The Audit, Risk, and Compliance Committee held its regular quarterly meeting on October 24, 2019. Chair White called the meeting to order and read the required ethics statement. No conflicts were identified. Other committee members in attendance were Mr. Burgard, Ms. Kidd, Mr. Rippy, and Mr. Sayed. Other trustees in attendance were Mr. Kitchin, Mr. Pianovich, and Mr. Smith.

The meeting began with the review and approval of minutes from the meeting that occurred on July 18, 2019.

Ms. Amber Resetar then presented UNCW’s 2019 Annual Security and Fire Safety reports. She first provided a summary of the annual fire safety report. Ms. Resetar discussed the drills and educational programs related to fire safety and shared that from 2016 to 2018, there were a total of three fires on campus, primarily relating to cooking. There were no fires in 2018.

Ms. Resetar then provided an overview of the Clery Act. She discussed how it intersects with reporting for Title IX and the training and programming UNCW has in place in accordance with the Clery Act. She shared information related to Clery Act reportable crimes, the definition of Clery Act geography, and the crime statistics for 2016 to 2018. Ms. Resetar noted that the statistics are based on reported incidents. Because they are located more than one mile from UNCW’s main campus, the statistics for UNCW’s Center for Marine Science and D.C. Virgo are separately reported, and there were few crimes to report for either location. During the presentation, there was discussion surrounding the training provided to faculty, staff, and students around Title IX requirements.

Next, Ms. Stefanie Powell presented the Audit, Risk and Compliance Committee Charter and the Internal Audit Charter for approval. Annual reviews and approvals of both documents are required by the Institute of Internal Auditors. No changes to either charter were proposed, and both charters were approved by the Audit, Risk and Compliance Committee.

Ms. Powell then presented the Office of Internal Audit’s fiscal year 2020 audit plan, or work plan. She explained the process used to develop the audit plan and the items included on the plan. She noted that normally the plan is presented for approval at the July meeting, but it was delayed this year due to leadership changes in Internal Audit in July and a significant amount of carryover audit work from fiscal year 2019. The Audit, Risk and Compliance Committee approved Internal Audit’s fiscal year 2020 audit plan.
Finally, Ms. Powell provided an update on the Office of Internal Audit. She first discussed Internal Audit’s annual report for fiscal year 2019, sharing an overview of the office’s work and metrics relating to the office’s productivity and budget. During the presentation there was a discussion of the sufficiency of staffing for the Office of Internal Audit. Ms. Powell also provided an overview of the work completed by the office for the quarter ending September 30, 2019. Internal Audit completed a fraud risk assessment for UNCW, an investigation relating to free speech, and a consulting engagement with University Testing Services. At the end of the quarter, an audit of the Center for Marine Science was in process and the office planned to begin work on follow up audits.

There being no further business, the meeting was duly adjourned.