

## MEMORANDUM

DATE: November 28, 2012

TO: Board of Visitors Audit Committee  
Barry M. Kornblau '71, Chair  
Frank Batten, Jr., Vice Chair  
David L. Bernd (*ex-officio*)  
Pamela C. Kirk '88 (*ex-officio*)  
Jeffrey W. Ainslie '83  
Kenneth E. Ampy '90  
Dee D. Gilmore

FROM: David F. Harnage  
Chief Operating Officer

SUBJECT: Meeting of the Audit Committee – Thursday, December 6, 2012

The Audit Committee of the Old Dominion University Board of Visitors will meet on Thursday, December 6, 2012, from 8:00 a.m. to 9:00 a.m., in the James/Lynnhaven River Rooms in Webb University Center. The agenda for the meeting is noted below.

### AGENDA

- I. Approval of Minutes – The Committee will consider a motion to approve the minutes from the Audit Committee meeting held on September 13, 2012.
- II. Report from the Internal Auditor – Deane Hennett, Internal Audit Director, will report on the following items:
  - A. New Commonwealth Inspector General and Statewide Audit Issues
  - B. Note of Audit Projects In Process
    1. Environmental Health and Safety
    2. Office of Student Activities and Leadership
    3. Special Projects
    4. Continuing Initiatives

III. Closed Session Items:

- A. Anticipated Audit Reports and Issues (Closed Session):
  - 1. Parking Services
  - 2. Banner Controls
  - 3. President's Office
  - 4. Collection Agency Contract Review