



WILLIAM & MARY

CHARTERED 1693

AUDIT, RISK AND COMPLIANCE COMMITTEE

Internal Audit

November 19, 2020

2021 PLAN DEVELOPMENT

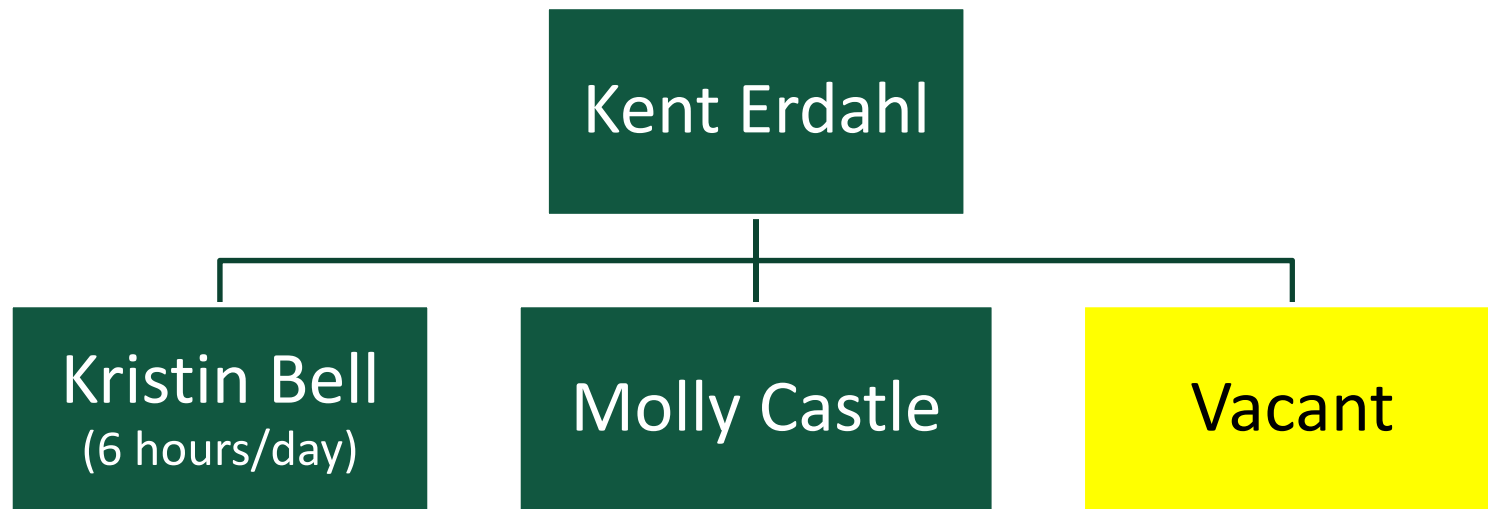
Objective: Align audit resources with risk where Internal Audit can add the greatest value.

- Solicit input from management:
 - Understand key risk areas
 - Identify areas where Internal Audit can help mitigate risk
 - Provide management an opportunity to influence the audit plan
 - Review Internal Audit services and offer future assistance
- Develop a list of potential audit opportunities where Internal Audit can add the greatest value
- Review potential audit list with COO, Provost, and President for alignment

PLAN CONSIDERATIONS

- Department staffing
 - resumed hiring process for open staff position
 - 2021 work plan estimates a half year of new hire time
- Work plan emphasizes operations in transition

DEPARTMENT ORG CHART



PROPOSED 2021WORK PLAN

- Admissions audit
- Athletics internal control review and donor compliance audit
- Law School internal control review
- Arts & Sciences internal control review
- School of Education internal control review
- Athletic Ticket Office audit
- W&M IT Data Center physical security audit
- RBC IT security audit
- Remote work impact on internal control environment project

Recurring Audit Activities:

- Small purchase charge card monitoring
- IT system functionality review (in collaboration with IT personnel)
- Commonwealth Fraud, Waste and Abuse Hotline Investigations

RECENT AUDIT ACTIVITY

- Highland Internal Control Review
 - Business Model Enhancement Opportunity
 - Strategic Planning Committee established
 - Three objectives:
 - Establish a 5 year strategic plan
 - Identify a path to financial sustainability and operational efficiency
 - Establish milestones/metrics for above objectives
 - Vice Provost Ann Marie Stock is chairing committee with deliverables due by January 2021
 - Highland management supports committee objectives
 - President Rowe and COO Sebring support this committee

RECENT AUDIT ACTIVITY

- RBC IT Security Audit:
 - Technical compliance audit against IT internal control framework
 - Required for Tier I institutions
 - All key systems to be reviewed over three year cycle
 - RBC IT personnel using audit to improve controls and come into compliance with framework
 - Noted better compliance this year

2020 PLAN REALIGNMENT

Allocated audit resources to Athletics audit:

- Internal Control review of Athletic operations
- Testing of donor restriction compliance

Diverted resources from Athletic Ticket Office review, Admission audit, and IT Data Center review

FOLLOW-UP SCORECARD

<u>Audit/Date</u>	<u>Follow-up</u>	<u>Status</u>
Fixed Assets (4/16)	Dec	(A)
Conference Services (2/17)	Dec	(A)
Donor Compliance (3/17)	Dec	(A)
Construction (8/17)	Dec	(A)
Payroll overpayment (1/18)	Dec	(A)
Advancement Gift Accounting (9/18)	Dec	(A)
VIMS General Control (9/18)	Dec	(A)

(A): Corrective action noted with some action items remaining.

FOLLOW-UP SCORECARD

<u>Audit/Date</u>	<u>Follow-up</u>	<u>Status</u>
IT Disaster Recovery (1/19)	Dec	(A)
Student Employment (1/19)	Dec	(A)
Provost Office (4/19)	Dec	
Financial Aid (4/19)	Dec	
International Travel (7/19)	Dec	
RBC IT Security (8/19)	Dec	(A)
VIMS IT General Control (4/20)	Dec	(A)
President's Office (5/20)	Dec	
IT Penetration Testing (6/20)	Dec	(A)
Highland Audit (10/20)	Feb	
RBC IT Security (11/20)	Jan	

(A): Corrective action noted with some action steps remaining.

QUESTIONS