

**DRAFT**  
**North Dakota State Board of Higher Education**  
**Audit Committee Meeting Minutes**  
Thursday, November 16, 2017

The State Board of Higher Education Audit Committee met November 16, 2017, at 8:00 a.m. CT, via conference call originating from the State Capitol, 10<sup>th</sup> Floor Conference room, 600 East Boulevard Avenue, Bismarck, ND, 58505.

Mr. Stemen called the meeting to order at 8:00 a.m. CT.

SBHE Audit Committee members participating:

Mr. Greg Stemen, Chair  
Ms. Kathleen Neset  
Dr. Kevin Melicher

NDUS staff participating:

Chancellor Hagerott  
Ms. Tammy Dolan, Chief Financial Officer  
Ms. Laura Schrott, Director of Audit Services  
Ms. Karol Riedman, Compliance Officer  
Ms. Patty Schock, Accounting Specialist  
Ms. Dina Cashman, Senior Internal Auditor  
Mr. Mandeep Mishra, Internal Auditor  
Ms. Kristie Hetzler, Executive Assistant to the State Board of Higher Education

Others participating:

Mr. Eric Plummer, UND  
Mr. Brent Winigar, MiSU  
Ms. Lisa Mock, DCB  
Mr. Wesley Wintch, VCSU  
Ms. Jami Hovet, MaSU

**1. Agenda**

Melicher moved, Neset seconded, to approve the agenda.

Melicher, Neset, and Stemen voted yes.

**2. Meeting Minutes**

Neset moved, Melicher seconded, to approve the September 21, 2017, meeting minutes.

Melicher, Neset, and Stemen voted yes.

3. **Introduction of Internal Audit Staff**

Laura Schratt introduced Mandeep Mishra and Dina Cashman as the two new internal auditors within her department.

4. **Executive Session**

Melicher moved, Neset seconded, to enter Executive Session to consider (1) the State Auditor's draft performance audit reports for the University of North Dakota, Dickinson State University, Valley City State University, Minot State University, and Mayville State University as well as (2) any response from the institutions to the draft reports and associated recommendations. The executive session shall be limited to members of the Committee, the Chancellor and staff, Board counsel, representatives of the State Auditor's office, and invited campus officials.

The legal authority for closing this portion of the meeting is North Dakota Century Code sections 44-04-19.2 and 54-10-26.

5. Neset moved, Melicher seconded, to approve the State Auditor's draft performance audit reports and responses for UND, DSU, VCSU, MISU, and MaSU.

The meeting adjourned at 8:45 a.m. CT.