

**OLD DOMINION UNIVERSITY
NORFOLK, VIRGINIA**

**INTERCOLLEGIATE ATHLETIC PROGRAMS
FOR THE YEAR ENDED
JUNE 30, 1999**

***AUDITOR OF
PUBLIC
ACCOUNTS***



COMMONWEALTH OF VIRGINIA

- T A B L E O F C O N T E N T S -

INDEPENDENT AUDITOR'S REPORT ON APPLICATION OF
AGREED-UPON PROCEDURES

SCHEDULE:

Schedule of Revenues and Expenditures of Intercollegiate Athletic Programs

Notes to the Schedule of Revenues and Expenditures of Intercollegiate
Athletic Programs

UNIVERSITY OFFICIALS

March 31, 2000

The Honorable James S. Gilmore, III
Governor of Virginia

The Honorable Vincent F. Callahan, Jr.
Chairman, Joint Legislative Audit
and Review Commission

Dr. James V. Koch
President, Old Dominion University

INDEPENDENT AUDITOR'S REPORT ON APPLICATION OF AGREED-UPON PROCEDURES

We have audited the financial statements of **Old Dominion University** as of and for the year ended June 30, 1999, and have issued our unqualified report thereon dated February 24, 2000. At the request of the President of the University, we have performed certain agreed-upon procedures to the University's Intercollegiate Athletics Programs for the fiscal year ended June 30, 1999, discussed below, solely to assist the University in complying with National Collegiate Athletic Association (NCAA) Bylaw 6.2.3.1. This review to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the University. Consequently, we make no representation regarding sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Schedule of Revenues and Expenditures of Intercollegiate Athletic Programs - Agreed-Upon Substantive Procedures

- a. We obtained the Schedule of Revenues and Expenditures of Intercollegiate Athletic Programs (Schedule) for the year ended June 30, 1999, as prepared by the University and shown in this report. We recalculated the addition of the amounts on the Schedule, traced the amounts on the Schedule to management's worksheets and agreed the amounts on management's worksheets to the Intercollegiate Athletics Department's accounts in the accounting records. We noted no differences between the amounts in the Athletics Department's accounts in the accounting records and the amounts on the worksheets. We discussed the nature of work sheet adjustments with management and are satisfied that the adjustments are appropriate.

- b. We applied certain analytical review techniques to the balances reported on the Schedule in order to determine the reasonableness of amounts reported therein. These techniques included trend analyses and other tests using operating data and reviews of actual amounts expended in comparison to budgeted amounts.
- c. We reviewed the University's contract with the City of Norfolk for rental of the Scope Convention Center. The contract provided facilities for men's basketball games during the 1998-1999 basketball season. We determined that financial transactions relative to the contract were properly reported in the Schedule.
- d. The Intercollegiate Athletics Department receives no gifts or contributions directly. All gifts and contributions are received through the Old Dominion Intercollegiate Foundation.

Because the above procedures “a” through “d” do not constitute an audit made in accordance with generally accepted auditing standards, we do not express an opinion on any of the accounts or items referred to above. In connection with the procedures referred to above, no matters came to our attention that caused us to believe that the specified accounts or items should be adjusted. Had we performed additional procedures or had we made an audit of any financial statements of the Intercollegiate Athletics Department of Old Dominion University in accordance with generally accepted auditing standards, matters might have come to our attention that would have been reported to the President of the University. This report relates only to the accounts and items specified above and does not extend to the financial statements of Old Dominion University or its Intercollegiate Athletics Department taken as a whole.

Internal Control Related to Intercollegiate Athletic Programs - Agreed-Upon Procedures

The management of Old Dominion University is responsible for establishing and maintaining internal control for its Intercollegiate Athletic Programs. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of controls. The objectives of internal control are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management’s authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles.

Because of inherent limitations in any internal control, errors or irregularities may occur and not be detected. Also, projection of any evaluation of internal control to future periods is subject to the risk that procedures may become inadequate because of changes in conditions, or that the degree of compliance with the procedures may deteriorate. Our procedures and findings are as follows:

- e. We reviewed an organizational chart provided by the Intercollegiate Athletics Department and discussed it with appropriate personnel. We reviewed documentation of accounting systems and operating procedures. We also made certain inquiries of management regarding control consciousness, the use of internal audit in the department, competence of personnel, and protection of records and equipment.
- f. We reviewed internal control over cash receipts and disbursements, including payroll, for the Intercollegiate Athletic Programs. We reviewed the relationship of internal control over Intercollegiate Athletic Programs to internal control reviewed in connection with the audit of the University’s financial statements. Our review also included those controls unique to Intercollegiate Athletics which have not been reviewed in connection with the audit of the financial statements.

- g. We reviewed the University's procedures for monitoring activities of the Old Dominion Intercollegiate Foundation. The Intercollegiate Athletics Department is to receive a trial balance from the Foundation monthly. This report lists all expenditures from the scholarship accounts. This report is reviewed by the Assistant Director of Business Affairs for Athletics to ensure no unauthorized payments were expended from the scholarship accounts and to ensure that all revenues and expenditures are properly classified. Also, the Intercollegiate Foundation is audited annually by an independent certified public accountant. The Intercollegiate Athletics Department receives a copy of the resulting audit report. It should be noted that booster groups make no payments for or on behalf of the Intercollegiate Athletics Department.

Agreed-upon procedures "e" through "g" applied to certain aspects of the University's internal control were more limited than would be necessary to express an opinion on internal control of Old Dominion University in effect for the year ended June 30, 1999, taken as a whole. Because our review and evaluation was limited to applying those agreed-upon procedures, we do not express such an opinion. In connection with applying procedures "e" through "g" above, we noted no material weaknesses relating to internal control over the Intercollegiate Athletic Program activities administered by the University.

This report is intended solely for the information and use of the University and authorized representatives of the National Collegiate Athletic Association and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

AUDITOR OF PUBLIC ACCOUNTS

GML:aom
aom:47

OLD DOMINION UNIVERSITY
SCHEDULE OF REVENUES AND EXPENDITURES OF
INTERCOLLEGIATE ATHLETIC PROGRAMS
For the Year Ended June 30, 1999

	Administrative and General	Student Athletic Scholarships	Baseball	Men's Basketball	Women's Basketball	Sailing	Recreational Sports	Summer Camps	Other Sports*	Total
Operating revenues:										
Student fees	\$ 5,568,144	\$ 1,204,227	\$ -	\$ -	\$ -	\$ -	\$ 291,282	\$ 498,798	\$ 18,065	\$ 7,580,516
Season ticket sales	-	-	5,524	310,098	150,232	-	-	-	33,272	499,126
Gifts	-	304,653	-	-	-	-	-	-	-	304,653
Other income	862,657	-	-	45,114	-	-	13,500	202,233	-	1,123,504
Total operating revenues	6,430,801	1,508,880	5,524	355,212	150,232	-	304,782	701,031	51,337	9,507,799
Operating expenditures:										
Personal services	2,669,714	-	-	1,500	-	-	198,370	337,906	275,941	3,483,431
Contractual services	1,955,835	-	48,546	152,417	124,453	13,801	38,081	85,853	696,773	3,115,759
Equipment	80,796	-	-	-	1,441	-	14,365	-	55,427	152,029
Supplies and materials	153,481	-	19,930	13,964	13,144	373	8,447	20,345	134,835	364,519
Scholarships	-	1,508,880	-	-	-	-	-	-	-	1,508,880
Total operating expenditures	4,859,826	1,508,880	68,476	167,881	139,038	14,174	259,263	444,104	1,162,976	8,624,618
Excess (deficiency) of revenues over (under) operating expenses before transfers	1,570,975	-	(62,952)	187,331	11,194	(14,174)	45,519	256,927	(1,111,639)	883,181
Mandatory transfers - debt service	(933,246)	-	-	-	-	-	(8,219)	-	(4,450)	(945,915)
Non-mandatory transfers - (to)/from other funds	1,184,510	-	-	-	-	-	583	(240,157)	2,002	946,938
Net increase (decrease) for the year	\$ 1,822,239	\$ -	\$ (62,952)	\$ 187,331	\$ 11,194	\$ (14,174)	\$ 37,883	\$ 16,770	\$ (1,114,087)	\$ 884,204

*Other sports include field hockey, golf, soccer, swimming, tennis, wrestling, cross country, lacrosse, and club sports.

The accompanying Notes to the Schedule of Revenues and Expenditures of Intercollegiate Athletic Programs are an integral part of this Schedule.

OLD DOMINION UNIVERSITY
NOTES TO THE SCHEDULE OF REVENUES AND EXPENDITURES OF
INTERCOLLEGIATE ATHLETIC PROGRAMS
AS OF JUNE 30, 1999

NOTE 1 - BASIS OF PRESENTATION

The accompanying Schedule of Revenues and Expenditures of Intercollegiate Athletic Programs has been prepared on the accrual basis of accounting. The purpose of this Schedule is to present a summary of current funds revenues and expenditures of the University's intercollegiate athletic programs (including amounts expended on behalf of the University by the Old Dominion University Intercollegiate Foundation, Incorporated) for the year ended June 30, 1999. Because the Schedule presents only a selected portion of the University's activities, it is not intended to and does not present either the financial position, changes in fund balances, or current fund revenues and other additions, expenditures, transfers, and other deductions for the year ended June 30, 1999.

NOTE 2 - ALLOCATION OF ATHLETIC OVERHEAD COSTS

The University recovers overhead costs such as utilities and custodial services from all auxiliary enterprises on campus, including athletics. The amount recovered is a percentage of each auxiliary enterprise's expenditures during the fiscal year. In the fiscal year ended June 30, 1999, the overhead rate charged to Athletics and other auxiliary enterprises was 9.67 percent.

OLD DOMINION UNIVERSITY
Norfolk, Virginia

THE VISITORS OF OLD DOMINION UNIVERSITY

Edward L. Hamm, Jr., Rector

Joan D. Gifford, Vice-Rector

Lawrie Falck Rollison, Secretary

Elizabeth W. Atkinson	Anthony C. Paige
James W. Beamer	Patricia W. Perry
Nancy P. Cheng	William E. Russell
Mary Haddad	Kenneth A. Samet
Jack W. Hilgers	Ronald John A. Villanueva
Barry M. Kornblau	Lewis M. Warren, Jr.
William M. Lechler	Lois S. Williams

OFFICIALS

James V. Koch, President

Jo Ann Gora, Provost and Vice President for Academic Affairs

John R. Broderick, Vice President for Institutional Advancement

Dana D. Burnett, Vice President for Student Services

David F. Harnage, Vice President for Administration and Finance

James Jarrett, Athletic Director