



INTERNAL AUDIT & COMPLIANCE SERVICES

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Audit Committee
Winston-Salem State University Board of Trustees
Thursday, December 18, 2014
10:00 a.m. – 11:30 a.m.
Chancellor's Conference Room

CLOSED SESSION MINUTES

Audit Committee Members Present

Karen McNeil-Miller
Keith Vaughan
Pradeep Sharma

Members Absent

N/A

University Staff Present

Chancellor Donald J. Reaves, Ph.D.
Shannon B. Henry, Chief Audit Officer
Camille Kluttz-Leach, General Counsel
Stacy Sneed, Audit Manager
Javon Lee, Internal Auditor

Closed Session

Dr. McNeil-Miller moved and Mr. Sharma seconded a motion to go into closed session. The motion passed.

While in executive session the Auditor informed the committee about Internal Audit's investigation into allegations regarding a personnel matter. The committee was informed that Internal Audit was investigating two of the three allegations and the findings were being shared with Chancellor Reaves regularly via verbal communications. Mrs. Henry informed the committee that, the investigation was still underway however, at the recommendation of Chancellor Reaves the employee has been released from the university. The third allegation was turned over to the EEO office for further investigation.

During the last quarter, Internal Audit received three requests for investigation; two from the Office of the State Auditor (OSA) and one from UNC-GA. OSA does not desire a response back from Internal Audit; however, UNC-GA has requested a response. The allegations are being assessed and will be prioritized and addressed as according to Internal Audit policy.

Mrs. Henry also discussed the specific recommendations in the report of Internal Audit's Quality Assurance Review (QAR) performed by the NC Office of State Budget Management.

Mr. Sharma moved and Dr. McNeil-Miller seconded a motion to come out of executive session.
The motion passed.

Respectfully Submitted by:
Karen Cession
University Program Associate