

Minutes
Board of Trustees
Audit, Operations Review, Compliance and Ethics Committee
University of Central Florida
Live Oak Center
July 26, 2012

Trustee Jim Atchison, chair of the Audit and Operations Review Committee, called the meeting to order at 9:18 a.m. Trustees Ida Cook, Alan Florez, and Harris Rosen were present.

MINUTES

The minutes from the September 28, 2011, and January 26, 2012, meetings were approved as submitted.

NEW BUSINESS

College of Medicine Self-Insurance Program Financial Statement Audit

Amy Voelker presented the program's financial statements to the committee as they were not received in time to discuss with the DSO results at the January 2012 meeting. This was a clean audit, with an unqualified opinion, no management letter comments, and no instances of non-compliance or control deficiencies.

2012-12 Work Plan

Amy Voelker also presented the Internal Audit work plan for the fiscal year 2012-13. It is the intention of the department to cover approximately 1/3 of the 60 identified auditable units each year. In addition, advisory services and investigations will continue as needed. Reports will be provided to the trustees as they are completed. Additionally, in response to the situation at FAMU, Dr. Schell has been given access to electronic workpapers to ensure additional transparency in the workflow.

University Compliance, Ethics, and Risk Management Program update

Rhonda Bishop updated the committee on the hiring of a Director of Compliance and Risk Management. Additionally, the Federal Department of Education has been conducting an off-site compliance review of university policies in response to the Clery Act. Materials have been provided as requested and the university was commended for taking a proactive approach. On-campus Clery Act training is currently in progress, Clery Act Pocket Guides are available for university members, the UCF Police Department has hired a full-time Clery Coordinator, and the UCF Athletics Association has been involved in training to provide education for all coaches and Athletics staff.

UCFAA Compliance Program update

Rhonda Bishop also gave a brief update on the communication and coordination of University and Athletics compliance. There is a weekly meeting with the Assistant Athletics Director of Compliance and Rhonda is involved in the day-to-day operations. The Assistant Athletics Director and Rhonda

also meet with President Hitt quarterly. The UCFAA compliance office is in the process of expanding from 3 to 5 employees, and the new compliance software is in the final stages of implementation. It is expected to be complete by late August and will centrally monitor UCFAA compliance and interact directly with various UCF departments. Booster brochures outlining compliance rules and regulations will be provided to all ticketholders for education.

Protection of Vulnerable Persons

Protection of Vulnerable Persons, House Bill 1355, is a new law Governor Rick Scott signed into law in April in response to the incidents at Penn State University. The law makes changes to existing child abuse laws and reporting requirements and goes into effect on October 1st. Specifically, there is a provision specific to higher education which imposes a fine up to \$1 million for failing to report child abuse or neglect that occurs on campus. The Office of the General Counsel has added new language to summer camp contracts.

The meeting adjourned at 9:42 a.m.