

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS  
FACILITIES, FINANCE AND AUDIT COMMITTEE  
MEETING MINUTES  
Thursday, February 7, 2019  
Board Room, Virginia Hall, Room 310**

**CALL TO ORDER**

Mr. Michael Flemming, Committee Chair, called the meeting of the Virginia State University (VSU) Board of Visitors (Board) Facilities, Finance and Audit Committee (Committee) to order in the Board Room of Virginia Hall on the campus of Virginia State University at approximately 9:00 a.m.

**ROLL CALL**

A quorum was present.

*Committee Members Present:*

Mr. Michael Flemming  
Dr. Valerie Brown (*absent*)  
Mr. Paul Koonce (*absent*)  
Mr. Jay Stegmaier  
Mr. Gregory Whirley  
Mr. Charlie Hill  
Mr. Wayne Turnage (*absent*)  
Mr. Huron Winstead, Rector

*Administration Present:*

Makola M. Abdullah, Ph.D., President  
Hubert Harris, Vice President, Administration  
Sheila Alves, Chief Audit Executive  
Kevin Davenport, Vice President, Finance  
Reshunda L. Mahone, Vice President, Institutional Advancement  
Annie C. Redd, Ed.D., Special Asst. to President/Board Liaison

**Legal Counsel Present:**

Ramona Taylor, Asst. Attorney General/University Legal Counsel

**Others Present:**

Travis Edmonds, IT Specialist  
Malika Blume, Internal Audit  
Marlo Green, Internal Audit  
Tanya Simmons, Human Resources  
Taylor Carter, Division of Finance  
Joyce Henderson, VSU Real Estate Foundation  
Millard Pete Stith, VSU Real Estate Foundation  
Shatima Taylor, Audit Manager, Auditor of Public Accounts (APA)  
Mike Reinholz, Auditor of Public Accounts (APA)

## **Facilities, Finance and Audit Committee Meeting Minutes**

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### **APPROVAL OF AGENDA**

The Committee approved the agenda with the change that the action item (Resolution for Approval of Use of Local Funds) will be presented as an information item.

### **APPROVAL OF PREVIOUS MEETING MINUTES**

The Committee approved the minutes from the November 7, 2018 Committee meeting.

### **PRESIDENT'S REMARKS**

None

### **REPORTS AND RECOMMENDATION**

#### **Division of Administration**

Mr. Hubert Harris presented updates on the final IT Security Scorecard Report, status of IT vacancies, Banner 9/Identify Management Upgrade, and Multi-factor Authentication. Mr. Harris indicated that all of the required VITA audits were completed on time, and he is pleased with the results. Discussion followed regarding the challenges in screening and hiring qualified individuals for the information technology positions. The expectation to fill slots in the most critical positions is by the end of March 2019. VSU met the deadline and is running the Banner 9 upgrade. Mr. Harris will present the remainder of the Technology updates in closed session.

#### **Internal Audit**

Ms. Sheila Alves reported on the status of hotline calls and special investigations, current audit(s) underway, the Internal Audit plan, and the corrective action plan. In response to the Chair's question regarding performance of the new hires in Internal Audit, Ms. Alves stated that their performance is excellent and she is very pleased with the new hires. The Audit Plan is lagging behind due to attention needed to handle hotline requests. In an effort to keep Internal Audit on track, Committee member(s) suggested 1) hiring outside resources to conduct specific audits, and 2) soliciting requests for proposals (RFPs) and developing an on-call list of auditors that would be available when needed. After brief discussion, Committee member(s) stated they are interested in knowing the nature of hotline calls. Ms. Alves also reviewed quarterly updates on the corrective action plan. Items previously discussed in closed session would be reviewed in a closed session at this meeting.

#### **Division of Finance**

Mr. Kevin Davenport introduced investment managers who gave presentations on the University investments: Chip Brockmeier and Fletcher Metz (Greystone Consulting/Morgan Stanley); Tory Sprehe and Karen Welch (Spider Management). The consultants responded to questions from Committee members. Due to time constraints, the Chair requested Davenport to present the information items at the full Board meeting on Friday, February 8, 2019.

**CLOSED SESSION**

On behalf of the Chair, Dr. Redd read the motion for the Board to convene a closed meeting pursuant to §§ 2.2-3711(A)(1) of the *Code of Virginia* at 11:08 a.m. for discussion of plans related to the security of the University, its buildings and grounds, and the safety of students, faculty, staff and the public using the University's various buildings, grounds and facilities, including leased facilities, and these matters may require legal advice and consultation. The motion provided that President Makola M. Abdullah; Hubert D. Harris; Dr. Annie C. Redd, Board Liaison; and Ramona Taylor, University Legal Counsel, attend the closed meeting because their presence in the closed meeting is deemed necessary, and/or their presence will aid the Board in its deliberations.

On behalf of the Chair, Dr. Redd read the motion for the Board to convene a closed meeting pursuant to §§ 2.2-3711(A)(1) of the *Code of Virginia* for discussion of performance of departments of the University where such discussion will necessary involve the performance of individual employees. Additionally, this information directly pertains to the preliminary investigative notes, correspondence, and information furnished to the University's Internal Audit department, which is protected under Virginia Code § 2.2-3705.3.7 of the Code of Virginia. The motion provided that President Makola M. Abdullah; Sheila Alves, Chief Audit Executive; Dr. Annie C. Redd, Board Liaison; and Ramona Taylor, University Legal Counsel, attend the closed meeting because their presence in the closed meeting is deemed necessary, and/or their presence will aid the Board in its deliberations.

On behalf of the Chair, Dr. Redd read the motion for the Board to convene a closed meeting pursuant to §§ 2.2-3711(A)(1) of the *Code of Virginia* for discussion or consideration of the acquisition of real property and/or disposition of real property\* where discussion in public would adversely affect the bargaining position or negotiating strategy of the University. The motion provided that President Makola M. Abdullah; Joyce Henderson, Pete Stith, Dr. Annie C. Redd, Board Liaison; and Ramona Taylor, University Legal Counsel, attend the closed meeting because their presence in the closed meeting is deemed necessary, and/or their presence will aid the Board in its deliberations.

The Board reconvened in open session at 2:03 p.m. in accordance with § 2.2-3712(D) of the *Code of Virginia*. Dr. Redd conducted the poll in which all board members certified that the Board only discussed business matters lawfully exempted from open meeting requirements and which were identified in the motion authorizing the closed session, were heard, discussed, or considered in closed session. All board members present certified compliance with the Virginia Freedom of Information Act.

There being no further business, the chair adjourned the meeting at 2:32 p.m.

  
Michael D. Flemming, Chair

4-26-2019  
Date