
Clark College (CLC)

Agency: 635

Audit Report: 1014106

Finding Number: 001

Finding: The College should improve internal controls over capital assets to ensure accurate reporting.

Resolution: As of April 2015, the College:

- Reassigned the task of tracking and recording capital asset values to the appropriate Business Office fiscal staff.
- Provided capital asset accounting training to Business Office staff through the Government Financial Officers Association.
- Restricted access to the Financial Management System (FMS) screens associated with valuing capital assets to a limited number of Business Office staff.

As of September 2015, the College revised its capital asset procedures requiring all capital asset values to be reviewed before and after being recorded in FMS, to ensure recorded values are supported by backup documentation.

Completion Date: September 2015, subject to audit follow-up

Agency Contact: Sabra Sand
Clark College
1933 Fort Vancouver Way
Vancouver, WA 98663
(360) 992-2674
ssand@clark.edu