

November 21, 2013

MEMORANDUM

TO: Board of Visitors Audit Committee
Dee D. Gilmore, Chair
Frank Reidy, Vice Chair
Fred J. Whyte (*ex-officio*)
Barry M. Kornblau '71 (*ex-officio*)
Jeffrey W. Ainslie '83
Marc Jacobson
Judith O. Swystun

FROM: David F. Harnage
Chief Operating Officer

SUBJECT: Meeting of the Audit Committee – Thursday, December 5, 2013

The Audit Committee of the Old Dominion University Board of Visitors will meet on Thursday, December 5, 2013, from 8:30 a.m. to 9:00 a.m., in the James/Lynnhaven River Rooms in Webb University Center. The agenda for the meeting is noted below.

AGENDA

- I. Approval of Minutes – The Committee will consider a motion to approve the minutes from the Audit Committee meeting held on September 26, 2013.
- II. Report from the Internal Auditor – Deane Hennett, Internal Audit Director, will report on the following items:
 - A. Audit Topics Update
 - B. Audit Projects In Process
 1. Financial Aid
 2. Budget Office
 3. Virtual IT Environment Controls
 4. College of Business
 5. Continuity of Operations
 6. Continuing Initiatives

- III. Anticipated Audit Reports and Issues (Closed Session):
- a. Banner Key Controls
 - b. President's Office
 - c. Special Projects Update
 - d. Quarterly Follow-Up Report
 - e. Old Dominion University Crisis and Emergency Operations Plan - Rhonda Harris, ODU Chief of Police
Requirements of the Code of Virginia for the University's
Crisis and Emergency Management Plan