



Audit & Compliance Committee Meeting

BOT approved 02.10.2021

**Tuesday November 10, 2020
9:00 AM – 10:00 AM**

Florida Polytechnic University WEBEX TELE-CONFERENCE MEETING

I. Call to Order

Committee Vice Chair Mark Bostick called the meeting to order at 9:08 a.m.

II. Roll Call

Kim Abels called the roll: Committee Chair Bob Stork, Committee Vice Chair Mark Bostick, Trustee Laine Powell, and Trustee Lyn Stanfield were present (Quorum).

Other Trustees present: Trustee Connor Coddington was present.

Staff present: President Randy Avent, Provost Terry Parker, David Blanton, Kim Abels, Gina DeJulio, Mark Mroczkowski, Kathy Bowman, Kris Wharton, Dr. Kathryn Miller, Dr. Tom Dvorske, Michele Rush, Rick Maxey, Alex Landback, David Calhoun, Lydia Guzman, Maggie Mariucci, Melaine Schmiz, and Penney Farley were present.

III. Public Comment

There were no requests received for public comment.

IV. Approval of the September 9, 2020 Minutes

Trustee Laine Powell made a motion to approve the Audit & Compliance Committee meeting minutes of September 9, 2020. Trustee Lyn Stanfield seconded the motion; a vote was taken, and the motion passed unanimously.

V. 2020-2022 Audit & Compliance Committee Work Plan

Mr. David Blanton, Chief Compliance Officer and Chief Audit Executive, presented the 2020-2022 University Audit and Compliance (UAC) Committee Work Plan. Trustee Powell questioned how the structure of the workplan is formulated and what the expectations of the committee entail. Mr. Blanton explained the workplan is used as a tool for his workflow, much of what is driven by regulations, rules and law.

VI. Audit and Compliance Update

Mr. Blanton provided the Committee with an update of audit and compliance activities. The updates included the following:

- a. External Audits: Currently, Florida Poly is undergoing the following audits:
 - Bright Futures – this has been completed by the Auditor General

- Statewide Federal Awards Audit – conducted by the Auditor General/report expected to be released in March 2021
- Program Review of Title IV Programs – conducted by the US Department of Education/report expected to be released in January 2021
- Financial Audit – conducted by the Auditor General and will begin in Nov/Dec. 2020

b. Internal Audit and Compliance Activities: Currently, UAC has the following projects in completed or in progress:

- CARES Act Federal Award Monitoring Review- completed
- Textbook Affordability Monitoring Review (Fall 2020 term)- completed
- Performance Based Funding Data Integrity Audit- audit started and required to be presented to the AACC at the February BOT meeting

VII. Bright Futures Audit

Mr. Blanton presented the Bright Futures operational audit conducted by the Florida Auditor General (AG). The report included one finding related to the untimely return of Bright Future program funds for one of the 6 semesters reviewed in the audit period. AACC members engaged in discussion on the cause of the finding and corrective action.

Trustee Laine Powell made a motion to recommend approval to the Board of Trustees of the Operational Audit performed by the Florida Auditor General for the Administration of the Florida Bright Futures Scholarship Program by Florida's Public Universities and Colleges for the two-year period ending June 30, 2019. Trustee Lyn Stanfield seconded the motion; a vote was taken, and the motion passed unanimously.

VIII. CARES Act Monitoring Review

Mr. Blanton presented the CARES Act compliance monitoring report prepared by UAC. This review was performed to monitor the University's administration of the CARES Act funding for both student relief and institutional funding. The report included one finding related to non-compliance with federal cash management requirements (federal cash drawn in excess of immediate needs). Committee members engaged in discussion on the sufficiency of the procedures established for student relief aid.

Trustee Lyn Stanfield made a motion to recommend approval of the of the CARES Act Compliance Monitoring Review, performed by University Compliance to the Board of Trustees. Trustee Laine Powell seconded the motion; a vote was taken, and the motion passed unanimously.

IX. Textbook Adoptions Monitoring Review – Fall 2020

Mr. Blanton presented the compliance monitoring report over textbook adoptions prepared by UAC. The report included one finding related to non-compliance with State textbook adoption laws; however, the report reflected that the bookstore vendor's records was primarily responsible for non-compliance. Committee members engaged in discussion on whether other institutions are experiencing these problems and alternative solutions for the University to correct this matter.

Trustee Lyn Stanfield made a motion to recommend approval of the Textbook Adoptions Compliance Monitoring Review (Fall 2020), performed by University Compliance to the Board of Trustees. Trustee Bob Stork seconded the motion; a vote was taken, and the motion passed unanimously.

X. PBF Data Integrity Audit Scope

Mr. Blanton presented the proposed scope for the Performance Based Funding (PBF) audit.

Trustee Bob Stork made a motion to recommend approval of the Performance Based Funding audit scope, performed by University Audit, to the Board of Trustees. Trustee Lyn Stanfield seconded the motion; a vote was taken, and the motion passed unanimously.

XI. Closing Remarks and Adjournment

With no further business to discuss, the meeting adjourned at 10:02 a.m.