

Contact: Debra Johnston

FY 2023 AUDIT PROGRESS AND FY 2024 INTERNAL AUDIT PLANS

Action Requested: Receive and approve the progress reports for the universities' FY 2023 audit plans and approve the internal audit plans for FY 2024.

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.

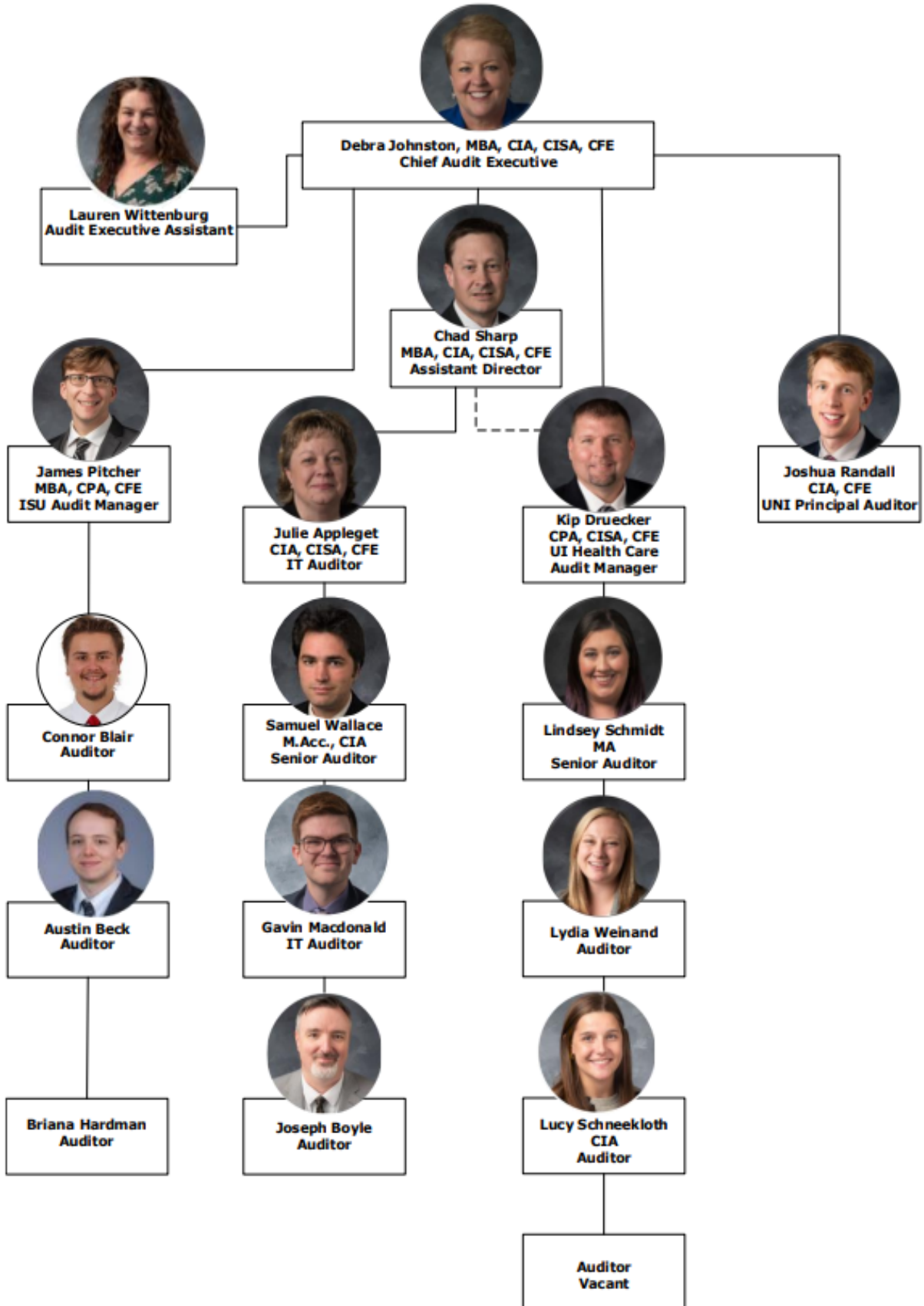
Our work is conducted and managed in accordance with The Institute of Internal Auditors' (IIA's) *International Professional Practices Framework*, which includes the core principles for the professional practice of internal auditing, the definition of internal auditing, the Code of Ethics, and the *International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

Audit Progress and Plans: In FY 2023, workforce issues continued to impact our operation negatively. Resources were shared between the institutions to address high risk audits but completion of the audit plan fell short with 52 of the 72 planned audits complete or in progress at fiscal year-end. As of September 27, 2023, all ISU positions have been filled, UNI is stable with one dedicated auditor and SUI is down one position on the health care side. Recruiting efforts are ongoing.

Staff Credentials: Many staff have at least one professional certification or a master's degree or are 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.

Office of Internal Audit Organizational Chart



Following is a condensed table of the progress of the FY 2023 Audit Plans.

FY 2023 Progress	SUI	ISU	UNI	Total
Audits:				
Original Audits Planned	46	17	5	68
Added During the Year	2	1	1	4
Totals	48	18	6	72
Completed	23	13	4	40
In Progress	9	2	1	12
Deferred	7	0	0	7
Cancelled	9	3	1	13
Totals	48	18	6	72

The FY 2024 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 FY24 Audit Plan is based on available hours for 15 auditors. As of the September, BOR meeting, one open position remains unfilled for UI Health Care audits. The plans include risk-based and requested audits (financial, operational, compliance, information technology), risk-based consulting reviews, follow-up audits, investigations, and other projects and initiatives as needed. Unassigned audit hours allow for timely reaction to audit requests arising from various changes in operations.

FY 2024 Plans	Scheduled Audits	Total Hours Budgeted*
University of Iowa	45	18,918
Iowa State University	16	6,659
University of Northern Iowa	5	1,776
Total	66	27,353

Tables detailing FY 2024 Audit Plans and FY 2023 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 2024

<u>Audits and Reviews</u>	<u>Hours</u>	<u>Percent</u>
AiM	250	1.3%
Athletics IT Carry Over	125	0.7%
Carver College of Medicine Financial Aid	250	1.3%
CDA Reporting Structure/Onboarding Process	250	1.3%
Center for Disabilities and Development Carry Over	30	0.2%
Clinical data enclave	250	1.3%
Communication Sciences and Disorders	250	1.3%
Concurrent Surgeries	250	1.3%
Department of Pediatrics Carry Over	300	1.6%
Discharge Lounge	250	1.3%
Export Controls	250	1.3%
Graduate Medical Education	250	1.3%
Hawkeye Academic Advantage Program	250	1.3%
Home Ticket Revenue FY2024	100	0.5%
Home Ticket Revenue FY23 Carry Over	50	0.3%
IHR-Hydrosience and Engineering	250	1.3%
Iowa Technology Institute	250	1.3%
James A Clifton Digestive Health Center	250	1.3%
MyChart Carry Over	100	0.5%
Neuroscience Institute	250	1.3%
New Practice Acquisitions	250	1.3%
North Liberty Hospital Construction Audit Carry Over	100	0.5%
Nurse Practitioner billing	250	1.3%
Office of Student Financial Aid	300	1.6%
Office of the Registrar	300	1.6%
Office of the Vice President of Medical Affairs	150	0.8%
Ophthalmology	250	1.3%
P3 Annual Funding Processes	250	1.3%
PFS- Denial Management	250	1.3%
Price transparency	250	1.3%
Radiation Oncology	300	1.6%
Radiology Engineering IT	250	1.3%
Sports Clubs Carry Over	170	0.9%
StarRez	250	1.3%
State Hygienic Lab Research Administration	250	1.3%
Student Disability Services	250	1.3%
Student Health	250	1.3%
Treasury Operations	300	1.6%
UIHC Agency Contracts	250	1.3%
UIHC Nursing Administration Processes Carry Over	30	0.2%
UIHC Social Services	250	1.3%
UIP Compensation plan	250	1.3%
University Housing and Dining Key Management	250	1.3%
Vacation Pay Out	150	0.8%
Vendor Management Carry Over	200	1.1%
Annual Risk Assessment	450	2.4%
EthicsPoint	300	1.6%
Follow-Up Audits	656	3.5%
Unallocated Hours	2,327	12.3%
Subtotal	13,688	72.4%
<u>Other Audit Responsibilities</u>	<u>Hours</u>	<u>Percent</u>
Administration	3,302	17.5%
Committee Participation	408	2.2%
Performance Evaluations	116	0.6%
Professional Development	635	3.4%
Staff Meetings	769	4.1%
Subtotal	5,230	27.6%
Total	18,918	100.0%

IOWA STATE UNIVERSITY
Proposed Internal Audit Plan for FY 2024

<u>Audits and Reviews</u>	<u>Hours</u>	<u>Percent</u>
Iowa State Center Carryover	225	3.4%
Youth Programs Carryover	200	3.0%
ISU Bookstore Carryover	10	0.2%
Workday Change Control Carryover	10	0.2%
Department of Chemistry	300	4.5%
Department of AESHM	300	4.5%
Student Organizations	300	4.5%
Flight Services	250	3.8%
Maxient	300	4.5%
Office of Student Financial Aid	300	4.5%
Vulnerability Scanning	300	4.5%
International Travel	250	3.8%
College of Engineering	300	4.5%
IT Inventory Administration	300	4.5%
Athletic Revenue	250	3.8%
Emergency Management	250	3.8%
Annual Risk Assessment and Audit Planning	250	3.8%
Fraud and Special Investigations	100	1.5%
Follow-up Audits	380	5.7%
Unassigned/Unplanned	863	13.0%
Subtotal	5,438	81.7%
<u>Other Audit Responsibilities</u>	<u>Hours</u>	<u>Percent</u>
Administration	526	7.9%
Committee Participation	95	1.4%
Performance Evaluations	36	0.5%
Professional Development	250	3.8%
Staff Meetings	314	4.7%
Subtotal	1,221	18.3%
Total	6,659	100.0%

UNIVERSITY OF NORTHERN IOWA
Proposed Internal Audit Plan for FY 2024

Audits and Reviews	Hours	Percent
OCEM Office Carry Over	250	14.1%
UNItix	250	14.1%
StarRez	250	14.1%
Conflict of Interest	250	14.1%
Annual Risk Assessment	100	5.6%
WorkDay	100	5.6%
Follow-up Audits	80	4.5%
Unassigned/Unplanned	97	5.5%
Subtotal	1,377	77.5%
Other Audit Responsibilities	Hours	Percent
Administration	150	8.4%
Committee Participation	60	3.4%
Performance Evaluations	4	0.2%
Professional Development	60	3.4%
Staff Meetings	125	7.0%
Subtotal	399	22.5%
Total	1,776	100.0%

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

ORIGINAL REPORTS	FY20	FY21	FY22	FY23
Active Directory				√
Intercollegiate Athletics - Home Game Ticket Revenue	√	√	√	
Anesthesia		√		
Biochemistry Stores			√	
Bright Horizons Daycare				√
Carver College of Medicine Core Facilities		√		
Center for Inclusive Academic Excellence				√
Central Sterilizing Services		√		
Chargemaster Maintenance Process		√		
Clery Act			√	
Clinical Staff Office			√	
College of Dentistry				√
College of Dentistry Revenue Cycle	√			
College of Engineering	√			
College of Nursing			√	
College of Pharmacy Building Construction		√		
College of Public Health				√
Community Connect Program				√
Conflict of Interest		√		
Controlled Substances		√		
COVID-19 Billing		√		
COVID-19 Pay Practices		√	√	
Creative Writing		√		
DeGowin Blood Center			√	
Department of Biology	√			
Department of Cardiothoracic Surgery				√
Department of Food and Nutrition Services			√	
Department of Neurology			√	
Department of Neurosurgery			√	√
Department of Otolaryngology			√	
Department of Pathology			√	
Department of Surgery	√			
Discharge Process	√			
Driving Safety Research Institute				√
Emergency Department	√			
Encompass Health Joint Venture		√		
Epic Care Link				√
Facilities Management Bidding Processes	√			
Facilities Management IT			√	
Financial Management of Cancer Clinical Trials		√		
Fleet Services and Cambus		√		
Fraternity and Sorority Life		√		
Heart and Vascular Center		√		
Higher Education Act Section 117 Reporting				√
Hospital Admissions Process		√		
Housing and Dining Misconduct Protocols		√		
Human Subjects Office, Institutional Review Board, and Other Review Com	√			
IATL Building IT Support		√		
Institute for Vision Research				√
Iowa Electronic Markets	√			
Iowa River Landing			√	
ITS Software Change Management			√	
Joint Office of Outreach Clinical Services			√	
Machine Shops			√	

UNIVERSITY OF IOWA
Audits Completed in the Past Four Fiscal Years

ORIGINAL REPORTS	FY20	FY21	FY22	FY23
NCAA Compliance - Camps and Clinics	√			
NCAA Compliance - Coaching Staff Limits and Contracts			√	
NCAA Compliance - Complimentary Admissions and Ticket Benefits	√			
NCAA Continuing Eligibility				√
NCAA Compliance - Eligibility, Amateurism, and Academic Performance P	√			
NCAA Compliance - Extra Benefits - Athletic Equipment and Apparel		√		
NCAA Compliance - Extra Benefits - Representatives of the University's Athletics Interests			√	
NCAA Compliance - Extra Benefits - Student-Athlete Vehicles			√	
NCAA Compliance - Financial Aid Administration		√		
NCAA Compliance - Student-Athlete Employment		√		
NCAA General Compliance	√			
Nursing Recruitment Processes				√
Obstetrics and Gynecology	√			
Occupational Health Billing			√	
Office of Equal Opportunity and Diversity		√		
Office of the President			√	
Office of the Provost			√	
Online Education		√		
Oracle Talent Acquisition Cloud		√		
Orthopedics Department	√			
Outsourced Bookstore			√	
Pharmacy Inventory	√			
Pharmacy Prior Authorizations	√			
Phycological & Brain Sciences				√
QGenda System				√
Rape Victim Advocacy Program	√			√
Recreational Services				√
Remote Work Data Security and Technology Equipment			√	
RevitalizeU Med Spa and Salon				√
Respiratory Care				√
Riskconnect System		√		
Salesforce			√	
Sleep Disorders Clinic	√			
Specialty Pharmacy		√		
Stanley Museum of Art Physical Security				√
Stratajazz Budgeting System		√		
State Hygienic Laboratory Tests of Public Health Significance			√	
Student-Athlete Academic Services	√			
Student Accountability			√	
Succession Planning		√		
Telemedicine		√		
Threat Assessment Program		√		
Title IX		√		
UI Health Care Dialysis			√	
UI Health Care Operating Rooms	√			
UIHC Child Care Center				√
UIHC Facility Preventative Maintenance	√			
UIHC Respiratory Care				√
University Billing Office	√			
University of Iowa CareLink				√
University Counseling Service		√		
University of Iowa Diagnostic Laboratories Revenue Cycle	√			
University of Iowa Health Care Offsite Clinics			√	
University of Iowa Pharmaceuticals		√		
Vulnerability and Patch Management	√			
Youth Programs	√			

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

ORIGINAL REPORTS	FY20	FY21	FY22	FY23
Building Access				√
Center for Survey Statistics and Methodology	√			
Chemical Safety				√
Child Care Facilities				√
Clery Act				√
Conflict of Interest and Commitment				√
Controlled Substances in Research Laboratories	√			
Department of Animal Science Farms				√
Department of Computer Science		√		
Department of Food Science and Human Nutrition			√	
Department of Geological and Atmospheric Sciences		√		
Department of Kinesiology		√		
Department of Music and Theatre		√		
Disability Accommodations	√			
Extension and Outreach	√			
Farm Administration				√
Lloyd Veterinary Medical Center			√	
Recruiting and Hiring				√
Research Data				√
Reiman Gardens		√		
Salesforce				√
Sponsored Programs				√
StarRez			√	
Technology Supporting Online Academic Programs		√		
Transportation Services	√			
University Benefits			√	
Veterinary Diagnostic Laboratory				√
Workday Change Management				√
Workday Security Roles	√		√	

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

ORIGINAL REPORTS	FY20	FY21	FY22	FY23
Active Directory	√			
Department of Athletics				√
Clery Act			√	
Constituent Relationship Management System			√	
Department of Residence Hall Security		√		
National Program for Playground Safety	√			
Office of the Provost and Executive Vice President for Academic Affairs			√	
Office of the Vice President for Student Life			√	
UNI Bookstore			√	
University Benefits and Leaves Administrations				√
University Relations	√			√
Vulnerability Scanning		√		
Youth Programs/Summer Camps				√