

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
FACILITIES, FINANCE AND AUDIT
COMMITTEE MINUTES
Thursday, November 10, 2016**

Mr. Michael Flemming, Committee Chair, called the meeting of the Virginia State University (“VSU”) Board of Visitors (“Board”) Facilities, Finance and Audit Committee to order in the Board Room of Virginia Hall on the campus of Virginia State University at approximately 2:00 p.m.

ROLL CALL

A quorum was present.

Committee Members Present:

Mr. Michael Flemming
Mr. Charlie Hill
Mr. Frederick Humphries (*absent*)
Mr. Paul Koonce (*absent*)
Mr. James Stegmaier
Mr. Wayne Turnage (*participated by electronic means*)
Mr. Huron Winstead

Administration Present:

Ms. Joanne Curtis-Taylor, Chief Audit Executive
Mr. Kevin Davenport, Vice President, Finance
Mr. Hubert Harris, Vice President, Administration
Dr. Dale Wesson, Vice President, Research and Economic Development
Mr. Osubi Craig, Special Assistant to President for Special Projects and Strategic Initiatives
Dr. Annie C. Redd, Special Assistant to the President and Board Liaison

Legal Counsel Present:

Ms. Ramona Taylor, Asst. Attorney General/University Legal Counsel

Others Present:

Ms. Adrian Petway, Budget Manager
Mr. Travis Edmonds, IT Specialist

APPROVAL OF AGENDA

The Committee approved the agenda as printed.

REPORTS AND RECOMMENDATION

Finance

Mr. Kevin Davenport presented the Budget to Actual Report as of September 30, 2016, and updates on University's capital projects identified in the construction phase and the planning/design phase as well as maintenance and noncapital outlay projects. Mr. Davenport presented the Capital and Operating Budget requests which were proposed amendments to the 2016-18 biennial budget. Under the capital budget, the University proposes to pool funded projects in categories such as (1) immediate and significant safety, health, regulatory, or environment concern; (2) equipment previously approved for construction; and (3) supplemental funding for projects previously approved. Under the operating budget, the amended budget decision package submissions include increases in appropriation for financial aid. Mr. Davenport's report also included updates on Simms Hall and the state budget cut.

Administration

Mr. Hubert Harris presented a Report on Technology Services which included IT procurements, travel and expense management, staffing update, 2016 audit compliance, and FY 17 VITA compliance.

Internal Audit

Ms. Curtis-Taylor stated that she will not present the Academic Governance over Grade Administration and Graduation Clearance Audit Report at the November 2016 meeting. After discussion with and approval of the Committee chair, the report will be presented to the Board at the January meeting. Ms. Curtis-Taylor presented information to support the resolution for the Fiscal Year 2017 Revised Internal Audit Plan, a follow up report on the status of corrective action plans as of September 30, 2016, and the Internal Audit September 2016 Quarterly Report.

ADJOURNMENT

There being no further business, Mr. Flemming adjourned the meeting of the Committee at 4:00 p.m.



Michael Fleming, Chair

January 31, 2017

Date