

TO: The Chair and Members
Compliance, Audit, Risk Management and Legal Affairs Committee

Chancellor Franklin D. Gilliam, Jr.

FROM: CARL Committee Liaisons
Jerry Blakemore, General Counsel
Bob Shea, Vice Chancellor for Finance and Administration
Don Skeen, Director of Internal Audit

CC: Debbie Storrs, Provost and Executive Vice Chancellor
Waiyi Tse, Chief of Staff
Kelly Harris, Associate Chief of Staff and Assistant Secretary to
the Board of Trustees

DATE: September 28, 2021

RE: Proposed CARL Committee Work Plan for 2021-2022

I. Purpose

The Purpose of this memorandum is twofold: First, to provide you with the Proposed Compliance, Audit, Risk Management and Legal Affairs Committee (CARL) Work Plan for the 2021-2022 academic year and second, to summarize the work of the CARL Committee from the 2020-2021 academic year. The first meeting of the CARL Committee was held in the spring of 2017 and the first CARL Committee Work Plan was approved in the fall of 2017. Pursuant to this tradition, we are presenting the 2021-2022 CARL Committee Work Plan for approval.

II. Summary of CARL Committee Work Plan 2020-2021 Academic Year

The 2020-2021 Work Plan included: (1) discussions of annual audit requirements and approvals; (2) regular COVID-19 briefings; (3) an information technology report; (4) a presentation regarding implementation of the new Title IX rule; (5) an institutional risk management update; (6) an NCAA compliance review; (7) a campus safety presentation; and (8) the review and acceptance of the internal audit plan. The Committee completed all the items on the 2020-2021 Work Plan, except for the following, which the Committee agreed to suspend or postpone due to COVID-19 and other priorities: the information technology report, the NCAA compliance review, and the campus safety presentation.

III. CARL Committee Work Plan 2021-2022 Academic Year

The CARL Committee Liaisons, in collaboration with the Chancellor's Office, have developed a proposed Work Plan for the 2021-2022 academic year for the Committee's review and approval. The proposed Work Plan includes discussion of annual audit requirements and approvals, risk management, compliance (including NCAA compliance), cybersecurity, COVID related matters, Title IX, and campus safety. Attached is the "UNC Greensboro Board of Trustees CARL Committee Work Plan 2021-2022," which outlines the proposed topics for each of the CARL Committee meetings. The proposed Work Plan is not intended to prohibit action on other items that the Chancellor or Committee members wish for consideration, but to establish priorities and plans for the academic year.

Specifically, the proposed Work Plan includes the following:

1. The September meeting will include a review of the Work Plan, the regular audit review (a summary of 2020-2021 and 2021-2022 audit plans), the status of any internal or external audits, a review of the Internal Audit external quality assessment, and the disclosure of certification letters. There will be a discussion regarding the work of the Crisis Policy Group, and updates will be provided on COVID-19 and cybersecurity initiatives.
2. The November meeting will include the regular audit review, including the status of any internal or external audits, an annual report on information technology, the annual institutional risk management update, and a discussion of proposed Higher Education Emergency Relief Fund (HEERF) spending. Information will be provided regarding the Biden administration's proposal for the new Title IX rule, and we also expect that the Chair of the Committee will be invited to meet with representatives from the State Auditor's Office in November to discuss their findings regarding the University's annual financial statement audit.
3. The March meeting will include the regular audit review, including the status of any internal or external audits, an NCAA compliance review, a campus safety presentation, and an update on Title IX regulatory reform. The report from the State Auditor regarding the University's annual financial statement audit is expected to be delivered to the Committee at this meeting. In addition, the 2022-2023 Internal Audit Plan will be proposed at this meeting.

IV. Conclusion

The proposed CARL Committee Work Plan enables the Committee to assist the Board of Trustees in fulfilling its oversight and advisory responsibilities related to audit, risk management, compliance, legal and ethical functions of the University. The Work Plan includes specific topics for consideration by the Committee and, where required, seeks approvals of the Committee. Moreover, the Work Plan allows for opportunities for briefing the Committee on federal and state legislative and regulatory updates, as well as any changes in relevant policies of the Board of Governors on an ad hoc basis during the course of the academic year.

Attachment

Proposed UNC Greensboro Board of Trustees CARL Committee Work Plan 2021-2022

CARL-1.1

September 28, 2021, 10:15 AM	November 30, 2021, 10:15 AM	March 22, 2022, 10:15 AM
<p>Discussion Items:</p> <ul style="list-style-type: none"> ● CARL-2021-2022 CARL Committee Work Plan ● CARL-Audit Review <ul style="list-style-type: none"> ○ Summary of any Internal and External Audits ● CARL-Internal Audit External Quality Assessment ● CARL-COVID-19 Update ● CARL-Crisis Policy Group re: Crisis Incidents ● CARL-Cybersecurity Update 	<p>Discussion Items:</p> <ul style="list-style-type: none"> ● CARL-Audit Review <ul style="list-style-type: none"> ○ Summary of any Internal and External Audits ● CARL-Information Technology Report ● CARL-Institutional Risk Management Annual Update (Top 5 Risks, et al) ● CARL-HEERF III Spending Proposal 	<p>Discussion Items:</p> <ul style="list-style-type: none"> ● CARL-Audit Review <ul style="list-style-type: none"> ○ Summary of any Internal and External Audits ● CARL-NCAA Compliance Review ● CARL-UNCG Campus Safety Presentation ● CARL-Title IX Update on Regulatory Reform
<p>Action Items:</p> <ul style="list-style-type: none"> ● CARL-Adoption of 2021-2022 CARL Committee Work Plan 	<p>Action Items:</p>	<p>Action Items:</p> <ul style="list-style-type: none"> ● CARL-Internal Audit Plan for 2022-2023 ● CARL-Acknowledge receipt of report from State Auditor regarding University’s annual financial statement audit
<p>Information Items:</p> <ul style="list-style-type: none"> ● CARL-Supplementary Documents Provided to the System Office <ul style="list-style-type: none"> ○ Summary of FY2022 and FY2021 Audit Plans ○ Certification Letters ○ Internal Audit Charter 	<p>Information Items:</p> <ul style="list-style-type: none"> ● CARL-Procedural Update of Biden Administration Proposal for New Title IX Rule ● CARL-Chair to meet with State Auditor regarding University’s annual financial statement audit 	<p>Information Items:</p>
<p>Closed Session Items:</p>	<p>Closed Session Items:</p>	<p>Closed Session Items:</p>

Note: Any updates regarding Board of Governors Policy and/or Federal and State legislation and regulation will be reported on an ad hoc basis during the course of the academic year.