

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
COMMITTEE ON AUDIT AND COMPLIANCE
3:00 PM, THURSDAY, APRIL 20, 2023
Gateway Dining & Event Center
(on the campus of Virginia State University)
(No Public Comment Period Scheduled)**

DRAFT AGENDA

CALL TO ORDER..... Mr. Jon Moore, Chair

ROLL CALL

INVOCATION (Pastor Seth Gooden, Director of Campus Ministries)

APPROVAL OF AGENDA

APPROVAL OF PREVIOUS MEETING MINUTES (if any)

- February 9, 2023 Meeting Minutes

PRESIDENT'S REMARKS..... Dr. Makola M. Abdullah

REPORTS AND RECOMMENDATIONS

Approval Item:

- Resolution to Authorize a Change in Policy Template for VSU Policies

Information Items:

Presenters: Ms. Shawri King-Casey, Vice President Institutional Integrity & Compliance
Ms. Nannette Williams, Chief Audit Executive

Infrastructure

- Audit Plan, Audit Charter, and Audit Status Update.....Nannette Williams
- FY 22 APA Audit Status Update
- FY 21 Corrective Action Progress Report
- Office of the Inspector General - Clery Act Audit Draft Report and VSU Response
- Policy Review and Update Project

CLOSED SESSION

OTHER BUSINESS

ADJOURNMENT

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
COMMITTEE ON AUDIT AND COMPLIANCE
MINUTES
THURSDAY, APRIL 20, 2023**

CALL TO ORDER

Mr. Jon Moore, Committee Chair, called the Audit and Compliance Committee (“Committee”) meeting to order at 3:36 PM. The meeting was held in the Gateway Dining & Event Center located on the campus of Virginia State University.

ROLL CALL

A quorum was present.

Mr. Jon Moore
Dr. Robert Denton, Jr.
Dr. Harold Green, Jr.
Dr. Leonard Haynes, III
Dr. Valerie Brown
Mr. Edward Owens

Other Board Members Present:

Mr. Thomas Cosgrove
Ms. Pam Currey
Mr. Glenn Sessoms

Dr. Leonard Githinji, Faculty Representative

Administration Present:

Dr. Makola M. Abdullah, President
Dr. Donald Palm, Provost/Executive Vice President for Academic and Student Affairs
Tonya Hall, Vice President for External Relations
Kevin Davenport, Senior Vice President for Finance & Administration/Chief Financial Officer
Shawri King-Casey, Vice President for Institutional Integrity & Compliance
Dr. Annie C. Redd, Chief of Staff/Director, Board Operations & Relations
Dr. Tia Minnis, Vice Provost for Academic Success, Planning & Institutional Effectiveness
Dr. Robert Corley, Vice Provost for Academic and Student Affairs
Dr. Gwendolyn Dandridge, Asst. Vice President/Director of Communications
Maurion Edwards, CIO/Technology Services
Dr. Alexis Brooks-Walter, Vice President for Enrollment Management
Dr. Tracy Barley, Provost Office
Chief David Bragg, Asst. Vice President/Chief, VSU Police and Public Safety

Legal Council:

Mike Melis, Attorney General

Other Attendees:

Yourdonus James, Office of Conference Services
Rodney Hall, President’s Office
Danette Johnson, President’s Office
Debbie Jefferson, President’s Office
Tina Cabrera, President’s Office
Kendra White, Office of Compliance/Policy Analyst
Eldon Burton, IA
Franklin Antonio, Technology Services
Derrick Jennings

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Tiffany Gullins, Institutional Advancement
Kendrick Mason, Institutional Advancement
Joyce Wilkins, Provost Office
Joyce Henderson, VSUREF
Adrian Petway, Finance

INVOCATION

Chair Moore invited Pastor Seth Gooden to give the invocation.

APPROVAL OF AGENDA

The Chair called for a motion to edit the agenda to move up the closed meeting in the Committee's order of business. It was moved and seconded to receive the agenda edits and the Committee unanimously voted to accept.

APPROVAL OF PREVIOUS MINUTES

Chair asked for a motion to approve previous meeting minutes from February 9, 2023. The Committee approved the previous meeting minutes by voice vote.

PRESIDENT'S REMARKS

President Abdullah gave his opening remarks and thanked the Board of Visitors for stewarding the University, particularly with the recent formation of the Audit and Compliance Committee ("Committee").

CLOSED SESSION

Chair Moore asked for a motion to move into the closed meeting at 3:39 PM. It was moved, seconded, and accepted to enter into a closed meeting. The closed meeting was conducted to hold "discussion or consideration of personnel matters pursuant to 2.2-3711 (A) (1), specifically relating to: employees' salaries and compensation for work." The Committee completed the closed meeting, certified the meeting with a motion, second, and affirmative vote by the Committee, and resumed the open meeting.

REPORTS AND RECOMMENDATIONS

Ms. Shawri King-Casey, Vice President of Institutional Integrity & Compliance, and Ms. Nannette Williams, Chief Audit Executive, began their presentation.

The presentation's theme was "Process, Policy, Progress, and Purpose: Doing the "Greater" Work of Development" which referred to the work of building an infrastructure for a comprehensive compliance program. Ms. Williams opened by informing of the need to re-direct her team's resources which pushed the delivery of the audit plan and charter to the June meeting. Visitor Moore commended Ms. Williams on her reprioritization efforts. Ms. Williams also provided an update on the procurement audit. She anticipated the completion of test work by May 2023 and a finalized audit report by June 2023. Finally, Ms. Williams shared the intent to bring the Information Technology (IT) audit function in-house. She explained that the decision was coordinated with IT in an effort to avoid reliance on VITA.

In response to a question whether she had proper staffing, Ms. Williams stated that while she is recruiting staff, the audit plan's delay was due to the need for her to drive the plan's development and the diversion of her attention to other pressing matters. Ms. Williams also confirmed that the staffing was in the budget.

Next, Ms. King-Casey provided an update on the Auditor of Public Accounts ("APA") fiscal year 2022 ("FY 22") progress. Per Ms. King-Casey, the FY22 audit has been relatively unremarkable. VSU has been working with the audits in charge and the project manager, George Strudgeon, to streamline the process which has involved centralizing a repository for timeliness of collecting data; coordinating with business units to confirm that information is generated from the person most likely to have the information; and attending bi-weekly meetings to escalate issues, have contextual discussions and respond to inquiries. The process has opened up

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lines of communication for smooth operation, according to Ms. King-Casey. Additionally, the APA has decided to give the University full or partial credit on repeats. So, per Ms. King-Casey, the progress is visible as well as collaboration's role in moving the University in the right direction.

Ms. Williams provided an update on the APA FY21 audit; specifically, the status of the 18 total comments: 6 comments have corrective action plans marked as complete; 5 comments will be re-issued in the FY22 report (most will have completion dates of 6/30/23 but APA will not have time to test to clear them); 3 comments will be verbal but will not appear in the report; and 4 comments are undetermined as of the date of this presentation (the APA still needs more information to know if the University has completed the corrective action). Ms. Williams noted that it was a great sign to have 6 completed comments but cautioned that this breakdown does not include possible additional findings. Per Ms. Williams, the University should anticipate at least one new finding.

Chair Moore noted that he was scheduled to meet with Mr. Strudgeon but had been unsuccessful due to a scheduling conflict. The Chair stated that he will reschedule and reminded the Committee that Mr. Strudgeon will ask about any fraudulent activities that need to be reported. He expressed that his answer will likely be "no" unless the Board has contrary knowledge.

Ms. King-Casey updated the Committee on the Office of the State Inspector General's ("OSIG") Clery Act Audit. Ms. King-Casey began by providing background on the audit and explained that it began in former Governor Northam's administration and was then reinvigorated in the current administration. The University was informed in 2022 that OSIG was resuming their activities. Ms. King further explained that the Clery Act is a federal law and serves as a consumer tool for parents and students regarding safety on campuses and the geography directly adjacent.

Regarding the status of the University's Clery Act audit, the University completed its exit conference with the OSIG audit team in January 2023 and was informed of 3 minor findings. According to Ms. King-Casey, the University is contesting 2 of the 3 findings and will provide additional evidence in support of the University's positions. The University has received a final draft report from OSIG and is preparing responses to OSIG's report.

CONCLUDING REMARKS

Ms. King-Casey concluded the presentation with an update about the forthcoming policy review project. The intent is to implement a schedule of periodic review of the University's policies to ensure the policies are up-to-date, comply with state and federal laws, are retired when necessary, and appropriately revised. The policy review process will be done in conjunction with University Counsel.

The Chair asked for questions from Committee members. No questions were raised, and the Chair yielded the floor to President Abdullah for remarks. President Abdullah thanked Ms. King-Casey and Ms. Williams and stated that their work is proving invaluable. He also thanked the Committee for their work.

The Chair asked for a motion to adjourn as there were no other questions. It was moved, seconded, and affirmatively voted by the Committee to adjourn at approximately 4:10 PM.

Approved:



Chair

9/17/23

Date