

Faculty Council Board of Trustees Meeting Reports – April 25 – 27, 2017

Board of Trustees, Audit Committee – Report submitted by Dennis Booth

Audit Committee

*Stephen Berlin, Chair

*Charlie Lucas

*Anna Folwell

*Rob King

Michael Tiemann, ex officio

Shannon B. Henry, Chief Audit Executive

Amanda Balwah, Staff

Faculty Representative

Staff Representative

Foundation Liaison

*Denotes voting members

I. Call to order and Confirm Quorum

II. Approval of February 7, 2017 Minutes

- *Minutes of Feb. 7, 2017 were approved.*

III. 2016-2017 Internal Audit Plan Activity Update & Completion (*summary*)

- *Powerpoint slides were used to summarize the status of 2017 Internal Audit Engagements: Included below (page 2) are three slides that were included, describing Audit Plan activity this year.*

IV. Other Business

➤ Memorandum of Understanding for Internal Audit Services

- *A draft of a Memorandum of Understanding for Internal Auditor was reviewed. This will be reviewed in mid-May by legal reps and senior management from both.*
- *The document was not provided in advance, so those of us who dialed in to this meeting did not have an opportunity to review it.*
- *The draft was for review only, no action taken.*

V. Closed Session

- *Meeting then moved to closed session; non-essential attendees and representatives dismissed.*

VI. Adjourn

Respectfully submitted – Dennis Gill Booth, at-large member, UNCSA Faculty Council

Prior Years' Findings

Results of past Internal Audit Follow-ups reveal that overall, 88% of previous Internal Audit findings have been resolved. Further, the university has implemented 77% of our recommendations.

UNCSA continues to meet or exceed our target recommendation implementation rate of 70%.

The predominate portion of the outstanding items have been partially resolved or management has made satisfactory progress toward improvements.

Plan Component	Last Milestone*	Progress Status^
IT Operational Review Report	FR	N/A
IT Operations: Mgmt Letter	FR	N/A
1 investigation	FR	N/A
Projects Underway		
Year-end testing (Cash)	FC	Red
1 unplanned review/ Investigation	FC	Red
Renegotiate MOU	DI	Blue
Hiring for UNCSA Auditor & joint investigator	U	Gray

^Progress Status
 Red - Major Delays
 Gray - Some Delays
 Blue - On Track
 Yellow - Not Started

*Milestones - Audit Related
 • (PC) Planning Complete
 • (EC) Entrance Conference
 • (FC) Fieldwork Commenced
 • (FCP) Fieldwork Complete
 • (EXC) Exit Conference
 • (DR) Draft Report Issued
 • (FR) Final Report Issued
 *Milestones - Other
 • (C) Complete
 • (U) Underway
 • (DI) Draft Issued
 • (FI) Final Issued

2017 Internal Audit Plan

Continuing Work (Completion of the FY16 Audit Plan):	
IT Performance Audit	Complete
Facilities: Housekeeping Follow-up	Deferred
FYE16 Cash Count and Receipting Review	In Progress
New Projects for FY2017 (time permitting):	
Human Resources Risk Assessment and Operations	Not Started
Clery Act Compliance Audit - time permitting	Deferred
Environmental Health and Safety - Life Safety - time permitting	Deferred
Investigations and Hot-line Calls:	
Overall contingency	
>IA - CDI	In Progress
>IA - IT Conflict of Interest	Complete
Follow-up to External and Internal Audit Reports:	
IA - Student Life: Mental Health Counseling	Deferred
IA - 2014 Vendor Contracts/Payments	Deferred
IA - Business Continuity/IT Disaster Recovery	Deferred
IA - Housekeeping Survey Report	Deferred
IA - 10-month employee pay	Deferred
Follow-up to any external reports:	
OSA - 2013 INV Report (CIO) - Follow-up	Deferred
NCSEAA - Follow-up to State Financial Aid findings	Deferred
Year End Projects:	
2017 Surprise Cash Counts and Follow-up of previous findings, if necessary	Not Started
Self-Assessment of Internal Controls over Financial Reporting - 2017	Not Started
Advisory/Consulting: Mgmt Letters, RM Memos	
ML - IT Operations	Complete
Kenan Institute - Governance	Complete
Audit Committee	Ongoing
University-wide Meetings/Consults	Ongoing
Assisting External Auditors	Ongoing
Assisting Oversight Agencies	Ongoing
Search Committees	Ongoing
Enterprise Risk Management	Ongoing
UNCAA - CAO and Other Committees	Ongoing
Other Audit Related Hours:	
Risk Assessment and Audit Plan for 2017	Complete
IA Strategy - Outreach, 2016 Assessment, 2017 Activities	Ongoing
Quality Assurance and Improvement, 2016 Assessment, 2017 Activities	Ongoing
Staff Meetings	Ongoing
Administrative:	
Office/Contract Administration	Ongoing

Board of Trustees. Finance Committee – Report submitted by Michael Rothkopf

Kenan Institute update:

Added changes to spending guidelines that allow the use of funds in remote locations.

Financial status of the school regarding the state budget, increased certified budget. Received increases due to new buildings and salaries.

Any possible budget cuts from the state would be trimmed on a

Construction update: Repair and renovation funding have received all funds for R&R. Library funds are in the design stage.

What fraction of our construction budget is a large percentage of the school's budget. R&R funds are for specific projects, if the project comes in under budget, the school has to find a way to spend the remaining funds for that project or related to that project.

Capital Update:

Library Phase 3 changes that need to be made to the new library. Will install new furniture for the library and repurpose the existing furniture for buildings like Gray.

Building a stairway from the commuter lot to the walkway behind and between the Music Building and the new Library.

Freeman Theater will be completely rebuilt.

Catawba Theater will get a new floor and lighting.

Construction will begin in June. Classes, performances and events will be moved for 18 months.

Board of Trustees. Advancement Committee – Report submitted by Michael Rothkopf

Advancement has exceeded its goal this year in Temporarily Restricted funds, mostly funding for capitol projects like Alex Ewing gift to renovate Performance Place. Unrestricted fundraising has improved but is about the same as last year. Permanently Restricted has also improved with about \$1 mil in new donations.

Day of Giving is taking place today.

Staffing,

Major Gift Officer, a recommendation has been made to hire a candidate. References are being checked.

The feasibility study showed 87% thought the stewardship of its funding was excellent.

89% supported the chancellor. 70% supported the BoT. 50% supported the Advancement Office.

93% said we should move forward with the capital campaign.

Michael Tiemann stated that the board should look for an approval rate of 80%. He felt that the people who were polled did not know the BoT very well and that the board should make an effort to raise the visibility of the BoT.

Lindsey Bierman stated that the Endowment needed for the School of Music to be competitive is \$15 mil and \$16 mil is needed for the School of D&P, the two schools with the most competition regarding scholarship funding.

Thomas Kenan suggested that the Ford Foundation is interested in funding large donations to institutions that serve large geographical areas e.g. UNCSA, Winston Salem, Piedmont Triad, North Carolina and the SE United States.

Board of Trustees, Academic Affairs meeting – Report submitted by Betsy Towns

GA strategic plan

David English detailed the requirements of the GA strategic plan which he went over with Faculty council. Michael Tiemann and Mark Land dug into the question of how we might add meaningful substance to our metrics on Areas of Distinction (High School and School of Film Ranking)

Priority, improve, sustain list

Searches

Drama dean
Managing director of performance facilities
Vice Provost and Dean of Acad Affairs
Sr director of research and planning
Chief of police

Ward Caldwell

Summer Upfits

Showers (24)
Rooms
Center stage offline

Student prof development internships btw Kenan and Rebecca Nussbaum's office
Bluegrass song cycle
Garrett Parker two internships with dance companies in NY
Yasha Boradetski performing arts

Graduation 245 college grads and 119 high school seniors for 2017

Tareake Ramos reported on SGA review of their constitution and implementation of procedures to follow that constitution.

Karen Beres reported on faculty rank and contract review, as well as the new interfolio system that will allow faculty to

From **Jason Romney** Chris Bono came and worked with students on techniques for presenting themselves and their work.