

**UW System Board of Regents  
Audit Committee  
UW-Green Bay  
University Union, Room 103  
Green Bay, Wisconsin**

**April 7, 2016**

**MEETING OF THE AUDIT COMMITTEE**

The meeting of the Audit Committee was called to order at 9:15 a.m. by Chair Regent Michael Grebe. Roll call was taken and Regents Grebe, Farrow, Mueller, Pruitt, and Whitburn were in attendance.

**I.5.a. Approval of the minutes of the December 10, 2015 meeting of the Audit Committee**

Upon the motion of Regent Whitburn and the second of Regent Farrow, the Committee unanimously approved the minutes of the December 10, 2015 meeting.

**I.5.b. Discussion of Recently Issued Reports**

Paul Rediske, Audit Director, briefly reviewed highlights of the NCAA audit reports for UW-Milwaukee and UW-Parkside. While the audits are required by the NCAA, the focus is on proper accounting of revenues and expenses, not compliance.

Steve Mentel, Audit Director, briefly reviewed the audit reports that were issued since the last meeting including three Cash Handling Audits for UW-La Crosse, UW-Platteville, and UW-Whitewater, the Purchasing Card Continuous Auditing Letter for all institutions, the International Education Audit for UW-Platteville, and six Grading Data Security reports for UW-La Crosse, UW-Platteville, UW-River Falls, UW-Stevens Point, UW-Superior, and UW-Whitewater. Additional discussion followed regarding cash handling, purchasing cards, and grading data security. The Regents indicated it is imperative that we have strong security around the grading process and ensure that faculty members issue grades on time.

Regent Grebe welcomed representatives from UW-La Crosse where they have implemented a Cash Handling Training and Certification Program for all current and new employees. Vice Chancellor Bob Hetzel, Controller Sandy Chapman, and Internal Auditor Carol Christnovich shared program objectives, the implementation process, plans for ongoing monitoring, and program outcomes to date. The program has been well received on campus.

**I.5.c. Management Response Progress**

Regent Grebe emphasized the importance of the Audit Committee's oversight role in ensuring management is completing the recommendations identified during the audit process. Mr. Mentel provided a summary of progress management has made toward resolving the

comments and recommendations included in audit reports from the 2014 audit plan. Committee members offered support to the Office of Internal Audit as they continue to monitor the development of data security policies as this is critical to the System as a whole.

**I.5.d. Fiscal 2016 Audit Plan Progress**

Ms. Stortz briefly reviewed a document summarizing the status of audits that were approved as part of the fiscal 2016 audit plan. She expects the plan will be completed with the exception of the IT audits which have been deferred as previously discussed.

**I.5.e. Report of the Chief Audit Executive**

Ms. Stortz provided a brief update on the hotline noting that the process for handling reports is working well. The number of reports received to date is below what was estimated at the time of implementation. There were no instances of fraud or theft and no formal personnel actions were taken as a result of the incidents reported.

Ms. Stortz reported that the annual risk survey will go out next week to approximately 200 key leaders within the University System. Survey results are used to develop the FY2017 Audit Plan.

The meeting was adjourned at 10:12 a.m.

Respectfully Submitted,



Renee Thums  
Recording Secretary