VSU Board of Visitors

Internal Audit Update to the Board of Visitors

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Chief Audit Executive
April 22-23, 2021

Agenda

- Corrective Action Plan Status
- Case Workload
- Audit Plan Status
- Audit Client Survey
- Proposed 2021-2022 Audit Plan
- Audit Charter
- Staffing Plan Update
- Commonwealth Update
- Consulting Services

Internal Audit

Understanding Risk with the Business in Mind
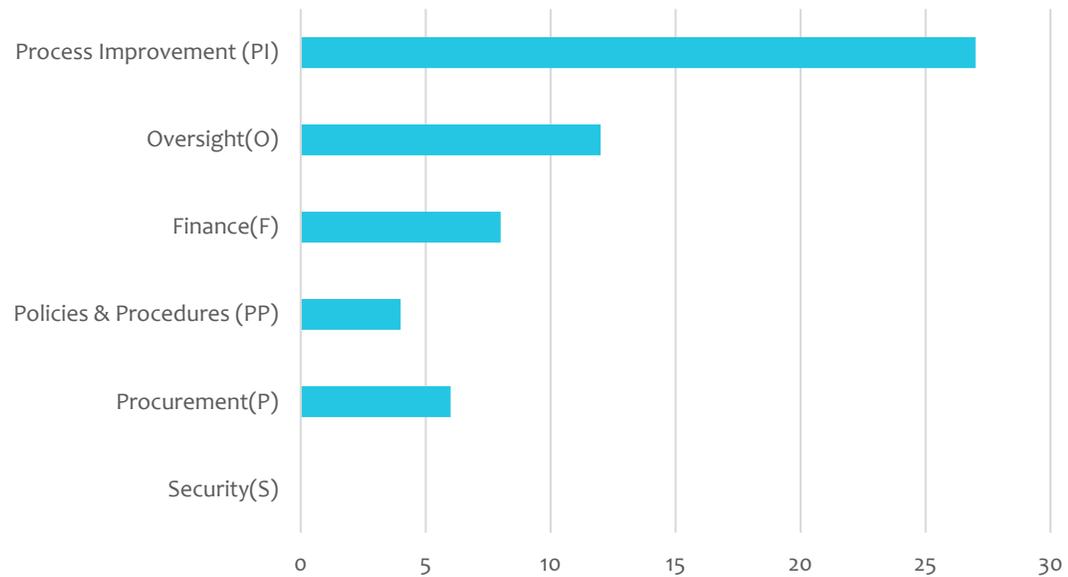
Corrective Action Plan

Quarterly Updates

- Total of Corrective Action Plan Items (57)
- Total of New Items Since last Board Meeting (14)
- Total of Closed Corrective Action Plan Items (2)
  - APA items not verified by Internal Audit (2)
  - Items closed and verified by Internal Audit (0)
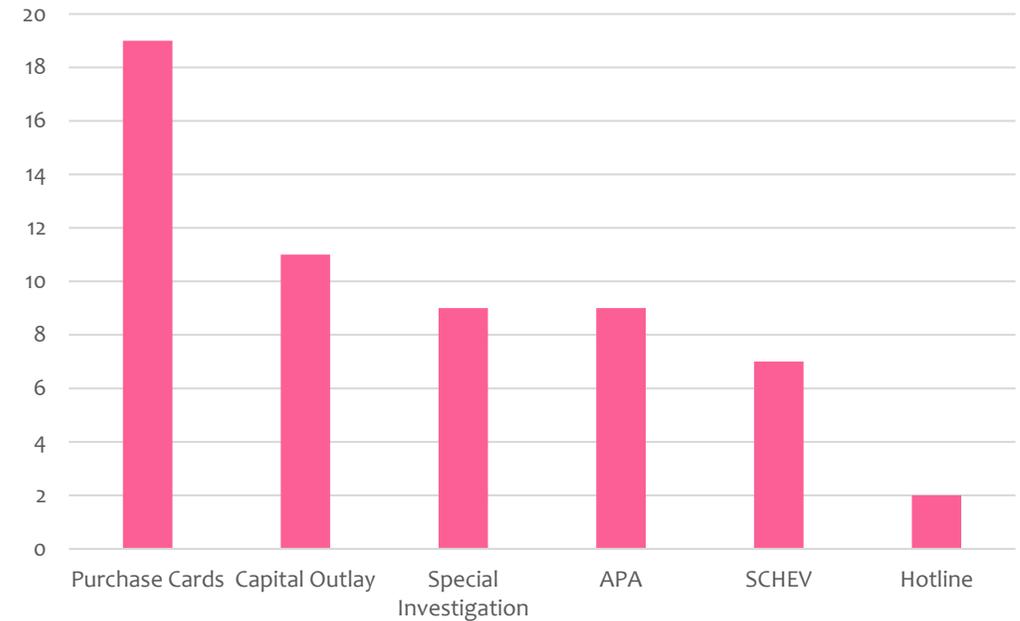- Total of Open Items (55)

Corrective Action Plan Distribution

Based on Risk Categories

Audit Findings by Risk Category

- Process Improvement (PI): 27
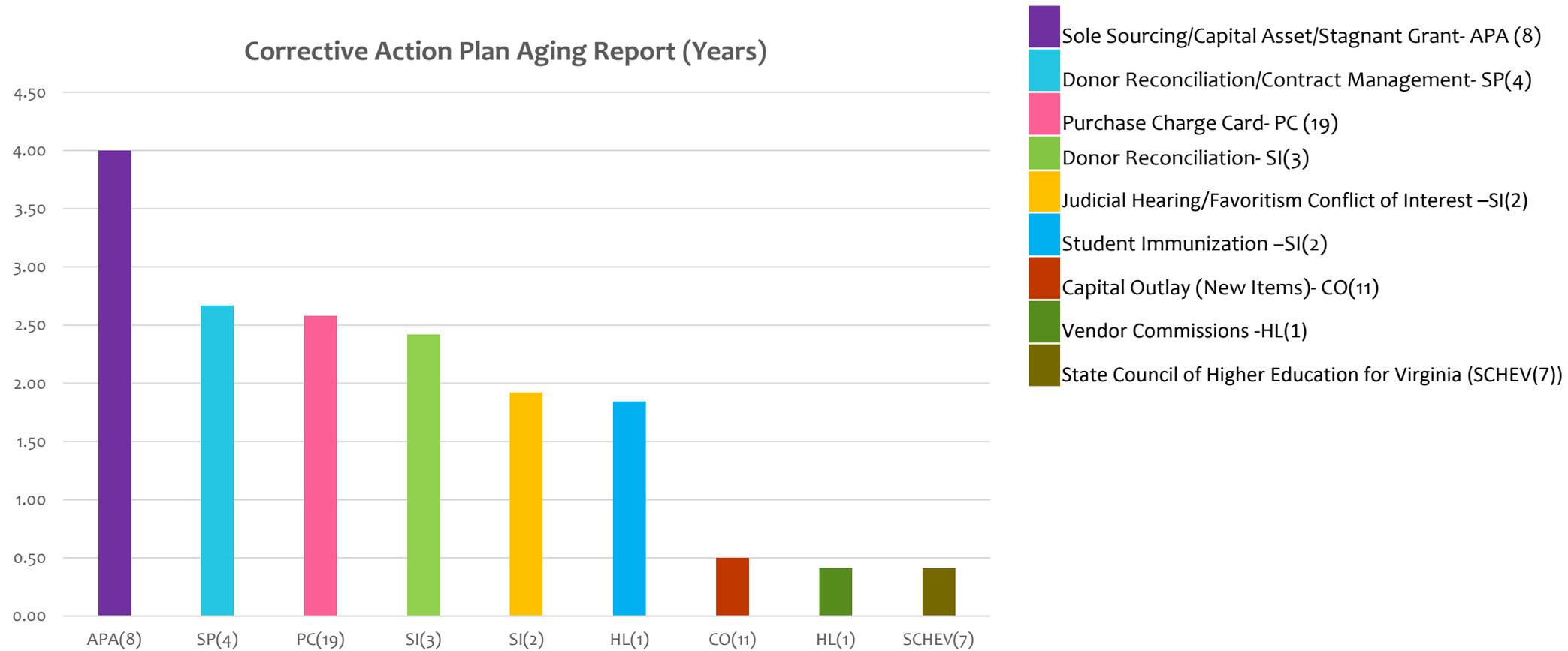- Oversight(O): 12
- Finance(F): 8
- Policies & Procedures (PP): 4
- Procurement(P): 6
- Security(S): 0

Audit Findings by Source

- Purchase Cards: 19
- Capital Outlay: 11
- Special Investigation: 9
- APA: 9
- SCHEV: 7
- Hotline: 2

Corrective Action Plan Aging

Aging of Open Corrective Action Plan Items

Corrective Action Plan Aging Report (Years)

Legend:
- Sole Sourcing/Capital Asset/Stagnant Grant- APA (8)
- Donor Reconciliation/Contract Management- SP(4)
- Purchase Charge Card- PC (19)
- Donor Reconciliation- SI(3)
- Judicial Hearing/Favoritism Conflict of Interest –SI(2)
- Student Immunization –SI(2)
- Capital Outlay (New Items)- CO(11)
- Vendor Commissions -HL(1)
- State Council of Higher Education for Virginia (SCHEV(7))

Case Workload

Hotlines and Special Investigations (As of 3/31/2021)

13 cases total

- 0 Hotline cases

- 13 Special Investigations

Hotline and Special Investigation Distribution

Investigation Workload

- Total of 13 Hotlines and Special Investigations
- 13 Special Investigations
- 0 Hotline Investigations

*Note: Tracking Special Investigations began in 2018
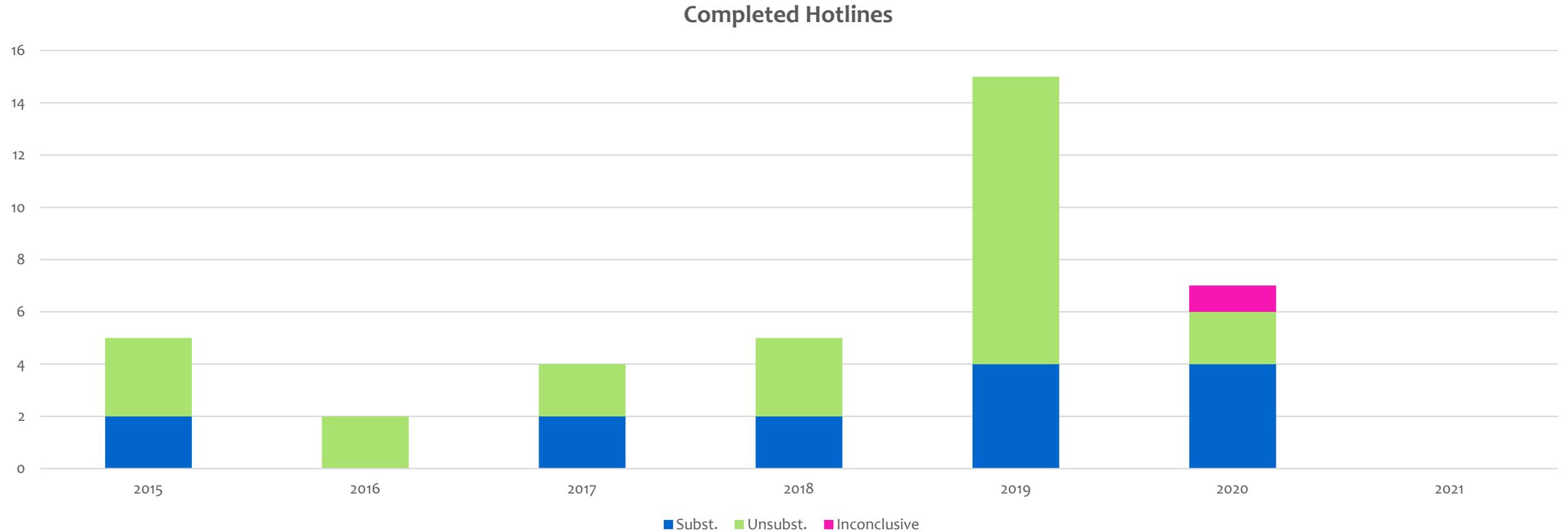
Hotline Status

Hotline Investigation Breakdown

0 cases total

- 0 cases are closed
- 0 cases were screened-out
- 0 cases are open

Historical View of Hotlines

Number of cases assigned

Completed Hotlines

Legend: Subst. | Unsubst. | Inconclusive

Special Investigation Status

Special Investigation Breakdown

13 cases total

- 0 cases are closed
- 0 Screened-out
- 0 Referred
- 13 cases are open

Historical View of Special Investigations

Number of cases completed.

Completed Investigations

Audit Plan Status

Workload

- Commissions Report/Reconciliation (Completed)
- University Grants (Report Review Phase)
- Enrollment (Started)

Proposed Audit Plan

Proposed 2021-2022 Audit Plan

- Completed Risk Assessment
- Updated Plan (See Provided in Audit Package)
- Resolution to Approve Audit Plan

Audit Charter

Annual Approval According to Audit Standards

- Annual Presentation and Approval
- Based Strictly on Institute of Internal Audit Standards
- Basic Coverage to provide Insight to the Board of Visitors

Audit Survey

Workload

- Feedback from management in Capital Outlay Area

Audit Client Survey (Feedback) – Measuring Services Provided

The information below is based on feedback from Capital Outlay Audit Management. (Derived from 11 questions)

Rating

Audit Services Attributes

#	Attribute
1	Courteousness and Professionalism
2	Little inconvenience as possible
3	Communication of the Audit Process
4	Communication Throughout the Audit
5	Audit Coverage and High Risk Area
6	Audit Results Communicated Prior to Draft Report
7	Management Involvement in the Report Process
8	Audit Report Usefulness and Relevance
9	Audit Report Clarity and Logically Organized
10	Auditors Knowledge of the Area Reviewed
11	Overall audit value add to the University

General feedback: The business area felt we did not communicate how long it would take.

Rating Scale: 1=Poor 2=Fair 3=Good 4=Excellent

Represents Highest Rating

Audit Staffing Plan

Workload

- Assessing resource priorities to efficiently operate
- Making Preparations to Hire an Additional Employee

Commonwealth Activities

Networking with Chief Executive Auditors (CAE)

- Office of the State Inspector General's State Update
- Colleges & University Auditors of Virginia Spring Meeting

Consulting Services

Workload

- Bursar's Office – Process Improvement
- Finance/Procurement – Allocations and Budget
- Accounts Receivable – Process Improvement

Closed Session Items

Results of other Internal Audit Reviews and Investigations

- Annual Closed Session with CAE and Board of Visitors.

Questions ???