

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



**Audit & Compliance Committee Meeting**

Trustee Craig Reed, Chair

Grand Ball Room

Wednesday, February 16, 2022 – 11:00 AM

**Committee Minutes**

**Members Present:** Trustee Craig Reed, Chair, Trustee Ann Marie Cavazos, Trustee Michael Dubose, Trustee Belvin Perry, Jr., and Trustee Carrington M. Whigham

Trustee Chair Craig Reed called the meeting to order. Ms. Barrington called the roll. A quorum was established. Chair Reed acknowledged three (3) Action Items:

1. Minutes: Consideration of Approval – December 1, 2021 at 11:00 AM;
2. Update BOT Policy 2020-01 Fraud Prevention and Detection; and
3. PBF Certification Document.

**The first action item** – Chair Reed acknowledged consideration for approval of the Wednesday, December 1, 2021, minutes. A motion was made by Trustee Belvin Perry, Jr., and seconded by Trustee Dubose. The motion carried and the December 1, 2021, minutes were approved.

**The second action item** – Chair Reed recognized VP Maleszewski to present the *Updated BOT Policy 2020-01 Fraud Prevention and Detection*. Chair Reed thanked VP Maleszewski for the presentation and requested a motion. Trustee Cavazos motioned approval of the policy and Trustee Dubose seconded the motion. The motion carried and the *Updated BOT Policy 2020-01 Fraud Prevention and Detection* was approved.

**The third action item** – Chair Reed requested VP Joseph Maleszewski present two related items. The first is the *PBF Certification Document* which requires both Board Chair and President signature after the Board of Trustees approves the certification. The second item is the *Performance-Based Funding Data Integrity Audit* which supports the certification but is an information item for the committee. Both items were successfully presented. Chair Reed thanked VP Maleszewski for the presentation and requested a motion. Trustee Dubose motioned and Trustee Cavazos seconded approval. The motion carried and the *PBF Certification Document* was approved.

**Informational Items** - Chair Reed recognized Chief Compliance & Ethics Officer, Rica Calhoun, to provide the Compliance and Ethics Office update. Ms. Calhoun provided

updates on the FAMU Fundamentals 2022 mandatory training; complaints and investigations summary statistics; foreign influence; and conflicts of interest.

Regarding the upcoming mandatory training, Ms. Calhoun summarized that training was to be completed during the month of March and would include Clery<sup>1</sup>; Compliance, Law, and Policy; Cybersecurity; Discrimination and Harassment; and Emergency Management.

Ms. Calhoun provided information about automating the conflict of interest disclosure process including the timeline for rolling out the automated process. She then provided information about the research working group's efforts related to foreign influence. Overall, 65 researchers have been screened with some screenings triggering additional due diligence. She also summarized policy updates.

There was discussion about cybersecurity and phishing scam as well as discussion regarding management response and resolution of investigative recommendations.

Trustee Dubose inquired about audits of COVID-related stimulus funding and encouraged additional audit coverage.

Chair Reed inquired about the trend in complaints. Ms. Calhoun responded that we have more complaints logged so far this year and indicated that this reflects that members of the University Community are more open to reporting.

Chair Reed asked VP Maleszewski and Associate Vice President and Chief Risk Officer (AVP/CRO) Melton to present the following Division of Audit Informational Items:

- PBF Audit;
- Quality Assurance and Improvement Program (QAIP);
- Risk Assessment Follow-up;
- Audit and Investigative Follow-up;
- External Audit Updates; and
- Division of Audit Update.

As the PBF audit was covered during the action items, VP Maleszewski began with the QAIP and information about the upcoming external quality assessment review. VP Maleszewski then discussed follow-up efforts related to last year's risk assessment and the President's assessment of internal controls. AVP/CRO Melton then presented updates on audits, investigations and external audits.

VP Maleszewski provided brief office updates regarding hiring, professional development, the external quality assessment, the upcoming risk assessment, and the upcoming internal controls assessment. Ms. Melton then reported on the Enterprise Risk Management program's mission and vision. Ms. Melton indicated that some audit project would be deferred to the following fiscal year as there were not adequate

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<sup>1</sup> Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) is a federal law that requires universities to report crimes that occur "on campus."

resources to provide the audit coverage. Trustee Dubose inquired about outsourcing the deferred work plan projects. VP Maleszewski emphasized that there was no budget to hire outside firms and that the projects would not be deferred very long.

There being no further business before the Audit and Compliance Committee, Chair Reed adjourned the meeting.