

### **3. Review of Summary of Campus Internal Audit Activities for FYE June 30, 2015**

**Lynne Sanders**

**Situation:** Annually, the Audit Committee of the Board of Governors reviews a summary of campus internal audit activities for fiscal year.

**Background:** In November 2005, the Board adopted the recommendations of the Best Financial Practices Task Force. As part of those recommendations, a summary of campus internal audit activities is prepared for review by the BOG Audit Committee.

**Assessment:** The internal auditors have updated their internal audit plans as needed to meet the changing demands of their campuses and have provided an update of the actions taken on items included on the original approved plans and the changes made during the year. A summary of these activities has been prepared for your information.

**Action:** This item is for information only



# Annual Report on Internal Audit Activities

2014-2015

University of North Carolina

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## Introduction

On behalf of the internal audit functions within the University of North Carolina system, we are pleased to present the Annual Report on Internal Audit Activities for the fiscal year ended June 30, 2015. This report highlights the work and accomplishments of our internal audit departments across the University of North Carolina system for the period July 1, 2014 through June 30, 2015. The Annual Report contains the following sections:

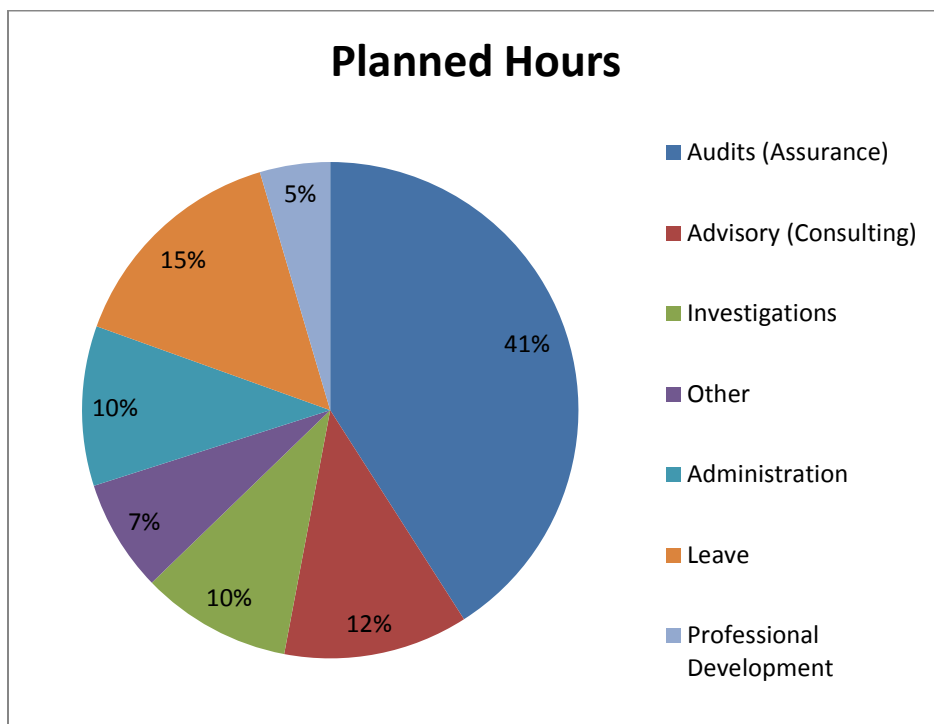
- A summary of **the Planned Audit Hours for the 2014-15 fiscal year** as approved by campus Boards of Trustees and the Board of Governors Audit Committee.
- A summary of **Actual Audit Hours Completed for the 2014-15 fiscal year** as reported by the campus Chief Audit Officers.
- An overview and **Internal Audit Report Highlights** of audits performed in the 2014-15 fiscal year.
- An overview of **Internal Audit's Participation in University Initiatives** including external audit support, committee participation and consultation, and collaborative engagements.

As with most public institutions of higher education, The University of North Carolina must constantly balance meeting its strategic objectives in consideration of available financial resources while at the same time maintaining a consciousness of risks that permeate the environment of higher education. Risks can result from regulatory changes promulgated by state, national and international regulators as well as the Board of Governors through UNC Policy change. Risks are also introduced into the environment when there is turnover of key executives and/or financial staff and when there are new system implementations or changes to existing IT infrastructure and IT security vulnerabilities.

While designed to promote a sense of order and control over behavior and conduct, new guidelines, rules, regulations and professional standards can present challenges in the University operating environment as well as to internal audit professionals. All parties must be responsive to the changes and remain aware of the impact on the overall risk profile that they bring. Internal auditors are key players in partnering with management to help create a risk-conscious climate and ensuring that risks associated with these constant changes are mitigated by thorough review and evaluation. By developing and implementing risk-based audit plans, internal auditors are focused on those areas where risks and materiality of exposure is greatest and offer feedback to management.

### Planned Audit Hours for the 2014-15FY

In October 2014, campus internal audit plans were presented to the Board of Governors (BOG) audit committee for approval. Planned assignments ranged from financial, compliance and operational audits to reviews of general internal controls as well as information system controls. Based on the chart presented below, the majority of the planned work was in the area of audits (assurance) and advisory (consulting) (consulting).

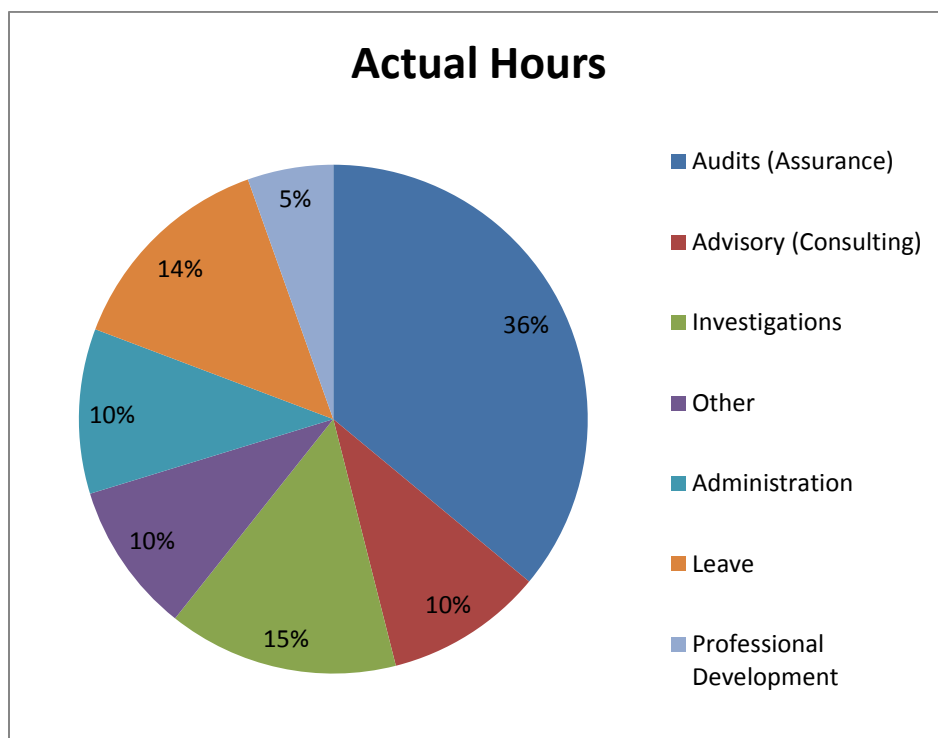


Annual internal audit plans are developed on each campus and result from a comprehensive risk-based analysis of specific operations in relation to campus operations as a whole. Once a plan is drafted on campus, it is forwarded to campus leadership for review and approval. Ultimately, the plan is presented to and approved by the campus Board of Trustees' audit committee. As per the BOG audit committee charter, these plans are then forwarded to UNC-GA for BOG audit committee approval.

## Actual Audit Hours Completed for the 2014-15FY

In contrast to the previous chart which highlighted planned audit work for the 2014-15FY, the chart on this page presents the results of actual audit work for the 2014-15FY. Rarely will planned effort be exactly the same as actual effort. This is due to the fact that an internal audit plan is dynamic. It can, and most likely will, change based on crisis situations or changing circumstances on a campus. The Chief Audit Officers must continuously respond to new and/or changing risk factors on their campus. Accordingly, original plans may have to be changed and updated.

In capturing actual audit work completed in relation to planned assignments, the area of most change is in the area of special investigations. Ten percent of the total number of audits planned was in the area of special investigations. Once audit plans were completed, fifteen percent of the time spent on audit reports was related to special investigations. Special investigations generally arise without warning and are very time sensitive. Accordingly, plans to conduct audits in other areas may have to be deferred or cancelled from the original annual plan so as to accommodate the need to pursue investigative matters. Responsiveness to the need to conduct more investigative audits resulted in fewer hours spent on other audits.



## Internal Audit Report Highlights

Between July 1, 2014 and June 30, 2015, internal audit departments across the University of North Carolina system:

- Completed audit, advisory services and investigations resulting in 244 reports (Appendix) that produced 335 recommendations (Attachment) for improvements to internal controls. Corresponding Management Corrective Actions were identified and agreed upon by campus leadership.
- Completed 61 written follow-ups on prior year reports with audit findings. In addition, campus internal audit departments conducted numerous follow-ups that resulted in email or a memorandum communication rather than formal reports.

Internal audit efforts from all of our campuses over the past fiscal year, including investigations, yielded common internal control issues. While these issues were not present at all of our campuses, some of the most prevalent themes of internal control issues are listed below. Many of these issues are subject to specific management corrective actions in the environment where the issues were identified and follow-up on these issues will be conducted in subsequent years. As required by the BOG Audit Committee Charter, Attachment I includes a detailed listing of all audit findings reported by our campuses and the current status of resolution.

### Information Technology

Information Technology audits were performed to either review the controls related to Information Systems or investigate information technology related concerns. The audits resulted in findings including, but not limited to, opportunities to improve IT project management, tracking and reporting; business continuity management, opportunities to strengthen controls in the IT Procurement process; and lack of internal control over computer accountability. Campuses reporting issues associated with Information Technology are currently working towards resolving the items identified.

### Assets

Several audits performed found opportunities for improvement over internal controls of assets. The audits resulted in findings including, but not limited to, lack of controls to ensure information system assets are adequately protected from fire damage, lack of documentation of fixed asset relocation, and missing asset tags. Campuses reporting issues associated with assets are currently working towards resolving the items identified.

### Use of University Resources

Between July 1, 2014 and June 30, 2015, there were twenty-eight special investigations that resulted in sixty-two findings. Several of the special investigations were related to use of university resources. The audits resulted in findings including, but not limited to, lack of administrative oversight, using University resources for secondary employment, undisclosed secondary employment/external professional activities for pay, and using computing resources and work time to browse social media sites. Campuses

reporting issues associated with use of University resources are currently working towards resolving the items identified.

## **Internal Audit's Participation in University Initiatives**

Campus Internal Audit departments have continued to partner with management to support key initiatives and priorities for their respective campuses. This section highlights some of the key areas in which internal audit has participated and/or provided support.

External Audit Support - The Office of the State Auditor (OSA) performs annual audits of each University within the UNC system. These audits include financial statement audits and statewide federal compliance audits. The OSA also conducts investigative reviews and Information Technology audits as the need arises. On most campuses, the Chief Audit Officers meet and work with the State Auditors on an as needed basis to assist during the external audit process. The level of involvement will vary by campus; however, the Chief Audit Officers and their audit teams are ready to respond to requests for assistance. On the back-end of audits from the Office of the State Auditor, if audit findings are reported in the published report for the campus, Chief Audit Officers are involved in performing a 90-day follow-up to ensure that satisfactory progress is being made towards remediation of the issues reported.

Committee Participation and consultations – The expertise provided by the Chief Audit Officers and other professional internal audit staff is invaluable to the campus in the form of committee participation and consultations. The following highlights just a few opportunities, of many, where the internal auditors are involved:

- Involvement with Enterprise Risk Management (ERM) – Involvement with ERM differs from campus to campus. Some campuses have defined ERM programs while others are just beginning the ERM process. At a campus with an established ERM program, Internal Audit is part of the ERM Committee and has a standing place on the agenda to talk about risks, systemic issues, and internal controls that can be implemented. ERM and Internal Audit also work together on a number of projects as issues arise. One campus considers ERM, Internal Audit, and University Counsel as a risk team. The risks that ERM identifies are considered in the development of the Internal Audit plan.
- Student Development, Health, and Wellness (SDHW) Risk Management Consultation – Internal Audit at NCSU is facilitating within individual units on campus to help develop an ERM strategy. SDHW volunteered to be the first unit to go through the process in this special campus-wide project.
- Data Security and Stewardship Committee at WCU – The Committee meets monthly to oversee the implementation of a campus Data Security and Stewardship policy. The Chancellor, Provost, Vice Chancellors, General Counsel, and the Director of Athletics, or their designees, are the institutional Data Stewards. The Data Stewards are responsible for ensuring the appropriate handling of the enterprise-level data produced and managed by their division/unit, including the classification of data and the authorization of access. The Internal Auditor attends the



committee meetings and provides input to help the campus avoid problems before they occur. An added benefit is that the Internal Auditor receives updates on important developments across campus that she may not have known about otherwise.

- Enterprise Resource Planning (ERP) – At UNC-CH, a new ERP system was implemented in October 2014. As this action took place, the Internal Audit Office served, in a limited capacity, in a consulting and advisory role to assist management. It is crucial for the University to recognize the risks and define appropriate implementation strategies. The role of Internal Audit included: Participated in steering committees and sub-committees to provide comments and best business practice scenarios; ensured previous systems data was available and maintained with adequate safeguards, reviewed documentation, evaluated the planned permission granting within the system; verified that a detailed contingency plan existed; and assisted with training.
- Information Assurance Subcommittee – UNCC’s Information Assurance Subcommittee is a key element in the university IT governance structure. This subcommittee meets monthly to discuss emerging IT security and compliance issues, develop and approve campus level IT policy, standards and guidelines, and identify improvements to staff collaboration and coordination. The CAO at UNCC provides a perspective on potential compliance, effectiveness and efficiency concerns with the proposals presented. Since the members include the IT directors from the major subunits of the campus, it also allows the CAO to develop positive relationships with those who will be sitting across the audit interview table at some future point. Plans to conduct audits in export controls and data use agreements have come from this group. The subcommittee also provides these directors with an opportunity to openly discuss their concerns and issues with their peers and to share practices and procedures.

### **Collaborative Engagements**

- Through Memorandum of Understanding arrangements, three campuses provided Chief Audit Officer services to other campuses. These arrangements include: ECU providing Chief Audit Officer services to ECSU; UNC-GA providing Chief Audit Officer services to NCSSM; and WSSU providing Chief Audit Officer and Internal Audit staff services to UNCSA.
- The Chief Audit Officer at East Carolina University participated in a search committee for the hiring of an Internal Auditor for the City of Greenville.
- Through a Memorandum of Understanding arrangement, ECU assisted UNCP with investigative audit work by performing forensic analyses of computers utilizing *EnCase* forensic software to investigate alleged employee misconduct. UNCP has a smaller internal audit shop and does not have the resources available to perform this level of work as a stand-alone campus. The services provided by ECU to UNCP proved to be beneficial in producing forensically sound evidence to support allegations of misuse of state property (computers).
- UNC Chapel Hill’s Office of Internal Audit hosted an *Establishing Risk Management and Controls for State Government* webinar for university employees. This webinar was also attended by internal audit staff from North Carolina Central University; auditors from other UNC schools and UNC General Administration.

- Collaborations also take place within campuses themselves. At UNCG, the Systems and Procedures group in the Financial Services department provides technical expertise with data analysis programming to the Internal Audit department. At UNCA, an Information Technology employee is assigned to assist the Internal Auditor with audits that have a technical aspect.

## **Internal Audit – Being Responsive to Change**

Just as the University environment is one of continuous change, so is the internal audit profession. Chief Audit Officers, along with their audit teams, must constantly stay apprised of changes in the regulatory environment (both at the state and federal level) and be responsive to emerging risks on their campuses. These emerging risks may be slow growing or they could rapidly infiltrate the campus culture and environment. Part of the adaptability to addressing these risks lies in the way in which internal audit work is conducted and how internal audit shops are managed. This section outlines the status of work of our internal audit function across the University.

Use of Technology in Internal Audit Projects - The forensics tool, *Encase*, is a powerful tool that can provide forensically sound evidence when an internal auditor is conducting an investigation. In addition to this type of tool, seven of our internal audit departments use automated software to manage and store workpapers that are created through the engagement process. Ten campuses use data analytics tools such as Active Data for Excel, ACL and IDEA.

Communication – Given the decentralization of the internal audit functions across the University, communication standards and protocols are essential in ensuring professional development and sharing of challenges and ideas for seeking solutions and addressing campus needs. With the exception of months when other university-wide internal audit events are taking place, a monthly conference call is facilitated by the Vice President for Compliance and Audit Services at UNC-GA with the campus CAOs. Agendas are prepared and include standing reports from the NC Office of Internal Audit, the Lead CAO for the Internal Audit Advisory Team and the President of the UNC Auditors Association. In addition, the Vice President for Compliance and Audit Services at UNC-GA provides miscellaneous information related to updated or new UNC Policies, reports from the Board of Governors Audit Committee, status reports from the University Business Compliance Program and any other relevant information to the Chief Audit Officers that will be beneficial in the conduct of their work.

In addition to the monthly conference calls, an annual conference is hosted by a campus or region of campuses that provides up to 12 hours of continuing professional education to participants. Also, in May 2015, UNC-GA sponsored the second annual Chief Audit Officers Retreat held in Chapel Hill. All Chief Audit Officers attended and had the opportunity to earn 5.5 hours of continuing professional education as well as to have working sessions to discuss key performance indicators for internal audit and discuss “lessons learned” as a result of recent Quality Assurance Reviews and marketing Internal Audit.

Professional Development – Per *International Standards for the Professional Practice of Internal Auditing* section 1230 – Continuing Professional Development, “Internal auditors must enhance their knowledge, skills, and other competencies through continuing professional development.” A Certified Internal Auditor (CIA) who is performing internal auditing functions must complete a total of 40 hours of

acceptable CPE every calendar year. Certified Public Accountants (CPAs) are required to complete 40 hours of CPE hours, including at least two hours of regulatory or behavioral professional ethics and conduct by December 31 of each year. Thirty-six internal audit staff has professional certifications. All met the professional requirements expected by their governing body.

Staffing – As of June 30, 2015, Internal Audit across the UNC System had 46 Full-Time Employees, 2 Part-Time Employees, 1 contract employee, and 7 interns.

This concludes the University of North Carolina Annual Report on Internal Audit Activities for the fiscal year 2014-15. If you have any questions, please contact Lynne Sanders, Vice President for Compliance and Audit Services, at 919-962-4610.

## **APPENDIX 1- Summary of Reports Issued between July 1, 2014 - June 30, 2015 by Campus**

### ***Appalachian State University***

Monthly Fund Reconciliations Review (4)  
Misuse of State Resources  
Annual Risk Assessment  
Financial Statements of the Appalachian Real Estate Holdings  
Quarterly Reviews of Travel Reimbursements (4)  
Reviews of Fixed Assets (3)  
Housing Financial Audit  
Procurement Card Review (4)  
Supplemental Pay Compliance Audit  
Soccer Camp Operational Audit  
New River Light and Power Company  
College Star Compliance Audit  
Review of Foundation Disbursements (3)  
Department of Athletics' Attendance Investigation - Circumvent Facility Policy  
Risk Assessment Fixed Assets  
Athletics Financial Audit  
Federal Work-Study

### ***Elizabeth City State University***

Management Letter-2nd Follow Up OSA Investigative Report  
Management Letter - Conflicts of Interest and Commitment Policy Review  
Business and Cash Management Practices  
Management Letter-Home Depot Grant  
OSA Single Audit Follow-Up

### ***East Carolina University***

Use of University Resources (9)  
Engagement Follow Up - BSOM Medical Malpractice Insurance Purchase Process  
Engagement Follow Up - Ryan White Grant Program  
Follow Up Letter on Anti Nepotism  
Integrated Review Department of Human Resources  
Materials Management Purchase Order and Requisition Tracking  
Lucille Gorham Intergenerational Community Center

### ***East Carolina University (Continued)***

2014 Information Technology Disaster Preparedness and Functional Units Business Continuity Planning  
Engagement Follow-Up Audiology Clinic Patient Billing and Collection Process  
Grant Management Allegations  
Integrated Review Parking and Transportation Services  
Engagement 2nd Follow Up - Clinical Trials  
Operational Audit-Department of Physical Therapy  
Engagement Follow-Up - IT Network and Mobile Controls Implementation Projects  
Final Follow-Up - University Policy Manual  
Engagement Follow-Up - HIPPA Systems Security  
Review of Progress on PCI DSS Gap Analysis  
Information Technology (IT) and Data Governance  
Engagement Follow-Up-ITCS Firewall Review  
Engagement Follow-Up-Ryan White Grant Program  
MCAA Compliance - Financial Aid  
ECU Physicians Pharmacy  
Employee Resource Use, Conflict of Commitment, and Research Review  
Private Athletic Camps-New Model  
Engagement Follow-Up - Department of Athletics Operational Review  
Engagement Follow-Up - ECU Physicians Manual  
University Cash Drawers  
Operational Audit Report ECU School of Dental Medicine Construction Project

### ***Fayetteville State University***

Assessment of Internal Controls, Audit Report Number FSU 15-01  
Follow Up Audit Report State Auditors Financial Statements Audit  
Final Report Gift Card Purchases  
Audit of Construction Contract Administration  
Follow Up Audit report Title III Higher Education Institutional Aid Program

**North Carolina A&T State University**

Hotline Allegation Employee Misuse of Federal Funds  
Quarterly Surprise Cash Counts (4)  
Treasurer's Office Year-End Cash Count  
Year End Inventories  
Review of assessment of internal controls over financial reporting for FYE June 30, 2014  
Follow Up Audit: Allegation of Irregular Business Practices at the Child Development Laboratory  
Investigation Allegation - inappropriate activity by an employee  
Review of the University Change Management Process  
Review of the University's Non-Fixed Assets  
Allegation-Employee falsified reported leave taken  
Irregular fuel transaction patterns in a University Department  
Questions Surrounding the Hiring & Salary of a Former Employee in a University Department  
Allegation that a faculty advisor misappropriated student organization funds  
Hotline Complaint - Falsification of Company Records  
Conflict of Commitment Involving a Faculty Member  
Athletics Rules Compliance Review Follow-up Audit

**North Carolina Central University**

Follow Up of State Auditors 2014 Investigative Review  
Year End Inventory  
Non-Gift Revenue Review  
Summer Camp Follow-Up Review  
Chancellors' Office Review  
Athletics Volleyball Review  
Band Review (4)  
Special IT Review - Law School  
Residential Review  
Hospitality and Tourism Review  
University Testing  
Vice Chancellor for Student Affairs Temporary & Student Employee Review  
Athletics Review

**North Carolina School of Science & Mathematics**

Status of SCSSI Financial Audit Findings

**North Carolina State University**

Internal Controls over University Procurement Card Purchases  
Audit of Cooperative Extension Services - Poultry Extension Investigation  
Non-Instructional Summer Salary Compliance Audit-Summer 2013 Effort Reporting with Travel  
CALS NC 4-H Extension Horse Husbandry

**University of North Carolina at Chapel Hill**

Department of Environmental Sciences and Engineering in the School of Public Health  
Department of Neurology  
School of Dentistry Review  
CABS (Central Air Billing System) as Advance Payment  
Sponsored Award Management  
Review of Previously Issued Audit Findings  
Electrical Distribution Services  
University Development Follow-Up

**University of North Carolina at Asheville**

Allegations of university employee mismanagement, waste & abuse  
Campus-Wide Cash Collections  
Internal Audit Hotline Report – Travel

**University of North Carolina at Charlotte**

Export Controls  
Review of Administrative Operations - University College  
Review of Selected Petty Cash and Change Funds  
Inappropriate Hiring Practices  
Advancement Division, Business Operations  
Administrative Review of the College of Engineering  
Inappropriate use of Comp Time  
3rd Party Vendor Management  
Inappropriate Hiring Practices in Campus Police  
Embezzlement from Student Club  
SEVIS Compliance

**University of North Carolina at Charlotte  
(Continued)**

Accounts Payable Operations  
Continuing Education inappropriate contracting,  
Investigation  
Housing and Residence Life Meal Card  
Accounting, Investigation  
Housing and Residence Life Operations  
Optics Center and Physics Dept Grant  
Transactions, Investigation  
Purchase Card Transactions Review  
NCAA Compliance - Recruiting  
Results of Data Use Agreement (DUA)  
Verifications  
IT General Controls  
Cash Management  
NCAA Compliance – Football Attendance  
Verification

**University of North Carolina General  
Administration**

Follow-up - FRS/HR Access Control Audit  
Follow-up -President, Vice President & Chief of  
Staff Expenses  
Follow-up UNCTV Purchase Card Audit

**University of North Carolina at Greensboro**

Weatherspoon Arts Foundation Inventory  
Senior Administrator's Travel  
Office of the State Auditor Investigative Report  
Resolution - Senior Administrator's Travel  
State Property Reporting of Misuse-Theft  
Intercollegiate Athletics - NCAA Agreed Upon  
Procedures  
Alumni Association of the University of North  
Carolina at Greensboro

**University of North Carolina at Pembroke**

Investigative Audit of Misuse of Property -  
Healthy Start Van

**University of North Carolina School of the Arts**

UNCSA Business Continuity Management  
Program  
Business Continuity Management –  
Management Letter  
Cash Count and Receipting Review

**University of North Carolina at Wilmington**

ITS Developer Reorganization  
University Advancement Review  
Campus Life Review  
UNCW Police Follow Up Review  
Athletics Follow Up Review  
Friends of the University of North Carolina at  
Wilmington, Inc.  
Distance Education Review  
College of Health and Human Services Follow  
Up Review  
Facilities Store Consultation Final Memo  
Chiller Disposal Investigation  
Purchasing Review  
Graduate School Review  
University Advancement Follow Up  
Internal Quality Assurance Review

**Western Carolina University**

Petty Cash Reviews (25)  
Business Continuity Plan Reviews (17)  
Fixed Asset Reviews (9)  
Hotline Regarding Administration and Finance  
Library Audit Report  
Campus Police  
Purchasing Card Transaction Testing  
Final Audit Report Pre Award Grants  
Investigation of Bookstore and Catamount  
Clothing and Gifts  
Post Award Grants

**Winston-Salem State University**

Clery Act Compliance  
Clery Act Compliance – Management Letter  
Final Report CIO Investigation  
Risk Monitoring Memo:  
1) Student General Contact Information  
2) Dispatcher Training  
3) Employee Relations  
Fuel Inventory Review  
Travel Payments  
General Information Technology Controls  
Follow-up Review

## Attachment 1: Resolution of Audit Findings July 1,2014-June 30,2015

Campus Name	Report Name	Audit Type	Date of Report	Included in Original Audit Plan (Yes/No)	Number of Findings	Findings (Detail)	Resolution of Audit Findings
ASU	Quarterly Review of Travel Reimbursements	Audits/Reviews of Internal Controls	9/15/2014	Yes	4	1. One traveler received a meal per-diem for lunches that were included in their conference registration fee. 2. One traveler included the cost of a hotel restaurant charge in their lodging expense. 3. One traveler coded the expenses of their trip to Puerto Rico as "out of state" instead of "out of country." 4. Two reimbursements lacked the "Paid" stamp on the documentation on receipts.	Resolved - Follow-Up Completed
ASU	Review of Fixed Assets	Audits/Reviews of Internal Controls	10/1/2014	Yes	1	One asset was located in a different site, building name or room than as described on the Fixed Asset listing.	Resolved - Follow-Up Completed
ASU	Review of Fixed Assets	Audits/Reviews of Internal Controls	10/1/2014	Yes	1	Two assets were located in a different site, building name or room than as described on the Fixed Asset listing. One of these assets had been transferred to another department. The other asset is annually moved to its present location for a short period of time and is then moved back to the original location as noted on the Fixed Asset listing.	Resolved - Follow-Up Completed
ASU	Procurement Card Review	Audits/Reviews of Internal Controls	10/8/2014	Yes	2	1. One cardholder failed to provide a receipt for a transaction on the reconciliation 2. Three cardholders needed to provide additional explanation as to the business purpose for the expense	Resolved - Follow-Up Completed
ASU	Monthly Fund Reconciliations Review	Audits/Reviews of Internal Controls	11/7/2014	Yes	1	The departmental personnel were not aware of the departmental bookkeeping policy for one trust fund.	Resolved - Follow-Up Completed
ASU	Procurement Card Review	Audits/Reviews of Internal Controls	11/21/2014	Yes	6	1. 5 cardholders failed to provide a receipt with sufficient information 2. Account coding was incorrect 3. 2 cardholders made purchases that were not allowed on state funds 4. 5 cardholders needed to provide additional explanation 5. 2 cardholders submitted copies of receipts instead of originals 6. 2 reconciliations lacked a complete set of approval signatures	Resolved - Follow-Up Completed
ASU	Quarterly Review of Travel Reimbursements	Audits/Reviews of Internal Controls	12/16/2014	Yes	2	1. One traveler had a Xeroxed copy of the hotel bill 2. One traveler had reimbursement for first class airfare.	Resolved - Follow-Up Completed
ASU	Monthly Fund Reconciliations Review	Financial Audits/Reviews	1/27/2015	Yes	1	No reconciliation completed for one state fund	Resolved - Follow-Up Completed
ASU	Quarterly Review of Travel Reimbursements	Audits/Reviews of Internal Controls	2/12/2015	Yes	1	5 travelers had excess subsistence rates for lodging without being approved for it on the travel authorization.	Resolved - Follow-Up Completed
ASU	Investigation - Circumvent Facility Policy	Special Investigations	3/2/2015	No	1	Circumventing University Procedures in Securing the use of University Facilities	Resolved - Follow-Up Completed
ASU	Procurement Card Review	Audits/Reviews of Internal Controls	3/23/2015	Yes	3	1. 4 cardholders failed to provide a receipt 2. 9 cardholders needed to provide additional explanation 3. 2 reconciliations lacked cardholder signatures	Resolved - Follow-Up Completed
ASU	Review of Fixed Assets	Compliance Audits	5/12/2015	Yes	2	1. Five assets were located but the original asset tags were not seen during our review. Of the five assets, the serial number of one of the assets matched the information listed on the Fixed Asset listing. 2. Four assets were located in a different site, building name or room than as described on the Fixed Asset listing.	Resolved - Follow-Up Completed
ASU	Quarterly Review of Travel Reimbursements	Compliance Audits	6/9/2015	Yes	2	1. One travel reimbursement appeared to have a copy of a hotel bill rather than the original. 2. Five travelers had excess subsistence rates for lodging without being approved for it on the travel authorization.	Resolved - Follow-Up Completed
ASU	Procurement Card Review	Compliance Audits	6/22/2015	Yes	4	1. 1 reconciliation lacked an approver's signature 2. 1 transaction lacked a receipt 3. 1 cardholder had a purchase of non-allowable items on a state fund 4. 8 cardholders needed to provide additional explanation as to the business purpose for the expense	Resolved - Follow-Up Completed
ECSU	Management Letter - Conflicts of Interest and Commitment Policy Review	Audits/Reviews of Internal Controls	2/24/2015	Yes	2	1. Policy refers to the position of "dean" in the section that discusses the possible breach of policy/procedures 2. Instances of covered employees no completing the required annual conflict of interest disclosure form and no accountability	Resolved-Follow-Up Pending
ECSU	Business and Cash Management Practices	Audits/Reviews of Internal Controls	5/1/2015	Yes	4	1. Non-compliance with State Law and University Policies 2. University policies pertaining to the cash management plan are outdated, inefficient, and in one instance duplicated in the ECSU Policy Manual 3. No documentation to support the approval of the University's Cash Management Plan by the North Carolina Office of the State Controller 4. Multiple versions of ECSU Policy Manual found on ECSU Website	Resolved-Follow-Up Pending

Campus Name	Report Name	Audit Type	Date of Report	Included in Original Audit Plan (Yes/No)	Number of Findings	Findings (Detail)	Resolution of Audit Findings
ECSU	Management Letter-Home Depot Grant	Special Investigations	5/22/2015	No	3	1. Lack of administrative oversight regarding the grant funds received from Home Depot 2. Gift card and purchases not appropriately accounted for in the financial records 3. Project not completed according to the grant proposal and award	Resolved-Follow-Up Pending
ECU	Management Letter-Use of University Resources	Special Investigations	9/9/2014	No	1	Review of the email revealed only 1 email related to the secondary employment.	Resolved-Follow-Up Completed
ECU	Management Letter-Use of University Resources	Special Investigations	9/9/2014	No	1	Use of University work time, email, computers, and printer/copier in conjunction with secondary employment	Resolved-Follow-Up Completed
ECU	Engagement Follow Up - Ryan White Grant Program	Audit Findings Follow-up	9/30/2014	Yes	4	1. Data discrepancies between the Electronic Health Record and the CAREWare System - incomplete 2. Outdated and incomplete Federal Poverty Level information - incomplete 3. Instances of non-University, external dental clinics' non-compliance with the terms of dental services contracts 4. Opportunities to strengthen controls over data access and compliance with related grant requirements - incomplete	Resolved-Follow-Up Completed
ECU	Management Letter-ECUP Employee Resource Use	Special Investigations	10/7/2014	No	1	Use of University Work Time, Computing Resources, and Printers related to External Family Owned Business	Resolved-Follow-Up Completed
ECU	Mgmt Letter Admin and Finance Employee Resource Use	Special Investigations	11/19/2014	Yes	4	1. Use of University Work Time, Computers, Email and other Resources in connection with employee's external business. 2. Personal use of motor vehicle and falsification of motor fleet travel log forms. 3. Work and Leave time not accurately documented. 4. Secondary employment not disclosed or approved as required.	Resolved-Follow-Up Completed
ECU	Integrated Review Department of Human Resources	Audits/Reviews of Internal Controls	12/15/2014	Yes	9	1. Department of Human Resources PRRs have not been finalized and included in the University Policy Manual 2. Instances of SPA/CSS employee performance evaluations not conducted 3. Instances of lack of documentation supporting the completion of the ECU Employee Exit Checklist as required 4. Lack of PRR regarding employees who are required to hold a commercial drivers license and are subject to random alcohol and drug testing 5. Mandatory onboarding/new employee orientation for non-faculty EPA and SAAO employees not required 6. Non-faculty EPA and SAAO annual employee evaluations decentralized and not monitored by DHR. 7. Lack of procedures, verification, and documentation regarding user access to HR systems/applications. 8. Instances of Non-compliance with the University's minimum password standards 9. Instances of security assessment not conducted for HR systems/applications that utilize third party vendors to house/store data and contracts with vendors not containing required language.	Resolved-Follow-Up Pending
ECU	Materials Management Purchase Order and Requisition Tracking	Performance/Operational Audits and/or Reviews	12/17/2014	Yes	1	Segregation of duties regarding the creation and approval of purchase requisitions inadequate. Same user can create a requisition and approve a requisition without further review.	Resolved-Follow-Up Pending
ECU	Management Letter-Use of University Resources	Special Investigations	12/18/2014	No	2	1. Use of University Time, Computers, Email, and Phones in Connection with External Business 2. Secondary Employment not Disclosed	Resolved-Follow-Up Completed
ECU	Management Letter - 2014 Information Technology Disaster Preparedness and Functional Units Business Continuity Planning	Information System Controls	2/27/2015	Yes	1	Lack of Network Connectivity Redundancy for Portion of Campus	Resolved-Follow-Up Pending
ECU	Management Letter-Use of University Resources, Administration and Finance Employee	Special Investigations	3/22/2015	No	1	Use of University work time and computing resources to browse social media sites and internet gaming sites, and to perform other person, non-work-related tasks, to an extent that appears to exceed incidental use.	Resolved-Follow-Up Completed
ECU	Integrated Review Parking and Transportation Services	Compliance Audits	3/27/2015	Yes	9	1. Development and implementation of PRR and standard operating procedures manual needed 2. Parking Management System does not interface with Banner financial system 3. Nonexistence or inaccurate reconciliations between the T2 Flex system balances and the Banner financial system balances 4. Instances of PCI non-compliance for credit card transactions 5. Instances of non-compliance with Statewide Accounts Receivable Program 6. Opportunities to strengthen controls over accounts receivable process 7. Opportunities to strengthen internal controls over the appeals process 8. Instances of non-compliance with requirements of the NC Statewide Information Security Manual 9. Opportunities to strengthen controls over physical security of facilities	Resolved-Follow-Up Pending
ECU	Use of University Resources, Student Affairs Employee	Special Investigations	3/27/2015	Yes	1	Use of University work time and computing resources to browse and post on social media sites.	Resolved-Follow-Up Completed



Campus Name	Report Name	Audit Type	Date of Report	Included in Original Audit Plan (Yes/No)	Number of Findings	Findings (Detail)	Resolution of Audit Findings
ECU	Operational Audit-Department of Physical Therapy	Performance/Operational Audits and/or Reviews	4/16/2015	Yes	7	1. Opportunities to improve controls over expenditure processing 2. Opportunities to improve controls over monitoring and tracking of departmental assets 3. Ownership of fixed assets at the Physical Therapy Clinic is unclear and inconsistent with the Memorandum of Understanding 4. Services provided to ECU Sports Medicine are not handled or documented as stated in the Memorandum of Understanding 5. Opportunities to strengthen controls over faculty leave reporting, as well as reporting and approval of faculty members supplemental clinical duties 6. Opportunities to improve non-faculty employee time and leave reporting 7. No formal process in place to compare textbooks and other materials authored by faculty members or related persons with materials required for departmental courses	Resolved-Follow-Up Pending
ECU	Information Technology (IT) and Data Governance	Information System Controls	6/4/2015	Yes	5	1. Opportunity to continue improving IT project management, tracking, and reporting 2. Opportunities for increased formalization and communication between IT governance committees 3. Opportunities to strengthen controls in the IT Procurement Process 4. Lack of formalized Data Governance Policies 5. Data Governance Model is not Mature	Resolved-Follow-Up Pending
ECU	NCAA Compliance - Financial Aid	Compliance Audits	6/5/2015	Yes	1	University should consult with external tax professional to determine if medical and dental expenses paid by the University for student-athletes is a taxable benefit.	Resolved-Follow-Up Pending
ECU	ECU Physicians Pharmacy	Performance/Operational Audits and/or Reviews	6/23/2015	Yes	11	1. Opportunities to improve controls over prescription document organization and retention 2. Opportunities to improve security camera coverage in two store locations 3. Opportunities to improve controls over inventory tracking 5. Opportunities to strengthen controls over indigent patient and Medicaid patient payments and receivables 6. Opportunities to strengthen controls over charitable organization assistance programs and SHERPA payments and receivables 7. Opportunities to tighten user access 8. Lack of documented policies and procedures for third party billing, remittance, and reconciliation 9. Third party remittances are not downloaded or reconciled 10. Lack of policies and procedures governing special medication requests, mission trips, and dispensing to family members 11. Opportunities to improve monitoring of 340B discounted medications inventory for the infectious diseases program.	Resolved-Follow-Up Pending
ECU	Management Letter-Employee, Resource Use, Conflict of Commitment, and Research Review	Special Investigations	6/23/2015	Yes	6	1. Duplicate and/or improper travel reimbursements 2. Failure to report external professional activities for pay and conflict of interest 3. External professional activities for pay recorded as University research in Sedona 4. University computing resources and personnel used to perform tasks related to external professional activities for pay 5. Multiple classes missed while traveling in relation to external professional activities for pay 6. University funds deposited to an external bank account; Failure to comply with the Dean's directive; Inaccurate information provided to auditors	Resolved-Follow-Up Completed
ECU	Management Letter-Reporting of work and leave time and use of University Resources, Division of Health Science Employee	Special Investigations	6/24/2015	No	2	1. Inaccurate recording of work hours and leave hours 2. Use of University work time and computing resources to perform personal, non-work-related tasks	Resolved-Follow-Up Completed
ECU	Private Athletic Camps-New Model	Performance/Operational Audits and/or Reviews	6/29/2015	Yes	8	1. Camp Documentation 2. Medical and Liability Forms 3. NCAA Statement on Camp Publications 4. Invoicing and collection of fees 5. Background checks and child abuse training 6. Recording of annual leave 7. Conflict of interest disclosure form and notice of intent to engage in external professional activity for pay form 8. Sponsorships	Resolved-Follow-Up Pending
ECU	Operational Audit Report ECU School of Dental Medicine Construction Project	Performance/Operational Audits and/or Reviews	6/30/2015	Yes	4	1. Opportunities to improve controls with approving change orders 2. Opportunities to improve controls over the expenditures from the construction manager contingency fund 3. Lack of documentation of insurance coverage 4. Internal control weakness with equipment	Resolved-Follow-Up Pending
FSU	Follow Up Audit Report State Auditors Financial Statements Audit	Financial Audits/Reviews	7/28/2014	Yes	2	1. Deficiencies in Financial Reporting 2. Deficient cash management practices resulted in possible unallowable uses of restricted funds	Resolved-Follow-up Completed
FSU	Audit of Construction Contract Administration	Performance/Operational Audits and/or Reviews	5/7/2015	Yes	1	There is a need to establish written standard operating procedures for the projects to ensure all projects are adequately monitored.	Resolved-Follow-up Pending

Campus Name	Report Name	Audit Type	Date of Report	Included in Original Audit Plan (Yes/No)	Number of Findings	Findings (Detail)	Resolution of Audit Findings
NCAT	Investigation Allegations of inappropriate activity by an employee	Special Investigations	10/24/2014	No	6	1. Manager used resources to carry out services for outside business 2. Improper conduct 3. External Employment form not completed 4. Personal use of university resources 5. Administrative Ineffectiveness 6. Inability to accept other vendors for services provided to students	Resolved - Follow-Up Pending
NCAT	Review of the University Change Management Process	Audits/Reviews of Internal Controls	10/31/2014	No	3	1. Management failed to follow set policies and procedures for Change Management. 2. Current Parameter for submitting and approving a change request does not allow adequate time for review. 3. Required changes did not go through the Change Management process and all necessary testing was not completed prior to moving a change into the production environment.	Resolved - Follow-Up Pending
NCAT	Review of the University's Non-Fixed Assets	Audits/Reviews of Internal Controls	10/31/2014	Yes	3	1. Majority of department heads and budget managers did not maintain inventory tracking systems for non-fixed assets. 2. Several of the non-fixed assets in the sample were located off-campus. The permission to remove university assets from campus were not filed. 3. One department returned an item to a vendor without notifying the Purchasing Department.	Resolved - Follow-Up Pending
NCAT	2nd Quarter Surprise Cash Count	Financial Audits/Reviews	1/30/2015	Yes	1	Auditors noted that funds (\$10,000 check) receipted on September 19th, 2014 were not deposited with the Treasurers Office until September 25, 2014 (4 business days later). Additionally, funds (\$3,500 check) receipted on October 15, 2014 were not deposited with the Treasurers Office until October 17, 2014 (2 business days later).	Resolved - Follow-Up Pending
NCAT	Questions Surrounding the Hiring & Salary of a Former Employee in a University Department	Special Investigations	4/30/2015	No	1	Did not comply with the hiring procedures	Resolved - Follow-Up Pending
NCAT	Conflict of Commitment Involving a Faculty Member	Special Investigations	6/26/2015	No	1	Faculty member engaged in external professional activities for pay that had not been properly disclosed	Resolved - Follow-Up Pending
NCCU	Year End Inventory	Audits/Reviews of Internal Controls	9/5/2014	Yes	3	1. Inventory Organization 2. Overstatement of Inventory - Obsolete Items 3. Inventory Count Process and Valuation	Resolved - Follow-Up Completed
NCCU	Athletics Volleyball Review	Audit Findings Follow-up	12/19/2014	No	1	Non Compliance with University Travel Policy. In the follow-up review, 9 travel transactions were selected for testing. On these nine, four were determined to be non-compliant with University travel policy.	Follow up pending
NCCU	OSA 15002 - Band Review	Special Investigations	1/22/2015	No	2	1. Non Compliance with NCCU Daily Deposit Policy 2. Non-Compliance with NCCU's Purchasing & Spending Guidelines	Follow up pending
NCCU	Special Review - Law School - IT	Special Investigations	4/14/2015	No	3	1. Salary overpayment 2. Codes not observed (CSPP and NSPP) 3. University Forms lacked supervisors signatures	Follow up pending
NCCU	OSA 15003 Band Review	Special Investigations	4/20/2015	No	7	1. Lack of Internal Controls on Band Participant Verification 2. Non-Compliance with NCCU's Travel Authorization Request Policy 3. Non-Utilization of Current Travel Cash Distribution Forms 4. Non-Compliance with Travel Reimbursement Policy 5. Non-Compliance with Reconciliation of Pre-paid Lodging Funds (Finance Staff) 6. Non-Compliance with Reconciliation of Pre-paid Lodging Funds (Academic Staff) 7. Lack of Enforcement on Band Required Courses Registration	Follow up pending
NCCU	OSA 15005 Band Review	Special Investigations	4/27/2015	No	1	The current band director's wife was not qualified to be listed as "Artist in Residence" on the University's website.	Closed at Time of Report
NCCU	IAH 15002- Residential Review	Special Investigations	5/8/2015	No	1	Individual not registered as student for the Spring 2015 semester but allowed to lived in the Residence Hall	Follow up pending
NCCU	MR14005 Hospitality and Tourism Review	Special Investigations	5/11/2015	No	3	1. Non-Reconciliation of purchase orders 2. Lack of systematic ordering process for tutorial lab requirements 3. Management of university order forms	Follow up pending
NCCU	MR15003 Vice Chancellor for Student Affairs Temporary & Student Employee Review	Performance/Operational Audits and/or Reviews	6/10/2015	No	2	1. Duplicate payment to 5 temporary employees. 2. Insufficient timesheet and invoice review	Follow up pending
NCSSM	Status of SCSSI Financial Audit Findings	Audit Findings Follow-up	4/24/2015	No	2	1. Policies and procedures to review and investigate old outstanding bank recon items need to be developed and consistently implemented. 2. The current practice for recording program activity does not give a real time picture of the entity's operating activities during the year.	1. Resolved - Follow-up Pending 2. Resolution in Process

Campus Name	Report Name	Audit Type	Date of Report	Included in Original Audit Plan (Yes/No)	Number of Findings	Findings (Detail)	Resolution of Audit Findings
NCSU	Internal Controls over University Procurement Card Purchases	Audits/Reviews of Internal Controls	8/13/2014	Yes	4	1. Compliance Ownership 2. Internal Controls 3. Monitoring Visits 4. Expenditure Compliance	Resolution in Process
NCSU	Audit of Cooperative Extension Services - Poultry Extension Investigation	Special Investigations	12/12/2014	Yes	3	1. Account Oversight 2. NC Ag Foundation Funds 3. NC Vet Med Foundation Funds	Resolved - Follow-Up Completed
NCSU	CALS NC 4-H Extension Horse Husbandry	Special Investigations	4/2/2015	Yes	3	1. NC 4-H Horse Advisory Council 2. Personnel Data 3. Financial Data	1. Resolution in Process 2. Resolved - Follow-Up Completed 3. Resolved - Follow-Up Completed
UNC CH	Department of Environmental Sciences and Engineering in the School of Public Health	Audits/Reviews of Internal Controls	8/5/2014	Yes	7	1. Organizational Structure 2. Timekeeping Practices 3. Pre-selection in Hiring 4. Form I-9 Processing 5. Personnel Actions 6. Sponsored Awards 7. Expenditure Processing	1 and 2: Follow-up Completed - Not Resolved (Additional Work Promised)  3-7: Resolution in Progress
UNC CH	Department of Neurology	Audits/Reviews of Internal Controls	9/8/2014	No	5	1. Time and Effort Reporting 2. Financial Processes 3. Award Close-out 4. Leave Reporting 5. Payments for Mobile Device Service	Resolution in Progress
UNC CH	School of Dentistry Review	Performance/Operational Audits and/or Reviews	11/14/2014	Yes	7	1. Business Continuity and Disaster Plans 2. Computer Access Rights 3. Vendor Relationship Policy 4. State Funds in Associated Entity Accounts 5. Continuing Dental Education Policy 6. Reconciliation of Student Fees 7. Mobile Device Stipends	4 and 5: Resolved - Follow-up Completed 1-3, 6-7: Resolution in Progress
UNC CH	CABS as Advance Payment	Performance/Operational Audits and/or Reviews	11/17/2014	Yes	1	Airfare for trips funded by an outside entity	Resolution in Progress
UNC CH	Sponsored Award Management	Audit/Reviews of Internal Controls	12/12/2014	Yes	4	1. Escalation Process 2. time and Effort Reporting 3. Cost Transfers and Delays in Posting Costs 4. Untimely Close-out of Awards	Resolution in Progress
UNC CH	Electrical Distribution Services	Performance/Operational Audits and/or Reviews	6/17/2015	Yes	5	1. Energy Services did not have management reports for use in monitoring vehicle maintenance, fuel purchases, purchasing cards and eProcurement. 2. Unusual volume, patterns, and trends of vehicle repairs, replacing fuel filters, changing oil and oil filters, off-road use. 3. Fuel Use 4. PCard and ePro Purchases 5. Employee Recognition	Resolution in Progress
UNCA	Allegations of university employee mismanagement, waste & abuse at the Osher Lifelong Learning Institute	Special Investigations	11/6/2014	No	1	1. Failure to adhere to the university policy governing food served on campus.	Resolved - Follow-Up Completed
UNCA	Campus-Wide Cash Collections	Financial Audits/Reviews	5/20/2015	Yes	6	1. UNC Asheville does not have comprehensive cash collection policy. 2. All university areas do not have receipt books to record cash collections. 3. 36 university departments have been issued receipt books by the university cashier. 4. 36% of campus areas that collect cash did not respond to the internal audit cash collections survey. 5. 11% of the recorded receipt book holders (4/36) could not be located on the university's active employee or departmental listings. 6. A university student group has an off-campus bank account in the name of UNC Asheville.	Resolved - Follow-Up Completed
UNCC	Export Controls	Audits/Reviews of Internal Controls	9/11/2014	Yes	2	1. Export Control Committee is not engaged in providing program guidance and oversight. 2. Export controls training is not consistently provided	1 - Resolved - Follow-up complete 2 - Resolved - Follow-up complete
UNCC	Final Report, Review of Administrative Operations - University College	Performance/Operational Audits and/or Reviews	10/8/2014	Yes	2	Minor improvements needed: 1. Telecommunications 2. Business Continuity Planning	1 - Resolved - Follow-up complete
UNCC	Inappropriate Departmental Hiring Practices	Special Investigations	11/24/2014	No	2	1. Favoritism 2. Inappropriate practice (listing one set of qualifications and interviewing for another)	1 - Resolved - Follow-up complete 2 - Resolved - Follow-up complete
UNCC	Final Report, A2015-4 – Advancement Division, Business Operations	Audits/Reviews of Internal Controls	12/4/2014	Yes	4	1. Certain fiscal operations are not performed to University standards 2. Time and attendance practices do not meet University standards 3. Departments do not maintain adequate documentation for continuity of operations 4. The University failed to file a public document mailing list certification for 2012 and 2013	1 - Resolved - Follow-up complete 2 - Resolved - Follow-up complete 3 - Resolved - Follow-up complete 4 - Resolved - Follow-up complete
UNCC	Final Report, A2015-1 Administrative Review of the College of Engineering	Performance/Operational Audits and/or Reviews	12/5/2014	Yes	3	1. Time and Attendance Reporting 2. Safety of the Workplace 3. Information Systems	1 - Resolved - Follow-up complete 2 - Resolution in process 3 - Resolution in process

Campus Name	Report Name	Audit Type	Date of Report	Included in Original Audit Plan (Yes/No)	Number of Findings	Findings (Detail)	Resolution of Audit Findings
UNCC	3rd Party Vendor Management	Compliance Audits	1/3/2015	Yes	3	1. Inappropriate/excessive IS access 2. Vendor Master file data quality 3. No conflict of interest disclosures required in purchasing practices	1 - Resolved - Follow-up complete 2 - Resolution in process 3 - Resolution in process
UNCC	Embezzlement from Student Club	Special Investigations	2/2/2015	No	1	Student treasurer embezzled club funds	1 - Resolved - Follow-up complete
UNCC	Accounts Payable Operations	Audits/Reviews of Internal Controls	4/8/2015	Yes	1	Vendor Master File needs cleanup	1 - Resolution in process
UNCC	Housing and Residence Life Meal Card Accounting, Investigation	Special Investigations	4/8/2015	No	1	Meal costs inappropriately charged to state funds	1 - Resolved - Follow-up complete
UNCC	Housing and Residence Life Operations	Performance/Operational Audits and/or Reviews	4/16/2015	Yes	8	1. Some students were incorrectly billed in Spring 2015 2. Resident student occupancy projections used in calculating future debt service payments and resident housing rates may be too generous given the current local housing conditions 3. Cost of housing provided in annual housing contracts is not always accurately represented to resident students. 4. Housing Technology Services (HTS) is not in compliance with University information security standards. 5. Information transmitted between various information systems is not reconciled in a timely manner. 6. Time and attendance practices do not meet University standards. 7. HRL does not maintain documentation for continuity of operations (COOP). 8. Accounting staff have incompatible duties.	1 - Resolved - Follow-up complete 2 - Resolution in process 3 - Resolution in process 4 - Resolution in process 5 - Resolved - Follow-up complete 6 - Resolved - Follow-up complete 7 - Resolution in process 8 - Resolved - Follow-up complete
UNCC	Revised Final Report - IT General Controls	Information System Controls	6/24/2015 Revised: 7/13/15	Yes	5	1. System access not disabled timely for terminated employees 2. ITS does not maintain a current Business Continuity Plan 3. Change management practices not consistently followed 4. ITS governance framework lacks cohesion and integration 5. Inadequate participation in information security training	1 - Resolution in process 2 - Resolved - Follow-up complete 3 - Resolution in process 4 - Resolved - Follow-up complete 5 - Resolution in process
UNCG	Senior Administrator's Travel	Compliance Audits	8/15/2014	Yes	1	Timeliness of travel report submission	Resolved - Follow-Up Completed
UNCC	Cash Management	Financial Audits/Reviews	2/6/2015	Yes	2	1. Poor controls of receipt books. 2. Collection of debts procedures inconsistent	1 - Resolved - Follow-up complete 2 - Resolved - Follow-up complete
UNCG	State Property Reporting of Misuse-Theft	Compliance Audits	10/23/2014	Yes	1	Timeliness of forwarding incident reports	Resolved - Follow-Up Completed
UNCP	Investigative Audit of Misuse of Property - Healthy Start Van	Special Investigations	9/25/2014	No	2	1. Misuse of Healthy Start Van 2. Mileage logs should be kept current	Resolved – Follow-up Pending
UNCSA	UNCSA Business Continuity Management Program	Information System Controls	11/14/2014	Yes	2	1. The University's plan for IT Disaster Recovery does not address University systems outside of the accounting information system. 2. Lack of testing of the Continuity of Operations Plans.	Resolution in Process
UNCSA	Business Continuity Management – Management Letter	Audits/Reviews of Internal Controls	12/9/2014	Yes	3	1. The University of North Carolina School of the Arts (UNCSA) does not conduct regular risk assessments to assist with keeping the continuity of operations plans (COOPs) up-to-date. 2. The university does not have sufficient controls in place to ensure information system assets are adequately protected from fire damage. This increases the risk of hardware and data loss. 3. The university's fire extinguishers are removed from inside buildings for use at outside events that take place on campus.	Resolution in Process
UNCW	University Advancement Review	Audits/Reviews of Internal Controls	8/20/2014	Yes	8	1. Timeliness of Deposits 2. Additional Compliance with UNCW Policy 05.141, Departmental Funds Receipting 3. Safeguarding Funds 4. Change Funds 5. Centralized division policies 6. Accounting Reconciliations 7. User Access Rights 8. Continuity of Operations Plan	Resolved - Follow-up Completed
UNCSA	Cash Count and Receipting Review	Audits/Reviews of Internal Controls	4/8/2015	Yes	7	1. Cashier's Office - Management Oversight of Receipting 2. Bookstore - Management oversight of receipting 3. University-wide Policies and Procedures 4. Training 5. Services Rendered Without Payment 6. Community Music School - Insufficient Policies and Procedures 7. Design and Production - Lack of Management Oversight	Some aspects: Resolved - Follow-up completed Some aspects: Resolution in Process

Campus Name	Report Name	Audit Type	Date of Report	Included in Original Audit Plan (Yes/No)	Number of Findings	Findings (Detail)	Resolution of Audit Findings
UNCW	Campus Life Review	Performance/Operational Audits and/or Reviews	11/13/2014	Yes	5	1. Compensatory time 2. Student Media Commissions 3. Fixed Assets and computer inventory 4. Key control 5. SharePoint Access	1-2: Resolved - Follow-up Completed 3-5: Resolution in Process
UNCW	Athletics Follow Up Review	Audit Findings Follow-up	12/3/2014	Yes	3	1. Processing of all gifts-in-kind by Advancement Services ensures accurate reporting for the university and donors. During testing, 5 of 6 transactions with discounts noted on the invoice were not appropriately communicated to Advancement. 2. The department should maintain fixed asset and computer asset inventories in accordance with UNCW Policy. 3. Lack of strategic plan with benchmarkable goals	Management Accepted Risk
UNCW	Distance Education Review	Performance/Operational Audits and/or Reviews	1/16/2015	Yes	9	1. State Authorizations 2. Admissions 3. State Authorization Personnel 4. Online Course Accessibility 5. Consistent Use of Technology 6. Courses Interfaces or Formats 7. Academic Partnerships Contract 8. DE Organizational Structure 9. OAP Organizational Structure	Resolution in Process
UNCW	Graduate School Review	Performance/Operational Audits and/or Reviews	5/22/2015	Yes	10	1. Selection and award process for Graduate School Scholarships 2. Graduation Degree audit effectiveness 3. Degree audits and the UNCW Graduate Catalogue 4. Degree audit authorization records 5. Appointment and admission of Graduate Faculty members 6. Roles and responsibilities of Graduate Council 7. Compensatory Time 8. System access 9. Continuity of operations planning 10. Staffing and organizational structure of the Graduate School	Resolution in Process
UNCW	Internal Quality Assurance Review	Audits/Reviews of Internal Controls	8/8/2014	Yes	1	Strategic Plan and Vision	Resolution in Process
WCU	Library Audit Report	Audit Findings Follow-up	10/6/2014	Yes	1	It was recommended during the first audit that the amount of persons having access to both the Circulation department closet as well as the cash drawer be limited to three to four people. During follow-up work, the auditor determined that the Library had not implemented the agreed upon and as a result, a shortage of \$7.92 had occurred.	Resolution in Process
WCU	Purchasing Card Transaction Testing	Compliance Audits	1/14/2015	Yes	1	In several instances the cardholder was allowing other employees to use their purchasing card to make purchases.	Resolved - Follow-Up Completed
WCU	Final IT Assets Report	Audits/Reviews of Internal Controls	4/20/2015	Yes	1	In seven instances, staff had not completed documentation tracking the movement of fixed assets	Resolved - Follow-Up Pending
WCU	IT Fixed Assets Kimmel School of Construction Management & Technology	Audits/Reviews of Internal Controls	5/5/2015	Yes	1	In four instances equipment could not be located and staff had not completed documentation tracking the movement of the assets	Resolved - Follow-Up Pending
WCU	IT Fixed Assets	Audit/Reviews of Internal Controls	6/25/2015	Yes	1	In one instance equipment, which could not be located, was assigned to a staff member that never possessed or used the asset.	Resolved - Follow-Up Pending

Campus Name	Report Name	Audit Type	Date of Report	Included in Original Audit Plan (Yes/No)	Number of Findings	Findings (Detail)	Resolution of Audit Findings
WSSU	Clery Act Compliance	Audits/Reviews of Internal Controls	8/20/2014	Yes	11	1. The statistics in the ASR for calendar years 2012, 2011, and 2010 do not match the statistics submitted to the Department of Education (DOE). 2. There is no documented process in place to ensure the crimes captured in the University's systems are appropriately reconciled for accurate reporting. 3. The University does not have a documented and effective process in place for counting and classifying Clery crimes. 4. The University does not have an effective Campus Security Authority (CSA) process in place. 5. The University did not make a "reasonable, good-faith effort" to obtain Clery crime statistics from local law enforcement agencies that have jurisdiction over the school's Clery geography. 6. The University failed to maintain complete fire logs for the reporting period, CY2012. 7. Lack of oversight for the information entered into the Maxient system by the Director of Student Conduct. 8. The ASR lacked several policy statements required by the Clery Act. 9. The University does not obtain missing student contact information from students, in accordance with the Clery Act. 10. The ASR was not distributed timely to faculty, staff and students; nor was notice of the report provided in accordance with Clery requirements. 11. The University does not retain applicable records and documentation as they relate to each respective ASR.	Resolution in Process
WSSU	Clery Act Compliance-Management Letter	Performance/Operational Audits and/or Reviews	8/20/2014	Yes	8	1. The University is not ensuring all pertinent parties are conferred with when the ASR is complied. 2. Accuracy of crime reports 3. Timely issue of warnings 4. No detailed legend of the buildings and properties associated with the University 5. No proper ID of test or mock cases in the system. Therefore, the test cases could be mistaken for actual cases. 6. Fire log title inaccurately reflects the information it contains 7. Daily Crime Log not clearly identified 8. Observation of new federal requirements	Resolution in Process
WSSU	Notification of Risk Identification	Audits/Reviews of Internal Controls	10/28/2014	Yes	1	General emergency contact information for students may not be up-to-date	Resolution in Process
WSSU	Final Report CIO Investigation	Special Investigations	1/27/2015	No	1	We were able to substantiate the allegations that the CIO does not hold a Ph.D. degree, as claimed. Our review revealed that the CIO's Ph.D. degree, found hanging on the wall of his Winston-Salem State University office, was not legitimate. We found that the signatures and seal on the degree were not valid. Further, we contacted both the university named on the degree and the National Student Clearinghouse and neither had record of the degree. Based on our review of WSSU's records, it does not appear that the CIO used the Ph.D. degree to obtain the job at WSSU or to receive any other benefit from WSSU such as a promotion or a salary increase.	Resolved - No follow-up necessary
WSSU	Notification of Risk Identification RamALERT Monitoring Memo	Compliance Audits	1/30/2015	No	1	No mention of training requirement in Ram Alert Guide for dispatchers	Resolution in Process
WSSU	Fuel Inventory Review	Audit Findings Follow-up	3/5/2015	Yes	4	1. Stored Fuel Quantities Exceed Requirements 2. Physical security measures 3. Fuel Spreadsheets are not kept up-to-date and accurate 4. No policies or procedures to control structure over stored fuel	Some aspects: Resolved - No follow-up necessary Some aspects: Resolution in Process Some aspects: Not Resolved
WSSU	Travel Payments	Audit Findings Follow-up	3/13/2015	Yes	5	1. Preapproval of Travel and Timely Submission of Claims 2. Travel paid without appropriate documentation 3. Policies and Procedures 4. Government rate discounts for hotels 5. Changes in access rights	Some aspects: Resolved - Follow-up completed Some aspects: Resolution in Process
WSSU	Notification of Risk Identification	Audits/Reviews of Internal Controls	2/20/2015	Yes	1	1. Deficiencies in Complaint policy and procedures	Resolution in Process
WSSU	General Information Technology Controls Follow-up Review	Audit Findings Follow-up	5/19/2015	Yes	4	1. Disaster recovery plan does not reflect current IT Environment 2. Insufficient Communication of IT policies <i>Two more matters not subject to public inspection</i>	Some aspects: Resolution in Process Some aspects: Not Resolved