



STATE OF ILLINOIS  
**OFFICE OF THE  
 AUDITOR GENERAL**

Frank J. Mautino, Auditor General

**SUMMARY REPORT DIGEST**

**WESTERN ILLINOIS UNIVERSITY**

Single Audit and Compliance Examination  
 For the Year Ended June 30, 2019

Release Date: April 8, 2020

FINDINGS THIS AUDIT: 8				AGING SCHEDULE OF REPEATED FINDINGS			
	<u>New</u>	<u>Repeat</u>	<u>Total</u>	<u>Repeated Since</u>	<u>Category 1</u>	<u>Category 2</u>	<u>Category 3</u>
<b>Category 1:</b>	<b>0</b>	<b>0</b>	<b>0</b>	2018		19-06	
<b>Category 2:</b>	4	4	8	2016		19-03, 19-05	
<b>Category 3:</b>	0	0	0	2012		19-04	
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>8</b>				
<b>FINDINGS LAST AUDIT: 4</b>							

**INTRODUCTION**

This digest covers our single audit and compliance examination of Western Illinois University (University) for the year ended June 30, 2019. A separate financial audit as of and for the year ending June 30, 2019 was previously released on March 12, 2020. In total, this report contains 8 findings, one of which was reporting in the financial audit.

**SYNOPSIS**

- (19-02) The University had weaknesses in the University’s internal controls over compliance with the College Student Immunization Act (Act).
- (19-03) The University did not adequately comply with the *University Guidelines* on remittance of excess funds.

**Category 1:** Findings that are **material weaknesses** in internal control and/or a **qualification** on compliance with State laws and regulations (material noncompliance).

**Category 2:** Findings that are **significant deficiencies** in internal control and **noncompliance** with State laws and regulations.

**Category 3:** Findings that have **no internal control issues but are in noncompliance** with State laws and regulations.

**WESTERN ILLINOIS UNIVERSITY**  
**COMPLIANCE EXAMINATION AND SINGLE AUDIT**  
**For the Year Ended June 30, 2019**

<b>COMPARATIVE SCHEDULE OF INCOME FUND REVENUES AND EXPENDITURES</b>	<b>FY 2019</b>	<b>FY2018</b>
<b>INCOME FUND REVENUES</b>		
Tuition.....	\$ 60,816,842	\$ 67,774,987
Fines and other student charges.....	2,356,849	2,207,359
Finance charges.....	347,231	389,569
Interest.....	181,761	228,808
Other.....	389,312	841,444
Total Revenues.....	64,091,995	71,442,167
<b>INCOME FUND EXPENDITURES</b>		
Personal services.....	44,424,635	48,785,819
Contractual services.....	7,153,549	7,469,771
Travel.....	294,852	347,871
Commodities.....	703,017	750,747
Library books and equipment.....	1,381,265	1,385,161
Operation of automotive equipment.....	119,289	75,148
Telecommunications.....	146,284	185,032
Awards, grants, and matching funds.....	7,413,599	7,487,753
Social Security/Medicare and group insurance.....	866,817	696,280
Permanent improvements.....	13,910	26,618
Tuition and fees waived.....	7,484,956	7,670,995
Employment security.....	10,375	18,865
Total Expenditures.....	70,012,548	74,900,060
<b>EXCESS OF REVENUES OVER EXPENDITURES.....</b>	<b>\$ (5,920,553)</b>	<b>\$ (3,457,893)</b>
<b>SUPPLEMENTAL INFORMATION (Unaudited)</b>		
	<b>FY 2019</b>	<b>FY 2018</b>
<b>Employment Statistics</b>		
Faculty and Administrative.....	877	994
Civil Service.....	643	617
Student Employees.....	220	257
Total Employees.....	1,740	1,868
<b>Enrollment Statistics</b>		
Fall term enrollment - undergraduate.....	5,945	6,877
Fall term enrollment - graduate.....	1,143	1,289
Fall term enrollment - extension.....	1,414	1,275
Total.....	8,502	9,441
<b>Cost Per Student</b>		
Cost Per Full-Time Equivalent Student.....	\$ 14,226	\$ 13,308
<b>AGENCY DIRECTOR</b>		
During Examination Period: Dr. Jack Thomas		
Currently: Dr. Martin Abraham		

**FINDINGS, CONCLUSIONS, AND  
RECOMMENDATIONS**

**NONCOMPLIANCE WITH THE COLLEGE STUDENT  
IMMUNIZATION ACT**

The University had weaknesses in the University's internal controls over compliance with the College Student Immunization Act (Act).

During our review of the University's annual immunization report for Fall 2018 covered students, we noted the following:

**The University did not maintain documentation to support its report to the Department of Public Health**

- a) The University did not maintain documentation supporting the following classification of students as of the date the University prepared its report to the Department of Public Health (Department):
  - Total official 10<sup>th</sup> day on-campus headcount;
  - Total number of enrolled and newly enrolled students subject to the requirements;
  - Total number of enrolled and newly enrolled students immunized against the following: tetanus, diphtheria, and pertussis; measles; rubella; mumps; and meningococcal; and,
  - Total number of enrolled and newly enrolled students who have received all five vaccinations.
- b) The University was unable to provide the auditors with a reconciliation between new students enrolled at the University in Fall 2018 and the number of new covered students first enrolled in Fall 2018 as reported to the Department of Public Health. (Finding 2, pages 19-21).

We recommended the University review and improve its current system of internal controls for monitoring covered student compliance to better ensure accurate record keeping and compliance with the Act.

**The University agrees with the finding**

The University agreed with the finding. The University will retain supporting documentation used to complete forms provided by the Department of Public Health. All Medical exemptions will be reviewed by the immunization nurse and the nursing supervisor prior to clearing those students for registration.

**NONCOMPLIANCE WITH THE UNIVERSITY  
GUIDELINES ON EXCESS FUNDS**

The University did not adequately comply with the *University Guidelines* on remittance of excess funds.

**Excess funds were not remitted to the Income Fund**

During our testing of the University's compliance with the University Guidelines, we noted the University complied with the requirement to calculate excess funds on indirect cost,

auxiliary enterprises and accounting entities but failed to remit amounts due to the Income Fund for the following funds:

Indirect Costs	\$1,806,707
Public Service	646,310
Instructional Resources	559,614
University Publication	3,088
Unique Charges	10,905
Sponsored Credit Programs	35,329
Parking Operations	357,160
Total	<u>\$3,419,113</u>

(Finding 3, page 22) **This finding has been repeated since 2016.**

We recommended the University continue to monitor the activities of each accounting entity and ensure compliance with all requirements of the *University Guidelines*.

**The University agrees with the finding**

The University agreed with the finding. The University will continue to monitor the activities of each accounting entity and make a decision on remitting excess funds based on the University's current resources.

**OTHER FINDINGS**

The remaining findings pertain to subsidies between accounting entities, computer inventory controls, controls over external service providers, disaster contingency planning, and segregation of duties over programmer access to production. We will review the University's progress towards the implementation of our recommendations in our next Single Audit and compliance examination.

**AUDITOR'S OPINIONS**

The financial audit report was previously released. The auditors stated the financial statements of the University as of and for the year ended June 30, 2019, are fairly stated in all material respects.

The auditors also conducted a Single Audit of the University as required by the Uniform Guidance. The auditors stated the University complied, in all material respects, with the types of compliance requirements that could have a direct and material effect on the University's major federal programs for the year ended June 30, 2019.

**ACCOUNTANT'S OPINION**

The accountants conducted a compliance examination of the University for the year ended June 30, 2019, as required by the Illinois State Auditing Act. The accountants stated the

University complied, in all material respects, with the requirements described in the report.

This Single Audit and compliance examination was conducted by Adelfia LLC.

**SIGNED ORIGINAL ON FILE**

JANE CLARK  
Division Director

This report is transmitted in accordance with Section 3-14 of the Illinois State Auditing Act.

**SIGNED ORIGINAL ON FILE**

FRANK J. MAUTINO  
Auditor General

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