

FLORIDA **A&M** UNIVERSITY
Board of Trustees

Audit and Compliance Committee Meeting
Wednesday, June 2, 2021
9:45 a.m.

Committee Members: Craig Reed, Chair
Ann Marie Cavazos, Michael Dubose, Belvin Perry, and Carrington M. Whigham

AGENDA

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| I. | Call to Order | Trustee Craig Reed |
| II. | Roll Call | Ms. Debra Barrington |

ACTION ITEMS

- | | | |
|------|---|-----------------|
| III. | Minutes: Consideration of Approval – March 3, 2021 at 9:45 a.m. | Trustee Reed |
| IV. | Financial Conflicts of Interest Policy | Rica Calhoun |
| V. | Annual Division of Audit Work Plan | Joe Maleszewski |
| VI. | Fraud Regulation | Joe Maleszewski |

INFORMATIONAL ITEMS

- | | | |
|----------------------------------|---|--|
| Office of Compliance and Ethics: | Rica Calhoun | |
| VII. | Office of Compliance and Ethics Update | |
| VIII. | External Compliance Program Review Update | |
| Division of Audit: | Joe Maleszewski | |
| IX. | Risk Assessment | |
| X. | Audit and Investigative Follow-up | |
| XI. | Internal Controls Assessment | |
| XII. | Division of Audit Update | |
| XIII. | Adjournment | |

**Florida Agricultural and Mechanical University
Board of Trustees**



**Audit & Compliance Committee Meeting
Trustee Craig Reed, Chair
Wednesday, March 3, 2021
9:45 AM**

Committee Minutes (Zoom Meeting)

Members Present: Trustee Craig Reed, Chair, Trustee Ann Marie Cavazos
Trustee Michael Dubose, Trustee Dominique Xavier McClinton, and Trustee Belvin Perry, Jr.

Trustee Chair Craig Reed called the meeting to order. Ms. Debra Barrington called the roll. A quorum was established.

Chair Reed acknowledged one Action Item; the consideration for approval of the Wednesday, December 2, 2020, Minutes. A motion was made by Trustee Belvin Perry, Jr., seconded by Trustee Michael Dubose, and the minutes were approved.

Chair Reed recognized Chief Compliance and Ethics Officer Rica Calhoun to present the Office of Compliance and Ethics update. Ms. Calhoun highlighted office activities including a summary of investigative activities. She then reviewed the topics for the March annual mandatory compliance training entitled FAMU Fundamentals 2021. This year's training includes modules on:

- Conflicts of Interest, Open Meetings, Public Records, and Fraud;
- Clery;
- Cybersecurity; and
- Sexual Harassment Prevention and Title IX.

Ms. Calhoun reviewed the mandatory training schedule and highlighted the accountability and outreach phase in April 2021.

Ms. Calhoun then provided program highlights including her efforts to provide continuing advisory services regarding the Spring Restart; communications to increase awareness of the FAMU Fundamentals training; contracting with Huron to provide an external review of FAMU's Compliance and Ethics Program; continued work with the Division of Research and the research work group to amend policies and processes to comply with federal and state expectations surrounding foreign influence, including updating BOT 2005-14; and that the Office of Compliance and Ethics has been included in the Information Technology Steering Committee (ITSC) which provides oversight and recommendations for the strategic direction of Information Technology Services.

VP Maleszewski inquired if the BOT members had any feedback regarding the BOT Governance Series training coordinated by the Office of Compliance and Ethics. Not all members had completed the training and Ms. Calhoun agreed to resend the training links to all BOT members.

Chair Reed recognized VP Maleszewski to present the following Informational Items:

- Audit and Investigative Follow-up;
- External Audits and Program Reviews;
- Internal Controls Training Update;
- Internal Controls Assessment including the BOT assurance statement process and timeline;
- Fraud Regulation and Policy; and
- Division of Audit Update.

VP Maleszewski and Audit Director Melton to presented the informational items and offered to answer any questions and/or elaborate on any of the presented items.

Chair Reed and Trustee Michael Dubose complemented the reports presented during the committee meeting.

Chair Reid adjourned the meeting.