

North Dakota State Board of Higher Education

Audit Committee Meeting Minutes

The State Board of Higher Education Audit Committee met via Teams on October 16, 2024, at 1:30 p.m. CT.

SBHE Audit Committee Members

- Mr. Jeffry Volk, Chair
- Mr. Tim Mihalick
- Dr. Casey Ryan

Institution Presidents/Representatives

BSC Ms. Rebecca Collins, **DCB** Dean Simone, **DSU** Mr. Les Wietstock, **LRSC** President Darling, Ms. Joann Kitchens, **MaSU** President Van Horn, Ms. Amber Hill, **MiSU** President Shirley, Ms. Krista Lambrecht, **NDSCS** President Flanigan, **NDSU** Mr. Bruce Bollinger, Ms. Charlene Glur, Mr. Chris Wilson, **UND** Mr. Rob Carolin, **VCSU** President LaFave, Ms. Erica Buchholz, **WSC** President Hirning.

System Office/CTS/Guests

Chancellor Hagerott, VC Krebsbach, VC Rostad, VC Johnson, Mr. Mark Gorenflo, Ms. Dina Cashman, Mr. Chris Pieske, Ms. Robin Putnam, Mr. Dustin Walcker, Ms. Mindy Sturn, **CTS** VC Danford, **Attorney General** Ms. Meredith Larson.

Chair Volk called the meeting to order at 1:30 p.m. CT.

1. **Agenda**

And,

2. **Meeting Minutes**

Ryan moved, Mihalick seconded, to approve the agenda and July 17, 2024, meeting minutes, as presented.

Mihalick, Ryan, and Volk voted yes. Motion carried 3-0.

3. **UND internal Audit Update**

Mr. Rob Carolin provided an update on the recruitment process for an internal auditor at UND, mentioning that the position has been listed for about three weeks with an increased starting salary and a sign-on bonus to attract a more qualified pool of candidates, and the application period closing soon. He thanked Ms. Cashman, NDUSO Chief Internal Auditor, for her continued assistance.

4. **Management Report**

VC Krebsbach presented the [management report](#), he addressed the twenty-two open audit issues at the end of the report, including the status, detailed charts, and the age/progress with each audit issue across different institutions.

The committee, VC Krebsbach, and Ms. Cashman also discussed the role and responsibility of each institution to address their audit issues, even if it's from a system-wide audit and they are similar issues across multiple campuses. The committee raised the issue of timeliness to resolve open audits; requesting the institutions close the time gap it takes to implement audit recommendations. The committee will follow up and discuss if corrective actions and/or follow-up audits are needed to ensure compliance.

5. NDUS IA Internal Quality Assessment report

NDUSO Chief Internal Auditor, Ms. Dina Cashman provided an overview of the NDUS IA [Internal Quality Assessment report](#), a periodic self-assessment report that was completed by Ms. Cashman, Mr. Walcher, and Ms. Miller. The primary objective is to evaluate the work within the internal audit department against the global internal audit standards. The team used the recently released new internal audit standards from the Institute of Internal Auditors as their benchmark. The new standards will be effective and enforced as of January 2025. The assessment focused on NDUS internal audit department and did not include NDSU and UND internal audit. After reviewing NDUS internal audit process, completed internal audit projects, and evaluating against the Standards, NDUS internal audit partially conforms to the standards. They identified several successful practices within the internal audit and the gaps to conform with the Standards. The recommendations and proposed timeline for the improvements are outlined in the report; the department is committed to conforming to the Standards and meeting them during their 2026 Quality Assurance review.

Ms. Cashman and the committee members discussed internal audit strategies, goals, and succession planning.

6. NDUS Internal Audit FY 24 KPI Report

Ms. Dina Cashman summarized the NDUS [Internal Audit FY 24 KPI report](#) for fiscal year 2024, noting the department met its targets and indicated a couple areas for continuous improvement. The committee appreciated the format that shows progress from year to year.

7. Campus Safety Task Force

Mr. Chris Pieske reported on the Campus Safety Taskforce, it was established to serve as a resource for campus officials responsible for safety reporting including Clery Act compliance. This was one of the recommendations from the NDUS internal audit. He informed the committee that the first meeting of the taskforce was held last month, with officials from all campuses participating. He highlighted discussions, such as, but not limited to, resource sharing, policy, and identifying tasks to be completed. The committee members thanked him and the campuses for their collaborative work.

The meeting adjourned at 2:00 p.m. CT.

Approved November 11, 2024.