

Florida Polytechnic University  
Board of Trustees

**Audit and Compliance Committee Meeting**

**MEETING MINUTES**

Tuesday December 10, 2019  
2:45 PM - 3:45 PM

Florida Polytechnic University, IST 1046  
4700 Research Way, Lakeland, FL 33805

I. Call to Order

Committee Chair Gary Wendt called the meeting to order at 2:33 p.m.

II. Roll Call

Kim Abels called the roll: Committee Chair Gary Wendt, Committee Vice-Chair Mark Bostick, Trustee Earl Sasser, and Trustee Victoria Astley were present (Quorum).

Trustees not present: Trustee Adrienne Perry

Other trustees present: No other trustees were present

Staff present: Mr. David Blanton, Mrs. Kim Abels, Mr. Alex Landback, Ms. Michele Rush, Mr. Rick Maxey, Mr. Ben Beachy, Mr. John Sprenkle, and President Randy Avent were present.

III. Public Comment

There were no requests received for public comment.

IV. Approval of Minutes

**Trustee Victoria Astley made a motion to approve the Audit & Compliance Committee meeting minutes of September 11, 2019. Trustee Mark Bostick seconded the motion; a vote was taken, and the motion passed unanimously.**

V. 2018-2020 Audit & Compliance Committee Work Plan Review

Mr. David Blanton reviewed the Work Plan for 2018-2020. A couple of audits were moved from the December 2019 time frame to February 2020. **Trustee Victoria Astley made a motion to approve the revised work plan as presented. Trustee Earl Sasser seconded the motion; a vote was taken, and the motion passed unanimously.**

## VI. Audit & 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 an independent assessment of controls "Internal Management and Accounting Control and Business Process Review". (Crowe, LLP) This review is being conducted at each of the 12 universities within the State at the direction of the Board of Governors as a result of the concerns at UCF. A draft report has been released which included 2 low risk observations:

1. IT Governance: Written procedures over IT
2. IT Data Protection: Management of employee removable media

The Auditor General has begun their financial audit of the University for the fiscal year ended June 30, 2019. The report should be released by 3/31/20.

The Foundation financial audit for the fiscal year end 6/30/19 is complete; however, it is subject to Foundation Board approval prior to submission to the University Board.

Currently, University Audit has the following projects in progress: Admissions Audit; Quality Assurance Review (Self-Assessment); UFF Chapter Grievance

B. Foundation Operating and Scholarship Funds: Mr. Blanton reported on the revenues and expenses for these Foundation funds through November of the current fiscal year. Revenues continue to decline; however, the University has also acted to reduce Foundation expenses for this same period.

## VII. Closing Remarks and Adjournment

With no further business to discuss, the meeting adjourned at 3:12 p.m.