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**Edmonds Community College**

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**Agency: 610**

**Audit Report:** 2004 Individual Audit Report

**Finding Number:** 6458-01

**Finding:** The Athletic Department does not have internal controls that are adequate to monitor its financial and operating activities.

**Resolution:** To facilitate strengthening athletic department leadership, the College hired a new Athletic Director in Fall 2004.

The College reinforced the internal control procedures and established new policies and procedures where needed in order to effectively monitor and ensure the accountability of Athletic Department records. As of October 20, 2005, all policies and procedures were in place and training conducted. The College is going to continue conducting reviews to ensure successful implementation. Some of the reviews will be as the various sports occur.

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**Edmonds Community College**

**Agency: 610**

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**Audit Report:** 2004 Individual Audit Report

**Finding Number:** 6458-02

**Finding:** Athletic Department employees engaged in unauthorized uses of state resources.

**Resolution:** To facilitate strengthening athletic department leadership, the College hired a new Athletic Director in Fall 2004.

The College is expanding state ethics training and certification requirements to all staff. The College's Human Resources Department developed a state ethics law training procedure to be used specifically for the Athletic Department. Internal control procedures have been instituted for campus facility rentals and use, ensuring formal agreements and insurance requirements are in place. The Athletic Director has worked with the internal control accountant on refining internal control procedures for campus facility usage and rent.

The College is developing ways to enforce policies regarding use of the College's web site, including updating ethics training information to the Athletic Department on this area. Enforcement of policies, web site procedures and ethics training for all Athletic Department personnel was completed in September 2005.

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