# MINUTES

Members Present**:** Paul McElroy (Chair), Tom Bryan, Doug Burnett, Hans Tanzler, Sharon Wamble-King, and Kevin Hyde (ex officio)

Excused Members**:** Oscar Munoz

### Item 1 Call to Order

Chair McElroy recognized a quorum and called the Audit & Compliance Committee to order at 11:29 am.

### Item 2 Public Comments

Chair McElroy offered those in attendance the opportunity to comment on items on the Audit and Compliance Committee agenda. There were no public comments.

### Item 3 Consent Agenda

Chair McElroy asked for a MOTION to consider the approval of the consent agenda.

Approval of Minutes, January 17, 2019

Trustee Wamble-King made a MOTION to approve the minutes for the January 17, 2019 meeting. Trustee Bryan SECONDED the motion and the motion was APPROVED.

### Item 4 Compliance Update

Dr. Joann Campbell, Associate Vice President and Chief Compliance Officer, provided a Compliance update, citing that many of the items on the Board’s agenda today are compliance related. Currently, the office is focusing on CEROC issues including FERPA compliance, data privacy and protection, ADA compliance, student activism and alcohol, underage drinking drug abuse as well as identifying the university’s policies, procedures and education/training. The Statement of Ethical Conduct workshops are underway and will continue. The statement was drafted in conjunction with President Szymanski Cultural Direction input on values and culture which were presented at the October 2018 Board of Trustees meeting. Feedback has been positive and she will work with the faculty on scheduling workshops.

### Item 5 Office of Internal Auditing (OIA) Quarterly Update

Julia Hann, Chief Audit Executive, provided the internal audit quarterly update. The Office of Internal Auditing Quality Assurance Review, also known as a peer review, was completed and received the highest rating of generally conforms to the standards. The report was sent to the Board on February 19th. Additional staffing in the office will be recruited as two positions have resigned.

The audit report for the School of Music has been completed and distributed to the committee. There were three notable risks identified: cash handling procedures, the

management of part-time accompanist, and programs dealing with minors. Overall, the director for the School of Music is making good progress to corrective action plans.

In addition, continuous progress is being made to correct the outstanding issues on previous audit recommendations.

Current audit projects include consulting for Advising, Graduate Admissions, COEHS Practicum and Retention Vote. Other audits in progress include Faculty-Led Study Abroad and Driver and Vehicle Information Database (DAVID) as well as external audits, DOE Academic Partners, Auditor General Financial Statement and the OIG Hwy Safety and Motor Vehicle-License Plate Revenue through Foundation.

### Item 6 State of Florida Office of Auditor General Audit Reports

Associate Vice President Scott Bennett presented and discussed the most recent audits performed by the State of Florida Office of Auditor General: Financial Statement and Statewide Federal Audit. The audit will be completed this month and currently it is a clean audit with no comments. The federal audit is also clean.

### Item 7 Adjournment for Audit and Compliance Committee

Chair McElroy adjourned the meeting at 11:48 am.