Committee on Audit and Risk

2022-2023 Plan

2022 - 2023 Committee Priorities:

1. Oversight of the Internal Audit Department with emphasis on providing insight and guidance on the department’s efforts to perform more auditing on centralized IT functions and research, and greater use of data analytics.
2. Ensure risks designated for Board oversight are properly addressed by management and the Board receives reports throughout the year. Receive updated list of University risks, as well as ERM updates to provide feedback and suggestions.
3. Stay informed and provide input on the University’s IT operations, processes, and security, particularly in the area of cybersecurity, by maintaining contact with, and receiving regular updates from, the CIO and CISO.
4. Provide oversight of Intercollegiate Athletics (ICA) by reviewing agreed-upon procedures performed by Deloitte, ICA procedures performed to monitor booster clubs, updates from Internal Audit.
5. Provide appropriate oversight to the University’s professional relationship with our external auditor, Deloitte.
6. Provide oversight on Committee-assigned risks: 1) data integrity, IT governance, cybersecurity, technology, maintenance, change management and 2) pandemics, including interruptions to operations.
7. Oversee and receive updates on RFP for ERP review as well as the actual ERP reviews.
8. Receive update on University insurance program and industry trends.

Risk Oversight Responsibilities:

- Data integrity, IT governance, cybersecurity, technology, maintenance, change management
- Pandemics, including interruptions to operations

These two risks will be reviewed and addressed during a separate off-cycle meeting of the Subcommittee on Risk, which will be scheduled at a later date during fiscal year 2022/23.

2022 - 2023 Committee Agendas/Topics

- October 28, 2022, 9:00 – 10:00 a.m. Virtual Meeting
  1. Approve Internal Audit Annual Audit Plan
  2. Review Committee Self-Assessments
  3. Receive Update from Subcommittee on Risk
  4. Receive IT Update from CIO and CISO
5. Receive update on ERP review
6. Review and Approve Risk Sub-Committee Operating Guidelines
7. Receive Applicable IRS Form 990*
8. Acknowledgement of Code of Ethics*
9. Receive Report on President’s Discretionary Budgets*
10. Receive Internal Audit Items*

- November 10, 2022, Noon – 1:15 p.m.
  1. Review of Audited Financial Statements and Receive Required Communications from External Auditor
  2. Review Current Year Management Letter Provided by the External Auditor

- February 16, 2023, Noon – 1:00 p.m.
  1. Review and Approve Engagement Letter for External Auditors
  2. Review Hotline Reports Referred to Internal Audit in the Prior Year
  3. Receive ERM Update and Plan; Review Current University Risk List (Done in Full Committee in Executive Session after Subcommittee on Risk has Reviewed)
  4. Receive Update from Subcommittee on Risk
  5. Receive IT Update from CIO and CISO
  6. Receive Internal Audit Items*
  7. Receive Applicable IRS Form 990*

- May 4, 2023 Meeting
  1. Review and Approve Internal Audit and Committee on Audit & Risk Charters
  2. Review and Approve Audit Engagement Letter for Nittany Insurance Company
  4. Receive Update from Subcommittee on Risk
  5. Receive Update on University Insurance Program and Industry Trends
  6. Receive IT Update from CIO and CISO, including an update on ERP Review
  7. Receive Update from Intercollegiate Athletics on Designated Committee Responsibilities
  8. Review Deloitte’s Audit Plan for Upcoming Fiscal Year
  9. Receive Internal Audit Items*
  10. Receive University’s Right-to-Know Information*

- July 19, 2023 Meeting (Behrend Campus)
Traditionally no committee meeting is held. Consider having an off-cycle meeting, if needed.

**Possible Conference Session Topics (dates TBD)**

- April or June 2022 – Educational Seminar with Deloitte on emerging higher education accounting / business issues or IT risks and developments

Note: Items with * indicate updates and other informational reports that will be provided through the portal and are not addressed at meetings unless there are specific questions by Trustees.