

# COLLEGE OF CHARLESTON

CHARLESTON, SOUTH CAROLINA



*The College of Charleston's Men's Basketball team waits patiently to see where they will be headed for the NCAA tournament.*

## INTERCOLLEGIATE ATHLETICS PROGRAM

### NCAA REPORT

### INDEPENDENT ACCOUNTANT'S REPORT ON THE APPLICATION OF AGREED-UPON PROCEDURES

**FOR THE FISCAL YEAR ENDED JUNE 30, 2023**

**COLLEGE OF CHARLESTON**  
**INTERCOLLEGIATE ATHLETICS PROGRAM**  
**FISCAL YEAR ENDED JUNE 30, 2023**

	<b>Page</b>
Independent Accountant's Report on the Application of Agreed-Upon Procedures	1 -11
Statement of Revenues, Expenditures and Transfers	12
Notes to Statement of Revenues, Expenditures and Transfers	13-15

## **Independent Accountant's Report on Applying Agreed-Upon Procedures**

Dr. Andrew T. Hsu, President  
College of Charleston  
Charleston, South Carolina

We have performed the procedures enumerated below on the Statement of Revenues, Expenditures and Transfers of the Intercollegiate Athletics Program (the "Statement") of College of Charleston, (the "College"), for the year ended June 30, 2023. The College's management is responsible for the Statement.

The College has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose, as mandated under the provisions of the National Collegiate Athletic Association ("NCAA") Bylaw 20.2.4.17.1, of subjecting to agreed-on procedures all expenses and revenues for or on behalf of the College's intercollegiate athletics program for the year ended June 30, 2023. The College has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are listed below. Materiality for the purposes of this report has been determined to be \$250,000.

### **Agreed-Upon Procedures for Revenues**

1. **Procedure:** We will obtain from management the Statement for the year ended June 30, 2023. We will recalculate the mathematical accuracy of the Statement, trace the individual revenue line items to management's worksheets and compare the amounts on management's worksheets to the College's general ledger. We will also compare each major revenue account greater than 10% of total revenues to prior year amounts and obtain an understanding of any variation greater than 10%.

**Results of Procedure:** We obtained from management the Statement for the year ended June 30, 2023. We recalculated the mathematical accuracy of the Statement, traced the individual revenue line items to management's worksheets and compared the amounts on management's worksheets to the College's general ledger. No exceptions were found as a result of applying these procedures. We also compared each major revenue account greater than 10% of total revenues to prior year amounts, and obtained an understanding of any variation greater than 10% as follows:

Contributions revenue increased \$995,510 or 18% during the year ended June 30, 2023 compared to the prior year due to an increase in Cougar Club revenues and revenues transferred to the College from the Cougar Club. In the current year, Cougar Club revenue increased \$668,536 compared to prior year and revenues transferred to the College from the Cougar Club increased \$326,974 compared to prior year.

2. **Procedure:** We will compare and agree a sample of five operating revenue receipts for the year ended June 30, 2023 to supporting schedules provided by the College. This sample will include the samples used in procedure 3, with additional samples picked as necessary to reach a total of five.

**Results of Procedure:** We compared five operating revenue receipts for the year ended June 30, 2023, listed below, to supporting schedules provided by the College:

	<u>Description</u>	<u>Reference Number</u>	<u>Amount</u>
1.	Facility Rentals MBB	F0043369	\$ 5,928
2.	Ticket and Order Fee 1.5.2023	F0044583	1,983
3.	Fall Tournament Entry Fee	F0045313	12,700
4.	Marketing Fee 1.13.2023	F0044735	390
5.	Men's Golf Entry Fees	F0044919	4,400

No exceptions were found as a result of applying these procedures.

3. **Procedure:** In accordance with the NCAA 2023 Agreed-Upon Procedures Guide, if a revenue category reported on the Statement is less than 4.0% of total revenues on the Statement, no procedures are required for that specific revenue category. Compute 4.0% of total revenues per the Statement. Inspect the Statement and identify each specific revenue category in excess of 4.0% of total revenues and perform the procedures specified on the NCAA Agreed-Upon Procedures Guide for that revenue category.

**Results of Procedure:** We mathematically computed 4.0% of total revenues from the Statement. We identified the following revenue categories that were in excess of 4.0% of total revenues reported in the Statement and performed the required procedure for that category in accordance with the NCAA 2023 Agreed-Upon Procedures Guide:

- a. **Procedure:** We will compare tickets sold during the year ended June 30, 2023, complimentary tickets provided during the year ended June 30, 2023 and unsold tickets to the related revenue reported by the College in the Statement and the related attendance figures and recalculate totals.

**Results of Procedure:** We compared tickets sold during the year ended June 30, 2023, complimentary tickets provided during the year ended June 30, 2023 and unsold tickets to the related revenue reported by the College in the Statement and the related attendance figures and recalculate totals. No exceptions were found as a result of applying these procedures.

- b. **Procedure:** We will recalculate the amount of student athletic fees for the year ended June 30, 2023 based on enrollment reports and athletic fees for each term. We will also obtain and document an understanding of the College's methodology for allocating student fees to Intercollegiate Athletics Programs. We will also trace the calculation to supporting documents, such as student fee totals.

**Results of Procedure:** We recalculated the amount of student fees for the year ended June 30, 2023, based on enrollment reports and athletic fees for each term. We also obtained and documented an understanding of the College's methodology for allocating student fees to Intercollegiate Athletics Programs. In addition, we traced the calculation to student fee totals. No exceptions were found as a result of applying these procedures.

- c. **Procedure:** We will obtain the detailed listing of contributions for the year ended June 30, 2023 and will compare the total to the Statement. From the listing, for any contributions that constitute 10% or more of all contributions received for intercollegiate athletics during the year ended June 30, 2023, we will agree amounts per the listing to the supporting documentation, inspect for reasonableness, and will recalculate totals.

**Results of Procedure:** We obtained the detailed listing of contributions for the year ended June 30, 2023 and compared the total to the Statement. From the listing, for any contributions that constitute 10% or more of all contributions received for intercollegiate athletics during the year ended June 30, 2023, we agreed the amounts per the listing to the supporting documentation, inspected for reasonableness, and recalculated totals. Donations from one individual donor, as listed below, constituted 10% or more of all contributions received for intercollegiate athletics during the year ended June 30, 2023. No exceptions were found as a result of applying these procedures.

<u>Donor</u>	<u>Amount</u>
The College of Charleston Athletic Fund d/b/a Cougar Club	\$ 2,697,957

- d. **Procedure:** We will obtain the cost allocation detail and other corroborative supporting documentation from the College detailing indirect institutional support recorded by the College and will recalculate the totals for the year ended June 30, 2023. We will agree the total indirect institutional support in the supporting documentation provided by the College to the corresponding amount in the Statement.

**Results of Procedure:** We obtained, recalculated, and traced to the general ledger supporting detail for indirect institutional support and recalculated totals for the year ended June 30, 2023. No exceptions were found as a result of applying these procedures.

- e. **Procedure:** We will compare the transfers back to the College with permanent transfers back to the College from the College of Charleston Athletic Fund d/b/a Cougar Club (the "Cougar Club") and recalculate totals for the year ended June 30, 2023.

**Results of Procedure:** We compared the transfers back to the College with permanent transfers back to the College from the Cougar Club and recalculated totals for the year ended June 30, 2023. No exceptions were found as a result of applying these procedures.

#### **Agreed-Upon Procedures for Expenses**

4. **Procedure:** We will recalculate the mathematical accuracy of the Statement, trace the individual expense line items to management's worksheets and compare the amounts on management's worksheets to the College's general ledger for the year ended June 30, 2023. We will also compare each major expense account over 10% of total expenses to prior year amounts and obtain an understanding of any variation greater than 10%.

**Results of Procedure:** We recalculated the mathematical accuracy of the Statement, traced the individual expense line items to management's worksheets, and compared the amounts on management's worksheets to the College's general ledger for the year ended June 30, 2023. No exceptions were found as a result of applying these procedures. We also compared each major expense account over 10% of total expenses to prior year amounts, and obtained an understanding of any variation greater than 10% as follows:

Personnel services expense increased \$677,927 or 15% during the year ended June 30, 2023. The increase is due to general salary increases across all sports and bonuses paid to athletics coaches for team achievements during the year ended June 30, 2023. There were also new employees hired during the year ended June 30, 2023.

**Procedure:** We will compare and agree a sample of twenty expenses for the year ended June 30, 2023 to supporting schedules provided by the College. This sample will include the samples used in procedure 7, with additional samples picked as necessary to reach a total of twenty.

**Results of Procedures:** We compared the twenty disbursements listed below to supporting schedules provided by the College. No exceptions were found as a result of applying these procedures.

<u>Payee</u>	<u>Reference Number</u>	<u>Disbursement Amount</u>
1. SC Coach LLC	PC000198	\$ 29,599
2. Tournkey	PC000194	30,350
3. Westin Georgetown	PC000195	30,000
4. Tournkey	PC000194	9,616
5. Johnson, Mitchell J.	I0276572	10,290
6. SC Coach LLC	I0277260	4,802
7. Fairfield Inn & Suites	PC000196	4,275
8. SC Coach LLC	I0273951	2,188
9. Johnston, Kyle P.	I0272999	2,135
10. Michner, Christian M.	I0270179	11,576
11. Paciolan LLC	I0275095	16,767
12. Apple Computer Inc	H0004469	3,116
13. SCDOR Dorway	PC000187	2,500
14. Ready Nutrition	PC000195	1,622
15. BSN Sports	I0274040	3,308
16. SunTrust Merchant Services LLC	I0282983	4,047
17. XEROX Corporation	I0281878	1,076
18. Courtyard Charleston Hotel	PC000193	1,063
19. Roberts, Matthew J.	I0278020	150
20. Carr, Thomas William.	I0279091	1,605

5. **Procedures:** We will select a sample of 10% of all athletic students from the listing of the College’s student aid recipients during year ended June 30, 2023. We will obtain individual student account detail for each selection and compare total aid allocated from the related aid award letter to the student’s account. For each student selected, we will also inspect their information for accuracy in either the NCAA’s Compliance Assistant software (the “Software”) or entered directly into the NCAA Membership Financial Reporting System (the “System”) using the following criteria:

- a. The equivalency value for each student-athlete in all sports, including headcount sports, needs to be converted to a full-time equivalency value. The full-time equivalency value is calculated using the athletic grant amount reported on the Calculation of Revenue Distribution Equivalencies Report (“CRDE”) from the NCAA’s Compliance Assistant (“CA”) software as the numerator and the full grant amount, which is the total cost for tuition, fees, course-related books, room and board for an academic year as the denominator. If using the NCAA CA software, this equivalency value will be calculated for you on the CRDE report labeled "Revenue Distribution Equivalent Award".
- b. Grants-in-aid is calculated by using the revenue distribution equivalencies by sport and in aggregate. (Athletic grant amount divided by the full grant amount).
- c. Other expenses related to attendance (also known as gap money or cost of attendance) should not be included in grants-in-aid revenue distribution equivalencies. Only tuition, fees, room, board and course-related books are countable for grants-in-aid revenue distribution per Bylaw 20.02.10).
- d. Full grant amount should be entered as a full year of tuition, not a semester or quarter.

- e. Student-athletes are to be counted once and should not receive a revenue distribution equivalency greater than 1.00.
- f. Athletics grants are valid for revenue distribution purposes only in sports in which the NCAA conducts championships competition, emerging sports for women and bowl subdivision football.
- g. Grants-in-aid are valid for revenue distribution purposes in NCAA sports that do not meet the minimum contests and participants' requirements of Bylaw 20.10.6.3.
- h. Institutions providing grants to student-athletes listed on the CRDE as "Exhausted Eligibility (fifth-year)" or "Medical" receive credit in the grants-in-aid component.
- i. The athletics aid equivalency cannot exceed maximum equivalency limits. However, the total revenue distribution equivalency can exceed maximum equivalency limits due to exhausted eligibility and medical equivalencies (reference Bylaw 15.5.3.1).
- j. If a sport is discontinued and the athletic grant(s) are still being honored by the institution, the grant(s) are included in student-athlete aid for revenue distribution purposes.
- k. All equivalency calculations should be rounded to two decimal places.
- l. If a selected student received a Pell Grant, ensure the value of the grant is not included in the calculation of equivalencies or the total dollar amount of student athletic aid expense for the institution.
- m. If a selected student received a Pell Grant, ensure the student's grant was included in the total number and total dollar value of Pell Grants reported for Revenue Distribution purposes in the NCAA Membership Financial Reporting System.

We will recalculate the athletic student aid totals for each sport and overall.

**Results of Procedures:** We obtained a listing of student athletes receiving student athletic aid and recalculated the student athletic aid totals for each sport and overall. We selected 10% or 21 students, listed on the following page, receiving student athletic aid from the listing of the College's student aid recipients during the year ended June 30, 2023, as provided on the following page. We obtained individual student account details for each selection and compared total aid allocated from the related aid award letter to the student's account. For each student selected, we also inspected their information for accuracy in either the Software or entered directly into the NCAA Membership Financial Reporting System (the "System") using the criteria above. No exceptions were found as a result of applying these procedures.

	<u>ID</u>	<u>Sport</u>	<u>Amount</u>
1.	20210132	NCAA Men's Golf	\$ 22,500
2.	20224397	NCAA Men's Baseball	25,800
3.	20210817	NCAA Men's Basketball	57,167
4.	20240051	NCAA Men's Basketball	67,152
5.	20238840	NCAA Men's Basketball	65,205
6.	20236586	NCAA Men's Basketball	64,877
7.	20138306	NCAA Men's Cross Country	10,000
8.	20239147	NCAA Men's Tennis	32,800
9.	20210805	NCAA Men's Tennis	40,800
10.	20238386	NCAA Men's Soccer	34,800
11.	20238017	NCAA Men's Soccer	38,000
12.	20239063	NCAA Women's Basketball	70,554
13.	20239328	NCAA Women's Basketball	64,750
14.	20239303	NCAA Women's Basketball	58,938
15.	20146582	NCAA Women's Track Outdoor	33,281
16.	20210717	NCAA Women's Golf	28,840
17.	20197022	NCAA Women's Softball	15,000
18.	20196428	NCAA Women's Soccer	30,000
19.	20149960	NCAA Women's Volleyball	55,765
20.	20196987	NCAA Women's Track Outdoor	49,519
21.	20148508	NCAA Women's Tennis	58,596

6. **Procedure:** In accordance with the NCAA 2023 Agreed-Upon Procedures Guide, if an expense category reported on the Statement is less than 4.0% of total expenses on the Statement, no procedures are required for that specific expense category. Compute 4.0% of total expenses per the Statement. Inspect the Statement and identify each specific expense category in excess of 4.0% of total expenses and perform the procedures specified on the NCAA Agreed-Upon Procedures Guide for that expense category.

**Results of Procedure:** We mathematically computed 4.0% of total expenses from the Statement. We identified the following expense categories that were in excess of 4.0% of total expenses reported in the Statement and performed the required procedure for that category in accordance with the NCAA 2023 Agreed-Upon Procedures Guide:

- a. **Procedure:** We will obtain and inspect a listing of coaches employed by the College during the year ended June 30, 2023. We will select a sample of three coaches, including men's basketball, and compare and agree the financial terms and conditions of each selection to the related coaching salaries, benefits, and bonuses recorded by the College in the Statement during the year ended June 30, 2023. We will also obtain and inspect respective payroll summary registers for each selection and compare the amounts reported to the related salaries, benefits, and bonuses paid to the expense reported by the College. We will also compare and agree the totals recorded to any employment contracts executed for the sample selected.



**Results of Procedure:** We obtained and inspected a listing of coaches employed by the College during the year ended June 30, 2023. We selected three coaches, including men’s basketball, listed below, and compared the financial terms and conditions of each selection to the related coaching salaries, benefits, and bonuses recorded by the College in the Statement during the year ended June 30, 2023. We also obtained and inspected respective payroll summary registers for each selection and compared the amounts reported to the related salaries, benefits, and bonuses paid to the expense reported by the College. In addition, we compared the totals recorded to any employment contracts executed for the coaches selected. No exceptions were found as a result of applying these procedures.

	<u>Employee</u>	<u>Sport</u>	<u>Position</u>
1.	Christian Michner	Women’s Soccer	Asst Coach
2.	Patrick Kelsey	Men's Basketball	Head Coach
3.	Robin Harmony	Women’s Basketball	Head Coach

- b. **Procedure:** We will obtain and inspect a listing of support staff/administrative salaries, benefits, and bonuses paid by the College during the year ended June 30, 2023. We will select a sample of three support staff/administrative employees and compare and agree the financial terms and conditions of each selection to the related support staff/administrative salaries, benefits and bonuses paid by the College recorded in the Statement during the year ended June 30, 2023. We will also obtain and inspect respective payroll summary registers for each selection and compare the amounts reported to the related salaries, benefits, and bonuses paid to the expense reported by the College.

**Results of Procedure:** We obtained and inspected a listing of support staff/administrative salaries, benefits, and bonuses paid by the College during the year ended June 30, 2023. We selected three support staff/administrative employees, listed below, and compared the financial terms and conditions of each selection to the related support staff/administrative salaries, benefits, and bonuses paid by the College recorded in the Statement during the year ended June 30, 2023. We also obtained and inspected respective payroll summary registers for each selection and compared the amounts reported to the related salaries, benefits, and bonuses paid to the expense reported by the College. No exceptions were found as a result of applying these procedures.

	<u>Employee</u>	<u>Department</u>	<u>Position</u>
1.	Christian Fox	Administration	Director of Video & Network Production
2.	Ashley Perrucci	Administration	Executive Assistant, Men’s Basketball
3.	Alyssa Trudniak	Communications	Communications & Creative Content Assistant

- c. **Procedure:** We will obtain and recalculate a listing of athletic facilities debt service schedules, lease payments, and rental fees for the year ended June 30, 2023. We will agree the payments to supporting documentation (including debt financing agreements, leases, rental agreements, etc.). We will also compare the amounts recorded to the Statement and recalculate totals.

**Results of Procedure:** We obtained a listing of athletic facilities debt service schedules, lease payments, and rental fees and recalculated its mathematical accuracy for the year ended June 30, 2023. We compared the payments to supporting debt financing agreements. We also compared the amounts recorded to the Statement and recalculated totals. We compared the total of facility payments to supporting debt financing agreements. No exceptions were found as a result of applying these procedures.

- d. **Procedure:** We will obtain and recalculate the general ledger detail of equipment, uniforms, and supplies and agree to the total equipment, uniforms, and supplies expenses recorded on the Statement for the year ended June 30, 2023. We will select a sample of five expenses and obtain supporting documentation to confirm the existence of the expense and accuracy of its recorded amount.

**Results of Procedure:** We obtained and recalculated the general ledger detail of equipment, uniforms, and supplies and agreed to the total equipment, uniforms, and supplies expenses recorded on the Statement for the year ended June 30, 2023. We selected five expenses, as listed below, and obtained supporting documentation to confirm the existence of the expense and accuracy of its recorded amount. No exceptions were found as a result of applying these procedures.

<u>Payee</u>	<u>Reference Number</u>	<u>Disbursement Amount</u>
1. Paciolan LLC	I0275095	\$ 16,767
2. Apple Computer Inc	H0004469	3,116
3. SCDOR Dorway	PC000187	2,500
4. Ready Nutrition	PC000195	1,622
5. BSN Sports	I0274040	3,308

- e. **Procedure:** We will obtain an understanding of the College's team travel policies for the year ended June 30, 2023. We will compare and agree the policies to existing College and NCAA-related policies. We will obtain the general ledger detail of travel expenses and compare it to the total travel expenses reported on the Statement and recalculate totals for the year ended June 30, 2023.

**Results of Procedure:** We obtained an understanding of the College's team travel policies for the year ended June 30, 2023. We compared the policies to existing College and NCAA-related policies. We obtained the general ledger detail of travel expenses and compared it to the total travel expenses reported on the Statement and recalculated totals for the year ended June 30, 2023. No exceptions were found as a result of applying these procedures.

- f. **Procedure:** We will obtain and recalculate the general ledger detail of other operating expenses and transfers and compare them to the operating expenses and transfers recorded on the Statement and recalculate totals for the year ended June 30, 2023. We will select a sample of five expenses and obtain supporting documentation to confirm the existence of the expense and accuracy of its recorded amount.

**Results of Procedure:** We obtained and recalculated the general ledger detail of other operating expenses and transfers and compared them to the operating expenses and transfers recorded on the Statement and recalculated totals for the year ended June 30, 2023. We selected five expenses, as listed on the following page, and obtained supporting documentation to confirm the existence of the expense and accuracy of its recorded amount. No exceptions were found as a result of applying these procedures.

<u>Payee</u>	<u>Reference Number</u>	<u>Disbursement Amount</u>
1. SunTrust Merchant Services LLC	I0282983	\$ 4,047
2. XEROX Corporation	I0281878	1,076
3. Courtyard Charleston Hotel	PC000193	1,063
4. Roberts, Matthew J.	I0278020	150
5. Carr, Thomas William.	I0279091	1,605

## Additional Agreed-Upon Procedures

1. **Procedure:** We will compare and agree the sports sponsored reported in the NCAA Membership Financial Reporting System to the squad lists of the College for the year ended June 30, 2023. If any discrepancies are found between the NCAA Membership Financial Reporting System and the squad lists, we will inquire about the discrepancy and confirm that it is justifiable and report any justification on the final agreed-upon procedures report.

**Results of Procedure:** We compared the sports sponsored reported in the NCAA Membership Financial Reporting System to the squad lists of the College for the year ended June 30, 2023, noting no discrepancies. No exceptions were found as a result of applying these procedures.

2. **Procedure:** We will compare current year Grants-in-Aid revenue distribution equivalencies for the year ended June 30, 2023 to prior year reported equivalencies per the NCAA Membership Financial Reporting System. We will inquire and document any variance greater than +/-4%.

**Results of Procedure:** We compared current year grants-in-aid revenue equivalencies for the year ended June 30, 2023 to prior year reported equivalencies per the Membership Financial Report submission and inquired and documented an explanation for any variance greater than +/- 4%. Overall, grants-in-aid decreased by 4.71% from the prior year. We found that the decrease is due to the College offering/using less scholarships in the current year compared to the prior year. No exceptions were found as a result of applying these procedures.

3. **Procedure:** We will obtain the College's Sports Sponsorship and Demographics Forms Report for the year ended June 30, 2023 and confirm that the countable sports reported by the College meet the minimum requirements set forth in Bylaw 20.10.6.3 for the number of contests and the number of participants in each contest that is counted toward meeting the minimum contest requirement. Once countable sports have been confirmed, we will ensure that the College has properly reported these sports as countable for revenue distribution purposes within the NCAA Membership Financial Reporting System.

**Results of Procedure:** We obtained the College's Sports Sponsorship and Demographic Forms Report for the year ended June 30, 2023. We inspected it to confirm that the countable sports reported by the institution meet the minimum requirements set forth in Bylaw 20.10.6.3 for the number of contests and number of participants in each contest that is counted toward meeting the minimum contest requirement. Once the countable sports were confirmed, we inspected it to ensure the College had properly reported the sports as countable for revenue distribution purposes within the NCAA Membership Financial Reporting System. No exceptions were found as a result of applying these procedures.

4. **Procedure:** We will compare the current year number of Sports Sponsored to the prior year reported total per the Sports Sponsored per the NCAA Membership Financial Report submission. We will inquire and document any variance.

**Results of Procedure:** We compared the current year number of sports sponsored to the prior year reported total per the Membership Financial Report submission and inquired and documented an explanation for any variance. We found no variances in the current year number of sports sponsored compared to the prior year reported total per the Membership Financial Report submission. No exceptions were found as a result of applying these procedures.

5. **Procedure:** For Pell Grant recipients, we will agree the total number of Division I student-athletes who, during the academic year received a Pell Grant Award (e.g. Pell Grant recipients on Full Grant-in Aid, Pell Grant recipients on Partial Grants-in-Aid and Pell Grant recipients with no Grants-in-Aid) and the total value of these Pell Grants reported in the NCAA Membership Financial Reporting System to a report, generated out of the institutions financial aid records, of all student-athlete Pell Grants.

**Results of Procedure:** For Pell Grants, we compared the total number of Division I student-athletes who, during the academic year, received a Pell Grant award (e.g., Pell Grant recipients on Full Grant-in-Aid, Pell Grant recipients on Partial Grants-in-Aid, and Pell Grant recipients with no Grants-in-Aid) and the total value of these Pell Grants reported in the NCAA Membership Financial Reporting System to a report generated out of the institution's financial aid records of all student-athlete Pell Grants. No exceptions were found as a result of applying these procedures.

6. **Procedure:** We will compare the current year Pell Grants total for the year ended June 30, 2023 to the prior year total Pell Grants per the NCAA Membership Financial Report submission. We will inquire and document any variance greater than +/-20 grants.

**Results of Procedure:** We compared the current year Pell Grants total for the year ended June 30, 2023 to the prior year reported total per the Membership Financial Report submission and inquired and documented an explanation for any variance greater than +/- 20 grants. We found no variances greater than +/- 20 grants. No exceptions were found as a result of applying these procedures.

### **Agreed-Upon Procedures for Other Reporting Items**

7. **Procedure:** We will obtain a repayment schedule for all outstanding intercollegiate athletics debt during the year ended June 30, 2023 and recalculate annual maturities (consisting of principal and interest) provided in the schedules. We will agree the total annual maturities and total outstanding athletic related debt to supporting documentation and the College's general ledger.

**Results of Procedure:** We obtained a repayment schedule for all outstanding intercollegiate athletics debt during the year ended June 30, 2023, and recalculated annual maturities (consisting of principal and interest) provided in the schedules. We compared the total annual maturities and total outstanding athletic related debt to supporting documentation and the College's general ledger. No exceptions were found as a result of applying these procedures.

8. **Procedure:** We will agree the total outstanding College debt at June 30, 2023 to supporting documentation and the College's audited financial statements.

**Results of Procedure:** We compared the total outstanding College debt at June 30, 2023 to supporting documentation and the College's audited financial statements. No exceptions were found as a result of applying these procedures.

We were engaged by the College to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an audit or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Statement. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the College and to meet out other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the management of College of Charleston, and is not intended to be, and should not be, used by anyone other than this specified party.

*Cherry Bekaert LLP*

Greenville, South Carolina  
January 11, 2024

**COLLEGE OF CHARLESTON INTERCOLLEGIATE ATHLETICS PROGRAM**  
**Statement of Revenues, Expenditures and Transfers (unaudited and prepared by management)**  
**YEAR ENDED JUNE 30, 2023**

Categories	Men's		Women's		Coed	Non-program Specific	College Total	Cougar Club	Enterprise Total
	Basketball	Other Sports	Basketball	Other Sports					
<b>Revenues</b>									
Ticket sales	\$ 897,602	\$ 96,952	\$ -	\$ 2,946	\$ -	\$ -	\$ 997,500	\$ -	\$ 997,500
Student activity fees	-	-	-	-	-	13,515,997	13,515,997	-	13,515,997
Indirect institutional support - debt service	-	-	-	-	-	1,492,104	1,492,104	-	1,492,104
Indirect institutional support - overhead	-	-	-	-	-	653,389	653,389	-	653,389
Guarantees	45,000	3,500	30,000	-	-	-	78,500	-	78,500
Contributions	575,138	425,483	42,001	390,622	194,685	1,186,534	2,814,463	3,676,870	6,491,333
NCAA distributions	-	-	-	-	-	396,705	396,705	-	396,705
Conference distributions	-	-	-	-	-	100,000	100,000	-	100,000
Concessions	-	-	-	-	-	198,453	198,453	-	198,453
Royalties	-	-	-	-	-	379,627	379,627	-	379,627
Investment and interest income	-	-	-	-	-	-	-	10,157	10,157
Other operating revenues	64,680	33,100	-	231,777	-	286,976	616,533	16,485	633,018
<b>Total revenues</b>	<b>\$ 1,582,420</b>	<b>\$ 559,035</b>	<b>\$ 72,001</b>	<b>\$ 625,345</b>	<b>\$ 194,685</b>	<b>\$ 18,209,785</b>	<b>\$ 21,243,271</b>	<b>\$ 3,703,512</b>	<b>\$ 24,946,783</b>
<b>Expenditures</b>									
Athletic student aid	\$ 633,052	\$ 1,432,264	\$ 859,337	\$ 2,272,170	\$ -	\$ -	\$ 5,196,823	\$ -	\$ 5,196,823
Guarantees	9,500	43,000	6,000	8,000	-	-	66,500	-	66,500
Personnel services	1,397,206	799,332	458,951	962,452	155,116	1,421,634	5,194,691	-	5,194,691
Fringe benefits	355,281	341,056	160,721	420,492	73,810	503,986	1,855,346	-	1,855,346
Recruiting expenditures	108,467	39,359	43,130	58,698	-	-	249,654	-	249,654
Team travel	614,600	414,959	246,234	783,568	115,594	46,345	2,221,300	-	2,221,300
Equipment, uniforms, and supplies	176,236	168,259	46,802	290,885	14,527	313,556	1,010,265	-	1,010,265
Game expenditures	171,055	80,182	70,747	119,456	-	22,610	464,050	-	464,050
Marketing and promotion	-	-	-	-	-	130,780	130,780	-	130,780
Spirit groups expenditures	-	-	-	-	-	14,060	14,060	-	14,060
Athletic facilities debt service, leases, and rental fees	-	75,000	-	81,000	-	1,492,104	1,648,104	-	1,648,104
Direct overhead and administrative expenditures	-	-	-	-	-	863,017	863,017	-	863,017
Indirect institutional support expenditures - overhead	-	-	-	-	-	653,389	653,389	-	653,389
Medical and medical insurance	-	-	-	-	-	210,458	210,458	-	210,458
Memberships and dues	3,641	671	1,370	3,395	-	58,136	67,213	-	67,213
Student meals (non-travel)	15,306	73	-	977	-	16,334	32,690	-	32,690
Other operating expenditures	680,232	504,051	74,434	667,039	205,411	672,266	2,803,433	697,144	3,500,577
<b>Total expenditures</b>	<b>\$ 4,164,576</b>	<b>\$ 3,898,206</b>	<b>\$ 1,967,726</b>	<b>\$ 5,668,132</b>	<b>\$ 564,458</b>	<b>\$ 6,418,675</b>	<b>\$ 22,681,773</b>	<b>\$ 697,144</b>	<b>\$ 23,378,917</b>
<b>Nonmandatory transfers</b>									
Athletics operations support to the College	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,697,957	\$ 2,697,957
<b>Total nonmandatory transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,697,957</b>	<b>\$ 2,697,957</b>
<b>Total expenditures and transfers</b>	<b>\$ 4,164,576</b>	<b>\$ 3,898,206</b>	<b>\$ 1,967,726</b>	<b>\$ 5,668,132</b>	<b>\$ 564,458</b>	<b>\$ 6,418,675</b>	<b>\$ 22,681,773</b>	<b>\$ 3,395,101</b>	<b>\$ 26,076,874</b>
<b>Excess (deficiency) of revenues over (under) expenditures and transfers</b>	<b>\$ (2,582,156)</b>	<b>\$ (3,339,171)</b>	<b>\$ (1,895,725)</b>	<b>\$ (5,042,787)</b>	<b>\$ (369,773)</b>	<b>\$ 11,791,110</b>	<b>\$ (1,438,502)</b>	<b>\$ 308,411</b>	<b>\$ (1,130,091)</b>

# COLLEGE OF CHARLESTON

## INTERCOLLEGIATE ATHLETICS PROGRAM

Notes to the Statement of Revenues, Expenditures and Transfers  
(Unaudited and prepared by management)

**YEAR ENDED JUNE 30, 2023**

### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Department of Athletics is an auxiliary enterprise of the College of Charleston (the “College”) and, as such, is responsible for the Intercollegiate Athletics Program of the College of Charleston. The Department of Athletics’ transactions are reported in the College’s unrestricted current funds in the auxiliary enterprise’s subgroup. The College’s NCAA Division I membership became effective September 1, 1991.

#### **Basis of presentation:**

The accompanying Statement of Revenues, Expenditures and Transfers (the “Statement”) presents the recorded amounts of revenues and expenditures of the College of Charleston’s Intercollegiate Athletics Program for the year ended June 30, 2023. It is not intended to be a complete presentation of the revenues and expenditures of the College of Charleston or the College of Charleston’s Intercollegiate Athletics Program. The Statement has been prepared using the accrual basis of accounting. However, no provision has been made for depreciation of capital assets. Revenue is recognized when earned and expenditures when supplies or services are received.

Overhead costs, including general administrative costs, maintenance, and other related costs, are allocated to the Department of Athletics as a percentage of Athletics’ salaries to total College salaries. These costs of \$653,389 were recorded as non-program specific indirect institutional support expenditures – overhead in the Statement.

#### **Contributions:**

All contributions are available for unrestricted use unless specifically restricted by the donor. Amounts that are restricted by the donor are reported as deferred revenue until such time as the restriction expires (that is, when a stipulated time restriction ends, or a purpose restriction is accomplished).

#### **Athletic student aid:**

The Statement includes athletic financial assistance awards for students participating in athletic programs. Financial assistance awarded to athletic participants based on other criteria, such as need or academic excellence, is not reflected in the Statement.

### **Student activity fees:**

For the year ended June 30, 2023, the Board of Trustees of the College approved a student fee of \$664 per full time student per semester and a student fee of \$498 per semester per student for students in the School of Professional Studies to support intercollegiate athletics. The fees are prorated for part-time students.

### **Fund accounting:**

To ensure observance of limitations and restrictions placed on the use of resources available to the College's Department of Athletics, the accounts are maintained in accordance with fund accounting. This is the procedure by which resources for various purposes are classified for accounting and reporting purposes into funds that are in accordance with specified activities or objectives. Separate accounts are maintained for each auxiliary enterprise.

## **NOTE 2 – NCAA LEGISLATION**

In June 1985, the National Collegiate Athletic Association ("NCAA") adopted legislation that required all expenses for, or on behalf of, an institution's intercollegiate athletics program, including those by outside organizations, be included in the Statement of Revenues, Expenditures and Transfers.

In January 1987, the NCAA constitution was amended to exempt from the audit requirement those with operating budgets for intercollegiate athletics of less than \$300,000.

In January 1988 and effective January 14, 1988, the constitution was again amended. This amendment removed the audit requirement from the NCAA constitution and incorporated its provision into three separate bylaws, which contain revisions specific to each membership division. In August 2004, the NCAA replaced the financial audit guidelines with a set of agreed-upon procedures.

As a Division I member of the NCAA, the College of Charleston is required to have agreed-upon procedures performed on the Statement each year. NCAA bylaws require all expenses for, or on behalf of, the College's Intercollegiate Athletics Program, including those by outside organizations, be included in the Statement.

## **NOTE 3 – OUTSIDE ORGANIZATIONS**

The College of Charleston Athletic Fund d/b/a Cougar Club ("Cougar Club") is a 501(c)(3) organization with its own charter and Board of Directors. The primary mission of the Cougar Club is to promote intercollegiate athletics at the College of Charleston. The Cougar Club is a discretely presented component unit of the College of Charleston and the activities of the Cougar Club have been included in the Statement.



## NOTE 4 – CONTRIBUTIONS

For the year ended June 30, 2023, contributions from individual donors to the Intercollegiate Athletics Program more than 10% of all contributions to the department were as follows:

<u>Donor</u>	<u>Amount</u>
The College of Charleston Athletic Fund	\$ 2,697,957

## NOTE 5 – INTERCOLLEGIATE ATHLETICS DEBT

The College obtained Academic and Administrative Facilities Revenue Bonds, Series 2007D to finance several capital projects in 2007, including the construction of an athletics building. These bonds were refunded in January 2017 via Academic and Administrative Facilities Revenue Bonds, Series 2017B, and will mature in 2037. The bonds are maintained by the College and are payable from pledged revenues of the College's residence halls, food service, and parking and from additional funds from the capital improvement fee imposed by the Board of Trustees. A percentage of the annual debt service payments are allocated to the Athletics Department as determined by college management.

The scheduled maturities of the principal for the Series 2017B bonds are as follows:

2024	\$	1,315,000
2025		1,385,000
2026		1,450,000
2027		1,520,000
2028		1,595,000
2029-2033		9,040,000
2034-2037		8,370,000
	\$	<u>24,675,000</u>

## NOTE 6 – CAPITAL EXPENDITURES

The College capitalizes movable personal property with a unit value of \$5,000 or more and a useful life more than one year; additionally, the College capitalizes depreciable land improvements, buildings and building improvements; and intangible assets costing \$100,000 or more. Routine repairs and maintenance, except individual items costing \$5,000 or more, are charged to operating expenses in the year in which the expense was incurred.

Depreciation is computed using the straight-line method over the estimated useful life of the asset, generally 15 to 50 years for buildings, building improvements and land improvements; and 3 to 25 years for machinery, equipment, and vehicles; and 3 years for intangible assets.

The College did not capitalize any expenditures related to Athletic Department facilities and equipment during the year ended June 30, 2023.