

OLD DOMINION UNIVERSITY
BOARD OF VISITORS
AUDIT AND COMPLIANCE COMMITTEE
December 5, 2019

MINUTES

The Audit and Compliance Committee of the Board of Visitors of Old Dominion University met Thursday, December 5, 2019, at 8:00 a.m. in Committee Room A of the Kate and John R. Broderick Dining Commons, on the Norfolk Campus. Present from the Committee were:

Alton J. Harris, Vice Chair
Lisa B. Smith (*ex-officio*)
Kay A. Kemper (*ex-officio*)
Carlton F. Bennett
R. Bruce Bradley
Robert S. Corn
Stephen Greiling (Student Representative)

Also present were:

Austin Agho
John R. Broderick
Karen Webb
Rob Wells
Jay Wright

Donna Meeks
Amanda Skaggs

Grant
Harris
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as called to order at 8:00 a.m.

- I. Approval of Minutes – Mr. Bradley made the motion to approve the minutes of the meeting held on September 19, 2019 and Mr. Corn seconded the motion. The minutes were unanimously approved by all members present and voting. (*Bradley, Corn*)

Mr. Bradley moved to go into Closed Session – “Mr. Chairman, I move that this meetieel

The Committee reconvened in Open Session at 8:03 a.m. Mr. Harris read the Certification Statement at the conclusion of Closed Session. “Any person who believes that the Committee discussed items, which were not specifically exempted by law or not included in the motion, must now state where they believe there was a departure from the law or a departure in the discussion of matters other than that stated in the motion convening the Closed Session.” Continuing with the certification he read, “I shall now take a vote of the Committee. All those who agree that only lawfully exempted matters and specifically only the business matter stated in the motion convening the Closed Session were discussed in Closed Session, say “aye”. All those who disagree say “nay”. All members of the Committee said “aye”.

- II. Completed Audit Reports - Ms. Amanda Skaggs, University Chief Audit Executive, presented the Completed Audit Report for the Office of the President Fiscal Year 2019 Annual Audit, she also reported on the Open Audit Issues Update. Overall, the expenditures were reasonable and appropriate with one area noted needing improvement related to documentation of certain expenses, as well as several charts and graphs that were shared to show the trends in the President’s Office expenses over the past 5 years.

Ms. Skaggs then discussed the Open Action Item Report. She noted that of the 50 open items included in the report, 12 are now complete with 38 in progress or planned. There are only 9 remaining from reports issued prior to 2019, all of which made substantial progress this year.

Ms. Skaggs presented the Active Audit Projects, which include the Annual Police Department Fiscal Activities, Design and Construction, Academic Affairs, Active Directory, NCAA Compliance—Finanh Ms. d Ss (s)T td 6 Tc(c) -030086

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Vice President DuBois noted there was recently one minor data breach. Associate Vice President Waterfield added this would be a good presentation for a later Committee meeting and will present it at a future meeting.

- IV. University Compliance Update – Mr. Robert Clark, Director of Special Projects, briefed the Committee on the University Compliance Updates, noting the progress since the report at the April meeting. The Committee started meeting monthly and has worked to create a listing that currently has over 280 line items with several of them cross-departmental. This information is being used as the input to the Oragami software, which will be used to track prog(e)4 (d m)-2 (e)4 c 0 Tw 5.46m 0 Td()Tj(TJ0 T(d t)-2 (o t)-2 (r)3 (bD)2 (i)-2 (r

Department of Human Resource Management Compensation Policy 3.05, an agency may make a competitive offer, not to exceed the amount of the job offer, or the maximum of the assigned salary range, when an employee receives a salary offer from an organization external to the Commonwealth.

The meeting was adjourned at 8:48 a.m.