

FY 2021 AUDIT PROGRESS AND FY 2022 INTERNAL AUDIT PLANS

Action Requested: Receive and approve the progress reports for the universities' FY 2021 audit plans and approve the internal audit plans for FY 2022.

Executive Summary: The Office of Internal Audit is an independent and objective assurance and advisory function designed to add value and improve Regent universities' operations. Internal Audit brings a systematic and disciplined approach to evaluating and improving the effectiveness of the organization's governance, risk management, and control processes. Internal Audit is dedicated to promoting and facilitating continuous improvement.

On an annual basis, in accordance with Audit and Compliance Committee policies, Internal Audit compiles and submits audit progress and future plans for the Regent universities. The plans are flexible and adjusted as needed to adapt to changes in the audit environment.

Our work is conducted and managed in accordance with The Institute of Internal Auditors' (IIA's) *International Professional Practices Framework*, which includes the core principles for the professional practice of internal auditing, the definition of internal auditing, the Code of Ethics, and the *International Standards for the Professional Practice of Internal Auditing (Standards)*.

The Office of Internal Audit supports the Regent institutions by performing audits based on the outcome of an annual risk assessment process. Audits identified during this process are completed throughout the year and provide either positive assurance that operations and internal controls are operating as intended; or that management action is needed to mitigate the risk or improve efficiencies that could impact each institution's strategic goals.

Staff Credentials: Most staff have at least one professional certification or are actively working towards a certification. Professional development is required for certifications and staff regularly attend training to stay abreast of emerging issues in higher education, technology and to keep their technical and soft skill sets relevant. The following table summarizes the credentials currently held by staff, as well as those in progress.

Title	MA	MBA	M.Acc.	CPA	CISA	CIA	CFE	CISM
CAE		1			1	1	1	
Assistant Director		1			1	1	1	
Audit Manager				2	1		1	
Senior Auditor		1		1			1	
IT Auditor					2	1	1	1
Auditor	1		1			4		

 In Progress

Audit Progress and Plans: In FY 2021, ISU's operations were negatively affected by unfilled positions and recruitment efforts were unsuccessful. Significant effort and resources are currently being expended to identify and hire qualified candidates for the Audit Manager and open Auditor positions. UNI continues to be understaffed due to budget constraints and auditors from SUI provided assistance with UNI information technology audits. SUI has been stable and is fully staffed.

As university staff focused on crisis mitigation planning due to the COVID-19 pandemic, audit delays and adjustments to scope or testing steps occurred when face-to-face and on-campus observations could not be completed. Auditors have adapted to the changing work environment and have moved to a hybrid staffing model to accommodate changes resulting from the pandemic.

Following is a condensed table of the progress of the FY 2021 Audit Plans.

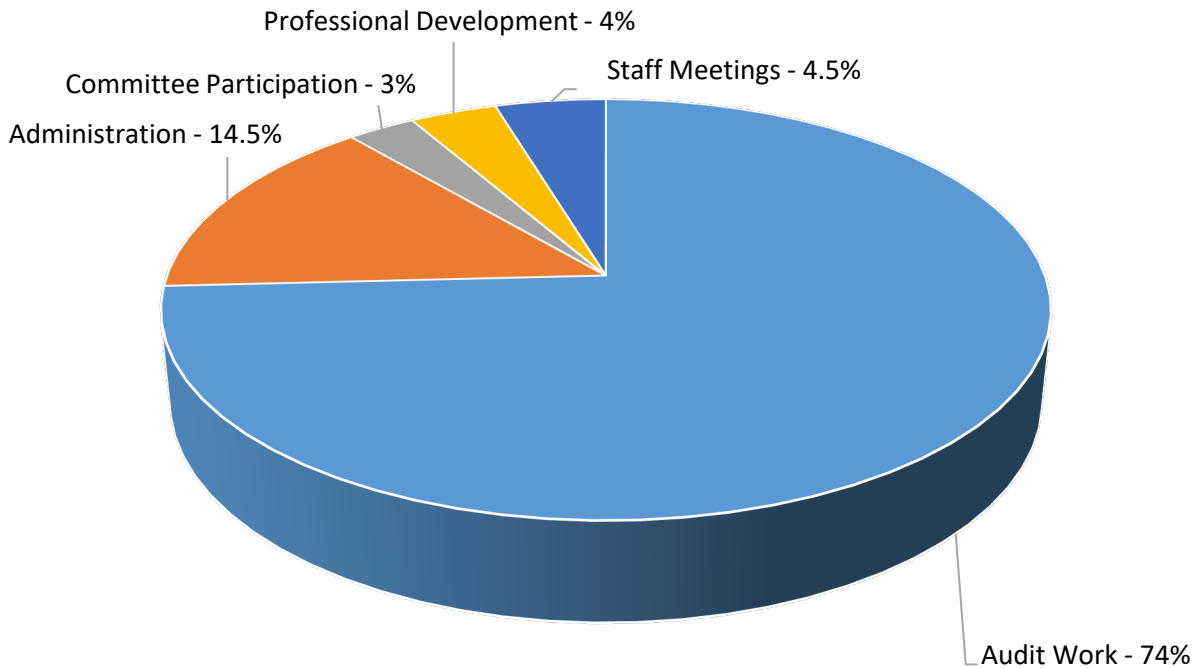
FY 2021 Progress	SUI	ISU	UNI	Total
Audits:				
Original Audits Planned	45	15	2	62
Added During Year	6	1	1	8
Totals	51	16	3	70
Completed	33	6	2	41
In Progress	10	3	1	14
Deferred	0	1	0	2
Cancelled	8	6	0	13
Totals	51	16	3	70

The FY 2022 Audit Plans are proposed after extensive interviews across each campus with key leaders and staff, reviewing past audit history, surveying the current higher education audit landscape, and using data analytics to review operations. Plans are then prepared using a risk-based approach to ensure that areas and activities specific to the Regent universities with the greatest impact, are identified for consideration. The Auditor of the State and external auditors provide financial audit services, allowing Internal Audit to concentrate on unique operational audits.

The plans are based on available staff hours for 15 auditors with 26,758 available hours. The plans include risk-based and requested audits (financial, operational, compliance, information technology), risk-based consulting reviews, follow-up audits, investigations, reserves for management requests, and other projects and initiatives as needed. Unassigned audit hours allow for timely reaction to audit requests arising from various changes in operations.

FY 2022 Plans	Scheduled Audits	Total Hours Budgeted*
University of Iowa	48	18,656
Iowa State University	17	6,366
University of Northern Iowa	4	1,736
Total	69	26,758

**FY 2022
Total Hours Budgeted**



Internal Audit Staff as of June 30, 2021	BOR	SUI	ISU	UNI	TOTAL
Full-Time Professional Audit Positions	1	10	4	1	16.0
Support Positions	.75	0	0	0	.75

Tables detailing FY 2022 Audit Plans and FY 2021 Audit Progress for each university are included in this document. Tables containing audits completed for the past four fiscal years may be found on the following pages.

**UNIVERSITY OF IOWA
Proposed Internal Audit Plan for FY 2022**

<u>Audits and Reviews</u>	<u>Hours</u>	<u>Percent</u>
Active Directory	250	1.3%
Auto Audit Upgrade	125	0.7%
Biochemistry Stores Carry Over	250	1.3%
Clery Act	300	1.6%
Clinical Staff Office	250	1.3%
College of Nursing	250	1.3%
COVID-19 Pay Practices Carry Over	200	1.1%
CT Surgery	250	1.3%
Degowin Blood Center	250	1.3%
Endpoint Protection	100	0.5%
Epic CareConnect	250	1.3%
Epic MyChart	250	1.3%
Facilities Management IT	250	1.3%
Food & Nutrition Services	250	1.3%
Grant Accounting	250	1.3%
Home Ticket Revenue FY21 Carry Over	30	0.2%
Home Ticket Revenue FY22	100	0.5%
Hygienic Lab Tests of Public Health Significance Carry Over	100	0.5%
Iowa River Landing Carry Over	250	1.3%
ITS Software Change Management Carry Over	200	1.1%
Joint Office for Clinical Outreach Services Carry Over	250	1.3%
NCAA Compliance Coaching Staff Limits and Contracts	80	0.4%
NCAA Compliance Extra Benefits-Student Athlete Vehicles	50	0.3%
NCAA Compliance Representatives of the University's Athletics Interests	80	0.4%
Neurology	250	1.3%
Nursing Pay Practices	250	1.3%
Occupational Health Billing	150	0.8%
Office of the President	150	0.8%
Office of the Provost	150	0.8%
Offsite Clinics	250	1.3%
Otolaryngology	300	1.6%
Outsourced Bookstore	150	0.8%
P3 Annual Funding Processes	250	1.3%
Pathology	250	1.3%
PFS SPROG	250	1.3%
Qgenda Carry Over	150	0.8%
Recreational Services	250	1.3%
Remote Working Data Security and Equipment Carry Over	200	1.1%
Research Data Governance	250	1.3%
Research Participant Compensation	150	0.8%
Salesforce Carry Over	200	1.1%
Section 117 Reporting	300	1.6%
StarRez	250	1.3%
Student Athlete Name Image & Likeness	250	1.3%
Student Disiplinary Processes	250	1.3%
System Hardening	250	1.3%
UIHC Dialysis	250	1.3%
UIP Compensation Plan	250	1.3%
University Housing and Dining Key Management	250	1.3%
Annual Risk Assessment	450	2.4%
EthicsPoint	300	1.6%
Follow-Up Audits	858	4.6%
Unallocated Hours	1,966	10.5%
Subtotal	13,839	74.2%
<u>Other Audit Responsibilities</u>	<u>Hours</u>	<u>Percent</u>
Administration	2,902	15.6%
Committee Participation	425	2.3%
Performance Evaluations	116	0.6%
Professional Development	640	3.4%
Staff Meetings	734	3.9%
Subtotal	4,817	25.8%
Total	18,656	100.0%

**IOWA STATE UNIVERSITY
Proposed Internal Audit Plan for FY 2022**

<u>Audits and Reviews</u>	<u>Hours</u>	<u>Percent</u>
Building Access	250	3.9%
Chemical Safety and Biohazards	250	3.9%
COIC (Conflict of Interest of Commitment)	250	3.9%
Expense Processing by Finance Improved Service Delivery Carry Over	10	0.2%
Facilities, Planning, and Management	300	4.7%
Family Medical Leave Act (FMLA)	250	3.9%
Food Science and Human Nutrition Department	250	3.9%
ISU Bookstore	250	3.9%
ISU Police	300	4.7%
NCAA Financial Aid	100	1.6%
Recruiting/Hiring	300	4.7%
StarRez	250	3.9%
University Benefits Carry Over	200	3.1%
Vet Hospital	300	4.7%
Workday Change Management	300	4.7%
Workday Security Roles Carry Over	10	0.2%
Youth Programs	250	3.9%
Annual Risk Assessment and Audit Planning	250	3.9%
Fraud and Special Investigations	100	1.6%
Follow-up Audits	320	5.0%
Unassigned/Unplanned	579	9.1%
Subtotal	5,069	79.6%
<u>Other Audit Responsibilities</u>	<u>Hours</u>	<u>Percent</u>
Administration	526	8.3%
Committee Participation	170	2.7%
Performance Evaluations	37	0.6%
Professional Development	250	3.9%
Staff Meetings	314	4.9%
Subtotal	1,297	20.4%
Total	6,366	100.0%

**UNIVERSITY OF NORTHERN IOWA
Proposed Internal Audit Plan for FY 2022**

<u>Audits and Reviews</u>	<u>Hours</u>	<u>Percent</u>
Bookstore	155	8.9%
Customer Relationship Management	250	14.4%
Office of the Provost	150	8.6%
Vice President of Student Affairs Office	150	8.6%
Annual Risk Assessment	200	11.5%
Follow-up Audits	110	6.3%
Unassigned/Unplanned	113	6.5%
Subtotal	1,128	65.0%
<u>Other Audit Responsibilities</u>	<u>Hours</u>	<u>Percent</u>
Administration	325	18.7%
Committee Participation	65	3.7%
Performance Evaluations	8	0.5%
Professional Development	60	3.5%
Staff Meetings	150	8.6%
Subtotal	608	35.0%
Total	1,736	100.0%

**UNIVERSITY OF IOWA
Audits Completed in the Past Four Fiscal Years**

ORIGINAL REPORTS	FY18	FY19	FY20	FY21
Intercollegiate Athletics - Home Game Ticket Revenue	√	√	√	√
Anesthesia				√
Animal Research Compliance	√			
BioVentures	√			
Building Access Security		√		
Campus Volunteers	√			
Capital Assets Management	√			
Carver College of Medicine Core Facilities				√
Central Sterilizing Services				√
Chargemaster Maintenance Process				√
Cherwell System		√		
Clinical Staff Office		√		
College of Dentistry Revenue Cycle			√	
College of Engineering			√	
College of Pharmacy Building Construction				√
Computer Management		√		
Conflict of Interest				√
Controlled Substances				√
COVID-19 Billing				√
Creative Writing				√
Department of Biology			√	
Department of Family Medicine	√			
Department of Earth and Environmental Sciences		√		
Department of Internal Medicine		√		
Department of Public Safety Information Technology		√		
Department of Radiology		√		
Department of Surgery			√	
Discharge Process			√	
Division of Performing Arts	√			
Division of Student Life	√			
Durable Medical Equipment	√			
Emergency Department			√	
Emergency Preparedness	√			
Encompass Health Joint Venture				√
Environmental Health and Safety Office	√			
Facilities Management Bidding Processes			√	
Financial Management of Cancer Clinical Trials				√
Fleet Services and Camubs				√
Fraternity and Sorority Life				√
Heart and Vascular Center				√
Holden Comprehensive Cancer Center and Infusion Suite		√		
Hospital Admissions Process				√
Hospital Late Charges	√			
Housing and Dining Misconduct Protocols				√
Human Subjects Office, Institutional Review Board, and Other Subjects Review Committees			√	
IATL Building IT Support				√
Iowa Consortium for Substance Abuse		√		
Iowa Electronic Markets			√	
ITS Data Center Operations	√			
Joint Office for Compliance	√			
NCAA Compliance - Camps and Clinics			√	
NCAA Compliance - Complimentary Admissions and Ticket Benefits			√	
NCAA Compliance - Eligibility, Amateurism, and Academic Performance Program			√	
NCAA Compliance - Extra Benefits - Athletic Equipment and Apparel				√
NCAA Compliance - Extra Benefits - Student-Athlete Vehicles	√			
NCAA Compliance - Financial Aid Administration				√
NCAA Compliance - Playing and Practice Seasons		√		

**UNIVERSITY OF IOWA
Audits Completed in the Past Four Fiscal Years**

NCAA Compliance - Recruiting On and Off Campus		√		
NCAA Compliance - Student-Athlete Employment				√
NCAA General Compliance			√	
Obstetrics and Gynecology			√	
Occupational Health	√			
Office of Equal Opportunity and Diversity				√
Office of Student Financial Aid	√			
Office of the State Archaeologist		√		
Online Education				√
Oracle Talent Acquisition Cloud				√
Orthopedics Department			√	
Paciolan Ticket System		√		
Payment Card Industry Compliance	√			
Payroll		√		
Pharmacy Inventory			√	
Pharmacy Prior Authorizations			√	
Ponseti International		√		
Post-Acute Care		√		
PrePaid Services		√		
Protected Health Information on Mobile Devices	√			
Rape Victim Advocacy Program			√	
Riskconnect System				√
School of Social Work		√		
Sleep Disorders Clinic			√	
Specialty Pharmacy				√
Stanley Museum of Art		√		
State Hygienic Lab IT	√			
Stead Family Children's Hospital Physical Security	√			
Stratajazz Budgeting System				√
Student-Athlete Academic Services			√	
Student Disability Services	√			
Succession Planning				√
Telemedicine	√			√
Threat Assessment Program				√
Title IX				√
UI Community HomeCare	√			
UI Health Care Finance Inter-Organizational Transfers		√		
UI Health Care Operating Rooms			√	
UI Health Care Patient Access Center	√			
UI Health Care Research Laboratory Information Technology Security		√		
UI Health Care User Access	√			
UI Student Health and Wellness		√		
UIHC Capital Management New Clinic Build	√			
UIHC Environmental Services	√			
UIHC Facility Preventative Maintenance			√	
UIHC Processed Stores		√		
UIHC - The Java House Contract	√			
UIHC Violence Protocols	√			
University Billing Office			√	
University Counseling Service				√
University of Iowa Diagnostic Laboratories Revenue Cycle			√	
University of Iowa Hospitals and Clinics Emergency Management		√		
University of Iowa Pharmaceuticals				√
University of Iowa Physicians	√			
University of Iowa Research Information Systems		√		
Volunteer Services	√			
Vulnerability and Patch Management			√	
Youth Programs			√	

**IOWA STATE UNIVERSITY
Audits Completed in the Past Four Fiscal Years**

ORIGINAL REPORTS	FY18	FY19	FY20	FY21
Athletics Department Ticket Operations		√		
Capital Project Payments	√			
Center for Survey Statistics and Methodology			√	
College of Human Sciences	√			
Controlled Substances in Research Laboratories			√	
Department of Apparel, Events, and Hospitality Management		√		
Department of Computer Science				√
Department of Geological and Atmospheric Sciences				√
Department of Kinesiology				√
Department of Music and Theatre				√
Department of Natural Resource Ecology and Management		√		
Department of Psychology		√		
Department of Sociology		√		
Disability Accomodations			√	
Emergency Preparedness		√		
Employee International Travel		√		
Extension and Outreach			√	
Greenlee School of Journalism and Communication	√			
NCAA Compliance - Camps and Clinics	√			
NCAA Compliance - Extra Benefits		√		
NCAA Compliance - Student-Athlete Eligibility	√			
Office of Student Financial Aid Professional Judgement Reviews	√			
Recreation Services	√			
Reiman Gardens				√
Roy J. Carver Dept of Biochemistry, Biophysics, and Molecular Biology	√			
Study Abroad Center		√		
Technology Supporting Online Academic Programs				√
Thielen Student Health Center	√			
Transportation Services			√	

**UNIVERSITY OF NORTHERN IOWA
Audits Completed in the Past Four Fiscal Years**

ORIGINAL REPORTS	FY18	FY19	FY20	FY20
Academic Learning Center	√			
ACH and Wire Transfer Processes		√		
Active Directory			√	
Capital Assets	√			
College of Business Administration	√			
Compensated Effort	√			
Department of Residence Hall Security				√
Environmental Health and Safety	√			
Financial Aid and Special Circumstances		√		
National Program for Playground Safety			√	
Regents Center for Early Developmental Education	√			
School of Music		√		
UNITix	√			
University Relations			√	
Vulnerability Scanning				√