



Compliance, Audit, Risk Management and Legal Affairs (CARL) Committee
October 29, 2024
10:15 a.m.

DRAFT MINUTES

COMMITTEE MEMBERS PRESENT: Anita Bachmann (Committee Chair), Margaret Benjamin, George Hoyle, Dale Phipps, Dean Priddy

COMMITTEE MEMBERS ABSENT: None

OTHERS PRESENT: Chancellor Franklin Gilliam; Jerry Blakemore, Vice Chancellor for Institutional Integrity and General Counsel; Kristen Bonatz, Deputy General Counsel; Casey Forrest, Associate Vice Chancellor for Enterprise Infrastructure and Chief Technology Officer; Donna Heath, Vice Chancellor for Information Technology Services; Bob Shea, Vice Chancellor for Finance and Administration; Katherine Skinner, Director of Internal Audit; Enyonam Williams, Associate General Counsel; Waiyi Tse, Chief of Staff; Kelly Harris, Associate Chief of Staff and Assistant Secretary to the Board of Trustees; and other members of the administration and staff.

PROCEEDINGS:

Chair Bachmann called the meeting to order at 10:15 a.m. She reminded the Committee members of their duty under the State Government Ethics Act to avoid conflicts of interest and advised that any conflict of interest or appearance thereof with respect to any matter before the Board of Trustees or the Committee needed to be raised at that time. None were identified.

Quorum was confirmed through roll call.

Action Item:

CARL-1 Consent Agenda

Chair Bachmann noted the items on the Committee's consent agenda, which were: (1) the minutes of the Committee's August 27, 2024, meeting; (2) the minutes of the August 27, 2024, joint meeting of the CARL and Athletics Committees; (3) revisions to the CARL Committee Charter; and (4) revisions to the Internal Audit Charter. Materials for each of the consent agenda items were included in the Committee's pre-meeting materials.

There being no requests to remove any of the items from the consent agenda to the regular agenda, Chair Bachmann invited a motion to approve the items on the consent agenda. Trustee Phipps made the motion, which was seconded by Trustee Hoyle. The motion carried unanimously.

The proposed revisions to the CARL Committee Charter that were approved as part of the consent agenda were recommended by the Committee for approval by the full Board.

Discussion Items:

CARL-2 Internal Audit Report

Director of Internal Audit Katherine Skinner presented the final results of the external Quality Assessment Review, which was completed earlier this month. The Quality Assessment Review is a comprehensive review by independent assessors that evaluates Internal Audit's compliance with the Institute of Internal Auditors Standards and the Code of Ethics. Skinner reported that Internal Audit received a rating of "Generally Conforms," which is the highest rating possible. The next external Quality Assessment Review will be conducted in 2029.

CARL-3 Policy and Compliance Update

Deputy General Counsel Kristen Bonatz, who serves as Policy Administrator, and Associate General Counsel Enyonam Williams, who serves as Compliance Director, provided an update on the University's policy and compliance program. Williams discussed several compliance initiatives, including the implementation of compliance risk software, and the ongoing proactive work of the University's Compliance Committee. She also discussed recent compliance solutions, such as the Civil Rights Compliance portal and the Confidential Reporting System that are now available on the University's website and can be used to report compliance concerns. Bonatz then reviewed the Board of Governors and System Office policy and compliance priorities, which are monitored closely to determine how they may affect UNC Greensboro. Vice Chancellor Jerry Blakemore concluded the presentation by noting the importance of continuing to strengthen the University's policy and compliance program by focusing on having the right people in place, updating policies, having practices that follow policies, and leveraging technology.

CARL-4 Information Technology Services Update

Associate Vice Chancellor Casey Forrest updated the Committee on Information Technology Services projects. Among other topics, he reported that:

- A simulated phishing campaign for faculty and staff conducted by ITS last month resulted in only 8.9% of participants "taking the bait" and clicking on a phishing email, which is significantly lower than the baseline rates for education, government, and industries overall. Individuals who clicked on the phishing email are receiving refresher training.
- The North Carolina National Guard Cyber Security Response force conducted a simulated cyberattack last month to check for vulnerabilities in the University's systems.
- ITS recently held its second annual cybersecurity seminar for UNC Greensboro students, which covered cybersecurity basics, digital footprint, and the risks of social media.

After Forrest's presentation, Vice Chancellor Donna Heath provided an update on the University's progress towards developing an Artificial Intelligence strategy. As part of the process, the Chancellor will charge a committee with overseeing the development and implementation of the University's strategy.

Information Item:

CARL-5 Information Item

The Committee was provided with an informational update on the Institute of Internal Auditors three lines model, which demonstrates the roles and responsibilities within the University around risk management from an audit standpoint.

With no further business before the Committee, the meeting was adjourned at 11:35 a.m.

Respectfully submitted,

Kelly Harris
Assistant Secretary to the Board of Trustees