

**Committee Membership**

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

The Executive and Audit Committee (EAC) of the Board of Trustees of the University of Oregon (Board) met on September 5, 2019 in the Lundquist College of Business's Portland Location. Below is a summary of the committee's discussion and actions. An audio recording is maintained on file.

**Convening, Introduction, Approval of Minutes.** The meeting was called to order at 3:04 PM by Vice Chair Ginevra Ralph. Roll was taken and a quorum verified. The December 2018 and May 2019 minutes were approved.

**Annual Audit Report; FY19 Q1 Audit Report.** Amy Smith, interim chief auditor, provided a brief overview of her background and explained that she will be filling in as the chief auditor while a search is underway. She then provided an overview of the work conducted by the Office of Internal Audit (OIA) during the last fiscal year, including assurance projects, consulting projects, workgroup and university committee participation, hotline investigations, and others. Smith introduced Andrea Garcia, the newest auditor in the office who joined the UO in May from a hospital network in central Oregon. Smith also updated the trustees on Katie Bumgardner, who joined the OIA in 2016 as an executive assistant, but who has recently begun audit certifications and is being promoted to an internal audit position primarily focused on information technology audit support. Smith then updated trustees on a partnership with the accounting program in the Lundquist College of Business in which students gain hands-on audit experience through a partnership with OIA. She provided the Board with an update on the Quality Assurance project underway, noting that trustees will receive an update on this in the next board meeting. Trustee Ross Kari asked about the follow-up audits and whether OIA felt that offices were in fact meeting obligations under adopted management plans; Smith indicated a positive response from offices in meeting obligations, noting that most corrective actions have indeed been completed and that only a few remain for those audits on which a follow-up was completed. Smith then turned to the quarterly report, looking at the current quarter of FY20 and providing a glance at projects upcoming in future quarters this year. She updated trustees on hotline activity, noting a general increase in year-over-year activity. She explained that some hotline reports are not appropriate for OIA action but are referred out to specific units for follow-up; OIA does, however, follow up with these units to ensure that they are looked into and appropriately addressed/closed.

**Chief Internal Auditor Search.** Greg Stripp, chief of staff to the president, provided trustees with an update on the search for a new permanent chief auditor. The position description has been approved and national advertising has begun. The committee will begin meeting in September with a goal of having a decision by late November. The committee includes several individuals who have exposure to OIA and understand the nature of the work. Stripp also noted the good work of Kristyn Elton, who will staff the search.

**Adjournment.** The meeting was adjourned at 3:23 PM.