



UNIVERSITY OF CENTRAL FLORIDA

**Board of Trustees  
Audit and Compliance Committee Meeting  
November 19, 2020  
Virtual**

**MINUTES**

**CALL TO ORDER**

Trustee Joseph Conte, Chair of the Audit and Compliance Committee, called the virtual meeting to order at 10:00 a.m. Vice Chair David Walsh was present. Committee members Joseph Harrington, Michael Okaty, and Bill Yeargin were present. Chair Seay, Vice Chair Martins, and Trustee Bradley were in attendance.

**MINUTES APPROVAL**

The minutes from the August 12, 2020, meeting were approved as submitted.

**NEW BUSINESS**

**Compliance and Ethics Program Plan (AUDC-1)**

Rhonda Bishop, Vice President for Compliance and Risk presented the revised Compliance and Ethics Program Plan for approval by the Committee. A summary of revisions included adding additional policies, mandatory compliance training, and multiple housekeeping items and minor edits. Chair Conte called for a motion to approve the plan, the Compliance and Ethics Program Plan was approved unanimously.

**University Compliance, Ethics, and Risk 2020 Annual Report (INFO-1)**

Bishop provided highlights on the University Compliance, Ethics, and Risk 2020 Annual Report. The highlights included the efforts made by the Emerging Issues and Crisis Response Team; training efforts with approximately 69,000 courses completed; and the increase in reports received through the IntegrityLine.

**2020-21 Compliance and Ethics Work Plan Status (INFO-2)**

Bishop provided the 2020-21 Compliance and Ethics Work Plan Status with a summary of projects and activities completed during July 1, 2020, through September 30, 2020. Bishop provided an update on the completion of the mandatory online Code of Conduct training, conflict of interest disclosure process and policy, and the status of the five-year program review.

Compliance, Ethics, and Risk Update (INFO-3)

Bishop gave an update on NIST 800-171 compliance and the Department of Defense's requirement for self-certification as part of the Cybersecurity Maturity Model Certification program.

Bishop also provided an update on a compliance review and investigation by the National Science Foundation, the U.S. Department of Energy, and the National Aeronautics and Space Administration. Bishop informed the committee that the university is listed on the Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor's workplan for an audit and provided a status on compliance with President Trump's Executive Order Combating Race and Sex Stereotyping which is administered and enforced by OFCCP.

University Internal Audit Update (INFO-4)

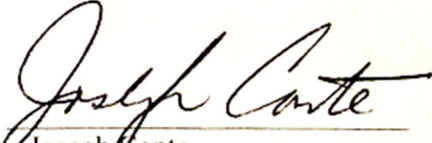
Robert Taft, Chief Audit Executive, provided the University Internal Audit Department status update. Taft gave highlights on recently completed projects and reviews which included the Business Incubator Program audit, carry forward expense review, the IMEC contract performance review, and the Roth Athletic Center construction project review.

Taft discussed current projects including the new Auxiliary Expense Reporting Committee which is establishing new processes and standardized reports to be used by the university. Additional current projects include the UCF Health audit and the CARES Act funding review. He also gave updates on upcoming projects such as reviews of UCF Libraries, Contract and Vendor Management, the Data Center strategy, and the "real time" review of the Knight Vision ERP project. Taft highlighted two university policies: 2-008.1 Internal Control and 2-012.1 Whistle-blower Determination and Investigation.

Chair Conte was disconnected from the meeting at 10:56 am and Vice Chair Walsh moderated the remainder of the meeting.

**ADJOURNMENT**

Vice Chair Walsh adjourned the Audit and Compliance Committee meeting at 10:57 a.m.

Reviewed by:  2-11-2021  
Joseph Conte  
Chair, Audit and Compliance Committee Date

Respectfully submitted:  2-16-2021  
Janet Owen  
Associate Corporate Secretary Date