



Executive and Audit Committee
Meeting Minutes, December 2, 2015

The Executive and Audit Committee (EAC) of the Board of Trustees of the University of Oregon met on December 2, 2015 in the Ford Alumni Center on the UO campus. An audio recording of the full meeting is available.

Committee Attendance

Chuck Lillis, Chair	Present
Peter Bragdon	Present
Allyn Ford	Present
Ross Kari	Present
Ginevra Ralph	Present
Mary Wilcox	Present

Convening. The meeting was called to order at 12:33 pm by Committee Chair Chuck Lillis. Roll was taken and a quorum verified. Minutes from the September 2015 EAC meeting were approved by voice vote without amendment. Chair Lillis directed trustees' attention to the document in their pre-reading packets outlining the roles and responsibilities of the administration, internal audit and external audit as it relates to providing oversight regarding the financial integrity of the institution. Chair Lillis also introduced the committee to Trisha Burnett, interim chief auditor, and asked any trustees who have thoughts on the position or search for a permanent chief auditor to share those with leadership.

Quarterly Internal Audit Update. Burnett highlighted the activities over the last quarter, including the completion of the IT risk assessment, investigations from the fraud and ethics hotline, and work on reassigning projects following certain staffing changes. Most of this quarter was spent reassessing office systems and structures, as well as engaging in professional development and training opportunities with colleagues at other institutions. Burnett shared that the office is looking to put out an RFP to engage a firm (or firms) in a co-source model for support on audit-related projects and investigations given reduced bandwidth in the office. Burnett discussed the relationship between internal audit and external audit, noting that she believes it is collaborative. Trustee Bragdon asked about the process of internal investigations. Burnett noted that they develop action plans specific to the investigation, working with general counsel, human resources, or any other appropriate office. She noted that the type of items reported through the hotline vary by topic and type dramatically.

IT Risk Assessment. Raina Rose Tagle and Mike Cullen from Baker Tilly ("Baker Tilly") provided an overview of the findings of the external IT risk assessment. Baker Tilly walked through its charge and the way it structured its work, first noting that this type of project is not as straightforward in an institution of higher education as it might be in a private sector enterprise given the often distributed and decentralized nature of universities. Baker Tilly walked through its findings, focusing on issues around distributed governance and the impact thereof on overall risk. They also spoke to information security risks, the relative weight of various risks, and the duplication of efforts across campus. A copy of the presentation is available on the Board of Trustees' website under the materials link for this meeting.

Adjournment. 9:26 am