

FINAL – APPROVED BY THE COMMITTEE 4/24/14

**OLD DOMINION UNIVERSITY
BOARD OF VISITORS**

**AUDIT COMMITTEE
Thursday, December 5, 2013**

MINUTES

The Audit Committee of the Board of Visitors met on Thursday, December 5, 2013 in the James/Lynnhaven River Rooms of Webb University Center on the Norfolk campus. Present from the Committee were:

Dee Gilmore (Chair)
Jeff Ainslie
Marc Jacobson
Barry M. Kornblau (ex-officio)
Judy O. Swystun

Also present were:

John R. Broderick	David F. Harnage
Robert L. Fenning	Luke Hillier
Velvet L. Grant	Donna Meeks
Rhonda Harris	R. Earl Nance
Deane Hennett	James D. Wright
	September Sanderlin

The Chair called the meeting to order at 8:31 a.m. Mr. Ainslie moved to approve the minutes from the September 26, 2013 meeting. Ms. Swystun seconded the motion and the minutes were unanimously approved by all members present and voting. (*Ainslie, Gilmore, Jacobson, Kornblau, Swystun*)

Mr. Deane Hennett, University Internal Auditor, informed the Committee that the Commonwealth Inspector General's Office has asked a group of state auditors to create a peer review program for the internal audit departments in the Commonwealth. ODU's peer review is expected to be completed by the end of February or early March.

Projects underway include audits of Financial Aid, Budget Office, IT Controls, annual review of the President's Office expenditures, College of Business and Public Administration and other special projects.

Mr. Ainslie read a closed session statement and moved to convene in closed session. Ms. Swystun seconded the motion. The Committee received in closed session, details of recent audits and reviews performed in Administration and Finance and the President's Office.

Specifically covered were audits of banner key controls, the President's Office, status reports on special projects and prior audit recommendations. Additionally, Rhonda Harris, Old Dominion University Chief of Police, discussed the requirements of the Code of Virginia related to the University's Crisis and Emergency Management Plan.

The Committee reconvened in open session. The Chair read the certification statement for the closed session. The certificate was unanimously approved and agreed upon by all members present and voting. (*Ainslie, Gilmore, Jacobson, Kornblau, Swystun*)

There being no further business, the meeting was adjourned at 8:58 a.m.