

May 26, 2017

MEMORANDUM

TO: Board of Visitors Audit Committee

Fred Whyte, Chair
Frank Reidy, Vice Chair
Carlton F. Bennett (*ex-officio*)
Lisa B. Smith (*ex-officio*)
Mary Maniscalco-Theberge '78
Donna L. Scassera
Robert M. Tata '86

FROM: David F. Harnage
Chief Operating Officer

SUBJECT: Meeting of the Audit Committee – Thursday, June 8, 2017

The Audit Committee of the Old Dominion University Board of Visitors will meet on Thursday, June 8, 2017 from 8:00 a.m. to 9:00 a.m., in Committee Room A (Room 2203) of Broderick Dining Commons. 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 Thursday, April 27, 2017.
- II. Report from the Office of the Auditor of Public Accounts – Jacob Mair, APA In-Charge and LaToya Jordan, APA Project Manager
- III. Report from the Internal Audit Director – Amanda Skaggs, Internal Audit Director
 - A. Internal Audit Department Update
 1. Active Audit Projects
 - a. Facilities Management
 - b. Confucius Institute
 - c. Accounts Receivable: Cashiering, Student Billing and Touchnet
 - d. General Accounting
 - e. Banner Document Management System
 - f. Institutional Equity and Diversity
 - g. Frank Reidy Research Center for Bioelectrics
 - h. Darden College of Education

2. Annual Risk Assessment

3. Motion to Modify 2017 Internal Audit Plan and
Approve Proposed 2018 Internal Audit Plan

B. Presentation of Completed Audit Reports

1. SoBran Facility Operations

2. Frank Batten College of Engineering and Technology

IV. Adjournment