



COMMITTEE ON AUDIT AND COMPLIANCE
PRE-MEETING AGENDA
Monday, May 13, 2024
11:00 a.m. or at the conclusion
of the FSPPM Pre-Meeting beginning at 10:30 a.m.
Virtual Meeting: (646) 558-8656, ID#: 923 3442 4173

Committee Members:

Daniel T. O’Keefe (Committee Chair), David L. Brandon, John E. Brinkman, Richard P. Cole, Morteza “Mori” Hosseini (Board Chair), Rahul Patel (Board Vice Chair), Marsha D. Powers

- 1.0 Call to Order and Welcome.....Daniel T. O’Keefe, Chair
2.0 Roll Call.....Board Staff
3.0 Review Draft Agenda for June Meeting.....Daniel T. O’Keefe, Chair
3.1 Review Draft Minutes
• March 7, 2024
3.2 Review Action Item
• AC1 July 1, 2024 – June 30, 2025 Office of Internal Audit Work Plan.....Dhanesh Raniga, Chief Audit Executive
3.3 Review Discussion Item
• Internal Audit Activity.....Dhanesh Raniga
4.0 New Business..... Daniel T. O’Keefe, Chair
5.0 Adjourn..... Daniel T. O’Keefe, Chair



COMMITTEE ON AUDIT AND COMPLIANCE

Meeting Minutes

March 7, 2024

President's Room 215B, Emerson Alumni Hall

University of Florida, Gainesville, FL

Time Convened: 2:49 p.m.

Time Adjourned: 3:00 p.m.

Committee and Board members present:

Daniel T. O'Keefe (Committee Chair), David L. Brandon, Richard P. Cole, Christopher T. Corr, Olivia E. Green, Morteza "Mori" Hosseini (Board Chair), Rahul Patel (Board Vice Chair), Marsha D. Powers, Fred S. Ridley, Danaya C. Wright, Patrick O. Zalupski, and Anita G. Zucker

Others present:

Ben Sasse, President; Scott Angle, Provost and Senior Vice President for Academic Affairs; Melissa Curry, Vice President for Human Resources, Dan Dillon, Jr., Vice President for Marketing and Senior Advisor; Kurt Dudas, Vice President/Jacksonville Lead; Elias Eldayrie, Vice President and Chief Information Officer; Robert Gilbert, Interim Senior Vice President for Agriculture and Natural Resources; Amy Hass, Vice President and General Counsel; Taylor Jantz, Interim Chief Financial Officer; Mark Kaplan, Vice President for Government and Community Relations and University Secretary; David Kratzer, Senior Vice President for Construction, Facilities, and Auxiliary Services; Maria Gutierrez Martin, Interim Vice President for Advancement; David Nelson, Senior Vice President for Health Affairs and President of UF Health; David Norton, Vice President for Research; Mary Parker, Vice President and Chief Enrollment Strategist; Raymond Sass, Vice President for Innovation and Partnerships; Jim Staten, Senior Advisor to the President; Scott Stricklin, Director of Athletics; James Wegmann, Vice President for Communications; Heather White, Vice President for Student Life; Kate Moore, Interim Chief Compliance Officer; Dhanesh Raniga, Chief Audit Executive; members of the University of Florida community, and the public.

1.0 Call to Order and Welcome

Committee Chair Daniel T. O'Keefe welcomed everyone in attendance and called the meeting to order at 2:49 p.m. He expressed his gratitude for former Chief Compliance Officer Terra DuBois and introduced Interim Chief Compliance Officer Kate Moore.

2.0 Verification of Quorum

Interim Chief Compliance Officer Kate Moore verified a quorum with all members present.

3.0 Review and Approval of Minutes

Committee Chair O’Keefe asked for a motion to approve the minutes of the December 7, 2023 committee meeting, and the February 5, 2024, committee pre-meeting, which was made by Trustee Brandon and seconded by Trustee Cole. Committee Chair O’Keefe asked for further discussion, after which he asked for all in favor of the motion and any opposed, and the motion was approved unanimously.

4.0 Discussion Item

4.1 Internal Audit Activity

Chief Audit Executive Dhanesh Raniga provided a summary of the Internal Audit Activity. He noted two internal audits have been completed, two are in final report stage, and seven are in progress or in planning phase. The two completed audits are Transfer Student Admissions and GatorOne Services – IT Controls.

He informed the Board the FY24 Internal Audit Workplan is reviewed quarterly to ensure that any changes to the university’s risk profile are taken into consideration when evaluating the impact on the planned audits. Based on this review and upon further feedback from senior management, the following changes to the current audit workplan are requested for committee approval:

- Defer UFGO Travel audit and Housing Operations audit to FY25 audit plan to allow functional improvements in systems to stabilize.
- Remove ADA Compliance audit due to the engagement of a 3rd party firm in order to avoid duplication of effort.
- Reclassify Student Fees audit to a management advisory service engagement to allow internal audit to support a working group which has been established to improve the governance and business processes for student fees.
- Add the following audit projects:
 - Transportation and Parking Services – management has requested a financial and operation audit due to changes in leadership.
 - UF Health Major Construction – an assessment from an enterprise and ‘OneUF’ perspective to ensure consistency of business processes and project management controls.
 - Procurement of Goods and Services – an assessment of the university’s spending to identify opportunities for cost savings, duplicate contracts, strategic sourcing and prioritize resources.
 - UAA audit projects approved by the University Athletic Association Audit Committee: Payroll, Scholarships, Business Continuity and Disaster Recovery Planning, Name, Image and Likeness Risk Assessment.

Committee Chair O’Keefe called for a motion to approve the proposed changes, which was made by Trustee Brandon and seconded by Trustee Powers. Committee Chair O’Keefe asked for further discussion, after which he asked for all in favor of the motion and any opposed, and the motion was approved unanimously.

CAE Raniga shared highlights of the Transfer Student Admissions and GatorOne Services – IT Controls audits. He provided an update on the status of the audit report recommendations that were due for implementation by management from October 31, 2023 – January 31, 2024. 63% of the recommendations have been implemented. Majority of the recommendations that have not been implemented relate to the Major Construction Projects internal audit. The Office of Business Affairs is implementing a new system that will impact related construction business processes. The Office of Internal Audit (OIA) is working closely with management in monitoring progress and an update will be provided at the June board meeting.

Senior Vice President David Kratzer thanked the OIA for their flexibility. Committee Chair O’Keefe echoed his sentiments.

5.0 New Business

There was no new business to come before the committee.

6.0 Adjourn

There being no further discussion, Committee Chair O’Keefe adjourned the meeting at 3:00 p.m.

DRAFT



**COMMITTEE ON AUDIT AND COMPLIANCE
ACTION ITEM AC1
June 13, 2024**

SUBJECT: July 1, 2024 – June 30, 2025 Office of Internal Audit Work Plan

BACKGROUND INFORMATION

The Board of Governors Regulation 4.002 (6) states that the Chief Audit Executive shall develop audit plans based on the results of periodic risk assessments. The plans shall be submitted to the Board of Trustees for approval. A copy of approved audit plans will be provided to appropriate University management and the Board of Governors Office, through the Office of the Inspector General and Director of Compliance (OIGC).

The Office of Internal Audit (OIA) establishes its audit coverage with a work plan that identifies the significant activities and high-risk topical areas. The current work plan was prepared to reflect the planned projects for the period from July 1, 2024 to June 30, 2025 and was prepared, pursuant to an audit risk assessment, with the objective of addressing the University's strategic priorities, key functions, activities and units of the University for the purpose of evaluating and improving the effectiveness of its risk management, internal controls and governance processes.

PROPOSED COMMITTEE ACTION

The Committee on Audit and Compliance is asked to approve the July 1, 2024 - June 30, 2025 Office of Internal Audit Work Plan for recommendation to the Board of Trustees for approval on the Consent Agenda.

ADDITIONAL COMMITTEE CONSIDERATIONS

Submission to the Board of Governors of a copy of the approved July 1, 2024 – June 30, 2025 Office of Internal Audit Work Plan is required, but approval is not required.

Supporting Documentation Included: July 1, 2024 – June 30, 2025 Proposed Office of Internal Audit Work Plan

Submitted by: Dhanesh Raniga, Chief Audit Executive

Approved by the University of Florida Board of Trustees, June 13, 2024

Morteza "Mori" Hosseini, Chair

Ben Sasse, President and Corporate Secretary

Audit and Compliance Committee Pre-Meeting

May 13, 2024

OFFICE OF INTERNAL AUDIT
July 2024 – June 2025 Proposed Work Plan

Presented by:
Dhanesh Raniga, Chief Audit Executive

PROPOSED JULY 2024 – JUNE 2025 WORK PLAN – Overview

Work Plan Objective

- Address significant risk areas of the University's operations
- Evaluate and improve the effectiveness of the risk management, governance and control processes
- Use use available internal audit resources effectively

Approach and Methodology

- UF enterprise level approach incorporating strategic and organizational level topics
- Risk-based – Focus on strategic, financial, operational, and IT related areas
- Work plan development process:
 - Review of UF-related information
 - Input via interviews with Audit and Compliance Committee members
 - Reassessed remaining audit projects in 2023/24 work plan for relevance and risks
 - Higher education sector-related current issues

PROPOSED JULY 2024 – JUNE 2025 WORK PLAN – Guiding Principles and Highlights



Core theme – ‘Protect University Business and Reputation’ & ‘Deliver Measurable Value’



Risk focus – Right risks at the *optimal* time in the process. Evaluated the university’s current strategic and organizational level initiatives for audit areas that can provide added value and risk insights.



Increased focus on UF ‘enterprise-level’ internal audit projects to validate key internal controls while assessing for leading business practices, efficiency and cost savings (e.g., Construction, DSO coverage; ERP System [Workday], Goods and Services Spend Analysis; Housing)



Significant areas of the University’s operations, including addressing current issues in higher education and university strategic initiatives (e.g., Cyber Security; Research Compliance; Data Governance; IT General Controls [UF Online])



Accounts for the decentralized nature of the University and BOG prescribed audits (e.g., PBF/PE Reporting; Post-Tenure Faculty Review)



Flexibility to allow for changing risk profile and continuing to align with leading practices and strategic direction of the University

PROPOSED WORK PLAN – JULY 2024 TO JUNE 2025

	Audit Area	High Level Scope	Rationale
1	UF GO Travel System	Assessment of key business processes for UFGO travel management system. Scope will include assessing internal controls over procurement cards and IT general controls.	University implemented a new travel and expense reimbursement management system in 2023. Business processes and related polices and procedures have been changed.
2	Identity and Access Management - Terminations	Assess internal controls and business processes for identity and access management, including timely removal of system access for terminated employees.	New business processes and system improvements were implemented based on prior internal audit. Ensuring that only authorized individuals have access to systems is one of the key factors for cyber security risk management.
3	Major Construction	Reassess end-to-end major construction life cycle processes. Audit will also test the implementation of the recommendations from the 2023 Major Construction audits for effectiveness of controls.	Prior internal audit on Major Construction identified significant improvements in internal controls, project management and system-related observations. A reperformance of this audit was also requested by the Board of Trustees.
4	Major Construction – Incurred Costs	Review of incurred costs of work performed by General Contractor for compliance with contract. Review will include internal controls in place.	University capital budget on construction is approx. \$2.2b and is significant to University operations. Contract management and compliance is important to confirm that there are good project management and monitoring controls in place to ensure that we comply with state funding regulations for cost allocation and probity.
5	Infrastructure Vulnerability Assessment	Assessment of the university’s infrastructure for cybersecurity vulnerabilities using third-party system tools. Scope will include access, firewall, and application security controls for critical infrastructure assets such as chiller plants.	Cyber threat to critical infrastructure is a growing risk due to legacy systems that were not designed with security in mind. Consequently, risks of ransomware or cyber threats are high and could significantly impact university operations.
6	Performance Based Funding and Preeminent Designation Status Funding	Provide assurance that the data submitted by the University complies with the data definitions established by the BOG.	Florida Statutes section 1001.706(5)(e) requires each university to conduct an annual audit of the university’s data submissions.
7	Foreign Influence Legislation Compliance	Assess compliance with Florida’s Foreign Influence legislation Section 1010.35 (screening foreign researchers) and Section 1010.36 (foreign travel screening) requirements.	Board of Governors (BOG) Regulation 9.012 (7) requires the Chief Audit Executive to perform an operational audit of the university’s compliance with university foreign researchers and travel screening requirements by July 1, 2025.

OFFICE OF INTERNAL AUDIT

PROPOSED WORK PLAN – JULY 2024 TO JUNE 2025

	Audit Area	High Level Scope	Rationale
8	Housing Operations	Assessment of key financial business processes and effectiveness of internal controls, including areas for efficiency and cost savings. Scope will include IT controls for the newly implemented housing management system.	Housing operations are significant and managed as standalone auxiliary operations. It is important that the University has strong internal controls for revenue, collections, and fiscal management.
8	Research Compliance	Assessment of compliance with sponsored contracts and grants. Scope will be co-developed to focus on interdisciplinary research, use of 'start-up' funds, and current research compliance risks.	The university receives significant research funds from federal and non-federal sources. Interdisciplinary research is a strategic focus area. Significant reputational and funding risk of non-compliance with contract award conditions, including allowability of costs.
10	College/Unit Level Assessment (<i>one College and one Center</i>)	Assessment of financial and operational internal controls and key business processes covering fiscal management and compliance with policies and procedures. Focus areas will include key strategic and business processes including IT, application of the new budget model, accuracy of management reporting and oversight controls.	Significant portion of the University's financial and operational processes are decentralized. High-level risk of inconsistent business practices, including impact on internal controls or UF strategy.
11	Research Computing	Assessment of information security controls using leading practice frameworks (e.g., NIST, ISO 27001) as guidance.	The University's research data is stored in a restricted environment. Significant impact on research funding in addition to reputational and compliance risks if research data is compromised. An annual assessment is required for federal research compliance purposes.
12	IT Security Risk Assessment	Assess information security controls using UFIT risk framework and NIST requirements, as appropriate, at selected decentralized locations to improve University cyber security maturity.	Information technology, including cyber security, is a high-level risk in organizations. The University's decentralized governance structure adds another layer of risk that should be assessed and managed. This is an ongoing assessment in partnership with UFIT.
13	Data Governance	Assess data governance framework and business processes for compliance with University policies, practices, and legislative requirements to ensure that data is accessible, usable, and protected.	It is important that data assets are formally managed throughout the University enterprise and trusted information is used for critical business processes, decision-making and accounting. Data governance is a critical component of artificial intelligence governance.

PROPOSED WORK PLAN - JULY 2024 TO JUNE 2025

	Audit Area	High Level Scope	Rationale
14	ERP System -Workday	As part of the Workday implementation, assess the design of internal controls for key business processes for Finance and Human Resources.	Financial and Human Resources business processes will be redesigned/evaluated as part of the Workday implementation. Assessing the design of internal controls prior to implementation will assist in providing stakeholder assurance and potentially save costs.
15	Third-party Vendor Risk Management	Assess risk management practices for managing compliance with major IT third-party vendors and compliance with agreements.	There has been an increasing reliance on third-party vendors for cloud applications, including managing critical services. It is important that the university has risk management plans in place to monitor third-party vendor performance and compliance obligations.
16	UF Online	Assess IT general controls for the UF Online system.	UF has a strategic initiative for online/hybrid learning. System integrity is important to the online teaching mode of learning. UF's reputation can be impacted if system-level controls are not adequate.
17	Service Fees and Indirect Charges Governance	Assess compliance with policy and governance around service fees and indirect charges levied by units and impact on budget model.	In addition to overhead allocation, there are fees and indirect charges imposed by certain units for services outside the budget model. This has potential to create administrative burden and impacts funding allocation discussions.
18	Driver and Vehicle Information Database (DAVID) System	Assessment and testing of system level IT controls.	University is required to provide an audit of the general IT controls for the DAVID system as per the agreement. Internal audit will provide assurance services.
19	Goods and Services Spend Analysis	UF enterprise-level assessment of the spend on goods and services and any duplicate contracts or purchasing efforts.	There are opportunities to strategically leverage the University's purchasing power. This assessment will assist in identifying potential cost savings, strategic decision making/business negotiations, and reallocation of resources to priority needs.

OFFICE OF INTERNAL AUDIT

PROPOSED WORK PLAN - JULY 2024 TO JUNE 2025

	Audit Area	High Level Scope	Rationale
Other Significant Activities			
	Institute of Internal Audit’s (IIA) Global Internal Auditing Standards	Performing a gap analysis of current internal audit standard requirements with the new Global Internal Auditing standards for readiness to conform.	The IIA’s new Global Internal Auditing Standards will be effective from January 2025 and require additional documentation for audit procedures.
	Quality Assurance Review (QAR)	Assessment of the internal audit function against IIA Professional Practice of Internal Auditing standards.	IIA standards and the BOG require assessment of conformance with the IIA standards every five years.
	Follow-up	Ongoing	Follow up on the implementation of management action plans from internal audit and other assurance reports.
	Management Requests	Ongoing	Advisory services will be considered where internal audit can add value to improve internal controls and business processes.
	Investigations	Ongoing	Responding to and following up on whistleblower and other complaints received through the 'Hotline' and other sources.

AUDIT AND COMPLIANCE COMMITTEE PRE-MEETING

MAY 13, 2024

SUMMARY OF INTERNAL AUDIT ACTIVITY

Presented by:

Dhanesh Raniga, Chief Audit Executive

Joe Cannella, Audit Director

OFFICE OF INTERNAL AUDIT

Fiscal Year 2023-24 Internal Audit Plan Summary*

INTERNAL AUDIT AREA	INTERNAL AUDITS COMPLETED (CURRENT PERIOD)	FINAL REPORT STAGE	IN PROGRESS/ PLANNING INTERNAL AUDITS	INTERNAL AUDITS COMPLETED & PREVIOUSLY REPORTED	PLANNED INTERNAL AUDITS	TOTAL
University of Florida Operations	2		7	10	6	25
University of Florida Foundation	1			1	1	3
University Athletic Association		1	2	1	1	5
Management Advisory Services			1			1
TOTAL	3	1	10	12	8	34

*Please refer to Appendix A for complete details of FY2023/24 Internal Audit Plan status

OFFICE OF INTERNAL AUDIT

Current Internal Audit Reports and Other Matters

- We completed the following internal audits since our last report to the Audit and Compliance Committee in March 2024:
 - Transportation and Parking Services
 - Sponsored Research Subrecipient Audit – financial audit of subrecipient funds as required by research contract.
 - UFF Advancement Engine Next System
- We followed up on audit report recommendations that were due for implementation by management. Summary results are noted on slide number 6.
- **Other Matters**
 - Staffing – Two senior auditors and one staff auditor were hired within the last two months. We are actively recruiting for a manager and a senior auditor.
 - Global Internal Auditing Standards – The Institute of Internal Audit’s (IIA) International Audit Standards Board released its new Global Internal Audit Standards (the “standards”), which are effective starting January 2025. It replaces the Professional Practice of Internal Auditing. The new standards are more prescriptive and require more documentation, including the expected support from the Audit and Compliance Committee and senior management. We will perform a self-assessment to gauge our readiness to conform. A project will be undertaken to close any identified gap by January 2025.
 - Quality Assurance Review (QAR) – The IIA’s standards and the Board of Governor’s Regulation 4.002 (e) require internal audit departments to undergo an external QAR to assess conformance with the IIA standards every five years. We will be undergoing a QAR in Fall this year in order to conform with the standards and BOG requirements.

OFFICE OF INTERNAL AUDIT

Summary of Internal Audit Reports Issued

Transportation and Parking Services

Transportation and Parking Services (TAPS) is an auxiliary unit responsible for managing and maintaining transportation and parking related services and infrastructure on campus. TAPS manages parking permits and enforcement, compliance with the University's parking regulations, event parking, and UF Health patient and visitor parking.

TAPS utilizes an online system called Gator Parking Portal (GPP), which is integrated with a third-party parking and permit management software called T2 Flex (Flex) to monitor, process and manage customer parking requests. The total operating income for the FY22 and FY23 were approximately \$27M and \$28M, respectively.

Objectives and Scope

Assess the key business processes and internal controls at TAPS. Specifically, the scope of the audit included assessing the following: parking management (patient and visitor parking, metered parking, and special events parking); permit management and enforcement; collections and write-offs; information systems and related IT controls; operational support units (maintenance and transportation service areas such as Campus Connector, Gator Lift, etc.); compliance with contract obligations; and management reporting and monitoring controls.

Conclusion

Overall, we identified significant internal control weaknesses over cash handling and management. In addition, we have noted opportunities for cost savings by streamlining operations and strengthening monitoring controls over IT systems and enhancing executive-level management reports for TAPS key business functions.

OFFICE OF INTERNAL AUDIT

Summary of Internal Audit Reports Issued (Cont'd)

UFF Advancement Engine Next System

The University of Florida Foundation (UFF) is implementing a Salesforce customer relationship management system. It has been named the Advancement Engine Next (AEN) and includes a new advancement and donor management system which replaces the legacy advancement system. In addition to the advancement system, there are other strategic activities that are aligned towards the 'OneUF IT initiative' which involves moving the network infrastructure and management to UFIT. The new advancement system went live on March 18, 2024.

Objectives and Scope

Assess the design of internal controls for the key business processes for the AEN system. Specifically, the scope of work included the following:

- Understand the key functionalities of the AEN system.
- Evaluate the documented key business processes for adequate design of internal controls.
- Assess the design of role permissions and security provisions for adequate segregation of duties.

Conclusion

Internal control improvement opportunities were discussed and provided to the AEN project team throughout the engagement. These were incorporated into the key business processes.

Based on the results of our review, UFF's internal controls over documented key business processes are adequate. It should be noted that UFF is currently adapting to the new CRM system environment and stabilizing key business rules and processes. As such, the control environment and conditions may change whereby the design adequacy and operating effectiveness of key controls may need to be reassessed and reevaluated for assurance purposes post go-live.

Internal audit will evaluate the level of risks as part of its ongoing audit planning efforts and incorporate the audit of AEN in future audit plans.

OFFICE OF INTERNAL AUDIT

Internal Audit Follow-Up Statistics as of April 30, 2024

Oversight by	TOTAL		CURRENT PERIOD RECOMMENDATIONS DUE FEBRUARY 1, 2024-APRIL 30, 2024				BALANCE
	Balance as of 1/31/2024	New since last report	Followed Up & Reviewed	Action Plan Implemented	In process (extended)*	Percent Implemented	Due in Subsequent Period
1 - Business Affairs	10					--	10
2 - Chief Financial Officer	1					--	1
3 - Chief Information Officer	4		1	1		100%	3
4 - Construction, Facilities, and Auxiliary Operations	59	7	7	6	1	86%	60 ¹
5 – Enrollment Management	14					--	14
6 – General Counsel	17		11	11		100%	6
7 - Research	3					--	3
8 - UAA	3		3	2	1	67%	1
9 - UFF	10		5	3	2	60%	7
10 – Vice President for Student Life	3		3	3		100%	0
TOTAL	124	7	30	26	4	87%	105

* In Process (Extended) – Additional time requested by management to implement the planned action due to either resource or system development implications. Included in 'Due in Subsequent Period' column.

¹ Management has provided an update on major construction. Follow-up audit planned for late Fall 2024.

OFFICE OF INTERNAL AUDIT

Appendix A – Fiscal Year 2023/24 Internal Audit Plan Status

	Audit Area	High Level Scope	Status
UNIVERSITY OF FLORIDA OPERATIONS			
1	Transportation and Parking Services (TAPS)	Assessment of key business processes for financial and operational controls, fiscal management and contractual obligations.	Completed and Reported – Current Period
2	Sponsored Research Subrecipient Audit	Financial audit of subrecipient funds as required by research contract.	Completed – Current Period
3	International Center	Departmental level assessment of key financial and operational controls, including compliance with policies, procedures and integrity of management information with focus on Study Abroad programs.	In Progress
4	Physician Practice Plan – FCPA	Assess internal controls and key business processes for significant components of the practice plan. Scope includes selecting two clinical departments and review of risks with input from UF Health/College of Medicine. Joint project with UF Health Internal Audit.	In Progress
5	College of Medicine	Assessment of financial and operational internal controls and key business processes covering fiscal management and compliance with policies and procedures. Focus areas will include financial, HR, admissions, accuracy of management reporting and oversight controls. To be completed in conjunction with audit of clinical practice plans(FCPA).	In Progress
6	Post-Tenure Faculty Review	Review the University’s post-tenure review process and report to the Board of Trustees as required by the Board of Governors Regulation 10.003(6)(a)(1). An audit of the tenure process for the prior fiscal year is required once every three years beginning on January 1, 2024. The report is required by July 1.	In Progress

OFFICE OF INTERNAL AUDIT

Appendix A – Fiscal Year 2023/24 Internal Audit Plan Status (Cont'd)

	Audit Area	High Level Scope	Status
UNIVERSITY OF FLORIDA OPERATIONS (Cont'd)			
7	Cyber Security Incident Response Management	In conjunction with UFIT, assess incident response management procedures using real test scenarios such as ransomware readiness, system breaches, etc.	In Progress
8	Institute of Food and Agricultural Sciences (IFAS) – Extension Offices	Assessment of financial and operational internal controls and key business processes covering fiscal management, governance, and compliance with policies and procedures.	In Progress
9	UF Health Major Construction	Assessment of project management and project controls governing the delivery of major constructions projects at UF Health. Scope will include major construction projects at UF Health Shands and UF Health Jacksonville.	In Progress
10	Admissions	Assessment of internal controls and key business processes for admissions. Audit will be performed in collaboration with Enrollment Management and will cover people, process and technology.	Completed and Previously Reported
11	Gator 1 Card IT General Controls	Assess the IT general controls for the updated system to manage Gator 1 card. The updated system was implemented in early 2023.	Completed and Previously Reported
12	Major Construction – Incurred Costs	Review of incurred costs of work performed by General Contractor for compliance with contract. Review will include internal controls and compliance with funding requirements, as appropriate. Leverage results from audit of major construction internal controls and key business processes.	Completed and Previously Reported
13	Research – Pre-Award	Assess business and quality review processes for research proposal processes at the central and unit level.	Completed and Previously Reported

OFFICE OF INTERNAL AUDIT

Appendix A – Fiscal Year 2023/24 Internal Audit Plan Status (Cont'd)

	Audit Area	High Level Scope	Status
UNIVERSITY OF FLORIDA OPERATIONS (Cont'd)			
14	Major Construction Projects – Follow-Up	Follow-up of the implementation of the recommendations from the April 2023 Major Construction Project audit. Follow-up will assess effectiveness of controls for major construction as per agreed Management Action Plan and leading practices.	Completed and Previously Reported
15	Identity and Access Management (IAM)	Assessment of access controls to enterprise-level system, including managing identity, role provisioning and deprovisioning.	Completed and Previously Reported
16	Governance Standards	Assess procedures for managing compliance with BOG and BOT governance standards and regulations.	Completed and Previously Reported
17	Research Shield Computing Environment	Assessment of information security controls using leading practice frameworks (e.g., NIST, ISO 27001) as guidance.	Completed and Previously Reported
18	Performance-Based Funding and Preeminent Designation Status Funding	Provide assurance that the data submitted by the University complies with the data definitions established by the BOG.	Completed and Previously Reported
19	Driver and Vehicle Information database (DAVID) System	Assessment of system level IT controls to assist management in meeting attestation requirements.	Completed and Previously Reported
20	Research Compliance – Post Award	Assessment of compliance with sponsored contracts and grants. Scope will be co-developed to focus on current research compliance risks.	

OFFICE OF INTERNAL AUDIT

Appendix A – Fiscal Year 2023/24 Internal Audit Plan Status (Cont’d)

	Audit Area	High Level Scope	Status
UNIVERSITY OF FLORIDA OPERATIONS (Cont’d)			
21	Service Fees and Indirect Charges Governance	Assess compliance with policy and governance around service fees and indirect charges levied by units and impact on budget model.	
22	Data Governance	Assess data governance framework and business processes for compliance with University policies, practices, and legislative requirements to ensure that data is accessible, usable, and protected.	
23	Faculty Workload Management Process	Assess the University’s business processes for managing faculty workload. Scope will include IT controls over system used and integrity of management information.	
24	UF Online	Assess IT general controls for the UF Online system.	
25	Goods and Services – Spend Analysis	Analyze UF Enterprise level spend on goods and services and any duplicate contracts or purchasing efforts to identify opportunities for cost savings, strategic decision making, and reallocation of resources to priority needs.	
UNIVERSITY OF FLORIDA FOUNDATION			
26	UFF – Advancement System/One UFIT Initiative	Pre-implementation assessment of internal controls for key business processes.	Completed and Reported – Current Period
27	Gift Agreement Processing	Assessment of key business processes and internal controls for new awards, data integrity, accuracy of information and reconciliation with Financial Accounting System and gift agreement.	Completed and Previously Reported
28	Alumni Association	High-level assessment of governance, oversight and monitoring controls covering Alumni Association’s key activities.	

OFFICE OF INTERNAL AUDIT

Appendix A – Fiscal Year 2023/24 Internal Audit Plan Status (Cont'd)

	Audit Area	High Level Scope	Status
UNIVERSITY ATHLETIC ASSOCIATION			
29	Payroll	Assessment of internal control for key business processes.	Final Report Stage
30	Ticket Operations	Financial and operational assessment of internal controls for key business processes and evaluate IT general controls.	Completed and Previously Reported
31	Scholarships	Assessment of internal controls over scholarship payments and monitoring compliance.	Planning Stage
32	Business Continuity and Disaster Recovery Planning	Assessment of UAA BCP/DRP procedures to address incident response and cyber security risks. Scope will include alignment with university-level initiatives and leveraging central-level controls.	Planning Stage
33	Name image and Likeness (NIL)	High-level risk assessment to document risks, opportunities and areas for monitoring based on current regulations and guidance.	
MANAGEMENT ADVISORY SERVICES			
34	Student Fees	Assess internal controls and key business processes for compliance with Florida Statutes and University Regulations regarding allocation and spend of various categories of student fees collected. Assist UF Management improve compliance	In Progress
OTHER SIGNIFICANT ACTIVITIES			
	Follow-Up	Regular follow-up on the implementation of management action plans from internal audit and other assurance reports.	Ongoing progress reports are provided
	Investigations	Responding to and following up on incidents and whistleblower complaints received through the 'Hotline' and other sources.	Ongoing. Monthly summary reports are provided and discussed with the Audit and Compliance Committee Chair.