

**North Dakota State Board of Higher Education
Audit Committee**

May 19, 2021, Meeting Minutes

The State Board of Higher Education Audit Committee met May 19th at 11:00 a.m. CT, via Teams/conf. call originating from the State Capitol, 10th Floor Conference room, 600 East Boulevard Avenue, Bismarck, ND, 58505.

Chair Neset called the meeting to order at 11:00 a.m. CT.

SBHE Members Present:

Ms. Kathleen Neset
Mr. Tim Mihalick
Mr. Nick Hacker

Campus Representatives: **BSC**- Sonja Koble, **MaSU**-Steve Benson, **LRSC**- Cory Kenner, **MISU**-Brent Winiger, **NDSCS**-President Richman, **DSU**- Tammy Krebs, **NDSU**- Karin Hegstad, **VCSU**-Westley Wintch, **WSC**-Riley Yadon

Others present: **NDUS**-Chancellor Hagerott, Dina Cashman, Kristie Hetzler, Karol Riedman, David Krebsbach, Tammy Dolan, **AG Office**-Chris Pieske

1. **Agenda**

Hacker moved, Mihalick seconded, to approve the agenda.

Mihalick, Hacker, and Neset voted yes.

2. **Meeting Minutes**

Hacker moved, Mihalick seconded, to approve the April 21, 2021, meeting minutes.

Mihalick, Hacker, and Neset voted yes.

3. **Purpose and Mission for Internal Audit**

Ms. Dina Cashman proposed the [Purpose and Mission for Internal Audit](#). The committee members discussed the importance of following internal audit standards and working with the campuses for input when necessary.

Mihalick moved, Hacker seconded, to recommend approval of the purpose and mission of internal audit.

Hacker, Mihalick, and Neset voted yes.

Ms. Dina Cashman presented the required annual review of policies 302.2 and 306.2:

4. **Audit Committee** - [Policy 302.2](#)

5. **Internal Audit Charter** - [Policy 306.2](#)

The committee discussed IA standards and requirements, best practices, and circumstances involving internal audit findings that may require additional time to implement.

6. **NDUS Compliance Update**

Ms. Karol Riedman provided an update on compliance:

- Time spent on the vast majority of the last 15 months assigned to Covid-19 response and activities, the commitment is expected to decrease to 4-6 hours per month unless increased activity occurs.
- A significant backlog of routine compliance work is being prioritized and will be resolved as promptly as possible.
- Mandatory trainings are being updated and executed successfully, with some flexibility due to Covid-19 related delays in campus and coordinator availability.
- There has been a steady increase in compliance-related activities and responsibilities. While this is a positive indicator of compliance and ethics awareness, it may require adjustment in priorities due to insufficient resources and capacity. This situation will be monitored, and ongoing updates will be provided by the Audit Committee.

The meeting adjourned at 11:35 a.m. CT.

Approved June 16, 2021.