

MEMORANDUM

(ex-officio)
(ex-officio)

AGENDA

OLD DOMINION UNIVERSITY
University Audit Department
Audit Plan
FY 2020-2021

PROPOSED TO REMOVE

SCHEDULED ENGAGEMENTS

Audits	Area	Estimated Hours	Group Total
Athletics Business Office	Athletics	350	
Facilities Events and Equipment and Tennis Center	Athletics	300	
Office of Visa & Immigration Service Advising	Academic Affairs	350	
Housing and Residence Life	Student Engagement and Enrollment Services	350	
Budget Office	Administration and Finance	350	
University Libraries	Academic Affairs	350	
Cybersecurity: Intrusion Detection and Incident Response	Administration and Finance	400	
Enterprise Service Bus	Administration and Finance	400	
Banner Workflows			

450

Audits Started In Prior Fiscal Years	Area	Estimated Hours	Group Total
Active Directory	Administration and Finance	10	
Information Technology Services	Administration and Finance	100	
Office of Research*	Research	40	
NCAA Compliance (Financial Aid)	Athletics	5	
Design and Construction	Administration and Finance	10	
Academic Affairs	Academic Affairs	140	
Police Department*	Administration and Finance	250	
College of Business	Academic Affairs	200	
Payroll Benefits	Administration and Finance	240	
Special Projects / Consulting	Various	150	

1,145

Total Scheduled Audits

4,985

OTHER AUDIT ACTIVITIES

Activity	Estimated Hours	Group Total
Audit and Compliance Committee Activities	200	
Audit Planning and Risk Assessment	150	
Fraud Waste and Abuse Hotline	200	
Follow-Up Activities for Open Action Items	300	
Compliance Advisory Committee	100	
Policy Review Committee	100	
Audit Software Updates and Reviews	100	
Annual Internal Quality Assurance Activities	100	
Continuing Professional Development	300	
Special Requests / Unscheduled Audits	350	

1,900

Total Other Audit Activities

1,900

Total Audit Hours

6,885

* indicates an integrated engagement inclusive of information technology, and business operations.

Cheryl Davis, Executive Secretary to the President
Velvet Grant, Assistant to the President
John R. Broderick, President

Nina Preston, Senior Auditor
Am9146h n5.3B2 s Presreesr6c

This audit was performed as part of the University's annual audit plan approved by the Board of Visitors. An annual audit is performed of the Office of the President's transactions to include expenditures for special events held in connection with the Office.

This audit consisted of reviewing transactions from fiscal year 2020 for the following budget codes within the Office of the President: 1PR00, 6PR00, 6PR04, 6PR08, and 6PR62. The categories of transactions reviewed included travel memberships, entertainment in connection with University functions hosted by the President, and the department's small purchase charge cards.
Transactional testing was performed and followed with the Office of the President's staff was conducted as necessary.

hE/s Z^/dz h /d W ZdD Ed K& K> KD/E/KE hE/
μ]š }(•]Pv v %o]š o }v•šœμ š]}v &zîí
h /d ^hDD Zz

%œšu vš , W

hE/s Z^/dz h /d W ZdD Ed K& K> K
μ]š }(šZ K((] }(Z • Œ Z



Activity and Status of Audit Issues Since September 2020

University Audit Department
November 30, 2020


Activity and Status of Audit Issues Since September 2020

Activity and Status of Audit Issues Since September 2020

Summary Status by Executive Area

Audit Engagement Title	Report Date	# of Issues Closed since 9/01/2020	# of Issues Open as of 11/24/2020
Academic Affairs			
College of Engineering and Technology	3/08/17	0	1
International Programs	8/15/19	1	0
Academic Affairs Interim Report	8/28/20	3	5
Administration and Finance			
Police Department- Annual Fiscal Activities	1/06/20	2	

Activity and Status of Audit Issues Since September 2020



Activity and Status of Audit Issues Since September 2020

Executive Area	Audit Title	Audit Observation	Category	Report Date	Original Due Date	Status
		Closed Session Meeting Activities	Compliance	6/04/20	--	Action Plan Pending
		Presence of Counsel at Open and Closed Meetings	Compliance	6/04/20	--	Action Plan Pending
		Board of Visitors Budget	Compliance	6/04/20	--	Action Plan Pending
Research	Office of Research Information Technology	Hosted Technology Services Risk Management	Info Tech	6/05/20	9/30/20	Planned
Athletics	NCAA Compliance: Financial Aid	Reduction, Cancellation and Renewal Letters	Compliance	8/27/20	5/07/21	In Progress
		Financial Aid Agreements	Compliance	8/27/20	9/01/20	Complete
Administration and Finance	Active Directory	Active Directory Disaster Recovery Testing	Control	8/27/20	11/30/20	Complete
		Monitoring of SE and WLAN Domains	Control	8/27/20	2/28/21	Planned