



FLORIDA A&M UNIVERSITY  
**DIVISION OF AUDIT**

# ANNUAL REPORT

**FY 2023-2024**

**PUBLISHED AUGUST 27, 2024**



**ACCOUNTABILITY**



**INTEGRITY**



**EFFICIENCY**

# IN THIS ISSUE

03

INTRODUCTION,  
VISION, AND MISSION

---

04

MESSAGE FROM OUR  
LEADERSHIP

---

05

GOVERNING STANDARS

---

06

DIVISION SERVICES

---

07

HIGHLIGHTS

---

09

CUSTOMER TESTIMONIALS

---

10

AUDIT SERVICES

---

11

AUDIT FOLLOW UP

---

12

EXTERNAL AUDIT ACTIVITIES

---

14

ADVISORY SERVICES

---

15

INVESTIGATIVE SERVICES

---

16

MEET THE TEAM

---

25

TRAINING & AWARENESS

---

33

LOOKING AHEAD

---





## I N T R O D U C T I O N

The Division of Audit (DoA) is an independent and objective assurance and consulting activity that is guided by a philosophy of adding value to improve the operations of the University.

The DoA enhances and protects organizational value by providing risk-based and objective assurance and advice as follows:

- **AUDIT:** Provides independent, objective assurance and advisory activity designed to add value and improve university operations. Audit helps the university accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.
- **RISK MANAGEMENT:** Facilitates the enterprise risk management (ERM) program by creating and maintaining the framework to effectively identify, assess, and manage enterprise risk. The role will not include supervision of the enterprise risk services department that administers the university insurance programs.
- **INVESTIGATIONS:** Investigates allegations of fraud, waste, and abuse. Additionally the Inspector General, reviews statutory whistle-blower information, designates whistleblowers, and coordinate all activities of the university as required by the Florida Whistle-blower's Act.

## V I S I O N

We will be championed by our customers, benchmarked by our peers (counterparts), and dedicated to excellence in our products and services.

## M I S S I O N

The Division's mission is to enhance and protect the value of FAMU and its stakeholders by providing excellence in risk-based and objective assurance, advice, and insight through the promotion of accountability, integrity, and efficiency.

# A WORD FROM OUR LEADERSHIP

Greetings Rattler Nation,

We are pleased to present the FAMU Division of Audit Annual Report for the fiscal year ending June 30, 2024.

This year has brought many changes and achievements, thanks to our exceptional team.

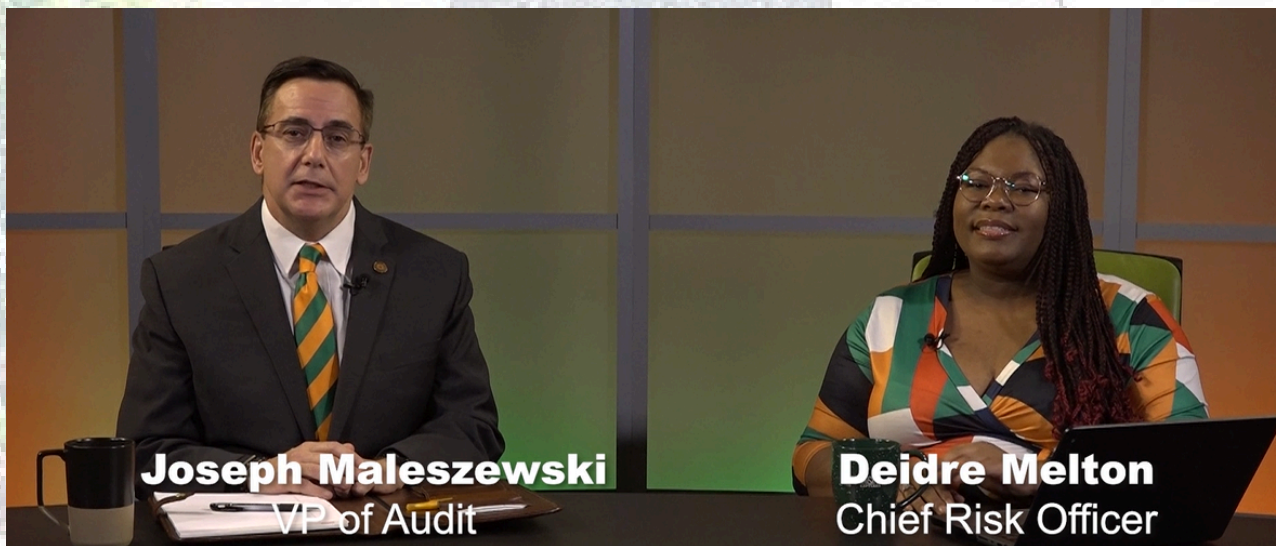
Our team continues to add value to FAMU by promoting accountability, integrity, and efficiency through excellence in auditing, advisory, investigations, management reviews, technical assistance, and Enterprise Risk Management.

We are excited to announce Deidre Melton's new role as Deputy Chief Operating Officer, while she continues as Chief Risk Officer, supported by Bill Knight and student interns. Congratulations, Deidre!

We also welcome Trystal Wright as our new Director of Audit. Congratulations, Trystal!

In addition to our work at FAMU, our staff has contributed to the profession and community, achieving numerous professional milestones and certifications.

We look forward to continuing our collaboration with FAMU leadership and the Board of Trustees to help the University achieve its mission.



*Joseph K. Maleszewski*

*Deidre Melton*

# GOVERNING STANDARDS

The Division’s activities for audit (assurance), advisory, and investigative services are governed by the following professional standards:

GOVERNING BODY	STANDARDS	DIVISION SERVICES
 <p>The Institute of Internal Auditors</p>	<p><i>International Professional Practices Framework</i> published by the Institute of Internal Auditors, Inc.</p>	<p><b>Audit</b> ✓  <b>Advisory</b> ✓  <b>Investigation</b></p>
 <p>ISACA®</p>	<p><i>Information Technology Assurance Framework</i> published by Information Systems Audit and Control Association</p>	<p><b>Audit</b> ✓  <b>Advisory</b> ✓  <b>Investigation</b></p>
 <p>ASSOCIATION OF INSPECTORS GENERAL  <small>Advancing Professionalism, Accountability &amp; Integrity</small></p>	<p><i>Principles and Standards for Offices of Inspectors General</i> published by the Association of Inspectors General</p>	<p><b>Audit</b> ✓  <b>Advisory</b> ✓  <b>Investigation</b> ✓</p>
 <p>STATE UNIVERSITY SYSTEM of FLORIDA          Board of Governors</p>	<p><i>Standards for Complaint Handling for the State University System of Florida</i> published by the State University System of Florida</p>	<p><b>Audit</b>  <b>Advisory</b>  <b>Investigation</b> ✓</p>

# DIVISION SERVICES

In addition to the core services of audit, advisory, and investigation, the Division conducts management reviews and provides technical assistance.



## AUDITS

We engage in audits of compliance, operations, information technology and financial procedures.



## ADVISORY & CONSULTING

We provide a range of activities, including assessing proposed or existing processes, improving strategic and business objectives, analyzing controls, emerging risks, etc.



## MANAGEMENT REVIEWS

Evaluations of management processes and systems for performance, continuous improvement, effectiveness, efficiency, and suitability of policies and objectives



## TECHNICAL ASSISTANCE

Training (internal controls, fraud, risk), policy and process revisions and development, external audit liaison, business impact analysis, and risk identification.



## ENTERPRISE RISK MANAGEMENT

We provide meaningful, actionable, timely strategic and performance risk intelligence to our stakeholders to enhance decision making and resource alignment while appropriately balancing risk and opportunity.



## INVESTIGATIONS

We perform investigations into allegations of fraud, waste, abuse, and whistleblower disclosures. We also work in conjunction with other departments on referrals.

# OFFICE HIGHLIGHTS

## PARTNERSHIPS

We shared and exchanged best practices with our state and university partners through presentations and interactive roundtables, including the Department of Financial Services, Wayne State University, Howard University, the Board of Governors, and others.

## INTERNS

Worked with the Office of Financial Aid to hire three part-time student interns through the Federal Work-Study Program to work with ERM staff. We had another student that was funded by the URMIA scholarship.

## PROFESSIONAL DEVELOPMENT

Erica Thames demonstrated their expertise and experience through the attainment of the professional designation of Certified Fraud Examiner. Rasheedat McKay and Trystal Wright obtained the designation of Certified Inspector General Investigator.

## TRAINING

Staff led a variety of training throughout the year internally to the FAMU community such as the President's Management Seminar, and externally to local and national professional organizations such as the Institute of Internal Auditors' IGNITE Emerging Leaders Conference.

## LEADERSHIP

Several members of our staff serve as board members of many local and national professional organizations including Association of College and University Auditors, Association of Inspectors General, Institute of Internal Auditors, Association of Government Accountants, and ISACA.

## AUDIT CHARTER

The Division of Audit updated the Audit Charter to add language around the Inspector General role to address requirements for training and accreditation.

# DIVISION HIGHLIGHTS

## MANDATORY AUDITS

We completed all Florida Board of Governors (BOG) mandatory audits. This year was the first year the BOG implemented an audit of the Post-Tenure Review process. The Division of Academic Affairs did an excellent job at creating a framework and methodology of the process. Our Performance Based Funding Data Integrity Audit was also successful. We met all objectives outlined in the BOG regulation.

## FAMU FUNDAMENTALS

The Division of Audit created a video for FAMU's annual mandatory training FAMU Fundamentals. Our video was called Fraud Stoppers and included helpful information about the different types of fraud in an entertaining way.

[CLICK HERE TO WATCH THE VIDEO](#)

## PROFESSIONAL DEVELOPMENT

VP Joe Maleszewski conducted a training workshop with members of our Board of Trustees on Governance in Florida Higher Education.

## ENTERPRISE RISK MANAGEMENT

The Enterprise Risk Management team declared February as ERM Month. The month's activities was planned completely by our student interns. We held a Jeopardy game with the University community, and hosted a Kahoot Game Night with students. We issued Risk Alerts to the Senior Leadership Team. We also completed our first cohort of the ERM Advisory Committee (ERMAC) comprised of representatives from the conventional operational risk domains.

## SERVICE EXCELLENCE

Will Thomson plays a vital role in this initiative by serving as a Service Excellence trainer. He is responsible for educating the campus community on our service excellence philosophy, standards, and tools.

## EXTERNAL AUDITS

Staff served as liaison for external audits such as the Financial Audit of our Direct Support Organizations and the Athletics Action Plan.



# WHAT OUR CUSTOMERS ARE SAYING



Reginald Perry, Ph.D.  
Associate Provost for  
Academic and Faculty Affairs



Initially, we had concerns about the Division of Audit "looking over our shoulders" as we began to implement the new state mandated Post-Tenure Review process. However, we learned that their approach was very collaborative in nature, and by the end of their review, we welcomed their feedback. Their involvement definitely improved the final product.



As Provost, I have had the distinct pleasure of working closely with the Division of Audit. The Division's thorough and insightful audits have not only ensured compliance but have also provided valuable recommendations that have helped us enhance our processes and achieve our strategic objectives. I am continually impressed by their professionalism and dedication to our university's mission.



Allyson Watson, Ph.D.  
Provost and  
Vice President for  
Academic Affairs



# AUDIT SERVICES

During Fiscal Year 2023-2024, the Division of Audit completed two (2) audit projects listed below.



1

## PERFORMANCE BASED FUNDING DATA INTEGRITY

In accordance with BOG Regulation 5.001, we verified the data submitted for Fall 2022, Spring 2023, and Summer 2023 academic semesters that supports the University's performance-based funding metrics 5, 6, 8, and 10; evaluated the University's processes for completeness, accuracy, and timeliness of performance-based funding data submissions; and reviewed other University actions that impact the University's Data Integrity Certification required by the Florida Board of Governors (FLBOG).

**Issue Date:** Jan. 19, 2024

**Report ID:** 23-24-0001

[VIEW FULL REPORT HERE](#)



2

## POST-TENURE REVIEW

In accordance with BOG Regulation 10.003, Florida A&M University (the University) faculty underwent a comprehensive PTR of the last five years of performance. The purpose of this review was to ensure compliance with BOG Regulation 10.003 and its requirements, evaluate whether the PTR process is effective, and determine whether the process is aligned with university goals and priorities. As outlined in BOG Regulation 10.003, six (6) areas of the PTR process were tested for compliance.

**Issue Date:** Jun. 21, 2024

**Report ID:** 23-24-0002

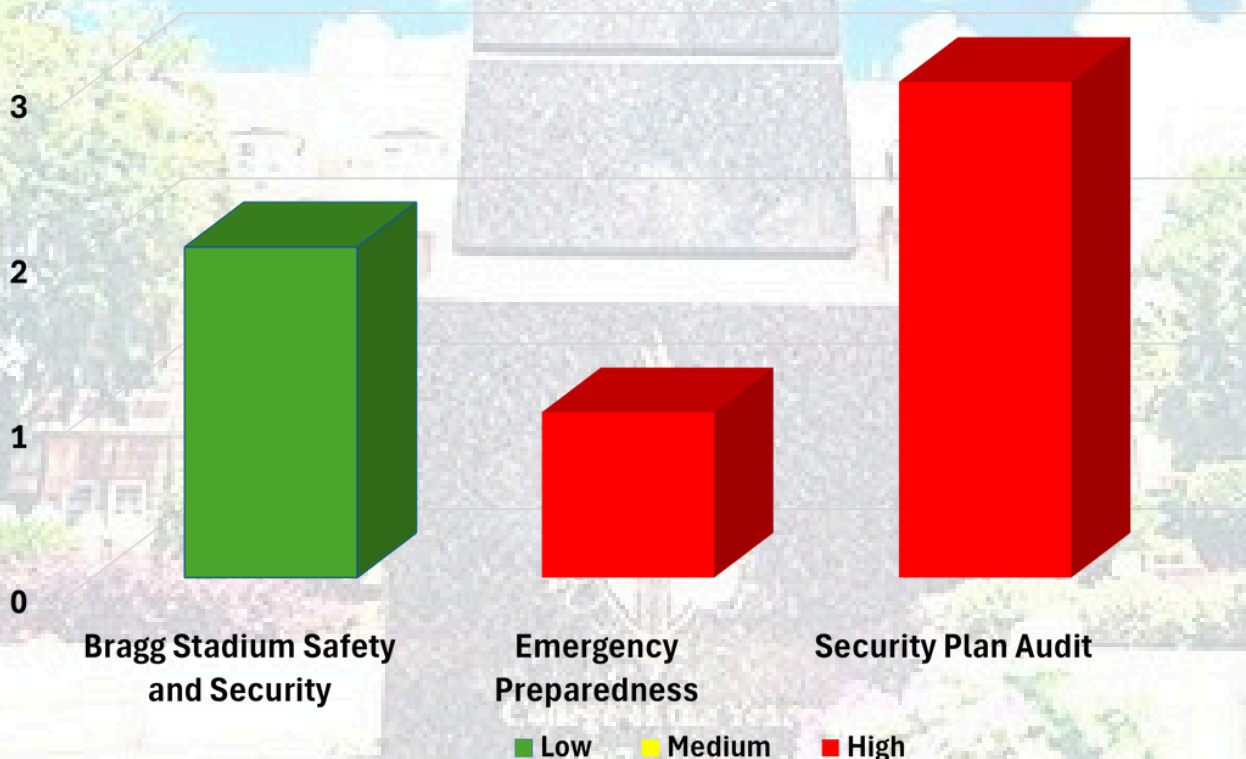
[VIEW FULL REPORT HERE](#)

# AUDIT FOLLOW UP

Audit Follow-ups are completed for any outstanding audit findings disclosed in audit services and may be completed for other engagements, such as risk assessments. Audit follow-up reports are provided to the Board of Trustees Audit and Compliance Committee, the President, and the Senior Leadership Team on the status of implementation of corrective actions.

We began the year with 9 open audit issues spanning across our different engagement projects. To date, we only have 6 open issues. There are two on our Bragg Stadium Safety and Security project, one in Emergency Preparedness, and three from our confidential Security Plan Audit.

## 6 Open Audit Issues



# EXTERNAL AUDIT ACTIVITIES

The external audit provides important and valuable insight regarding the policies, processes and internal controls that exist within the University.

The external audit report reinforces the credibility of the University's financial statements, general financial health, and its operational processes.

Here is a brief overview of the external audit that was conducted for FY 2023-2024:

AUDIT	OVERVIEW
<b>FLORIDA AUDITOR GENERAL: FINANCIAL STATEMENTS AUDIT</b>	<p>The Florida Auditor General performed the Financial Statement Audit for the period ending June 30, 2023, and issued an unmodified opinion.</p> <ul style="list-style-type: none"><li>• Disclosed that the basic financial statements were presented fairly, in all material respects, in accordance with prescribed financial reporting standards;</li><li>• Did not identify any deficiencies in internal control over financial reporting that were considered to be material weaknesses; and</li><li>• Tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards issued by the Comptroller General of the United States.</li></ul>

# EXTERNAL AUDIT ACTIVITIES

The Florida Auditor General conducted audits of Financial and Federal Awards across the state, and had no adverse audit findings related to FAMU’s operations. Additionally, audits of the Florida Bright Futures Scholarship Program and the Florida Student Assistance Grant Program, covering institutions in the State University System and the Florida College System, also found no adverse audit findings related to FAMU’S operations.

The Florida Board of Governors Regulation 9.011 (5) states:

Support organizations shall provide for an annual audit conducted pursuant to university regulations or policies. The annual audit report shall be submitted to the university board of trustees for review. The audit report shall be submitted to the Board of Governors, and the Auditor General.

FAMU has three Direct Support Organizations (DSOs). An overview of the financial statement audits can be found below.

AUDIT	OVERVIEW
<b>FAMU NATIONAL ALUMNI ASSOCIATION</b>	Grayson Accounting and Consulting, an independent CPA firm, determined that the financial statements were presented fairly, with no material weaknesses in internal control or instances of noncompliance found.
<b>FAMU RATTLER BOOSTERS, INC.</b>	Grayson Accounting and Consulting, an independent CPA firm, determined that The financial statements were presented fairly, with no material weaknesses in internal control or instances of noncompliance found.
<b>FAMU FOUNDATION, INC.</b>	Watson Rice Accountants and Advisors, an independent CPA firm, determined that The financial statements were presented fairly, with no material weaknesses in internal control or instances of noncompliance found.

# ADVISORY SERVICES

## College of Pharmacy & Pharmaceutical Sciences, Institute of Public Health Advisory: Faculty & Student Experience

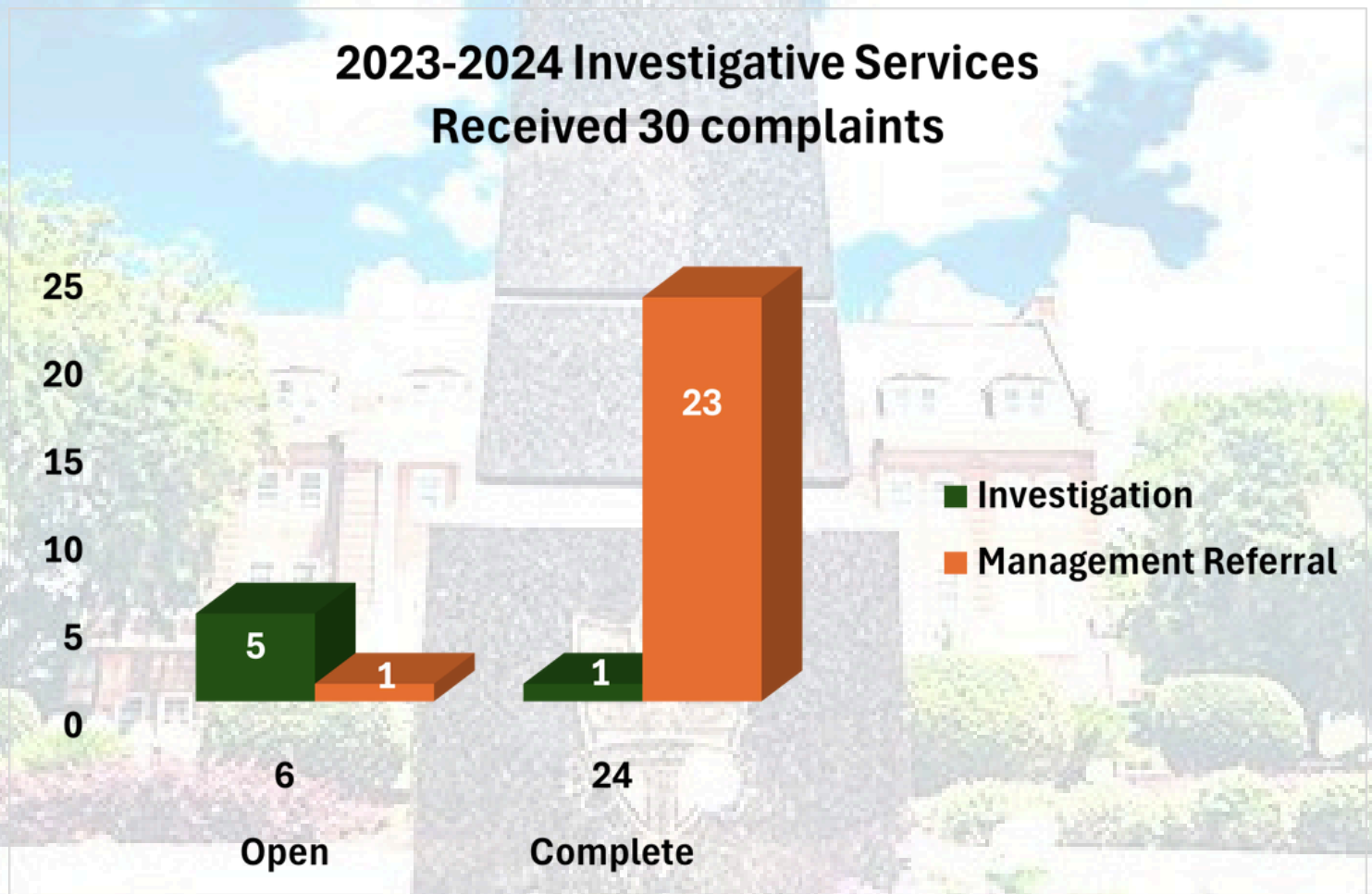
The Florida A&M University College of Pharmacy and Pharmaceutical Sciences, Institute of Public Health, provides a diverse range of degrees, including PharmD, BS, MS, PhD, MPH, and DrPH. With its main campus in Tallahassee and four additional locations across Florida, it uniquely integrates pharmacy education with a fully accredited Institute of Public Health.

The purpose of this project was to evaluate students' and faculty experiences to identify opportunities to improve student success outcomes, faculty needs, and strategies that could enhance Performance Based Funding metrics, attainment of Strategic Plan goals, and our US News and World Report rankings.



# INVESTIGATIVE SERVICES

Our office received 30 investigation inquiries throughout the fiscal year. Some of those complaints did not meet the investigative criteria and were referred to management for review and response. The remainder were assigned for investigation. Of these, we have completed and closed 24 cases. This following summary reflects the diligent progress and ongoing efforts of the DoA investigative endeavors.

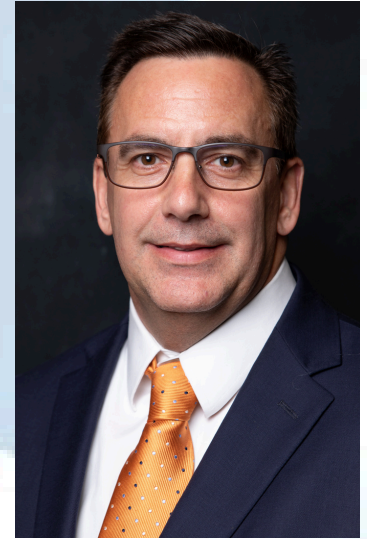


# MEET THE TEAM

## JOSEPH MALESZEWSKI

### VICE PRESIDENT FOR AUDIT/ CHIEF AUDIT EXECUTIVE

Joe has over 30 years of experience serving in the field of internal and external auditing, investigations and information technology governance. As a result of his experience, he leads our University as Chief Audit Executive (CAE).



#### Engagement Responsibilities:

As CAE, Joe serves as the primary point of contact for whistle blower determinations and has final responsibility for investigations, audit, and advisory engagements. He reports functionally to the Board of Trustees, and functionally to the President.

He is responsible for ensuring that we operate in accordance to our Audit Charter and assess the various functions and controls of the University.

#### Experience:

Through his career at FAMU, beginning in 2019, Joe serves as a member of the President's Senior Leadership Team and has been an essential part in many of the operational improvements seen at the University.

#### Education:

Joe is an alumnus of Florida State University earning his Bachelor's in Finance in Marketing in 1989 and his Master's of Business Administration in 1991.

#### MEMBERSHIPS

- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS
- INFORMATION SYSTEMS AUDIT AND CONTROL ASSOCIATION
- SOCIETY FOR CORPORATE COMPLIANCE AND ETHICS
- NATIONAL ASSOCIATION OF CONSTRUCTION AUDITORS
- FLORIDA AUDIT FORUM
- FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION
- FLORIDA STATE UNIVERSITY AUDITOR COUNCIL

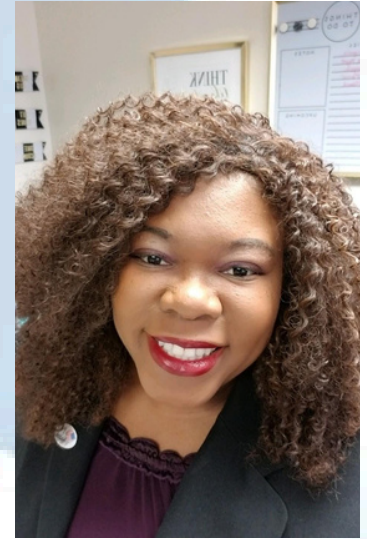


# MEET THE TEAM

## DEIDRE MELTON

### ASSOC. VICE PRESIDENT FOR AUDIT/ CHIEF RISK OFFICER

**Deidre has over 18 years of experience serving in the field of internal auditing and information technology, and Enterprise Risk Management (ERM). As a result of her experience, she leads our University as Chief Risk Officer (CRO).**



#### **Engagement Responsibilities:**

Deidre is the direct supervisor and reviewer for our audit and investigation engagements.

In 2021, President Larry Robinson appointed Deidre as Chief Risk Officer. She is the primary contact for our ERM program at the University and serves as Co-Chair of the ERM Advisory Committee (ERMAC).

#### **Experience:**

Beginning in 2014, Deidre began as an Auditor and Investigator. Since then, she has climbed through the ranks and has made many effective contributions to FAMU, and the internal audit field across the higher education realm.

#### **Education:**

Deidre is an alumna of Florida A&M University earning her both her Bachelor's and Master's of Science in Business Administration in 2005.

#### **MEMBERSHIPS**

- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS
- INFORMATION SYSTEMS AUDIT AND CONTROL ASSOCIATION
- SIGMA GAMMA RHO SORORITY, INC.

# MEET THE TEAM

## NANCY SHEPHERD

### LEAD SENIOR AUDITOR

**Nancy has over 20 years of experience serving in the field of internal audit and accountancy. As a result of her experience, she serves our Division as Lead Senior Auditor.**



#### **Engagement Responsibilities:**

Nancy has many years of experience in internal auditing and accountancy. She primarily serves as the lead auditor on our financial audits. With the new changes to the Global Audit Standards, she has developed the training program and created templates on implementation of the new Standards.

#### **Experience:**

Nancy came to our Division in 2023. She comes to us from the Florida Department of Transportation where she worked on special projects and was the External Audit Liaison.

#### **Education:**

Nancy is an alumna of the University of Chicago earning her Bachelor's in Economics in 1983. She is also an alumna of Indiana University earning her Master's in Accountancy in 2001.

#### **MEMBERSHIPS**

- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS

# MEET THE TEAM

## ERICA THAMES

### SENIOR AUDITOR & LEAD INVESTIGATOR

Erica has nearly 10 years of experience serving in the field of internal auditing and investigations. As a result of her experience, she serves our Division as Senior Auditor and Lead Investigator.



#### Engagement Responsibilities:

Erica primarily serves as the lead investigator on our investigative engagements. She is a member of our triage committee, where she helps review cases submitted through our EthicsPoint hotline to determine which department should handle each case based on established criteria.

#### Experience:

Erica joined our team in 2022, from the Florida Department of Children and Families. There she served as Management Review specialist planning and leading audit engagements, risk assessments, and scoping audit plans.

#### Education:

Erica is an alumna of Florida State University earning her Bachelor's in Sociology in 1999. She is also an alumna of Walden University where she earned her Master's in Public Administration in 2014.

#### MEMBERSHIPS

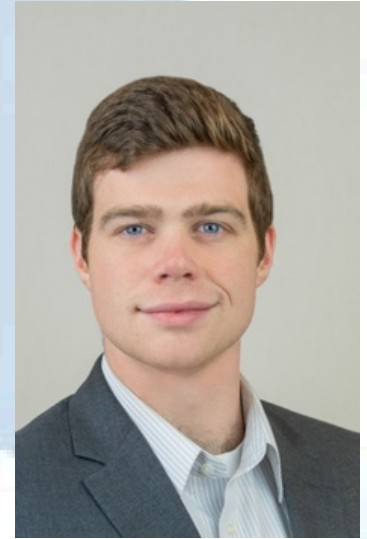
- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS
- INFORMATION SYSTEMS AUDIT AND CONTROL ASSOCIATION

# MEET THE TEAM

## WILLIAM THOMSON

### SENIOR IT AUDITOR & INVESTIGATOR

**Will, as he is affectionately called, has nearly 5 years of experience serving in the field of internal and external auditing of information systems. As a result of his experience, he serves our Division as Senior IT Auditor and Investigator.**



#### **Engagement Responsibilities:**

Will primarily serves as lead auditor and investigator on our engagements of information systems, data privacy, and cybersecurity. He also serves on our Service Excellence Committee as a Trainer, and assists with our training video productions.

#### **Experience:**

Will joined our team in 2022, prior to that, he served as Senior Management Analyst I at the Florida Department of Agricultural and Consumer Services. There, he defined objectives and scopes for the IT and operational audits.

#### **Education:**

Will is an alumnus of Florida State University earning his Bachelor's in Information Technology in 2019.

#### **MEMBERSHIPS**

- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS
- INFORMATION SYSTEMS AUDIT AND CONTROL ASSOCIATION

# MEET THE TEAM

## TRYSTAL WRIGHT

### LEAD SENIOR AUDITOR & INVESTIGATOR

**Trystal has nearly 8 years of experience serving in the field of internal auditing. As a result of her experience, she serves our Division as Lead Senior Auditor and Investigator.**



#### **Engagement Responsibilities:**

Trystal primarily serves as lead auditor and reviewer on our audit and advisory engagements. She is also the Editor-In-Chief of our quarterly newsletter, *The Audit Report*, and webmaster for our Division website.

#### **Experience:**

Trystal has been a member of our team since 2021, coming from the Department of Revenue as a Senior Management Analyst II. Her experience is in auditing management capabilities and operational procedures.

#### **Education:**

Trystal is an alumna of Florida A&M University earning her Bachelor's in Psychology in 2011.

#### **MEMBERSHIPS**

- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS

# MEET THE TEAM

## WILLIAM KNIGHT

### ENTERPRISE RISK MANAGEMENT COORDINATOR

**Bill, as he is affectionately called, has over 15 years of experience serving in the field of internal auditing and Enterprise Risk Management. As a result of his experience, he serves our Division as Enterprise Risk Management Coordinator.**



#### **Engagement Responsibilities:**

Bill is the primary contact for our Division Assessment Report. He also supervises our ERM interns and coordinates risk functions and communications related to ERM for the university community.

#### **Experience:**

Bill became a member of our team in 2018 as an Internal Auditor and Investigator. In 2021, with the inception of the Enterprise Risk Management program, he was appointed as Coordinator.

#### **Education:**

Bill is an alumnus of Florida State University earning his Bachelor's in Finance in 1987.

#### **MEMBERSHIPS**

- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS

# MEET THE TEAM

## CRISENCIA BROWN

### AUDITOR & INVESTIGATOR

**Crissy, as she is affectionately called, has nearly 2 years of experience serving in the field of internal auditing. As a result of her experience, she serves our Division as Auditor and Investigator.**



#### **Engagement Responsibilities:**

Crissy primarily serves as staff auditor on our audit and advisory engagements. She is currently working on two financial audits as she has many years of experience working in financial aid and higher education.

#### **Experience:**

Joining our team in 2022, Crissy has many years of experience in financial aid audit and compliance from the Florida State University Office of Financial Aid. She managed and coordinated federal, state, and institutional audit and compliance activities.

#### **Education:**

Crissy is an alumna of Florida A&M University where she earned her Bachelor's and Master's in Business Administration in 2017 and 2020 respectively.

#### **MEMBERSHIPS**

- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS
- NATIONAL BLACK MBA ASSOCIATION

# MEET THE TEAM

## RASHEEDAT MCKAY

### AUDITOR & INVESTIGATOR

Rasheedat has a little over 1 year of experience serving in the field of internal auditing. As a result of her experience, she serves our Division as Auditor and Investigator.



#### Engagement Responsibilities:

Rasheedat primarily serves as staff auditor on our audit and advisory engagements. She also assists with supervising our interns, planning special projects and awareness campaigns.

#### Experience:

Rasheedat comes to our department from many different divisions at FAMU, including Student Affairs and Finance and Administration. Her expansive knowledge in higher education, are beneficial when engaging with other departments and stakeholders.

#### Education:

Rasheedat is an alumna of Florida A&M University earning her Bachelor's in Allied Health Sciences in 2015.

#### MEMBERSHIPS

- ASSOCIATION OF INSPECTORS GENERAL
- INSTITUTE OF INTERNAL AUDITORS
- ASSOCIATION OF COLLEGE AND UNIVERSITY AUDITORS
- ASSOCIATION OF GOVERNMENT ACCOUNTANTS
- ASSOCIATION OF CERTIFIED FRAUD EXAMINERS



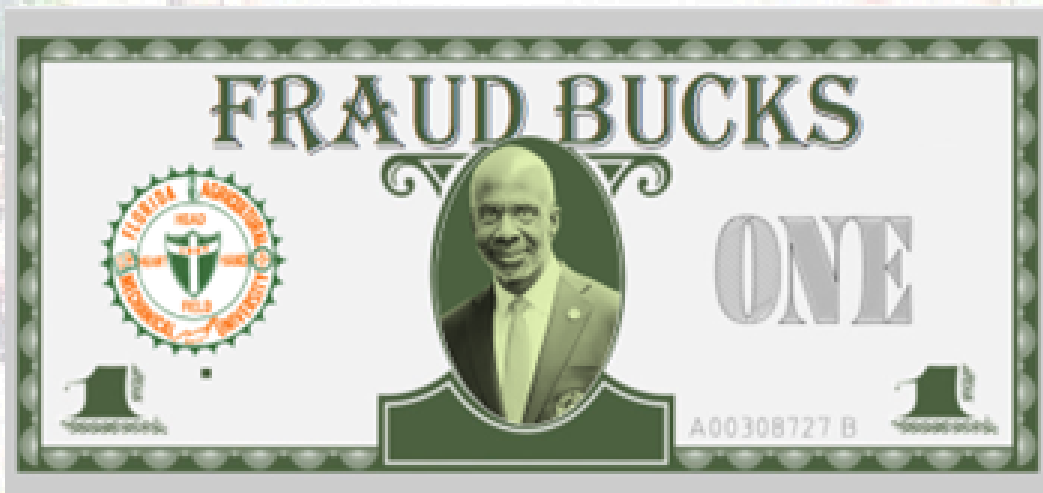
# TRAINING & AWARENESS

## FRAUD AWARENESS WEEK

In November 2023, the Division of Audit set the stage for an exhilarating International Fraud Awareness Week. With anticipation building, our team kicked off the festivities by unveiling a captivating video designed to educate viewers on the prevalent types of fraud that plague Higher Education. From embezzlement to falsified credentials, we left no stone unturned, equipping our audience with the tools to identify and thwart fraudulent activities.

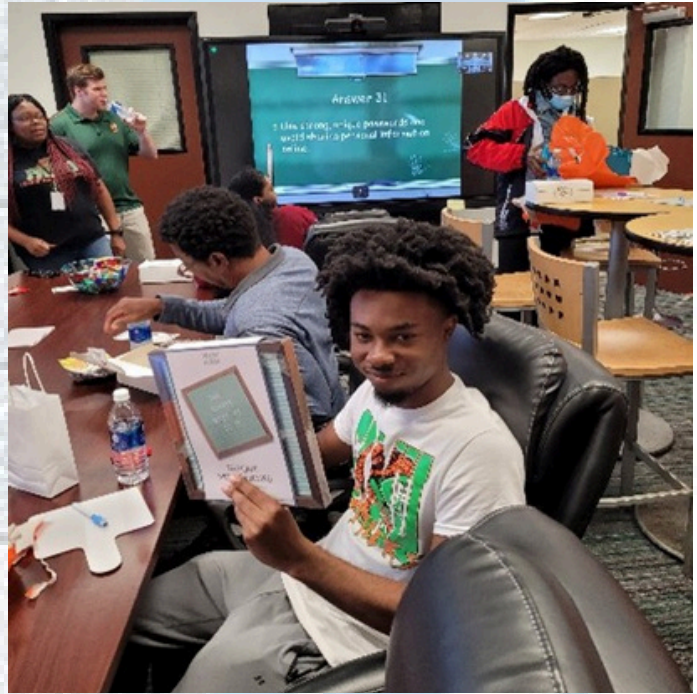
As the week progressed, we delved deeper into the subject matter with our virtual town hall, “Impacts of Fraud: Risky Business in Higher Education.” Our esteemed panel, featuring none other than our very own Chief Operating Officer, Dr. Donald Palm, alongside respected leaders from the State University System Virginia Kalil, an executive director and Chief Internal Auditor at the University of South Florida, and Roger Frank, University of Florida’s investigation director - provided invaluable insights. Together, they shed light on the intricate and far-reaching consequences of fraud within the realm of higher education, sparking meaningful dialogue and igniting a passion for accountability.

Wrapping up the week on a high note, we hosted a dynamic lunch and learn activity: “Are You Smarter Than a Fraudster?” Contestants, brimming with newfound knowledge from the kickoff video, town hall discussions, and daily flyers, eagerly put their expertise to the test. With each correct answer, they affirmed their status as individuals equipped to outsmart and outmaneuver fraudsters, ready to safeguard the integrity of our educational institutions.



# TRAINING & AWARENESS

## FRAUD AWARENESS WEEK



# TRAINING & AWARENESS

## ENTERPRISE RISK MANGEMENT AWARENESS MONTH

The ERM Team declared February as Enterprise Risk Management Awareness Month. This effort was run entirely by our student interns. The team developed three functions to raise awareness among students and staff. A ‘Student Game Night’ in the Villages brought students together to learn about FAMU’s ERM program and how it benefits them.

A Jeopardy-themed event for staff allowed for outreach and awareness of our ERM program.



**FAMU** ENTERPRISE RISK MANAGEMENT DIVISION OF AUDIT

FAMU brings to you the first annual Enterprise Risk Management (ERM) Awareness Month

### EVENTS

Date	Event	Time	Location
FEB 20	STUDENT GAME NIGHT	7 PM - 8 PM	VILLAGE GAME DAY ROOM
FEB 28	ERM PANEL	2 PM - 4 PM	SENATE CHAMBERS
FEB 29	ERM JEOPARDY	12 PM - 2 PM	DOA CONFERENCE ROOM



ATTENTION FAMILY:  
**NEED ERM SERVICES?**

FILL OUT OUR REQUEST FORM

Why wait when the Enterprise Risk Management Team is here to help!!!

Services Provided:  
Risk Assessments - Risk Management Planning - Training and Education - Incident Management - Crisis Management - Strategic Planning - Budgeting


SCAN OR CLICK THE QR CODE NOW TO START!!



**FAMU** ENTERPRISE RISK MANAGEMENT DIVISION OF AUDIT

# TRAINING & AWARENESS

## ENTERPRISE RISK MANGEMENT AWARENESS MONTH



**FAMU** FLORIDA A&M UNIVERSITY  
ENTERPRISE RISK  
MANAGEMENT  
DIVISION OF AUDIT

ERM AWARENESS WEEK PRESENTS:

# JEOPARDY!

JOIN US AND TEST YOUR KNOWLEDGE  
ABOUT ENTERPRISE RISK MANAGEMENT  
AND OUR BELOVED UNIVERSITY FOR A  
CHANCE TO WIN A PRIZE!!

DATE: THURSDAY, FEBRUARY 29TH  
TIME: 12 PM - 2 PM  
LOCATION: FHAC 67 CONFERENCE ROOM

\*SNACKS AND  
REFRESHMENTS  
WILL BE PROVIDED



**FAMU** FLORIDA A&M UNIVERSITY  
ENTERPRISE RISK  
MANAGEMENT  
DIVISION OF AUDIT

Join us for ERM Awareness  
Week's

# GAME Night!

Tuesday  
Feb 20th  
7pm

**Village Gameday Room**

\*Snacks and  
refreshments  
provided

# TRAINING & AWARENESS

## INTERNAL AUDIT AWARENESS MONTH

This year, International Internal Audit Awareness Month looked different than past years. On May 10, 2024, the city of Tallahassee was impacted by three tornadoes. The natural disaster left our campus and community with significant damage. Our office arranged for a townhall featuring presidents from four HBCUs; FAMU, Edward Waters University, Virginia State University, and the University of the District of Columbia. Unfortunately, we canceled this event, but we plan to reschedule and host it on a much bigger scale. Instead of the townhall, we distributed infographics through FAMU's internal communication system, The Daily Venom with information about the field of internal audit.

**FAMU** FLORIDA A&M UNIVERSITY  
DIVISION OF AUDIT

### 3 Ways to Have a Successful Audit Engagement

- Up to Date Policies & Procedures**  
Having easy access to current policies and procedures helps us understand your department's activities and reduces the risk of errors or omissions during the audit. This saves time for everyone involved!
- Be Responsive**  
Prompt responses to our questions and requests for information keeps the audit moving smoothly and efficiently. Delays can throw off our entire timeline.
- Implement Corrective Action Items**  
Addressing audit findings promptly demonstrates your department's commitment to continuous improvement and a strong internal control environment.

**INTERNATIONAL INTERNAL  
AUDIT AWARENESS MONTH**

# TRAINING & AWARENESS

## INTERNAL AUDIT AWARENESS MONTH



International Internal Audit Awareness Month

### COMMON MYTHS ABOUT US



**Myth:** Internal audits are unnecessary if an organization has external audits.

**Reality:** External audits focus on financial reporting accuracy, while internal audits assess a wide range of operational, strategic, and compliance risks and controls.

**Myth:** Internal Audits are solely focused on finding faults.

**Reality:** Our primary goal is to add value and improve an organization's operations.

**Myth:** The internal audit function is an adversary of management.

**Reality:** Internal auditors work closely with management to identify and mitigate risks. They act as advisors, providing objective evaluations and recommendations to help management achieve its objectives more effectively.

WHAT ARE SOME MYTHS YOU THOUGHT ABOUT US? EMAIL US AT [AUDIT@FAMU.EDU](mailto:AUDIT@FAMU.EDU)

### International Internal Audit Awareness Month

#### When Should You Call Us?

May is International Internal Audit Awareness Month. We want to inform the University that we are here to help! See the information below to know when to give us a call.

#### Fraud

An attempt to obtain something valuable through intentional misinterpretation

#### Waste

Misuse of funds or resources through excessive or nonessential expenditures

#### Abuse

Intentional and unacceptable use of grant funds or misuse of one's position

#### ERM

Provide meaningful, actionable, and timely strategic and performance risk intelligence

#### Consulting

Assessment on the design of new processes, systems or departmental initiatives, assist with workflow mapping, and benchmarking for best practices



# PROFESSIONAL DEVELOPMENT

## POWER SKILLS LABS

### Audit Sampling

August 2023

Crisencia Brown led a workshop on Audit Sampling for the staff. Audit sampling is a technique that allows auditors to evaluate a subset of data or transactions from a larger population, enabling them to draw conclusions about the entire set. This method is crucial as it allows auditors to efficiently assess the effectiveness of internal controls without examining every transaction, saving valuable time.

### IIA Standards: Domains I-III

February 2024

Our Associate Vice President for Audit, Deidre Melton, coordinated and facilitated a roundtable discussion with the Internal Audit department staff of Howard University and Wayne State University. Each institution reviewed the new Global Audit Standards Domains I through III and discussed implementation and execution of the new guidelines.

### Florida Whistleblower's Act

February 2024

DoA hosted a workshop led by Rebekah Weeks, Investigations and Audit Manager at the Florida Board of Governors. This workshop included staff from the University's Office of Compliance and Ethics, General Counsel, Equal Opportunity Programs, and staff from Florida State University Office of Audit and Advisory Services. The workshop consisted of content surrounding the applicability of the Florida Whistleblower's Act to State Universities and responsible parties.

# PROFESSIONAL DEVELOPMENT

## POWER SKILLS LABS

### AIG Green Book Standards

This year, the Association of Inspectors General updated the Principles and Standards for Offices of Inspectors General, commonly known as the Green Book. We invited Brian Hunter, Special Counsel in the Executive Office of the Governor to inform our team of the updates to the Standards.

February 2024

### Independence & Objectivity

As the new Global Audit Standards were released, we felt it necessary to freshen up on some of the basic foundations and expectations of internal auditors. Rasheedat McKay, led an interactive workshop with staff about the importance of maintaining independence and objectivity. The workshop included scenarios, and open discussion on what happens when we compromise our professionalism.

April 2024

### Service Excellence

The Service Excellence Initiative at FAMU is grounded in the philosophy of inspiring excellence through kindness and exceptional service. William Thomson, Senior IT Auditor and Investigator, plays a vital role in this initiative by serving as a Service Excellence trainer. He is responsible for educating the campus community on our service excellence philosophy, standards, and tools.

April 2024



# LOOKING AHEAD TO 2024-2025

## DIVISION RESTRUCTURE

DoA is getting a new look! Our Enterprise Risk Management section will now be housed under the Office of the Chief Operating Officer. Deidre Melton will now have a new role as Deputy Chief Operating Officer and Associate Vice President of Enterprise Risk Management.

On the internal audit side, we have restructured our reporting model. We updated some of our team members' job duties to better suit the strengths and areas for growth they possess.

See our NEW Organizational Chart on the following page.



# DIVISION OF AUDIT ORGANIZATIONAL CHART



**Joseph Maleszewski**  
VP FOR AUDIT/CHIEF AUDIT  
EXECUTIVE/INSPECTOR GENERAL



**Debra Barrington**  
ADMINISTRATIVE ASSISTANT  
TO THE VICE PRESIDENT



**Trystal Wright**  
AUDIT DIRECTOR



**Erica Thames**  
INVESTIGATIONS MANAGER



**Rasheedat McKay**  
SPECIAL PROJECTS COORDINATOR  
& INVESTIGATOR



**Vacant**  
AUDIT MANAGER



**Taytiana Smith**  
SPECIAL PROJECTS  
INTERN



**Jade Smoot**  
GRAPHIC DESIGN  
INTERN



**William Thomson**  
SENIOR IT AUDITOR  
& INVESTIGATOR



**Nancy Shepherd**  
LEAD SENIOR  
AUDITOR



**Crisencia Brown**  
AUDITOR &  
INVESTIGATOR

# 2024-2025 AUDIT WORK PLAN



## Board of Trustees (Mandatory)

- Athletics Financial Review - Fall 2024
- Athletics Financial Review - Spring 2024



## Florida Board of Governors (Mandatory)

- Performance-based Funding Data Integrity Audit (Strategic Priority 4)
- Foreign Influence Audit (Strategic Priority 2)



## Operational

- Controller's Office Control Self- Assessment (Strategic Priority 5)
- Campus Safety & Security (Strategic Priority 5)



## Academic Affairs Advisory Services

- Colleges & Schools: Operations (Strategic Priority 5)



## IT/Cybersecurity

- Cybersecurity Maturity Model Certification Level 1 Self- Assessment (Strategic Priority 2)
- IT Governance (Strategic Priority 5)



## FAMU Committees

- Athletic Action Plan Implementation Team and Workgroup (Strategic Priority 5)
- Policy Advisory Committee (Strategic Priorities 1 - 5)
- Civil Discourse Committee (Strategic Priority 1 - 2)



## Training and Awareness

- Fraud Awareness Week (Strategic Priority 5)
- Internal Audit Awareness Month (Strategic Priority 5)
- FAMU Fundamentals (Strategic Priority 5)
- FAMU Management Seminar (Strategic Priority 5)



## DoA Services

- External Audit Coordination
- Investigative Services
- Management Requests
- Audit, Advisory, & Investigative Follow-up

# THANK YOU!



1700 Lee Hall Drive  
G7 Foote-Hilyer Administration Center  
Tallahassee, Florida 32307



Phone: (850) 412-5479  
Fax: (850) 561-2079



<https://www.famu.edu/administration/audit/index.php>



[divisionofaudit@famu.edu](mailto:divisionofaudit@famu.edu)



*"At FAMU, Great Things are  
Happening Every Day!"*