

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
COMMITTEE ON AUDIT AND COMPLIANCE
3:15 PM, THURSDAY, NOVEMBER 16, 2023
Gateway Dining & Events Center
(on the campus of Virginia State University)
(No Public Comment Period Scheduled)**

AGENDA

CALL TO ORDER Mr. William Murray, Vice Chair

ROLL CALL

INVOCATION (*Pastor Seth Ahmad-McQueen, Director of Campus Ministries*)

APPROVAL OF AGENDA

APPROVAL OF PREVIOUS MEETING MINUTES

- o September 14, 2023 Meeting Minutes

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

CLOSED SESSION (if any)

REPORTS AND RECOMMENDATIONS

- FY 2022 Auditor of Public Accounts Audit Report
 - o FY2021 APA Draft Report and Opinion Letter..... Mr. George Strudgeon
Audit-In-Charge, Commonwealth of Virginia Auditor of Public Accountants
 - o Management Remarks..... Ms. Shawri King-Casey
VP Institutional Integrity and Compliance
 - o Internal Audit Update Ms. Nannette Williams
Chief Audit Executive

OTHER BUSINESS

ADJOURNMENT

9.4.23

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MINUTES
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CALL TO ORDER

Visitor Murray, Vice Chair, called the Audit and Compliance Committee (“Committee”) meeting to order at 3:30 PM.

ROLL CALL

There was no quorum.

Committee Members Present:

Mr. Jon Moore (*absent*)

Shavonne Gordon (*absent*)

Mr. William Murray

Dr. Valerie Brown, Rector

Dr. Robert Denton, Jr.

Dr. Harold Green, Jr. (*absent*)

Dr. Leonard Haynes, III (*absent*)

Dr. Leonard Githinji, Faculty Representative

Ms. Kailyn Haye, Student Representative (*absent*)

Other Members Present

Mr. Victor Branch

Dr. Joseph A.F. Chase, Jr.

Ms. Daphne Meeks

Mr. Edward Owens

Administration Present:

Dr. Makola M. Abdullah, President

Dr. Tia Minnis, Interim Provost/Executive Vice President for Academic and Student Affairs

Tonya S. Hall, Vice President for External Relations

Kevin Davenport, Senior Vice President for Finance and Administration/Chief Financial Officer

Shawri King-Casey, Vice President for Institutional Integrity & Compliance

Dr. Annie C. Redd, Chief of Staff/Director, Board Operations & Relations

Legal Counsel:

Cynthia Marquez, Senior Assistant State Attorney

INVOCATION

Pastor Seth Ahmad-McQueen gave the invocation.

APPROVAL OF AGENDA

Visitor Murray deferred approvals of the previous meeting minutes.

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APPROVAL OF PREVIOUS MINUTES

Visitor Murray deferred approval of the November agenda until the February 2024 meeting.

PRESIDENT'S REMARKS

President Abdullah thanked the University and Auditor of Public Accounts (APA) teams for their

work on the audit. Visitor Murray explained the APA's purpose and invited the APA Project Manager, Mr. George Strudgeon, to the podium to share his findings.

REPORTS AND RECOMMENDATIONS

Mr. Strudgeon communicated the results of the fiscal year 2022 (FY22) audit and all required communications, including the following:

- The APA issued an unmodified opinion on financial statements. Significant audit adjustments were made, but management made the adjustments.
- Uncorrected misstatements were communicated but were immaterial regarding the impact on the financial statements.
- The representation letter is included in board materials for situational awareness.
- The report on internal controls informed that the findings were reduced by 11, leaving the findings tally at seven ongoing and one new.
- Review of standard language regarding audit findings and test work results
- Notice regarding changes for next year's audit due to GASB standards changes
- Informed of Intended Use Statement explaining that the report is for BOV consumption

There were no questions after Mr. Strudgeon's report.

Next, Visitor Murray asked Ms. Shawri King-Casey, VP of Institutional Integrity & Compliance, to offer a brief management response. He also thanked her and Mr. Strudgeon for the collaborative spirit used to complete the audit.

Ms. King-Casey began her presentation portion with a thank you to Mr. Strudgeon and his team for the collaborative effort exhibited in the FY22 audit. Per Ms. King-Casey, the FY22 report was released in October, and she thanked individual business units for their contributions to the report's outcome.

Ms. King-Casey emphasized that collaboration, concurrence, and corrective action were the keys to the audit's success, as demonstrated through regular meetings with the APA, the immediate escalation of issues, designation of ownership of issues, and oversight of remedial measures. The result was a reduction of 11 findings. The breakdown of the remaining findings included one (1) new finding and seven (7) status updates in information technology, revenue, and federal compliance. Ms. King-Casey concluded her presentation and yielded the podium to Ms. Nannette Williams, Chief Audit Executive to provide the Internal Audit update.

Ms. Williams began by doing an in-person introduction of Ms. Chassidy Comer, Senior Auditor. The Internal Audit team is fully staffed with Ms. Comer's arrival. Next, Ms. Williams proposed adjustments to the Audit Plan, which was approved at the last meeting, due to other pending office obligations. The proposed adjustment moved the Cashier's Operations Audit to summer 2024.

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Visitor Murray responded that the adjustment was a management decision and did not require board approval. Accordingly, Ms. Williams moved to the next item on her agenda to provide additional context for the adjustment.

Per Ms. Williams, the Internal Audit Office is preparing for its quality assessment review. She explained that the Office of the State Inspector General (OSIG) requires this review every five (5) years. Virginia State University's review is due in FY 25. To prepare for the review, the Internal Audit will conduct its internal review for this current fiscal year, which Mr. Ahmad Lewis will spearhead. This review was not accounted for in the audit plan but will take about a month to complete.

Ms. Williams's next discussion point was to provide the status of ongoing audits. Updates are as follows:

- The procurement audit was started to accommodate changes in the Office of Procurement.
- Mackenzie Scott donation audit is approximately 50% complete.
- APA corrective action plan testing is approximately 40% – 50% complete.
- The cyber security review is approximately 65% - 75% complete.

Ms. Williams concluded her presentation by informing the Committee that the financial statement review is the next project for her office. The review will begin November 20, 2023, and be guided by the financial statement checklist that the APA uses during its review.

Visitor Murray opened the floor to questions from board members. Receiving none, Visitor Murray yielded the floor to President Abdullah. President Abdullah provided closing remarks.

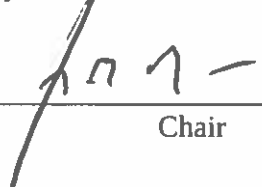
CONCLUDING REMARKS

Visitor Murray concluded the meeting with a brief history of the Committee's origin and appreciation for its development.

ADJOURNMENT

There being no further business, the Chair adjourned the meeting at 3:49 PM.

Approved:



Chair

2/8/24

Date