# FAYETTEVILLE STATE UNIVERSITY MINUTES AUDIT COMMITTEE BOARD OF TRUSTEES

## Thursday, December 9, 2010 8:00 a.m.

The Audit Committee of the Fayetteville State University Board of Trustees convened Thursday, December 9, 2010, in the J. C. Jones Board Room in the Charles W. Chesnutt Library. The meeting was called to order at 8:13 a.m. by Acting Chair Terence Murchison.

Trustee Murchison read the State Government Ethics Act to remind all members of the Committee of their duty to avoid conflicts of interest and appearances of conflict under this act.

#### **ROLL CALL**

The following trustees were in attendance: Mrs. Juanita Pilgrim, Mr. Terence Murchison and Dr. Wayne Riggins. Trustee Jerry Dean was absent. Other trustees in attendance were Mr. John Ben Brown, Jr., Dr. Shirish Devasthali, and Mrs. Sylvia Ray.

Staff persons in attendance were: Dr. Janice Haynie, Dr. Jon Young, Mr. Robert Botley, Ms. Jolene Elkins, Dr. Thomas Conway, Mr. Jeff Womble, Ms. Helene Cameron, Mr. Rudy Cardenas, Mr. Jermaine Pittman, Mrs. Barbara Adcox and Mr. Robert Stogner.

### **APPROVAL OF MINUTES**

It was moved by Trustee Pilgrim and properly seconded by Trustee Riggins, that the minutes of the September 23, 2010, Audit Committee Meeting be approved. The motion carried.

#### AUDIT UPDATE

Mrs. Barbara Adcox presented an update on the Internal Audit Annual Audit Plan for FY 2010-2011. Mrs. Barbara Adcox advised that the Internal Auditor's Office does not have to follow up on the State audit for next year since there were no findings. She elaborated on the audit that is being performed for the Central Store which is in the finishing stages. Their research for the Human Resources Office regarding time sheets and shift premium pay resulted in excellent findings. She advised that staff had done a good job in finding and correcting those time sheets. Additionally, in an audit of university cellular telephones, it was noted that a number of telephones were shown to be issued to employees who were no longer employed by the university. The auditors

will follow up to make sure the telephones are returned. A recommendation was made that all requests for cellular telephones go through the ITTS department.

Mr. Terence Murchison dismissed the meeting at 8:23 a.m.

Respectfully Submitted,

Mr. Terence Murchison, Acting Chair

PH Clark, Recorder