

**BOARD OF REGENTS* and its
AUDIT AND COMPLIANCE COMMITTEE
NEVADA SYSTEM OF HIGHER EDUCATION**

Fitness Center
Great Basin College
1500 College Parkway, Elko
Thursday, September 7, 2017, 3:30 p.m.

Video or Telephone Conference Connection from the Meeting Site to:

System Administration, Las Vegas
4300 South Maryland Parkway, Board Room
and
System Administration, Reno
2601 Enterprise Road, Conference Room

A video conference connection will be made from the meeting site to the Las Vegas System Administration Building, Board Room, at 4300 South Maryland Parkway, Las Vegas, Nevada and Reno System Administration Building, Conference Room, at 2601 Enterprise Road, Reno, Nevada. Members of the Board and/or the public may attend the meeting and provide testimony or public comment at these sites via the video conference connection. In the event the video conference connection is not functioning, a teleconference connection will be made available.

ROLL CALL:

Mr. Kevin J. Page, Chairman	_____
Dr. Jason Geddes, Vice Chairman	_____
Dr. Andrea Anderson	_____
Dr. Patrick R. Carter	_____
Mr. Cedric Crear	_____
Mrs. Carol Del Carlo	_____
Dr. Mark W. Doubrava	_____
Mr. Trevor Hayes	_____
Mr. Sam Lieberman	_____
Mrs. Cathy McAdoo	_____
Mr. John T. Moran	_____
Ms. Allison Stephens	_____
Mr. Rick Trachok	_____

**COMMITTEE
ROLL CALL:**

Ms. Allison Stephens, Chair	_____
Mrs. Cathy McAdoo, Vice Chair	_____
Dr. Patrick R. Carter	_____
Dr. Mark W. Doubrava	_____
Mr. Sam Lieberman	_____
Mr. John T. Moran	_____

In addition to the Audit and Compliance Committee, this meeting is noticed as a meeting of the Board of Regents to allow other Regents who may wish to attend to participate.

IMPORTANT INFORMATION ABOUT THE AGENDA AND PUBLIC MEETING

NOTE: Below is an agenda of all items scheduled to be considered. Notification is hereby provided that items on the agenda may be taken out of the order presented, including moving an item to a different day if the meeting is noticed for more than one day, two or more agenda items may be combined for consideration, and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

In accordance with the Board of Regents' Bylaws, Title I, Article V, Section 20, items voted on may be the subject of a motion to reconsider at this meeting. A motion to reconsider an item may be made at any time before adjournment of this meeting. Similarly, if an item is tabled at any time during the meeting, it may, by proper motion and vote, be taken from the table and thereafter be the subject of consideration and action at any time before adjournment of this meeting.

*The Board of Regents, at its regularly scheduled meetings, meets concurrently with its Committees (the Academic, Research and Student Affairs Committee; the Audit and Compliance Committee; the Business, Finance and Facilities Committee; the Cultural Diversity and Title IX Compliance Committee; the Health Sciences System Committee; and the Investment Committee). The Board's Committee meetings take place in accordance with the agendas published for those Committees. Regents who are not members of the Committees may attend the Committee meetings and participate in the discussion of Committee agenda items. However, action items will only be voted on by the members of each Committee, unless a Regent is temporarily made a member of that Committee under Board of Regents' Bylaws, Title I, Article VI, Section 6. The full Board of Regents will consider Committee action items in accordance with the Board of Regents' agenda published for the current or for a subsequent meeting.

In accordance with the Board of Regents' Bylaws, Title 1, Art. V, Section 13, a quorum may be gained by telephonic hookup.

Some agenda items are noted as having accompanying reference material. Reference material may be accessed on the electronic version of the agenda by clicking the reference link associated with a particular item. The agenda and associated reference material may also be accessed on the Internet by visiting the Board of Regents' website at:

<http://system.nevada.edu/Nshe/index.cfm/administration/board-of-regents/meeting-agendas/>

Many public libraries have publicly accessible computer terminals. Copies of the reference material and any additional support materials that are submitted to the Board of Regents' Office and then distributed to the members of the Board of Regents after the mailing of this agenda but before the meeting, will be made available as follows: 1. Copies of any such materials are available at the Board of Regents' Office at 2601 Enterprise Road, Reno, Nevada and the Board of Regents' Office at 4300 South Maryland Parkway, Las Vegas, Nevada. A copy may be requested by calling Angela R. Palmer at (775) 784-3465; 2. Copies of any such materials will also be available at the meeting site.

Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please call the Board office at (775) 784-4958 in advance so that arrangements may be made.

1. PUBLIC COMMENT

INFORMATION ONLY

Public comment will be taken during this agenda item. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. Comments will be limited to three minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Committee Chair may elect to allow additional public comment on a specific agenda item when that agenda item is being considered.

In accordance with Attorney General Opinion No. 00-047, as restated in the Attorney General's Open Meeting Law Manual, the Committee Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the Board of Regents, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

**2. AUDIT AND COMPLIANCE COMMITTEE INFORMATION ONLY
ORIENTATION**

A Committee orientation will be presented to provide a framework for new members for their future work within the Committee. The orientation will also serve as a refresher for returning Committee members. Chief Internal Auditor Joe Sunbury will provide general remarks on the Committee's purview based on its charge outlined in the Bylaws of the Board of Regents' *Handbook*, the state of the Internal Audit Department, and a summary of the cadence and coverage within each meeting.

ESTIMATED TIME: 20 mins.

3. CONSENT ITEMS FOR POSSIBLE ACTION

Consent items will be considered together and acted on in one motion unless an item is removed to be considered separately by the Committee.

3a. MINUTES FOR POSSIBLE ACTION

Request is made for approval of the June 8, 2017, meeting minutes.
[\(Ref. A-3a\)](#)

3b. FOLLOW-UP: HUMAN RESOURCES, NSC FOR POSSIBLE ACTION

The Committee may approve acceptance of the follow-up response to the audit report of NSC Human Resources for the period July 1, 2014, through September 30, 2015. [\(Ref. A-3b\)](#)

3c. FOLLOW-UP: TRAVEL, DRI FOR POSSIBLE ACTION

The Committee may approve acceptance of the follow-up response to the audit report of DRI Travel for the period July 1, 2015, through June 30, 2016. [\(Ref. A-3c\)](#)

3d. FOLLOW-UP: HOST, NSHE SYSTEM OFFICE FOR POSSIBLE ACTION

The Committee may approve acceptance of the follow-up response to the audit report of NSHE System Office Host for the period July 1, 2015, through June 30, 2016. [\(Ref. A-3d\)](#)

3e. FOLLOW-UP: CHANGE IN LEADERSHIP, NSHE FOR POSSIBLE ACTION

The Committee may approve acceptance of the follow-up response to the audit report of NSHE Change in Leadership for the period of July 1, 2015, through June 30, 2016. [\(Ref. A-3e\)](#)

ESTIMATED TIME: 5 mins.

(See reference document: [Audit Summary](#))

4. INTERCOLLEGIATE ATHLETICS CLOSETOUT, WNC **FOR POSSIBLE ACTION**

Chief Internal Auditor Joe Sunbury will present for approval the report and institutional response to the WNC Intercollegiate Athletics Closetout audit for the period July 1, 2015, through June 30, 2016. The Committee will discuss the audit findings and recommendations and may recommend specific action to the Board of Regents and/or the Chancellor to address the findings and recommendations. ([Ref. A-4](#))

ESTIMATED TIME: 5 mins.

5. EXCESS CREDIT FEE, CSN **FOR POSSIBLE ACTION**

Chief Internal Auditor Joe Sunbury will present for approval the report and institutional response to the CSN Excess Credit Fee audit for the period January 1, 2016, through December 31, 2016. The Committee will discuss the audit findings and recommendations and may recommend specific action to the Board of Regents and/or the Chancellor to address the findings and recommendations. ([Ref. A-5](#))

ESTIMATED TIME: 5 mins.

6. EXCESS CREDIT FEE, TMCC **FOR POSSIBLE ACTION**

Chief Internal Auditor Joe Sunbury will present for approval the report and institutional response to the TMCC Excess Credit Fee audit for the Fall 2016 Semester. The Committee will discuss the audit findings and recommendations and may recommend specific action to the Board of Regents and/or the Chancellor to address the findings and recommendations. ([Ref. A-6](#))

ESTIMATED TIME: 5 mins.

7. AUDIT EXCEPTION REPORT **FOR POSSIBLE ACTION**

Chief Internal Auditor Joe Sunbury will present for approval the Audit Exception Report for the six months ended June 30, 2017. The Audit Exception Report is a compilation and status of the audit findings and activities of the Audit Committee for the six month period. ([Ref. A-7](#))

ESTIMATED TIME: 10 mins.

8. INTERNAL AUDIT DEPARTMENT WORK PLAN, NSHE **FOR POSSIBLE ACTION**

Chief Internal Auditor Joe Sunbury will present for approval the Internal Audit Department Work Schedule for the year ending June 30, 2018. ([Ref. A-8](#))

ESTIMATED TIME: 10 mins.

9. INTERNAL AUDIT DEPARTMENTAL UPDATES AND EMERGING RISKS, NSHE **INFORMATION ONLY**

Chief Internal Auditor Joe Sunbury will provide general remarks regarding departmental initiatives and alignment related to on-going risk assessments.

ESTIMATED TIME: 10 mins.

10. HANDBOOK REVISION, COMPLIANCE DEPARTMENT CHARTER **FOR POSSIBLE ACTION**

Vice Chancellor for Legal Affairs Nicholas Vaskov will present for approval the new Board of Regents policy, *Handbook* Title 4, Chapter 9, Section E, to incorporate changes in line with recent revisions to the charge of the Audit and Compliance Committee, which incorporates a compliance component providing centralized oversight including, but not limited to, medical and healthcare compliance. ([Ref. A-10](#))

ESTIMATED TIME: 15 mins.

11. NEW BUSINESS **INFORMATION ONLY**

Items for consideration at future meetings may be suggested. Any discussion of an item under "New Business" is limited to description and clarification of the subject matter of the item, which may include the reasons for the request.

ESTIMATED TIME: 5 mins.

12. PUBLIC COMMENT **INFORMATION ONLY**

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AND ON THE NEVADA PUBLIC NOTICE WEBSITE PURSUANT TO NRS 232.2175 (<http://notice.nv.gov/>),
AT THE SYSTEM ADMINISTRATION BUILDINGS AND E-MAILED FOR POSTING AT THE EIGHT NSHE
INSTITUTIONS:

CSN, Building D, 1st Floor, 6375 W. Charleston Boulevard, Las Vegas, NV 89146
DRI, Maxey Building, 2215 Raggio Parkway, Reno, NV 89512
DRI, Southern Nevada Science Center, 755 E. Flamingo Road, Las Vegas, NV 89119
GBC, Berg Hall, 1500 College Parkway, Elko, NV 89801
NSC, Great Hall, 1125 Nevada State Drive, Henderson, NV 89015
TMCC, Red Mountain Building (RDMT 200), 7000 Dandini Boulevard, Reno, NV 89512
UNLV, Flora Dungan Humanities Building (FDH), 1st & 7th Floors, 4505 Maryland Pkwy, Las Vegas, NV 89154
UNR, Clark Administration, University of Nevada, Reno, Reno, NV 89557
WNC, Bristlecone Building Lobby, 2201 W. College Parkway, Carson City, NV 89703
System Administration, 4300 South Maryland Parkway, Las Vegas, NV 89119
System Administration, 2601 Enterprise Road, Reno, NV 89512