

FLORIDA  UNIVERSITY
Board of Trustees

Division of Audit - Committee Minutes
Trustee Reed, Chair
Wednesday, September 2, 2020, 8:50 AM

ZOOM MEETING

Members Present: Trustee Craig Reed, Chair
Trustee Belvin Perry, Jr., Vice Chair
Trustee Dominique Xavier McClinton
Trustee Ann Marie Cavazos
Trustee Robert Woody

Chair Reed, called the meeting to order. Ms. Debra Barrington to call the roll. A quorum was established. Ms. Debra Barrington.

Chair Reed proceeded by acknowledging Division of Audit (AACC) having one (1 Action Item). First, was the approval of the Wednesday, June 3, 2020 Minutes. Chair Reed requested a motion for approval. A motion was made by Trustee Cavazos and seconded by Trustee Belvin Perry, Jr., Chair Reed. The approval of the June 3, 2020 minutes was motioned and seconded. There were no opposes and the approval of the minutes was accepted.

Chair Reed then requested Ms. Rica Calhoun, Compliance and Ethics Officer to present the Office of Compliance and Ethics Annual Report. Questions were asked by Trustee Kristin Harper. Ms. Calhoun answered accordingly. The Annual Report was successfully presented.

President Larry Robinson gave comments afterwards. Trustee Moore provided comments as well.

Chair Reed shared that Ms. Calhoun has been doing a phenomenal job across the University. He shared thanks and asked if there were any questions or comments.

Trustee Kristin Harper asked a question. Trustee Harper questioned if compliance training is part of the desk or another subject? Ms. Calhoun answered that it was part of the desk. Trustee Harper said okay, she saw that the Mandatory compliance training wasn't quite at 100%. Trustee Harper was curious, what are the remedies and plans to drive that compliance. That is mandatory and there is compliance. Rica Calhoun answered "Right". Ms. Calhoun noted: the last phase of that process is the accountability phase as she continued to present the Compliance & Ethics, Presentation.

Chair Reed expressed "Thank you" to Trustee Harper. He gave a quick pause for President Robinson to give any comments related to the compliance. President Larry Robinson commented briefly. Chair Reed said "Thank you."

Trustee Kimberly Moore also offered comments for she underscored the point that Trustee Harper mentioned. Chair Reed expressed "Thank you very much" for underscoring for it related to the work that Miss Erica Catherine had been doing across the organization over the years.

Chair Reed then invited VP Maleszewski to present the Division of Audit informational items listed below:

AACC Minutes

Wednesday, September 2, 2020

Page 2

- Internal Controls Training Update,
- Issued Audit Projects,
- Audit and Investigative Follow-ups,
- and Division of Audit Update.

VP Maleszewski proceeded as requested; starting by sharing good morning to all and continued with AACC Presentations of the Informational Items; started with the order mentioned. The following Informational Items were presented:

- Internal Controls Training Update,
- Issued Audit Projects,
- Audit and Investigative Follow-ups,
- and Division of Audit Update.

VP Maleszewski presented on each item successfully. In his conclusion VP Maleszewski asked if there were any questions. No questions given.

VP Maleszewski requested Deidre Melton, Division of Audit, Internal Audit Director to provide information on Audit and Investigative Follow-ups and Division of Audit Update. Ms. Melton expressed "Good morning" as she continued. She shared and gave highlights on Audit and Investigative Follow-ups and Division of Audit Update. Ms. Melton asked if there were any questions. Chair Reed shared that as he reviewed the Audit Follow-up documents, some of the findings had some significant financial components, it would probably be best to understand potential impact to the University based on the risk. For example, looking at the Bragg Stadium Safety Maintenance since we do not have activities this year as there were additional concerns. Ms. Melton shared "Okay" as she successfully completed her presentation. Chair Reed shared "Thank you" He asked questions or comments related to Audit Items Corrective Items. Trustee Nicole Washington commented on prioritizing and mitigating risk in the interim, that is too a concern, in addition to repeat findings or multiple findings when thinking about and knowing that they haven't been corrected over a substantial period of time. Also, Trustee Washington commented that the Athletic expense review that's not multiple as well, since it's the older. Ms. Melton, shared "great question". And answered accordingly. Ms. Melton continued with the presentation and yielded to VP Joseph Maleszewski proceeded as he added to Ms. Melton's answer to Trustee Washington question and comment.

Trustee Kelvin Lawson asked a question which was answered accordingly. Dr. Alan Robertson briefly commented as well. Ms. Melton then asked if VP Maleszewski had anything to say. VP Maleszewski said "Yes" as he continued to present; Dr. Alan Robertson did give quick input.

Ms. Melton, continued to share the findings that ere were on our radar before the pandemic. VP Maleszewski continued with the conversation. Chair Reed asked Trustee Lawson if his question was answered and he replied "It does".

Chair Reed responded "Great, thanks". Chair Reed also thanked Ms. Melton for her updates. He once again yielded to VP Maleszewski. VP Maleszewski requested Ms. Melton continued to share. Afterwards, Chair Reed shared how great it is to see progress. Especially in a year like this year.

Ms. Melton, continued providing updates on Investigative follow-ups, Purchasing Card Investigation, and additional Audit Informational Items as she turned the reporting back over to VP Maleszewski. VP Maleszewski continued and Chair Reed shared that it was an outstanding and a great process. Chair Reed asked if there were any other questions or comments. Trustee Washington inquired about DRS and several audit findings in different categories. Chair Reed responded "Thank you" to Trustee Washington.

AACC Minutes

Wednesday, September 2, 2020

Page 3

VP Maleszewski, said "Alright" and turned things over to Ms. Melton to cover Risk Assessment and Work Plan Status. Ms. Melton, proceeded and asked if there were any questions or comments. Ms. Melton responded "Great question" as she answered accordingly. Ms. Melton continued with the updates. VP Maleszewski, continued to share. Chair Reed shared "Okay, great" and thank you. Trustee Kelvin Lawson interjected with one general question for VP Maleszewski. VP Maleszewski answered accordingly. Trustee Kelvin Lawson, expressed "Thank you". Chair Reed shared "great, thank you and if there were any other questions or comments." Dr. Alan Robertson shared how VP Maleszewski is doing a great job. Chair Reed shared "Thank you" to Dr. Alan Robertson for his comment. Chair Reed asked if there were any other questions or comments.

Chair Reed responded how all of the diligent work is being done by AACC. VP Maleszewski and the TEAM are doing a great work. Chair Reed shared how we certainly appreciate the diligence by you and your TEAM. He also asked if there are no further discussion and no further business for discussion.

Lastly, Chair Reed acknowledged that the meeting was adjourned.