, (4) certificates of deposit, and (5) other instruments and obligations authorized by statute. The Board of Trustees of Central Texas College District has adopted a written investment policy regarding the investment of its funds as defined in the Public Funds Investment Act of 1995 (Chapter 2256, Texas Government Code). The investments of the College District are in compliance with the Trustees' investment policies. In addition, there were no instances of non-compliance with regards to the Public Funds Investment Act.

4. Deposits and Investments

Cash and Deposits included and reported on Exhibit 1, Statement of Net Assets; consist of the items reported below:

	<u>Fiscal Year 2008</u>	<u>Fiscal Year 2007</u>
Bank Deposits		
Demand Deposits	<u>\$ 4,035,591</u>	<u>\$ 2,924,247</u>
	4,035,591	2,924,247
Cash and Cash Equivalents		
Petty Cash on Hand	23,238	20,721
Tex Pool	45,781,032	29,726,835
Tex Star	8,123,310	21,683,058
Texas Term	7,463,924	7,206,841
Corporate Stock	<u>98,020</u>	<u>94,200</u>
	61,489,524	58,731,655
Total Cash and Deposits	<u>\$65,525,115</u>	<u>\$61,655,902</u>

Reconciliation of Deposits and Investments to Exhibit 1

	<u>Market Value August 31, 2008</u>	<u>Market Value August 31, 2007</u>
U.S. Government Securities	\$ 35,564,110	\$ 20,357,788
Commercial Paper	<u>4,991,480</u>	<u>9,868,846</u>
Totals	40,555,590	30,226,634
Total Cash and Deposits	65,525,115	61,655,902
Total Investments	<u>40,555,590</u>	<u>30,226,634</u>
Total Deposits and Investments	<u>106,080,705</u>	<u>91,882,536</u>
Cash and Cash Equivalents (Exhibit 1)	65,321,032	61,502,192
Restricted Cash (Exhibit 1)	204,083	153,710
Investments (Exhibit 1)	<u>40,555,590</u>	<u>30,226,634</u>
TOTAL DEPOSITS AND INVESTMENTS	<u>\$106,080,705</u>	<u>\$ 91,882,536</u>

Reconciliation of Deposits and Investments to Exhibit 1-A

	Market Value <u>August 31, 2008</u>	Market Value <u>August 31, 2007</u>
Uncategorized Investments		
Common Fund - Bond Fund	\$ 949,074	\$ 913,819
Common Fund - Equity Fund	2,153,129	2,355,888
Common Fund - Real Estate Securities Fund	<u>229,501</u>	<u>241,672</u>
Totals	3,331,704	3,511,379
Total Cash and Deposits	87,641	112,665
Total Investments	<u>3,331,501</u>	<u>3,511,379</u>
Total Deposits and Investments	<u>3,419,142</u>	<u>3,624,044</u>
Cash and Cash Equivalents (Exhibit 1-A)	87,641	112,665
Investments (Exhibit 1- A)	<u>3,331,704</u>	<u>3,511,379</u>
TOTAL DEPOSITS AND INVESTMENTS	\$ <u>3,419,345</u>	\$ <u>3,624,044</u>

As of August 31, 2008 CTCD had the following investments and maturities

	<u>Fair Value</u>	<u>Weight Average Maturity (Years)</u>
U.S. Government Securities	\$ 35,564,110	0.98
Commercial Paper	4,991,480	0.07
Investment Pool	61,368,266	0.12
Corporate Stock	<u>98,020</u>	0.00
Total Fair Value	\$ <u>102,021,876</u>	
Portfolio weighted average maturity		0.42

Interest Rate Risk In accordance with state law and CTCD policy, CTCD does not purchase any investments with maturities greater than 10 years.

Credit Risk In accordance with state law and CTCD's investment policy investments in mutual funds and investment pools must be rated at least AAA, commercial paper must be rated at least A-1 or P-1, and investments in obligations from other states, municipalities, counties, etc. must be rated at least A.

Concentration of Credit Risk CTCD does not place a limit on the amount that may be invested in any one issuer. More than 5% of CTCD's investments are in FNMA (20%), FHLB (52%), FHLMC (15%), G.E. Capital Services Commercial Paper (8%),

5. Derivatives

None

6. Capital Assets

Capital assets activity for the year ended August 31, 2008 was as follows:

	<u>Balance as of</u> <u>September 1, 2007</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance as of</u> <u>August 31, 2008</u>
<u>Not Depreciated:</u>				
Land	\$ 1,589,936		693,768	896,168
Construction in Progress	<u>1,037,992</u>	<u>4,283,768</u>	<u>480,041</u>	<u>4,841,719</u>
Subtotal	<u>2,627,928</u>	<u>4,283,768</u>	<u>1,173,809</u>	<u>5,737,887</u>
<u>Buildings and Other</u>				
<u>Capital Assets:</u>				
Buildings	72,817,022	380,684		73,197,706
Land Improvements	<u>5,096,117</u>			<u>5,096,117</u>
Total Buildings and Other				
Real Estate Improvements	77,913,139	380,684		78,293,823
Library Books	2,258,527	93,209	35,656	2,316,080
Furniture, Machinery, Vehicles, & Other Equipment	7,991,418	548,915	480,632	8,059,701
Telecommunications & Peripheral Equipment	<u>6,094,562</u>	<u>604,077</u>	<u>108,684</u>	<u>6,589,955</u>
Total Buildings and Other Capital Assets	<u>94,257,646</u>	<u>1,626,885</u>	<u>624,972</u>	<u>95,259,559</u>
<u>Accumulated Depreciation:</u>				
Buildings	(25,245,224)	(1,318,345)		(26,563,569)
Land Improvements	<u>(2,434,176)</u>	<u>(198,335)</u>		<u>(2,632,511)</u>
Total Buildings and Other				
Real Estate Improvements	(27,679,400)	(1,516,680)		(29,196,080)
Library Books	(1,703,798)	(87,311)		(1,791,109)
Furniture, Machinery, Vehicles & Other Equipment	(5,248,951)	(479,281)	474,108	(5,254,124)
Telecommunications & Peripheral Equipment	<u>(4,224,393)</u>	<u>(903,452)</u>	<u>68,558</u>	<u>(5,059,287)</u>
Total Accumulated Depr	<u>(38,856,542)</u>	<u>(2,986,724)</u>	<u>542,666</u>	<u>(41,300,600)</u>
Net Capital Assets	\$ <u>58,029,032</u>	<u>2,923,929</u>	<u>1,256,115</u>	<u>59,696,846</u>

Capital assets activity for the year ended August 31, 2007 was as follows:

	<u>Balance as of</u> <u>September 1, 2006</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance as of</u> <u>August 31, 2007</u>
<u>Not Depreciated:</u>				
Land	\$ 1,589,111	825		1,589,936
Construction in Progress	<u>371,195</u>	<u>775,873</u>	<u>109,076</u>	<u>1,037,992</u>
Subtotal	<u>1,960,306</u>	<u>776,698</u>	<u>109,076</u>	<u>2,627,928</u>
<u>Buildings and Other</u>				
<u>Capital Assets:</u>				
Buildings	72,801,682	15,340		72,817,022
Land Improvements	<u>5,096,117</u>	_____	_____	<u>5,096,117</u>
Total Buildings and Other				
Real Estate Improvements	77,897,799	15,340		77,913,139
Library Books	2,195,105	89,096	25,674	2,258,527
Furniture, Machinery, Vehicles, & Other Equipment	7,758,653	566,604	333,839	7,991,418
Telecommunications & Peripheral Equipment	<u>5,843,981</u>	<u>445,723</u>	<u>195,142</u>	<u>6,094,562</u>
Total Buildings and Other Capital Assets	<u>93,695,538</u>	<u>1,116,763</u>	<u>554,655</u>	<u>94,257,646</u>
<u>Accumulated Depreciation:</u>				
Buildings	(23,934,245)	(1,310,979)		(25,245,224)
Land Improvements	<u>(2,236,009)</u>	<u>(198,167)</u>	_____	<u>(2,434,176)</u>
Total Buildings and Other				
Real Estate Improvements	(26,170,254)	(1,509,146)		(27,679,400)
Library Books	(1,616,516)	(87,282)		(1,703,798)
Furniture, Machinery, Vehicles & Other Equipment	(5,058,559)	(498,708)	308,316	(5,248,951)
Telecommunications & Peripheral Equipment	<u>(3,508,985)</u>	<u>(909,265)</u>	<u>193,857</u>	<u>(4,224,393)</u>
Total Accumulated Depr	<u>(36,354,314)</u>	<u>(3,004,401)</u>	<u>502,173</u>	<u>(38,856,542)</u>
Net Capital Assets	\$ <u>59,301,530</u>	<u>(1,110,940)</u>	<u>161,558</u>	<u>58,029,032</u>

7. Long-term Liabilities

Long-term liability activity for the year ended August 31, 2008 was as follows:

	<u>Balance</u> <u>September 1, 2007</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>August 1, 2008</u>	<u>Current</u>
<u>Bonds</u>					
Revenue Bonds	\$ <u>4,445,000</u>		<u>4,445,000</u>		
Subtotal	<u>4,445,000</u>		<u>4,445,000</u>		
<u>Accrued compensable absences</u>	<u>1,569,636</u>	<u>122,136</u>	<u>130,119</u>	<u>1,561,653</u>	<u>312,331</u>
Total Long-term liabilities	\$ <u>6,014,636</u>	<u>122,136</u>	<u>4,575,119</u>	<u>1,561,653</u>	<u>312,331</u>

Long-term liability activity for the year ended August 31, 2007 was as follows:

	<u>Balance</u> <u>September 1, 2006</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>August 1, 2007</u>	<u>Current</u>
<u>Bonds</u>					
Revenue Bonds	\$ <u>6,530,000</u>		<u>2,085,000</u>	<u>4,445,000</u>	<u>2,175,000</u>
Subtotal	<u>6,530,000</u>		<u>2,085,000</u>	<u>4,445,000</u>	<u>2,175,000</u>
<u>Accrued compensable absences</u>	<u>1,511,647</u>	<u>197,677</u>	<u>139,688</u>	<u>1,569,636</u>	<u>313,927</u>
Total Long-term liabilities	\$ <u>8,041,647</u>	<u>197,677</u>	<u>2,224,688</u>	<u>6,014,636</u>	<u>2,448,927</u>

8. Debt and Lease Obligations

None.

9. Bonds Payable

None.

10. Advance Refunding Bonds

None.

11. Defeased Bonds Outstanding

None.

12. Short - Term Debt

None.

13. Employees' Retirement Plan

The State of Texas has joint contributory retirement plans for almost all of its employees. One of the primary plans in which the CTCD participates is administered by the Teacher Retirement System of Texas (TRS).

Teacher Retirement System of Texas

Plan Description. The CTCD contributes to the TRS, a cost-sharing multiple employer defined benefit pension plan. TRS administers retirement and disability annuities, and death and survivor benefits to employees and beneficiaries of employees of the public school systems of Texas. It operates primarily under the provisions of the Texas Constitution, Article XVI, Sec. 67, and Texas Government Code, Title 8, Subtitle C. The Texas State legislature has the authority to establish and amend benefit provisions of the pension plan. TRS issues a publicly available financial report with required supplementary information which can be obtained from www.trs.state.tx.us, under the TRS Publications heading.

Funding Policy. Contribution requirements are not actuarially determined but are established and amended by the Texas state legislature. The state funding policy is as follows: (1) The state constitution requires the legislature to establish a member contribution rate of not less than 6.0% of the member's annual compensation and a state contribution rate of not less than 6.0% and not more than 10% of the aggregate annual compensation of all members of the system; (2) A state statute prohibits benefit improvements or contribution reductions if, as a result of the particular action, the time required to amortize TRS's unfunded actuarial liabilities would be increased to a period that exceeds 31 years, or, if the amortization period already exceeds 31 years, the period would be increased by such action. State law provides for a member contribution rate of 6.4% for fiscal years 2008 and 2007 and a state contribution rate of 6.58% for fiscal year 2008 and 6.0% for fiscal year 2007. In certain instances the reporting district is required to make all or a portion of the state's 6.58% contribution for fiscal year 2008 and 6.00% for fiscal year 2007.

Optional Retirement Plan

Plan Description. The State has also established an Optional Retirement Program (ORP) for institutions of higher education. Participation in the ORP is in lieu of participation in the TRS. The ORP provides for the purchase of annuity contracts and operates under the provisions of the Texas Constitution, Article XVI, Sec. 67, and Texas Government Code, Title 8, Subtitle C.

Funding Policy. Contribution requirements are not actuarially determined but are established and amended by the Texas state legislature. The percentage of participant salaries currently contributed by the state and each participant are 6.58 and 6.65%, respectively. CTCD contributes 1.92% for employees who were participating in the optional retirement program prior

to September 1, 1995. Benefits fully vest after one year plus one day of employment. Because these are individual annuity contracts, the state has no additional or unfunded liability for this program.

The retirement expense to the State for the CTCD was \$1,485,332 and \$1,282,422 for the fiscal years ended August 31, 2008 and August 31, 2007 respectively. This amount represents the portion of expended appropriations made by the State Legislature on behalf of CTCD. CTCD expended an additional \$1,527,460 and \$1,505,355 for TRS and ORP for fiscal years ended August 31, 2008 and 2007.

The total compensation for all College employees was \$62,665,932 and \$62,592,147 for fiscal years 2008 and 2007, respectively. The total compensation of employees covered by the Teacher Retirement System was \$34,440,840 and \$34,234,346 and the total compensation of employees covered by the Optional Retirement System was \$9,786,303 and \$9,815,620 for fiscal years 2008 and 2007, respectively.

Additionally, substantially all employees of CTCD participate in a defined contribution pension program which is subject to the provisions of the Employment Retirement Income Security Act of 1974, as amended. Participating employees are required to contribute 6% of covered compensation, while CTCD contributes 7%. Total employer contributions made by CTCD during the years ending August 31, 2008, and 2007 were \$2,357,666 and \$2,251,229 respectively.

In July 1991, CTCD implemented a supplemental retirement program to comply with the Omnibus Budget Reconciliation Act of 1990. All part-time employees are required to contribute 3.75% of covered compensation while CTCD contributes 3.75%. Total employee contributions made by CTCD during the year ending August 31, 2008, and 2007, were \$520,046 and \$511,093 respectively.

14. Deferred Compensation Program

College employees may elect to defer a portion of their earnings for income tax and investment purposes pursuant to authority granted in Government code 609.001. As of August 31, 2008, the CTCD had no employees participating in the program and no payroll deductions had been invested in approved plans.

15. Compensable Absences

Full-time employees earn annual leave from .83 to 2.08 days per month depending on the number of years employed with the CTCD. CTCD's policy is that an employee may carry their accrued leave forward from one fiscal year to another fiscal year with a maximum number of days up to 50 for those employees with 20 or more years of service. Employees with at least one year of service who terminate their employment are entitled to payment for all accumulated annual leave up to the maximum allowed. CTCD recognized the accrued liability for the unpaid annual leave in the amounts of \$1,561,653 and \$1,569,636 for fiscal year 2008 and fiscal year 2007. Sick leave, which can be accumulated up to 480 hours, is earned at the rate of 8 hours per month. It is paid to an employee who misses work from illness. Employees are not entitled to

payment for accumulated sick leave upon termination. CTCD's policy is to recognize the cost of sick leave when paid. The liability is not shown in the financial statements since experience indicates the expenditure for sick leave is minimal.

16. Pending Lawsuits and Claims

On August 31, 2008, various claims involving CTCD were pending. While the ultimate liability with respect to litigation and other claims asserted against the College cannot be reasonably estimated at this time, this liability, to the extent not provided by insurance or otherwise, is not likely to have a material effect on the College.

CTCD's contracts with the U.S. Government are subject to examination by the Defense Contract Auditing Agency. Management believes that adjustments, if any, resulting from such examination will have no significant impact on the financial condition or results of operations.

17. Disaggregation of Receivables, Payables and Other Operating Revenues Balances

Receivables

Receivables at August 31, 2008 and August 31, 2007 were as follows:

	<u>Fiscal Year 2008</u>	<u>Fiscal Year 2007</u>
Student Receivables	\$ 3,406,300	\$ 4,001,590
Taxes Receivable	334,163	321,445
Federal Receivables	11,536,175	14,252,957
Accounts Receivable	890,525	721,779
Interest Receivable	<u>364,545</u>	<u>171,197</u>
Subtotal	<u>16,531,708</u>	<u>19,468,968</u>
Allowance for Doubtful Accounts	<u>(4,587,077)</u>	<u>(2,193,750)</u>
TOTAL RECEIVABLES	\$ <u>11,944,631</u>	\$ <u>17,275,218</u>

Payables

Payables at August 31, 2008 and August 31, 2007, were as follows:

	<u>Fiscal Year 2008</u>	<u>Fiscal Year 2007</u>
Vendors Payable	\$ 3,502,694	\$ 4,066,635
Salaries & Benefits Payable	<u>8,957,538</u>	<u>8,195,070</u>
TOTAL PAYABLES	\$ <u>12,460,232</u>	\$ <u>12,261,705</u>

18. Funds Held in Trust by Others

There are no balances or transactions of funds held in trust by others on behalf of CTCD.

19. Contract and Grant Awards

Contract and grant awards are accounted for in accordance with the requirements of the AICPA Industry Audit Guide, *Audits of Colleges and Universities*. Revenues are recognized on Exhibit 2 and Schedule A. For federal contract and grant awards, funds expended, but not collected, are reported as Federal Receivables on Exhibit 1. Non-federal contract and grant awards for which funds are expended, but not collected, are reported as Accounts Receivables on Exhibit 1. Contract and grant awards that are not yet funded and for which the institution has not yet performed services are not included in the financial statements. Contract and grant awards funds already committed, e.g., multi-year awards, or funds awarded during fiscal years 2008 and 2007 for which monies have not been received nor funds expended total \$47,957,280 and \$47,671,540. Of these amounts, \$47,397,743, and \$47,083,130 were from Federal Contract and Grant Awards, and \$559,537 and \$588,410 were from State Contract and Grant Awards.

20. Self Insured Plans

CTCD does not currently maintain self-insured arrangements. First dollar worker's compensation insurance coverage is carried for all College operations. Employee health and medical malpractice plans are funded. Coverage for unemployment compensation is maintained through the State of Texas as well as numerous other states in which the College contracts education. Accrued liabilities are generally based on actuarial valuation, and represent the present value of unpaid expected claims. Estimated future payments for incurred claims are charged to current operations.

21. Post Retirement Health Care and Life Insurance Benefits

In addition to providing pension benefits, the state provides certain health care and life insurance benefits for retired employees. Almost all of the employees may become eligible for those benefits if they reach early or normal retirement age while working for the state. Those and similar benefits for active employees are provided through an insurance company whose premiums are based on benefits paid during the previous year. The state recognizes the cost of providing these benefits by expending the annual insurance premiums. The state's contribution per full-time active and retired employee was \$360.54 per month for the year ended August 31, 2008 (\$360.54 per month for Fiscal Year 2007) and totaled \$2,731,087 for Fiscal Year 2008 (\$2,642,272 for the year ended 2007). The cost of providing those benefits for 137 retirees in the year ended August 31, 2008 was \$658,223 (retiree benefits for 156 retirees cost \$724,907 in Fiscal Year 2007). For 389 active employees, the cost of providing benefits was \$2,072,864 for the Year ended August 31, 2008 (active employee benefits for 387 employees cost \$1,917,365 for the Year ended August 31, 2007). The cost of providing life insurance benefits for 590 active employees was \$186,578 and for 299 retirees was \$74,013 for the Fiscal year ended August 31, 2008 (\$179,545 for 591 active employees and \$72,238 for 290 retirees in Fiscal year 2007).

22. Ad Valorem Taxes

The District's ad valorem property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and business personal property located in the District.

At August 31:

	<u>Fiscal Year 2008</u>	<u>Fiscal Year 2007</u>
Assessed Valuation of the District:	\$7,395,331,227	\$6,554,306,253
Less: Exemptions	<u>618,172,776</u>	<u>587,004,845</u>
Net Assessed Valuation of the District	\$6,777,158,451	\$5,967,301,408

	FY 2008			FY 2007		
	Current Operations	Debt Service	Total	Current Operations	Debt Service	Total
Authorized Tax Rate per \$100 valuation	.25	.25	.50	.25	.25	.50
Assessed Tax Rate per \$100 valuation	.1420	-0-	.1420	.1420	-0-	.1420

Taxes levied for the year ended August 31, 2008 and 2007 are \$9,623,565 and \$8,473,568 respectively, (which includes any penalty and interest assessed if applicable). Taxes are due on receipt of the tax bill and are delinquent if not paid before February of the year following the year in which imposed.

Taxes Collected	FY 2008			FY 2007		
	Current Operations	Debt Service	Total	Current Operations	Debt Service	Total
Current Taxes Collected	\$ 9,512,004		\$9,512,004	\$8,357,085		\$8,357,085
Delinquent Taxes Collected	97,218		97,218	83,215		83,215
Penalties and Interest Collected	81,329		81,329	74,723		74,723
Total Collections	\$ 9,690,551		\$9,690,551	\$8,515,023		\$8,515,023

Tax collections for the year ended August 31, 2008 and 2007 were 98.8% and 98.6%, respectively of the current tax levy. Allowances for uncollectible taxes are based upon historical experience in collecting property taxes. The use of tax proceeds is restricted to either maintenance and operations or general obligation debt service.

23. Branch Campus Maintenance Tax

N/A

24. Income Taxes

The College is exempt from income taxes under Internal Revenue Code Section 115, *Income of States, Municipalities, Etc.*, although unrelated business income may be subject to income taxes under Internal Revenue Code Section 511 (a)(2)(B), *Imposition of Tax on Unrelated Business Income of Charitable, Etc. Organizations*. CTCD had no unrelated business income tax liability for the year ended August 31, 2008 and 2007.

25. Component Units

Central Texas College Foundation - Discrete Component Unit

Central Texas College Foundation (the Foundation) was established as a separate nonprofit organization in 1992, to raise funds to provide student scholarships and assistance in the development and growth of the College. Under Governmental Standards Board Statement No 39, Determining Whether Certain Organizations are Component Units, the Foundation is a component unit of CTCD because CTCD provides financial support to the Foundation and the economic resources received or held by the Foundation are entirely or almost entirely for the benefit of CTCD.

Accordingly, the Foundation financial statements are included in the College's annual report as a discrete component unit (see table of contents). Complete financial statements of the Central Texas College Foundation can be obtained from the administrative office of the Foundation.

26. Related Parties (Not a Component Unit)

The CTC Employee's Pension Plan and Trust provided certain services on behalf of the CTCD during the year ended August 31, 2008. The Employee's Pension Plan and Trust serves as fiduciary for the CTCD's defined contribution pension programs. During the fiscal year, the CTCD furnished certain services such as office space, utilities and staff assistance to the Trust for which the Trust reimbursed the CTCD at cost for these services which totaled \$134,124 and \$127,632 during the years ended August 31, 2008 and 2007. There was a receivable from the trust which totaled \$53,886 and \$53,090 for fiscal years ended August 31, 2008 and 2007.

27. Subsequent Events

None.

28. Postemployment Benefits Other than Pensions

Plan Description. CTCD contributes to the State Retiree Health Plan (SRHP), a cost-sharing, multiple-employer, defined benefit postemployment healthcare plan administered by the Employees Retirement System of Texas (ERS). SRHP provides medical benefits to retired

employees of participating universities, community colleges and state agencies in accordance with Chapter 1551, Texas Insurance Code. Benefit and contribution provisions of the SRHP are authorized by State law and may be amended by the Texas Legislature.

ERS issues a publicly available financial report that includes financial statements and required supplementary information for SRHP. That report may be obtained from ERS via their website at <http://www.ers.state.tx.us/>.

Funding Policy. Section 1551.055 of chapter 1551, Texas Insurance Code provides that contribution requirements of the plan members and the participating employers are established and may be amended by the ERS board of trustees. Plan members or beneficiaries receiving benefits pay any premium over and above the employer contribution.

The employer's share of the cost of retiree healthcare coverage for the current year is known as the implicit rate subsidy. It is the difference between the claims costs for the retirees and the amounts contributed by the retirees. The ERS board of trustees sets the employer contribution rate based on the implicit rate subsidy which is actuarially determined in accordance with the parameters of GASB statement 45.

The employer contribution rate represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liabilities (or funding excess) of the plan over a period not to exceed thirty years.

The college's contributions to SRHP for the years ended August 31, 2008, 2007, and 2006, were \$1,752,485, \$1,567,152, and \$1,575,338, respectively, which equaled the required contributions each year.