

MEMORANDUM

TO: Board of Visitors Audit Committee

Ross Mugler, Chair
R. Bruce Bradley, Vice Chair
Carlton F. Bennett (*ex-officio*)
Lisa B. Smith (*ex-officio*)
Jerri F. Dickeski
Donna L. Scassera
Robert M. Tata '86

FROM: Gregory E. DuBois
Vice President for Administration and Finance

DATE: June 4, 2018

SUBJECT: Meeting of the Committee, June 14, 2018

The Board of Visitors Audit Committee will meet on Thursday, June 14, 2018, from 8:00 to 9:00 a.m., in Committee Room A (Room 2203) of the Broderick Dining Commons. The agenda for the meeting is noted below.

AGENDA

- I. Approval of Minutes – The Committee will consider a motion to approve the minutes of the Audit Committee meeting held on Thursday, April 26, 2018.
- II. Report from the Auditor of Public Accounts – LaToya Jordan, Director, and Holly Stout, Audit Manager.



DRAFT

Audit Activities	Area	Estimated Hours	Group Total
Audits			
Active Directory	Administration and Finance	350	
PCI Compliance	Administration and Finance	150	
Information Technology Services	Administration and Finance	350	
Academic Affairs	Academic Affairs	350	
Police Department (10 IT Systems)	Administration and Finance	650	
Office of Research	Research	575	
Payroll Benefits	Administration and Finance	300	
NCAA Compliance	Athletics	350	
Design and Construction	Administration and Finance	350	
International Programs: Study Abroad (1 IT System)	Academic Affairs	400	
Financial Aid - Institutional Scholarships	SEES		

OLD DOMINION UNIVERSITY INTERNAL AUDIT DEPARTMENT
Audit of the College of Education
FY 2017

AUDIT SUMMARY

Responsible Dean: Jane Bray, Dean of the College of Education	Auditors: Lauren Eady, Senior Auditor Glenn Wilson, IT Audit Manager
Responsible Vice President: Austin Agho, Provost & Vice President for Academic Affairs	Audit Report Date: 05/31/2018

Background

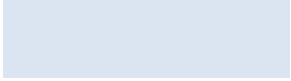
The University Auditor has completed a review of the College of Education including College owned, operated and/or contracted information technology. We performed this audit as part of the University's Board of Visitors approved annual audit plan for FY 2017, and conducted it in conformance with the International Standards for the Professional Practice of Internal Auditing as promulgated by the Institute of Internal Auditors.

The College of Education provides 13 bachelor's degree programs and 60 graduate programs and certificates. The College maintains a Children's Learning and Research Center that focuses on early care and education of children and serves as a training facility for students. The College also includes a Speech and Hearing Clinic that provides diagnostic and speech therapy services for children and adults. The total FY 2018 budget for the College is approximately \$25,782,116, which includes general funds, grant funds and gift funds.

The Office of the University Auditor follows up with management as to the status of previously recommended corrective actions related to issues identified in previous audit reports. In accordance

International Student and Scholar Services	5/17/12	0	1
Foundation Relationships/Transactions	5/24/13	0	1
Monarch Physical Therapy	5/29/15	0	2
FY2015 Banner Key Controls	9/23/15	0	1
Revenue Contracts	10/30/15	1	

International Student and Scholar Services	5/17/12	0	1
Monarch Physical Therapy	5/29/15	0	2
Distance Learning	11/23/16	1	3
Third Party Hosted Systems	9/19/16	0	1
College of Engineering and Technology	3/08/17	0	2
Confucius Institute	4/15/17	0	3
Communication and Theatre Arts	10/0		



		Records Management	Compliance	3/21/18	3/12/18	
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