

*University of Florida Board of Trustees*  
*Committee on Audit & Operations Review*

**Minutes**

A meeting of the Committee on Audit and Operations Review was held on Thursday, September 10, 2009, in Emerson Alumni Hall.

Trustee Members Present:     Joelen K. Merkel, Chair  
  Roland Daniels  
  Jordan Johnson  
  Jack Mecholsky  
  Cynthia O’Connell  
  Al Warrington

Chairman Merkel called the Audit Committee to order at 12:45 p.m.

- Minutes of the June 11, 2009 meeting were approved.

***Action Agenda Items:***

- None

***Discussion/Informational Agenda Items:***

- Phil Ciano updated the committee on the status of external audits performed by the Auditor General’s office.
  - Phil reported that fieldwork has wrapped up on the operational audit, performed every two years using a risk-based approach, and the report is in review. Preliminary and tentative findings are expected to be delivered in October.
  - Phil reported that his office is awaiting receipt of the university’s financial statements for the year ended June 30, 2009, which are due next week, in order to begin the audit. Anticipated release date by his office of the year-end audited financial report is no later than January 2010, consistent with last year.
  - Phil reported on the federal financial assistance audit. This A-133 audit includes two “major” programs – Research and Development and Student Financial Assistance. Preliminary and tentative findings will be released by November, with the final report due to be released in March 2010.
  - Phil also stated that the Bright Futures audit will begin in the fall with the final report due in March, 2010.

When asked, Phil said he gets good cooperation from UF management. At this point, he said he sees no material internal control weaknesses in ongoing audits. He said his office of thirteen is currently fully staffed.

- Brian Mikell presented the seven internal audits issued since the last meeting: Florida Opportunity Scholars Program, UFF Departmental Collections, UFF Fundraising Event Management, UFF Information Technology General Controls, IFAS Animal Sciences Department, IFAS Food Science and Human Nutrition Department and Purchasing Card Program. The reports and summaries had been previously provided for detailed review. Brian summarized each audit report and answered the committee’s questions. Brian also reported on the follow-up status of previously issued internal and other audits.

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- The OACR charter revisions will be considered at the December meeting.
- The committee was presented with information from Business Affairs regarding the audits of university affiliated organizations. The only audit that has been completed is that of the Florida 4-H Club Foundation, which has a March 31, 2009 fiscal year-end and had an unqualified opinion with no repeat comments.
- Audit Director Joe Cannella presented the 2009-2010 audit work plan, which is the third year of the 2007-2010 three year work plan. The revisions were necessary to address the university's changing risk factors and the reduction in audit staff of three positions since 2007. The audit committee approved the 2009-2010 audit work plan as presented.
- Brian presented highlights from OACR's 2008-2009 annual report. The report covered expenditures, available time analysis, and allocation of total time, projects completed, client surveys, advisory reviews, investigations, major initiatives and other activities.
- The chair stated that she has reviewed the investigations log and they have been appropriately reviewed.

The meeting was adjourned at 2:10 p.m.