

Audit, Risk, and Compliance Committee Meeting Thursday, December 4, 2025 10:30 AM

Committee Members: Michael White, Chair

Emery A. Gainey (Vice Chair); John Crossman; Natlie G. Figgers; Craig Reed

AGENDA

I. Call to Order Trustee Michael White

II. Roll Call Ms. Debra Barrington Harris

ACTION ITEMS

III. Minutes: Consideration of Approval – September 17, 2025 Trustee White

INFORMATIONAL ITEMS

Office of Compliance and Ethics: Rica Calhoun

IV. Office of Compliance and Ethics Update

Office of Enterprise Risk Management Deidre Melton

V. Office of Enterprise Risk Management Update

Division of Audit: Joe Maleszewski

VI. Division of Audit Updates

VII. Adjournment

Florida Agricultural and Mechanical University Board of Trustees



Audit & Compliance Committee Meeting Chair White Wednesday, September 17, 2025 1:00 p.m.

Committee Minutes

Committee Members: Michael White, Chair; Emery A. Gainey, Vice Chair; John Crossman; Natlie G. Giggers; Craig Reed

Chair White called the meeting to order. The roll was called. A quorum was not established. Chair White recognized three action times including prior meeting minutes; the Office of Compliance and Ethics (OCE) Annual Report and Program Plan; and OCE Charter.

ACTION ITEMS

Minutes – The first action item was consideration of approval for the September 17, 2025, meeting minutes. Draft minutes were included in the materials. Chair White asked for a motion to approve the meeting minutes. The minutes were moved by Trustee Gainey and seconded by Trustee Reed. The motion carried and the September 17, 2025, meeting minutes were approved.

Office of Compliance and Ethics Annual Report and Program Plan - The second action item was consideration of approval for the OCE Annual Report and Program Plan. Chair White acknowledged Chief Compliance and Ethics Officer Calhoun to present the OCE Annual Report and Program Plan. Ms. Calhoun presented both the OCE Annual Report and Work Plan as well as the OCE Charter updates for consideration. She highlighted the FAMU Fundamentals; university community insights, compliance and ethics week, investigations, ongoing compliance work, foreign influence travel reporting, compliance reviews and monitoring and what's next. She also highlighted updates to the OCE Charter specifically as it relates to roles and functions of Office of Equal Opportunity Programs.

Chair White asked for a motion to approve the OCE Annual Report and Program Plan. The OCE Annual Report and Program Plan were moved by Trustee Figgers and seconded by Trustee Reed. The motion carried and the OCE Annual Report and Program Plan were approved.

Office of Compliance and Ethics Charter – The third action item was consideration of approval for the OCE Charter. As Ms. Calhoun presented this item with the prior item, Chair White asked for a motion to approve the OCE Charter. The OCE Charter was moved by Trustee Gainey and seconded by Trustee Reed. The motion carried and the OCE Charter was approved.

Chair White then moved on to information items.

INFORMATIONAL ITEMS

Chief Risk Officer Deidre Melton provided informational items including:

- I. The 2025 University Risk Assessment: Top 10 Enterprise Risks
- II. The 2025 Internal Controls Assurance Statement; and
- III. An update on the SUS ERM Consortium; and
- IV. Highlighted 5 ERM Reports focused on:
 - a. Emergency Management,
 - b. Campus Safety and Security,
 - c. Student Health,
 - d. Campus Facilities, and
 - e. Environmental Health and Safety.

CRO Melton covered the top 10 risks and highlighted discussion by President Johnson and COO Lawson of Talent and Workforce Management and Campus Safety and Emergency Management respectively. Trustee Perry shared concerns about discussion of specific items related to security which could inadvertently create vulnerability.

CRO Melton then discussed the 2025 Internal Controls Assurance Statement: Navigating Challenges, Reinforcing Strength. She highlighted the lower scores this cycle in each of the 5 COSO Components of Control. She attributed the drop in scores, in part, to more informed and critical assessment by business units who attended required training which better informed their understanding of how internal controls are implemented within the higher education context.

She highlighted opportunities for growth which include:

- Expand automation of control activities to reduce reliance on manual processes and increase efficiency.
- Benchmark against higher education and industry best practices to continuously raise standards and close maturity gaps.
- Enhance controls and processes for research security, finance, and contracting activities.
- Advance proactive monitoring with modern tools and root cause analysis to prevent recurrence of issues.

CRO Melton discussed FAMU's role in establishing and leading the SUS ERM Consortium and finally, she highlighted ERM reports released in 2025.

Chair White emphasized the approach to continue the discussion of a few of the top university risks in upcoming ARCC meetings to keep a focus on the risks, their ownership, and management activities to mitigate risks as appropriate.

He also encouraged staff to bring back additional specific areas of focus for internal controls and how we are enhancing maturity of these controls such as procurement, IT innovation and modernization, financial accounting and related controls, and purchasing card processes and controls.

Finally, VP Maleszewski presented items including:

- I. The Division of Audit Annual Report;
- II. Audit and Investigative Follow-up;

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- III. Internal and External Audit Updates; and
- IV. Division of Audit Updates.

VP Maleszewski covered the items noted and highlighted the recent BOG report on FAMU's corrective actions taken and planned to respond to prior Auditor General financial and operational audit findings as well as actions to enhance Athletics audit readiness to meet both FAMU BOT and NCAA audit requirements and enhance financial internal controls.

VP Maleszewski highlighted progress made on timely completion of investigations and current caseload. He shared the identification of Teresa Chambliss to fill the vacant Special Projects and Investigator position. Finally, VP Maleszewski share office updates.

Chair White raised questions about and led a discussion of the university's initiative to move it's ERP system to Workday. Chair White directed that Workday be brought back to the December meeting with additional information on the timing and approach for the timely implementation of Workday including information related to the implementation partner.

Chair White adjourned the meeting as there was no further business.



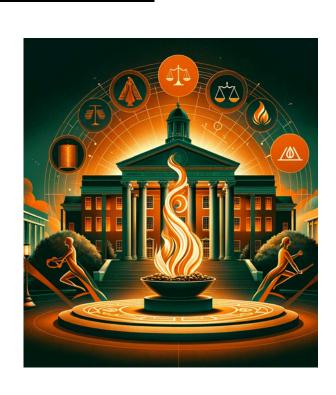
OFFICE ACTIVITIES



The Office of Compliance and Ethics (OCE) continues to work with compliance partners across the University on initiatives to assist in identifying and mitigating compliance risks across the institution. Since the September meeting, we have continued our work, teaming up with University divisions and units to provide compliance and ethics education, investigate and report misconduct, conduct compliance risk assessment, and gather feedback regarding our efforts.

HIGHLIGHTS

- FAMU Fundamentals 2026
- Investigations
- Key Initiatives
 - Compliance and Ethics Week 2025
 - Risk Assessment
 - Monitoring
 - External Review Kick-Off with Huron Consulting Group



FAMU Fundamentals 2026

Why Mandatory University Compliance Training?

Board of Governors' Regulation 4.003 requires all universities to establish and implement an effective compliance and ethics program. Compliance training is a key requirement of such a program. Per the regulation:

"University employees and board of trustees' members shall receive training regarding their responsibility and accountability for ethical conduct and compliance with applicable laws, regulations, rules, policies, and procedures."

OCE appreciates the full support of the University Board of Trustees and the President's Senior Leadership Team in the implementation of mandatory training for all University employees. OCE continues to partner with the School of Journalism & Graphic Communication to produce several of the modules.

The Modules for 2026 include:

- Enterprise Risk Management
- Audit Topics
- Compliance, Research, and Privacy
- Cybersecurity
- Discrimination and Harassment
- Emergency Management
- Clery
- Policy Management



A targeted training will again be provided for research and research support positions focused on Foreign Influence.

Remaining timeline highlights:

January-February 2026: Production and implementation on the identified learning platform.

March 1-31, 2026: Mandatory training window opens for all employees and select student employees.

OCE will report completion to University managers and senior leadership throughout the training period, with a final report in April 2026.

Investigations

Date Range 07/01/2025 - 11/17/2025



Issue	Count (%)
Employee Misconduct	8 (24.24%)
General Concern	4 (12.12%)
Accounting and Auditing Matters	2 (6.06%)
Falsification of Contracts, Reports or Records	2 (6.06%)
■ Theft / Embezzlement	2 (6.06%)
Waste, Abuse or Misuse of Institution Resources	2 (6.06%)
Workplace Retaliation or Retribution	2 (6.06%)
Academic Misconduct	1 (3.03%)
Conflict of Interest	1 (3.03%)
Discrimination	1 (3.03%)
Discrimination or Harassment	1 (3.03%)
Environmental and Safety Matters	1 (3.03%)
Fraud	1 (3.03%)
Improper Employment or Disciplinary Action	1 (3.03%)
Misuse of Resources	1 (3.03%)
Other	1 (3.03%)
Sexual Harassment	1 (3.03%)
● Violence or Threat	1 (3.03%)
Total	33

OCE manages the University's Compliance and Ethics Hotline. We intake concerns of misconduct for referral to other University enforcement offices or for investigation by OCE. Since July 1, 2025, the hotline has logged 33 reports. The median case resolution time since January 1 is approximately 33 days, demonstrating rapid turnaround. While a small number of cases continue to inflate the average length of investigations, the majority of FY 25-26 investigations have closed in expedited time. This reflects improved coordination, timely intake processing, and stronger cross-unit collaboration. Both hotline volume and resolution time indicate that the program is actively used and performing efficiently thus far.



Compliance Landscape Snapshot and Guidance November 2025



National Policy Shifts

Federal agencies continue implementing Executive Orders, with rapidly evolving guidance affecting civil rights, funding conditions, and operational requirements for higher education. FAMU must remain flexible, prepared, and documentation-strong.

Federal Funding & Operations

Recent federal shutdown—related delays and ongoing fiscal policy adjustments continue to affect grant reimbursements, Title III disbursements, and student aid processing. Ensuring continuity and financial resilience remains a priority.

Research & Innovation Environment

Shifts in indirect cost recovery policies, national security expectations, and foreign engagement oversight require strong internal controls and agile adaptation to sponsor requirements.



Student Support & Federal Aid

OBBB Act updates reshape loan counseling, refund practices, and required disclosures. Clear and timely communication with students and employees is essential.



Civil Rights, Safety & Campus Climate

Institutions face heightened scrutiny regarding Title VI compliance, harassment prevention, ADA accessibility, and Clery Act obligations. Transparent processes and timely responses uphold institutional trust.

State Oversight & Governance

State DEIA restrictions, accreditation notifications, and executive data requests remain active. Cross-unit coordination ensures compliance with state and federal expectations.

Global Engagement & Immigration Compliance

Evolving visa vetting policies and international student oversight require careful monitoring to protect global academic pathways and fiscal constraints.



Overall Outlook

The regulatory landscape remains dynamic and consequential. Strengthened documentation, policy alignment, and proactive communication continue to guide the University's compliance posture.





COMPLIANCE AND ETHICS WEEK 2025

EVENT SCHEDULE

MON

NOV. 10

WILL PACKER AMPHITHEATER 10:00 AM - 11:00 AM BREATHE AND PAWS: COMPLIANCE AND TMH ANIMAL THERAPY KICK-OFF

Kick off the week with TMH Animal Therapy at the Will Packer Amphitheater. Relax and connect with therapy animals to start the week on a positive note.

TUE NOV. 11 **VETERANS DAY (NO LIVE EVENTS)**

Take time to honor the integrity and service of our veterans.

WED NOV. 12

ZOOM MEETING ID: 917 6920 4778 10:00 AM - 11:00 AM MINDFULNESS AND BALANCE

Join FAMU's very own Cedrita Demus for a Zoom session on mindfulness and balance to enhance your well-being and focus. Click the Meeting ID on the left or join the zoom session with the ID.

THU NOV. 13

REGISTER HERE OR USE THE QR CODE TO THE RIGHT WELL WITHIN COMPLIANCE: COMPLIANCE IN BALANCE

.....

Stay Well Within Compliance! Join Dr. Kenyatta Rosier for this mandatory workshop on keeping compliance, integrity, and balance at the core of everything we do.



FRI NOV. 14

OUTSIDE UNIVERSITY COMMONS 10:00 AM - 12:00 PM CUPCAKES W/ COMPLIANCE: SWEET TREATS AND MINDFULNESS

Unwind and recharge with us! Enjoy delicious cupcakes while creating your own Encouragement Jar, designed to lift your spirits on stressful days, and the perfect reminder that wellness and integrity go hand in hand. (Stationed near the Eternal Flame.)



Highlights

WORKSHOP: COMPLIANCE IN BALANCE

1115

EMPLOYEES PARTICIPATED





COMPLIANCE AND GRATEFULNESS

BREATHE AND PAWS

40

RATTLERS BEING LOVED BY TMH THERAPY DOGS!





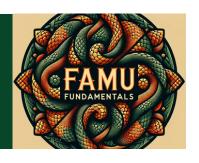


External Review Kick-Off

Huron Consulting Group will be evaluating the University's Compliance and Ethics Program to assess program maturity and opportunities for enhancement.

Implementation of FAMU
Fundamentals
2026

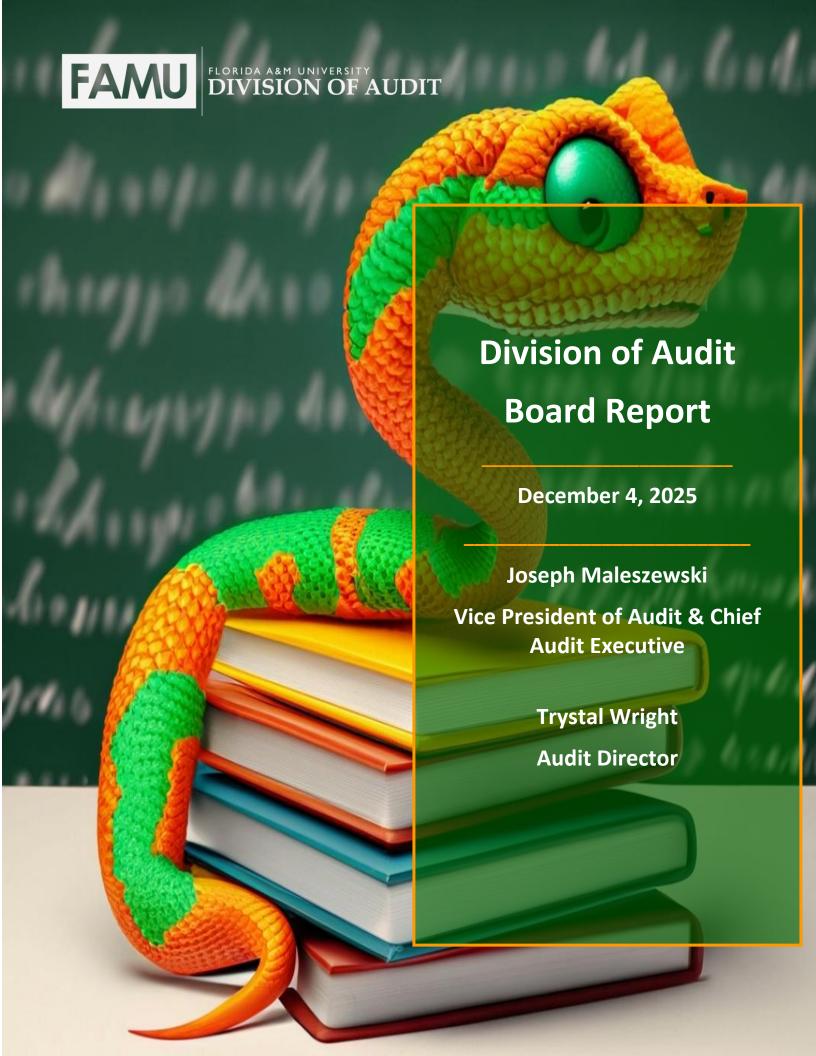
Rollout of communications and training modules for University community.





Risk Assessment Review

Update evaluations of emerging risks, changes in risk levels, and key mitigation actions.



Dear Esteemed Members of the FAMU Board of Trustees,

I am pleased to present the Division of Audit's materials for the upcoming December 4th Audit, Risk, and Compliance Committee meeting.

These materials highlight progress across our internal audit, advisory, investigation, and external audit activities since the last Board meeting. Key updates include:

- Completion of the Cybersecurity Maturity Model Certification survey of Primary Investigators on research security needs.
- Conclusion of a MOU whereby an internal auditor was temporarily assigned to the Controller's Office for a period of three (3) months to provide FAMU and accounting subject matter expertise to support critical operations while the Controller's Office addresses staffing vacancies.
- Advisory support to Finance and Administration in engaging accountant firms to address outstanding Operational and Financial Audit findings and related corrective actions.
- Advisory support to **Athletics** in engaging Thomas, Howell, Ferguson to enhance audit readiness, NCAA reporting, and internal controls.
- Closure and publication of two investigations, with recommendations for improvement.

Team Update

This semester we were excited to work with Candace Harrison as part of the Career Explorer Experience. Candace consistently demonstrated professionalism. Her innovative thinking and fresh perspectives added meaningful value to team discussions and projects.





Sincerely,

Vice President for Audit and Chief Audit Executive



White Melost.

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Cybersecurity Awareness Month

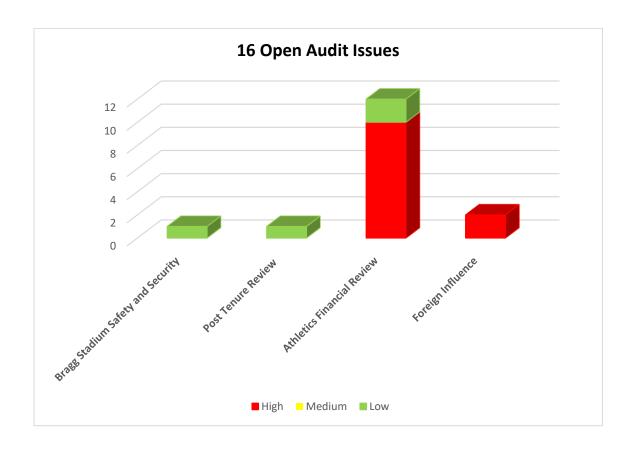


Internal Audit Activities

Audit Work Plan						
Project	Start Date	Projected Completion	Revised Projected Completion	Status		
25-26 Performance-Based Funding Data Integrity Audit	August 2025	March 2026	n/a	Fieldwork		
Cybersecurity Maturity Model Certification (CMMC) Surveys	June 2025	October 2025	n/a	Complete		
University Construction Program Audit	November 2025	March 2026	n/a	Pending		

Status of Corrective Actions for Open Audit Issues since June 2023

Florida Board of Governors Regulation <u>4.002 State University System Chief Audit Executive</u>, Section 3(b) requires the chief audit executive to report on the progress made by management in implementing corrective actions.



Bragg Stadium Safety and Security (Open Issue: 1)

Executive Owner: Michael Smith, Interim Director of Athletics

ADA Guardrail Compliance - The height (in certain areas) and construction of the
guardrails are not compliant, in accordance with the Florida Building Code: FBC-B 1015.
The University has received a proposal for installation, including pricing, and is currently
looking at the most cost-effective way to address this concern. Until these areas are
addressed, the Building code official recommended that the University install "caution
signage" to bring awareness to the individuals seated in these areas. (Status- OPEN;
Risk Level- LOW)

Emergency Preparedness has closed all open issues.

Executive Owner: Dr. Alonda Thomas, Chief Marketing and Communications Officer; Dr. Ashley Davis, Assistant Vice President & Director of Emergency Management.

 Established an Evacuation Plan - The Evacuation Plan has been finalized with the supporting essential employee plan. The crisis communication plan has been reviewed and updated for the feedback received during the May 2023 hurricane tabletop exercise. (Status- CLOSED; Risk Level- HIGH)

Security Plan Audit (Open Issues: CONFIDENTIAL)

Executive Owner: Robert Seniors, Vice President for Information Technology Services/CIO

• The referenced audit issues are considered confidential in accordance with <u>Florida</u> <u>Statute 1004.055 Security of Data and Information Technology in State Postsecondary Education Institutions</u>. A detailed review of progress on corrective actions taken to resolve issues identified during the Security Plan Audit is available to Board of Trustees members. Trustees may request a one-on-one briefing by contacting Joseph Maleszewski, Vice President for Audit/CAE at joseph.maleszewski@famu.edu.

GLBA - Safeguards Rule Audit (Open Issues: CONFIDENTIAL)

Executive Owner: Robert Seniors, Vice President for Information Technology Services/CIO

• The referenced audit issues are considered confidential in accordance with <u>Florida Statute 1004.055 Security of Data and Information Technology in State Postsecondary Education Institutions</u>. A detailed review of progress on corrective actions taken to resolve issues identified during the 2024-2025 GLBA Audit is available to Board of Trustees members. Trustees may request a one-on-one briefing by contacting Joseph Maleszewski, Vice President for Audit/CAE at joseph.maleszewski@famu.edu.

Post Tenure Review (Closed Issues: 8; Open Issues: 1)

Executive Owner: Allyson Watson, Provost and Vice President for Academic Affairs

• Nine (9) recommendations were made regarding the effectiveness of the Post Tenure Review process.

- Eight (8) recommendations have been successfully implemented and are related to process improvements, ongoing monitoring, ratings, contingency0020plans, and specific schools whose criteria needed improvements.
- One (1) recommendation remains open and is related to efficiency of the data collection process for faculty activity information. Implementation is anticipated for April 2026. (Status- OPEN; Risk Level- LOW)

Athletics Financial Review (Spring & Fall 2023) (Open Issues: 12)

Executive Owner: Michael Smith, Acting Vice President for Athletics/AD

- Twelve (12) recommendations were made regarding the operational effectiveness of purchasing within the Athletics Department:
 - All 12 remain open and are categorized as follows:
 - One (1) pertains to budgetary classifications;
 - Two (2) relate to unauthorized purchase commitments;
 - Two (2) recommendations relate to timely vendor authorizations;
 - Two (2) address the unverified receipt of goods;
 - One (1) pertains to untimely invoice payments; and
 - Four (4) relate to the overall enhancement of internal controls for purchasing processes.

(Status- OPEN; Risk Level- HIGH)

24-25 Foreign Influence (Open Issues: 2)

Executive Owner: Kelvin Lawson, Chief Operating Officer

- Ten (10) recommendations were made regarding compliance with state and university foreign influence requirements:
 - o Eight (8) recommendations have been successfully completed and pertain to:
 - the initial evaluation and referral for foreign influence screening,
 - access to current project data for foreign researcher and foreign travel screening.
 - foreign travel recordkeeping, registration and approval processes, and trip reporting, and
 - screening controls for foreign gift reporting.
 - Two (2) recommendations concerning policies and procedures for screening foreign researchers and reporting foreign gifts remain open but have been partially implemented. Both are pending closure and future implementation following final review of the new policy.(Status- OPEN; Risk Level- HIGH)

External Audit Activities

The Division of Audit functions as the University's official liaison for external auditors to assist management with meeting the requests and understanding various audit requirements. We also monitor the implementation status of audit recommendations, including recommendations with long implementation timelines to ensure they are progressing.

The chart below provides an overview of external audits currently in-progress or recently concluded since our September 2025, report to the Audit, Risk and Compliance Committee.

Current Status of External Audits				
Audit	Current Status	Comments		
Florida Auditor General (AG) Financial Statement Audit (FYE 2025)	In Progress	 The Engagement Letter issued July 11, 2025 states that the objectives of the audit are to: Determine whether the University's financial statements present fairly in all material respects, are free from material misstatement, and conform with accounting principles. Determine whether the University administered the Bright Futures Scholarship Program and Florida Student Assistance Grant Program money in accordance with applicable laws, rules, and other guidelines and properly accounted for the moneys received and distributed through the Programs for the fiscal years ended June 30, 2024, and June 30, 2025. 		
Athletics Agreed Upon Procedures (FYE 2025)	Pending	In preparation for the AUPs, the Athletics Department is currently working with Thomas, Howell, Ferguson to identify current obstacles to audit readiness, strengthen internal controls, and to assist FAMU Athletics in determining compliance with GAAP and applicable NCAA reporting standards.		
Athletics Financial Statement Audit (FYE 2024 & 2025)	Pending	In preparation for the Athletics Financial Statement Audit, the Athletics Department is currently working with Thomas, Howell, Ferguson to identify current obstacles to audit readiness, strengthen internal controls, and to assist FAMU Athletics in determining compliance with GAAP and applicable NCAA reporting standards.		
Cybersecurity Maturity Model Certification (CMMC)	Pending	Information gathered from internal surveys will be used to inform the external review. DOA collaborated with ITS and the Division of Research to create and distribute surveys to determine the adequacy of the University's data security.		

Florida AG Operational Audit - FYE 2024 (Open Issues: 4)

Executive Owner: Nicole Murry, Interim Vice President for Finance and Administration/CFO

The AG Operational audit included the following recommendations in the final Audit Report. The final Operational Audit Report published to the BOT also includes the University's response to the following recommendations:

- SPIA Account: The University should establish procedures to ensure that Cash in Bank, SPIA, and SPIA income transactions are promptly and accurately recorded by fund consistent with the ICOFA Financial Statement Guide. In addition, the University should enhance procedures to ensure that reconciliations of SPIA account balances by fund to the general ledger account balances are performed at least monthly, with reconciling items promptly identified, thoroughly investigated, adequately documented, and resolved.
- Bank Account Reconciliations: University procedures should be enhanced to ensure that University records demonstrate timely reconciliations of bank account balances to general ledger control accounts and supervisory review and approval of the reconciliations.
- **Prompt Payment (40 days):** The University should enhance procedures to ensure that vendors are paid promptly in accordance with University procedures. Such enhancements may include monitoring vendor invoice receipt dates and using aging reports to track payment due dates.
- Personnel Evaluations: The University should improve procedures to ensure that
 the required personnel evaluations are performed annually. Such improvements
 should include appropriate performance evaluation training, effective communication
 to hold supervisors accountable for completing the required evaluations, and the
 maintenance of applicable communication and evaluation records.

Florida AG Financial Statement Audit - FYE 2024 (Open Issue: 1)

Executive Owner: Nichole Murry, Interim Vice President for Finance and Administration/CFO

The AG Financial Statement audit included the following recommendations in the final Audit Report. The final Financial Statement Audit Report published to the BOT also includes the University's response to the following recommendations:

 University procedures should be enhanced to ensure that accounting information is accurately recorded and reported. Such enhancements should include appropriate training for University personnel responsible for the accounting entry and AFR processes. In addition, University records should be maintained to demonstrate independent verification and accuracy of the accounting entries and financial statement information made by the consultants before the AFR is submitted to the BOG.

The Department of Finance and Administration has organized the corrective actions in response to the Auditor General's findings into the following six (6) distinct plans. Four (4) out of the six (6) plans are still in progress:

- Organizational Realignment to align with best practices. Completed in July 2025.
- Fill Controller position by December 2025.
- Update reconciliation workflows to a formal sign-off process to document verification that all accounting entries and financial reporting components prepared by third-party consultants are independently reviewed and approved by University personnel prior to inclusion in the Annual Financial Report. Completed in August 2025.
- Bring all reconciliations up-to-date by March 2026.
- Implement a staffing plan to fill 10 Controller's Office vacancies.
 - o Four (4) out of ten (10) open positions have been successfully filled.
 - Recruitment for the remaining roles continues, with priority given to hiring a qualified Controller.
- Engage external consulting services from firms Cherry Bekaert and Mitchell
 & Titus for assistance with the preparation of financial statements in accordance with GASB standards and to provide support during the audit process.

Advisory Activities

Advisory Work Plan					
Project	Initial Projected Start Date	Revised Projected Start Date	Status		
IT Governance: State of	March 2025	April 2025	Fieldwork		
Cybersecurity Granta Management	October 2025	n/a	Dlanning		
Grants Management Review Advisory	October 2025	II/a	Planning		

Status of Correct Actions for Open Advisory Issues

Institute of Internal Audit Standards, <u>Principle 15 - Communicate Engagement Results and Monitor Action Plans</u>, requires the internal audit activity to monitor the disposition of results of consulting engagements to the extent agreed upon with the client. The Division of Audit monitors corrective actions only for recommendations accepted by management during the consulting engagement. Accepted recommendations and corrective action plans are confirmed by both the division vice president and chief operating officer for monitoring.

2022 Procurement Services (Open Issues: 16)

Executive Owner: Nichole Murry, Acting Vice President for Finance and Administration

- A total of 34 recommendations were agreed upon by Procurement Services management.
 - Eighteen (18) of those recommendations have been successfully implemented.
 - Sixteen (16) recommendations remain open but are pending closure for future implementation:
 - Nine (9) regarding staff training, clearly defined responsibilities, and updates to the Procurement Manual, Procurement Policy, procurement flowcharts, P-Card Manual, and Contract Management Manual.
 - Two (2) pertaining to the use of technology for efficient and effective operations, to be implemented with the University-wide implementation of Workday.
 - Two (2) pertaining to establishing University-wide procurement goals.
 - One (1) regarding the inclusion of financial consequences in University contracts; this requires collaboration with the Office of General Counsel and Office of University Policy.
 - Two (2) pertain to the development of an annual procurement plan and will be transferred to the COO and Senior Leadership for their evaluation and consideration.

IT Security Controls in Remote Work Environment Audit (Open Issues: CONFIDENTIAL) Executive Owner: Robert Seniors, Vice President for Information Technology Services/CIO

• The referenced audit issues are considered confidential in accordance with Florida Statute 1004.055 Security of Data and Information Technology in State Postsecondary Education Institutions. A detailed review of progress on corrective actions taken to resolve issues identified during the IT Security Controls in Remote Work Environment Audit is available to Board of Trustees members. Trustees may request a one-on-one briefing by contacting Joseph Maleszewski, Vice President for Audit/CAE at joseph.maleszewski@famu.edu.

24-25 Academic Affairs Advisory: School of Business & Industry Student & Faculty Experiences (Open Issues: 14)

Executive Owner: Dr. Ira Bates, Interim Dean, School of Business & Industry

- A total of fourteen (14) recommendations were agreed upon by SBI management.
 - Three (3) of those recommendations have been successfully completed and pertain to improving faculty career advancement opportunities.
 - Eleven (11) recommendations remain open, with five (5) in progress, of which:
 - Three (3) involve improving the student customer experience;
 - Five (5) pertain to improving the timeliness and consistency of grade notifications by faculty and have a future implementation of Spring 2026;
 - One (1) relates to increasing cleaning frequency in high-risk and high traffic areas; and
 - Two (2) pertain to improving faculty career advancement opportunities.

<u>24-25 Academic Affairs Advisory: College of Social Sciences, Art, & Humanities Student & Faculty Experiences (Open Issues: 10)</u>

Executive Owner: Dr. Valencia Matthews, Dean for College of Social Sciences, Arts, and Humanities

- A total of ten (10) were agreed upon by CSSAH management.
 - o Five (6) of those recommendations have been successfully implemented.
 - Four (4) of the recommendations remain open. Specifically:

- Two (2) have a pending implementation date of Fall 2025, pending faculty training on the impact of delayed notifications on student success, progress to degree, and graduation rates.
- One (1) involves review and distribution of a faculty survey regarding mentoring needs and interests. Implementation is pending.
- One (1) pertains to faculty recognition and will be addressed with issuance of the next Conscience Magazine, prior to the end of Fall 2025.

Cyber Tabletop Exercise (Open Issues: CONFIDENTIAL)

Executive Owner: Robert Seniors, Vice President for Information Technology Services/CIO

• The referenced audit issues are considered confidential in accordance with Florida Statute 1004.055 Security of Data and Information Technology in State Postsecondary Education Institutions. A detailed review of progress on corrective actions taken to resolve issues identified during the Cyber Tabletop Exercise is available to Board of Trustees members. Trustees may request a one-on-one briefing by contacting Joseph Maleszewski, Vice President for Audit/CAE at joseph.maleszewski@famu.edu.

<u>24-25 Financial Aid Processes and Information Systems Review (Open Issues: 7)</u> Executive Owner: Dr. William Hudson, Vice President for Student Affairs

- Seven (7) recommendations were made regarding the operational effectiveness of OFA's academic and scholarship function:
 - All 7 remain open and are categorized as follows:
 - Three (3) recommendations—focused on enhancing recordkeeping and documentation for Satisfactory Academic Progress (SAP) appeals and scholarship procedures, as well as routine review and updates to the OFA Policies and Procedures Manual—are pending closure and future implementation following manual updates.
 - One (1) recommendation is regarding manual process delays in for student program changes; and
 - Three (3) recommendations, with anticipated resolution from the migration to Workday, include delays and inefficiencies caused by PeopleSoft and Student Financial Planning integration challenges, manual workflows for private and institutional scholarships, and discrepancies in current financial aid data within PeopleSoft.

Investigation Services



The Division of Audit (DoA) is authorized to perform investigations into allegations of fraud, waste, abuse, and whistleblower determinations and disclosures, pursuant to the Florida's Whistle-blower Act (Sections 112.3187-112.31895, Florida Statutes). DoA manages the following types of cases:

Preliminary Inquiry: An initial assessment conducted to verify the validity of a complaint and to gather additional details to determine whether a formal investigation is necessary.

Administrative Investigation:
A systematic collection and evaluation of evidence to reach conclusions, conducted in compliance with university policies, regulations, and applicable state and federal laws.

Investigative Collaborations: Investigative activities and collaboration with other investigative departments within the University. Informational Review:
Information that does not qualify
for a preliminary inquiry but
offers valuable insights to
enhance the University's

objectives.

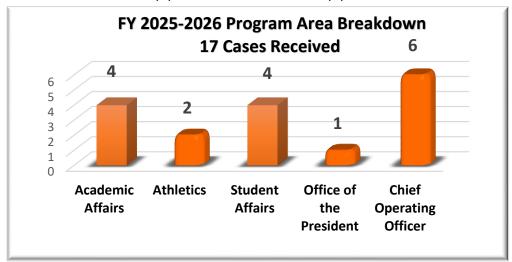
Management Referral: A complaint that does not necessitate an investigation but is referred to the relevant executive owner for awareness and possible resolution, as deemed appropriate. Updates on actions taken are often requested.

In accordance with the DoA Charter, investigation activities are required to conform to standards found in the Principles and Standards for Offices of Inspector General published by the Association of Inspectors General, and professional standards issued for the State University System of Florida entitled Standards for Complaint Handling and Investigations for the State University System of Florida.

The following information is designed to keep the Board of Trustees informed regarding DoA investigative activities.

FY 2025-2026 Cases Received by Program Area

As of November 3, 2025, the Division of Audit received seventeen (17) cases in FY 2025-2026. Of those cases received, six (6) cases are within the purview of the Office of the Chief Operating Officer, four (4) in the Office of Academic Affairs, four (4) in the Office of Student Affairs, two (2) in Athletics, and one (1) in the Office of the President.



Open Cases Breakdown

The Division of Audit currently has **15** open cases, including those carried over from previous periods. Among these, four (4) are active FY 25-26 investigations, three (3) carryover investigations, five (5) FY 25-26 management referrals, two (2) preliminary reviews, and one (1) non-jurisdiction. The table below summarizes the open investigative issues by type of category and program areas.

Open Investigative Issues by Category



^{*}Although these issues originated as either a conflict of interest or discrimination or harassment, they contained elements appropriate for the Division of Audit jurisdiction.

Open Cases – Days Open

We currently have three (3) carryover investigations from the previous fiscal years, two (2) active investigations, and two (2) management referrals for this current fiscal year. Below is a summary of open cases and their respective durations as of August 27, 2025.

Year	Case#	Date Received	Case Name	Investigations	Areas	Days Open
2022-2023	2023-6-ITS WB	5/31/2023	Confidential	External Investigation	Information Technology	886
2024-2025	2024-6-255*	10/16/2024	OPS Advisors	External Investigation	Academic Affairs	382
2024-2025	2025-5-337 WB	4/30/2025	Confidential	Investigation	Academic Affairs	186
2025-2026	2025-7-352	7/24/2025	Employment Matters	Investigation	Academic Affairs	101
2025-2026	2025-8-355 WB	8/15/2025	Confidential	Investigation	Finance and Administration	79
2025-2026	2025-9-361	9/2/2025	Employee Misconduct	Investigation	Athletic	61
2025-2026	2025-7-363	9/22/2015	Contracts	Investigation	Academic Affairs	71
2025-2026	2025-7-346	7/15/2025	Financial Aid	Management Referral	Student Affairs	110
2025-2026	2025-9-Painting	9/9/2025	SBI Painting Issue	Management Referral	Chief Operating Office	54
2025-2026	2025-9-Filters	9/21/2025	Filter Maintenance	Management Referral	Chief Operating Office	42
2025-2026	2025-9-POM Contracts	9/26/2025	POM Contract Concerns	Preliminary Review	Chief Operating Office	37
2025-2026	2025-10-DS	10/27/2025	Duplication of Services	Preliminary Review	Chief Operating Office	6
2025-2026	2025-10-PBP	10/21/2025	PBP Bonus	Non-Jurisdiction	Office of the President	12

^{*} This case was outsourced to an external investigator; however, due to the recent expiration of the contract, it is being handled internally.

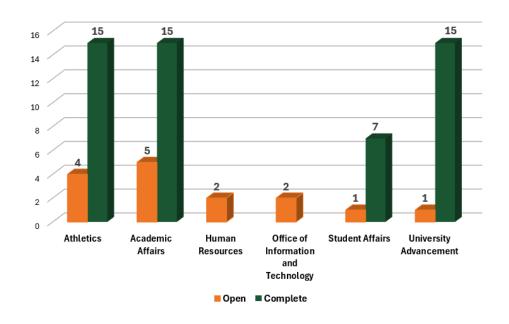
2025-2026 Summary of Closed and Published Cases

			Date			Date Closed or
#	Year	Case #	Received	Case Name	Inquiry/Investigation	Published
1	2022-2023	2022-12-119	12/13/2022	SGA	Investigation	9/4/2025
2	2022-2023	2023-03-137	3/15/2023	Student - Financial Aid	Investigation	7/16/2025
3	2024-2025	2025-3-331	3/26/2025	CSSAH	Referral	7/9/2025
4	2025-2026	2025-7-345	6/30/2025	Unaccompanied Student	Referral	8/26/2025
5	2025-2026	2025-7-348	7/16/2025	Student - Academic Complaint	Inquiry	7/23/2025
6	2025-2026	2025-7-347	7/16/2025	Student - Housing	Referral	8/22/2025
7	2025-2026	2025-10-370	7/16/25	Athletic Compensation	Other Department	10/15/2025
8	2024-2025	2025-3-320	3/7/2025	SBDC Consultant Misconduct	Investigation	8/27/2025
9	2025-2026	2025-9-362	9/2/2025	P-card Misuse	Investigation	10/14/2025

Status of Open Investigation Recommendations:

DoA collaborated with management to understand the measures taken since the last report to the Audit and Compliance Committee. The table below summarizes the status of management actions.

15 Open Investigative Recommendations



<u>Department of Athletics (4 Open Recommendation)</u>

Inventory Management (1 Open Recommendation)

Executive Owner: Michael Smith, Interim Athletic Director

• Develop and implement a method for tracking apparel that is given to university employees, and work with the Division of Finance and Administration to ensure proper reporting of apparel as additional income in accordance with IRS guidelines.

Action Plan: The Department of Athletics is in the process of meeting with the Division of Finance and Administration regarding the proper reporting of apparel based on IRS guidelines.

Actions Taken to Address Recommendation (actions as of October 3, 2025): TBA.

Status – Open; Risk Level - Moderate; Anticipated Completion – TBA)

Case 2024-11-298 Women's Basketball Fundraiser (3 Open Recommendations)

Executive Owner: Michael Smith, Interim Athletic Director

1. Consult with Human Resources and Legal as appropriate.

Action Plan: TBA

(Status – Open; Risk Level – Low; Anticipated Completion – TBA)

2. Ensure that all cash collections performed by Athletics conform to the FAMU Cash Collections and Controls Manual.

Action Plan: TBA

(Status – Open; Risk Level – Low; Anticipated Completion – TBA)

3. Establish procedures and policies to ensure all funds raised comply with NCAA Bylaws including section 12.5.1.1.e.

Action Plan: TBA

(Status – Open; Risk Level – Low; Anticipated Completion – TBA)

Division of Academic Affairs (5 Open Recommendations)

Case: 2023-1-121 – Alleged Additional Employment Violation (1 Open

Recommendation)

Executive Owner: Dr. Allyson Watson, Vice President of Academic Affairs and Provost

1. Improve Additional Employment Procedures and Processes.

Actions Taken to Address Recommendation (actions as of October 2025)

The college is implementing a new process and procedure which is progress. The committee chair has been contacted, and the policy was crafted and approved at the committee level. The next agenda item is to present it to the Dean's Council on November 4 and the Executive Council on November 10 for consideration during their respective meetings. Afterward, it will be presented to the faculty for final approval.

(Status – Open; Risk Level – Low; Anticipated Completion – December 2025)

Case: 2023-8-164 - Marching 100 Youth Summer Band Camp Safety: Inclement Weather Protocols (2 Open Recommendations)

Executive Owner: Dr. Allyson Watson, Vice President of Academic Affairs and Provost

1. Confirm Blue Room issues are resolved

Division of Finance Administration Response (as of October 5, 2025):

The air conditioning has been repaired and is now operational and is cooling properly (the breaker must be turned on). The compressor is operational but continues to run even when the fan is turned off, which is a new issue. HVAC staff has assessed and will take appropriate action by November 5, 2025.

There is one (1) floor fan that seems to be in use and two (2) units that are in boxes.

(Status – Partial; Risk Level – Moderate; Anticipated Completion – November 2025)

2. Conduct an assessment to evaluate the feasibility of adding an outdoor pavilion, tensile roofing, or equivalent

Division of Finance Administration Response (as of October 5, 2025):

- The 500-seat grandstand pavilion will need to be included in the next Master Plan Update, and funding will need to be identified. The Master Plan Update process will start in early 2026.
- The sound system was repaired and tested, which revealed that two speakers needed to be replaced. Funding has not been identified at this time.

(Status – Open; Risk Level – Moderate; Anticipated Completion – 2026)

Case: 2022-4-80 CAFS Contractors - Service Agreement Practices (1 Open Recommendation)

Executive Owner: Dr. Allyson Watson, Vice President of Academic Affairs and Provost

1. The Provost partner with the Offices of Procurement Services, University Policy, and General Counsel to add right-to-audit clause to Professional Services Agreement.

Actions Taken to Address Recommendation (actions as of August 28, 2025)

Dean and General Counsel agree that revisions to the current policy are necessary to include the right to audit university's Professional Services Agreements.

(Status – Open; Risk Level – Low; Anticipated Completion – December 2025)

Case: 2025-3-320 SBDC Consultant Misconduct (1 Open Recommendation)

Executive Owner: Dr. Allyson Watson, Vice President of Academic Affairs and Provost

1. Ensure compliance with America's SBDC Florida: Standard Operating Policies & Procedures by confirming that each consultant documents their work to justify compensation.

Action Plan:

- a) Continue the monthly verification process: all consultant invoices must be cross-checked against Salesforce entries before payment approval.
 (Status Open; Risk Level Low; Anticipated Completion TBA)
- Update internal SBDC procedures to include disciplinary or corrective followup steps for repeated documentation omissions.

(Status – Open; Risk Level – Low; Anticipated Completion – TBA)

Office of Human Resources (2 Open Recommendations)

Case: 2023-2-131 Alleged Wrongful Termination

Executive Owner: Lorenzo Howard, Interim Assistant Vice President of Human Resources

 Implement procedures for providing resources and training to supervisors on the appointment, onboarding, evaluation, and offboarding requirements of each employee group classification.

Actions Taken to Address Recommendation (actions as of September 2, 2025 from Terrisa Brown, Former AVP of Human Resources)

The implementation date was adjusted to December 2025 due to the two key vacancies not being filled in the Spring 2025 as initially anticipated. In the interim, HR plans to meet to schedule a group meeting with all appropriate supervisors who have USPS probationary evaluations due to review the process. This will include an overview of the USPS Probationary form. The time and attendance and onboarding courses have been added to the training calendar on a monthly basis

as outlined in the initial plan. The employee handbook was also updated and is currently posted on the HR website.

For the Assistant Director, HR vacancy, HR has interviewed and extended three job offers, all which declined. The position was recently re-advertised, and applications are under review. For the Coordinator, HR vacancy, the candidate declined the job offer and the position was re--advertised, and applications are currently under review. The CHRO is still performing all employee relations tasks to include performance evaluations management for all staff employees.

(Status – Partial Completion; Risk Level – Low; Anticipated Completion – December 2025)

2. Assess the feasibility of documenting the start date and end date of the probationary period within the employee's HR file and iRattler to be viewable by supervisors.

Actions Taken to Address Recommendation (actions as of September 2, 2025 Terrisa Brown, Former AVP of Human Resources):

HR began running the report of probationary evaluations in July 2025. To make the completion process easier for supervisors, our office created a paper version that is currently posted on OHR website for probationary evaluations. This will be shared during the group training session.

HR includes a screenshot of the hire date from iRattler as confirmation the probationary period has not expired upon sharing the file with OGC for review.

For the Assistant Director, HR vacancy, HR has interviewed and extended three job offers, all which declined. The position was recently re-advertised, and applications are under review. For the Coordinator, HR vacancy, the candidate declined the job offer and the position was re--advertised, and applications are currently under review. The CHRO is still performing all employee relations tasks to include performance evaluations management for all staff employees. (Status – Ongoing; Risk Level – Low; Anticipated Completion – December 2025)

Student Affairs (1 Open Recommendation)

Case: 2023-3-137 - Financial Aid

Executive Owner: Dr. William Hudson, Vice President of Student Affairs

1. The Office of Registrar should implement a monitoring query process to capture any changes in undergraduate and graduate classification programs or plan changes during an active term.

Action Plan Complete:

Effective Spring 2025, the Registrar's Office added the degree conferral date to the university academic calendar, scheduled within 10 days after the term ends. This update enables the Financial Aid system to promptly update the student record to reflect Graduated and finalize their financial aid award years.

Returning students are marked as active only if they are pursuing a second bachelor's degree or have been admitted to a higher-level academic program, such as Graduate or Law. This practice has significantly reduced the number of students with multiple active academic rows.

The FAMU Academic Calendar is attached for reference.

The Office of Financial Aid uses the query SFP_AWARDED_DEGREE to ensure all students with a graduation record are properly updated.

(Status – Complete; Risk Level – Low)

Case: 20259-362- P-card Misuse (1 Open Recommendation)

Executive Owner: Dr. William Hudson, Vice President of Student Affairs

 The Office of Student Affairs should work with Human Resources to determine disciplinary action per university policy. The employee should reimburse all personal charges within a set timeframe, as decided by finance or payroll. Records of reimbursement and disciplinary action should be maintained in the personnel file.

Actions Taken to Address Recommendations (as of October 27, 2025)
The Office of Student Affairs consulted with Human Resources (HR) and the
Office of General Counsel for guidance. Outcomes of those discussions are on
file with the Division of Audit. HR has begun receiving reimbursement through
payroll deduction.

(Status – Ongoing; Risk Level – Low; Anticipated Completion – December 2025)

University Advancement (1 Open Recommendation)

Executive Owner: W. Anthony Neal, Vice President of University Advancement

3. Analysis of Senior Leadership Reporting Chains

Action Plan Complete

(Status - Complete; Risk Level - High)

4. Revision of University Position Descriptions

Actions Complete (Status – Complete; Risk Level – High)

5. Office of Advancement Training

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Actions Complete (Status – Open; Risk Level – High)
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6. Policy for Different Types of Gifts, Including Private Stock Transfers

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Actions Complete (Status – Open; Risk Level – High)
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7. Comprehensive Training

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Actions Complete (Status - Open; Risk Level - High)
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8. Changes to FAMU Policies and Regulations

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Actions Complete (Status – Open; Risk Level – High)
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9. BOT Fiduciary Duties:

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Actions Complete (Status – Open; Risk Level – High)
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10. Training on Non-Disclosure Agreements (NDA):

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Actions Complete (Status – Open; Risk Level – High)
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Office of Information and Technology (2 Open Recommendations)

Case: 2023-7-158 Alleged Misuse of Job Title

Executive Owner: Robert Senior, Chief Information Officer

 In coordination with the Provost of Academic Affairs and appropriate leadership including, Chief Operating Officer, Vice President for Finance and Administration Office of Human Resources, and Interim President, develop a reporting structure from organizational IT units to the CIO as well as ensure a distinction between college-specific IT personnel job titles and ITS job titles.

Action Plan:

The Chief Information Security Officer will meet with Provost Watson, Chief Operating Officer, Vice President for Finance and Administration, the Office of

Human Resources, and President to discuss the forthcoming IT initiatives at the University. This meeting will serve to develop a reporting structure from organizational IT units to the CIO. This is an alignment with the resource optimization project which is currently underway.

Actions Taken to Address Recommendation (actions as of August 27, 2025):

TBA

(Status - Open; Risk Level - Low; Anticipated Completion - TBA)

2. In collaboration with the Provost of Academic Affairs and Academic Human Resources, redefine job titles of college-specific IT personnel to include the specific college that the IT personnel represent.

Action Plan:

The Chief Information Security Officer will work with Provost Watson, Chief Operating Officer, Vice President for Finance and Administration, the Office of Human Resources, and President to conduct a comprehensive review of the current job titles of all college-specific IT personnel across the University. This review will focus on identifying misrepresentations and ensuring that job titles accurately reflect the college each IT staff member serves.

In addition, personnel whose roles primarily consist of performing IT functions will be asked to have their positions transferred to ITS as part of the IT centralization effort and in alignment with the resource optimization project. This will help deliver a higher and more consistent level of service across all departments and divisions.

Actions Taken to Address Recommendation (actions as of August 27, 2025):

OITS conduct a comprehensive review of the current job titles of all collegespecific IT personnel across the University. In addition, OITS has begun their review and have identified and documented approximately 30 employees who have an IT job title outside of ITS.

(Status - Open; Risk Level - Low; Anticipated Completion - TBA)

October was Cybersecurity Awareness

In celebration of 2025 Cybersecurity Awareness Month, we shared informative flyers through the University's Daily Venom and posted them on the Division of Audit website to promote best practices and strengthen awareness across campus.



