

North Dakota University System

FY19 Internal Audit Plan
As of June 15, 2018

FY19 Available Hours:			
LAS	2000	-160	1840
DC	2000	-320	1680
MM	2000	0	2000
Total FY19 Avail. Hours			5520

Executive Summary

On a biennial basis, data is gathered from NDUS institutions, industry best practices and emerging risks to identify the internal audit focus.

General description of Audit, Assessment or Follow-up	Type (Audit, Assessment, Follow-up, Other)	Specific or System	Original FY18 Estimated Hours	Original FY19 Estimated Hours	Updated FY19 Estimated Hours	% of Total	Original to Updated FY19
Bookstore	Audit	Specific	0	120	0	0%	Deferred until FY20
Grant Compliance	Audit	Specific	0	240	0	0%	Grants were audited at 3 campuses during FY18
Athletics (compliance/financial)	Audit	Specific	720	720	0	0%	Specific planned audits will be rolled into the rotation of mandatory internal audits
Travel (include campus compare/trend analysis)	Audit	System	0	240	0	0%	Rolled into discretionary expense review, see below
Discretionary Expense Analysis (travel, prof. dev., etc)	Review	System	0	0	240	4%	NEW-changed to systemside review, and from travel only, to include other discretionary
Fraud Risk Info	Assessment	Specific	40	40	0	0%	Fraud Risk Assessment done annually, see below
Deferred Maintenance	Audit	Specific	0	120	0	0%	Specific planned audits will be rolled into the rotation of mandatory internal audits
Payroll Reconciliation	Audit	Specific	0	120	0	0%	Payroll Recs were audited at 3 campuses during FY18
Ticket Sales (Athletic and Non-Athletic)	Audit	Specific	160	0	0	0%	Specific planned audits will be rolled into the rotation of mandatory internal audits
Non-Business Office Cash Collections	Audit	Specific	120	120	0	0%	Specific planned audits will be rolled into the rotation of mandatory internal audits
Facilities - Capital Projects - process & control	Audit	System	120	0	240	4%	Moved from FY18 to FY19, and changed to systemwide review
Off-Campus Accounts (those run through boosters)	Audit	System	60	20	240	4%	Changed to systemwide review, and from FY18 to FY19
MiSU Athletic Summer Camp follow-up review	Follow-up	Specific	0	40	60	1%	
Title IX Policies	Audit	System	600	600	600	11%	
TrainND	Audit	System	240	0	600	11%	Changed to systemwide review, and from FY18 to FY19
NEW - Establish Continuous Audit (Vendor/Disburse)	Cont. Audit	System	0	0	300	5%	NEW - Added for FY19
Mandatory internal audit per year (10)*	Audit	Specific	2160	2160	2200	40%	UND, NDSCS will not utilize NDUS Internal Audit and includes one audit for NDUSO/CTS
Miscellaneous - (ad hoc, emergency, unannounced, unassigned)	Other	System	390	390	600	11%	Increased from original FY19 based on FY18 hours, subject to change
Total Audit Hours			4610	4930	5080	92%	
Other Audit Responsibilities							
Annual Fraud Risk Assessment	Assessment	System	25	25	25	0%	
Enterprise Risk Management Coordination	Assessment	System	100	100	25	0%	ERM is completed by management, NDUS Internal Audit Coordinates
Audit Planning	Other	System	25	25	25	0%	
Annual Internal Control Training Update	Other	System	20	20	20	0%	
Professional Development	Other	Specific	60	60	75	1%	Increased from original FY19 based in FY18 hours
Council/Committee/Board Meetings	Other	Specific	240	240	240	4%	
Total Non-Audit Hours			470	470	410	7%	
Total NDUS Audit Services Hours			5080	5400	5490	99%	