

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 Friday, September 21, 2012, at the Cypress Lodge at Lake Wauburg.

Trustee Members Present: Al Warrington, Chair, Cheri Brodeur, Chris Corr, Charles Edwards, Alan Levine, Juliet Roulhac, TJ Villamil

Trustees Absent: None

Chair Warrington called the meeting of the Committee on Audit and Operations Review to order at 12:00 pm.

- Chair Warrington called for a motion on the June 7, 2012 audit committee meeting minutes. Trustee Edwards made a motion to approve the minutes and Trustee Roulhac seconded the motion. Chair Warrington asked if there was any discussion, and hearing none, he called for a vote. The audit committee minutes from June 7, 2012 were unanimously approved.

Discussion/Informational Agenda Items:

- Chief Audit Executive Brian Mikell and Audit Director Joe Cannella provided an update on internal audit activities:
 - Four internal audit projects that had been issued since the last Board meeting were presented: IFAS Microbiology and Cell Science, Record Retention, Cost Transfers, and *myUFL* Student Financial System. The reports and summaries had been previously provided for detailed review. Each audit project was summarized and questions from the committee were answered.
 - The quarterly follow-up status of previously issued internal and other audits was presented. Trustee Edwards advised that he felt it would be helpful to indicate on the chart if the follow-up is in process and/or add the date when the response is due.
 - A PowerPoint presentation of key points in the Office of Audit and Compliance Review's (OACR) 2011-2012 Annual Report was presented. The report is being finalized and will be distributed to committee members in the coming weeks.
 - Observations and recommendations from the OACR's External Quality Assessment Review Report of May 2012 were presented. Key points included attention to the adequacy of UF's risk assessment programs, frequency of audit committee meetings, changing the name of the OACR office to the Office of Internal Audit, level of IT focus in internal audit work plan, and inclusion of executive summaries in internal audit reports.
 - The OACR's involvement with the Association of College and University Auditors (ACUA) was presented, including their participation at ACUA conferences during the year. Also discussed was involvement of internal audit

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staff in ACUA activities which brings positive attention to the University of Florida on a national level within the internal audit profession.

- Chair Warrington led a discussion on state funding, including how UF will be funded in the future if nothing changes from the current funding model. Data from the 2010-2011 and 2011-2012 fiscal years, provided by the UF Financial Reporting office, was used to facilitate the discussion.
- Chair Warrington reported that he did not yet have an opportunity to review the status of investigations conducted by the OACR, including items that have been received on the Compliance Hotline. OACR either reviews or ensures that allegations are referred to other appropriate university offices such as Human Resources. The Chair requested a presentation at the next audit committee meeting regarding the process used to ensure that hotline issues and other allegations received are reviewed and followed through to closure.

The Committee on Audit and Operations Review adjourned at 1:25 p.m.