

INTERNAL AUDIT REPORTS ISSUED

Action Requested: Receive the original and follow-up internal audit reports.

Executive Summary: Completed institutional internal audit reports are reported to the Audit and Compliance Committee as required by Board policy.

ORIGINAL REPORTS	CEA*	Status
UNIVERSITY OF IOWA <ul style="list-style-type: none"> • Clery Act • College of Nursing • Department of Otolaryngology • Department of Pathology • Iowa River Landing • NCAA Compliance – Coaching Staff Limits and Contracts • NCAA Compliance – Extra Benefits Representatives of the University’s Athletics Interests • UI Health Care Dialysis 	       	Open Open Open Open Open Closed Closed Open
IOWA STATE UNIVERSITY <ul style="list-style-type: none"> • University Benefits 		Open
UNIVERSITY OF NORTHERN IOWA <ul style="list-style-type: none"> • Office of the Provost and Executive Vice President for Academic Affairs • Office of the Vice President for Student Life 	 	Open Open

*Assessment of Controls/Efficiencies (CEA) are defined on the following page.

FOLLOW-UP REPORTS

UNIVERSITY OF IOWA

- Department of Anesthesia Closed
- Department of Surgery Closed
- Heart and Vascular Center Closed
- NCAA Compliance – Extra Benefits – Athletic Equipment and Apparel Closed
- Oracle Talent Acquisition Cloud Closed
- Pharmacy Prior Authorizations Closed
- Salesforce Closed
- Succession Planning Closed
- Telemedicine Closed
- Threat Assessment Program Closed
- University Counseling Service Closed

IOWA STATE UNIVERSITY

- Department of Computer Science Closed
- Department of Geological and Atmospheric Sciences Closed
- Reiman Gardens Closed
- Transportation Services Closed

UNIVERSITY OF NORTHERN IOWA

- Office of the Vice President for Student Life Closed

	<ul style="list-style-type: none"> • Could seriously affect several areas within the university. Exposes the university to unacceptable risks or liability if not corrected OR • Involves difficult issues requiring the attention of executive management OR • Involves compliance with Federal, State, or other laws and could result in serious consequences if not implemented OR • Unacceptable weakness in the internal and/or accounting controls OR • Substantial savings (perhaps millions) can potentially be realized by correcting.
<p>MODERATE</p> 	<ul style="list-style-type: none"> • Could seriously affect a department or area within the university OR • Involves a difficult issue requiring the attention of upper management OR • Involves compliance with Federal, State or other law and could result in minor consequences if not implemented OR • Weakness in the internal and/or accounting controls OR • Savings (perhaps thousands) can potentially be realized by correcting.
<p>LOW</p> 	<ul style="list-style-type: none"> • Can affect a department or may be common to several areas OR • Could result in improved internal and accounting control OR • Can be corrected relatively easily OR • Could result in improved efficiency or effectiveness of operations OR • No reportable observations or corrective action taken prior to report issuance.

The internal auditors have utilized the colors for the CEA in evaluating each overall audit report.



**University of Iowa
Clery Act**

Issued February 23, 2022

Status: Open

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) was signed into law in 1990. The Clery Act requires institutions of higher education receiving federal financial aid to maintain and report crime information on or near their respective campus. The Clery Act audit was performed to evaluate if proper controls are in place and determine whether opportunities for improvement exist for the current processes. Primary audit recommendations include documenting standard operating procedures, identifying human resources appointment characteristics to more efficiently identify Campus Security Authorities, reviewing and formally approving procedures documented in the Annual Security Report and Annual Fire Safety Report, ensuring timely population of the Crime Log, improving maintenance of a Maxient table and crime category assignment, cross-referencing Clery cases between systems for accuracy and completeness, developing a committee charter, reviewing roles and responsibilities, updating job descriptions, and implementing electronic data storage indexing and purge processes. Management expects to complete its action plans by December 2022.



**University of Iowa
College of Nursing**

Issued February 23, 2022

Status: Open

The College of Nursing audit was performed to evaluate controls over financial management and determine whether opportunities for improvement exist. Primary audit recommendations include improving controls over ensuring that textbook materials are submitted timely, increasing segregation of duties over Certification Center and Classification Center billing processes, and implementing additional controls to ensure that required compliance trainings are performed timely. Management expects to complete its action plans by March 2023.



**University of Iowa
Department of Otolaryngology**

Issued February 23, 2022

Status: Open

The Department of Otolaryngology audit was performed to evaluate if proper controls are in place and determine whether opportunities for improvement exist for the current business processes. Significant audit recommendations include ensuring that patient protected information is redacted from purchase vouchers, segregating duties related to billing and receiving of payments, and updating workflow approval paths and Transaction Detail Report reconciliation assignments. Management expects to complete its action plans by November 2021.



**University of Iowa
Department of Pathology**

Issued February 23, 2022

Status: Open

The Department of Pathology audit was performed to evaluate if proper controls are in place and determine whether opportunities for improvement exist for the current business processes. Primary audit recommendations include monitoring of equipment service agreements, updating cash handling policies, and implementing a key tracking system. Management expects to complete its action plans by March 2022.



**University of Iowa
Iowa River Landing**

Issued February 23, 2022

Status: Open

The Iowa River Landing (IRL) audit was performed to evaluate controls over processes and determine whether opportunities for improvement exist. Audit recommendations include working with the Department of Otolaryngology to standardize the custom tracheostomy supply order process, implementing a formalized cash handling policy for the IRL UI Optical retail store, and implementing a termination checklist. Management expects to complete its action plans by December 2021.



**University of Iowa
NCAA Compliance – Coaching Staff Limits and Contracts**

Issued February 23, 2022

Status: Closed

As a Division I Institution, the University of Iowa is obligated to comply with National Collegiate Athletic Association (NCAA) rules and regulations described in the Division I Manual. Article 11 of the manual defines coaches of various types, the number of coaches allowed for each sport, and contract requirements. This audit was completed to determine whether the Athletics Department has controls in place to monitor the number of coaches employed and the content of their contracts. The audit also determined whether controls exist to monitor outside sources of income for coaches and adherence to NCAA and Big Ten rules regarding off-campus recruitment. No material weaknesses were noted during the audit. This audit is closed.



**University of Iowa
NCAA Compliance – Extra Benefits
Representatives of the University’s Athletics Interests**

Issued February 23, 2022

Status: Closed

As a Division I Institution, the University of Iowa is obligated to comply with National Collegiate Athletic Association (NCAA) rules and regulations described in the Division I Manual. Bylaw 6.4 of the manual describes an institution’s responsibilities concerning representatives of the university’s athletics interests (boosters). Boosters are individuals or entities that financially contribute to the Athletics Department, assist in the recruitment of athletes, or otherwise promote athletics at the institution. NCAA bylaws define the allowable level of interaction boosters can have with student-athletes. This audit was completed to determine whether the Athletics Department has controls in place to monitor booster activity and educate boosters and university staff of their responsibilities for upholding NCAA rules in this area. No material weaknesses were noted during the audit. This audit is closed.



**University of Iowa
UI Health Care Dialysis**

Issued February 23, 2022

Status: Open

The UI Health Care Dialysis audit was performed to evaluate if proper controls are in place and determine whether opportunities for improvement exist for the current processes. Primary audit recommendations include formalizing a strategic plan for the Dialysis program, reviewing methods for staffing the organization to improve hiring and staff retention, and automating billing practices to gain process efficiencies. Management expects to complete its action plans by June 2022.



**Iowa State University
University Benefits**

Issued February 23, 2022

Status: Open

Employee benefits at Iowa State University are administered by University Human Resources and the Division of Operations and Finance Fringe Benefit Accounting and Compliance. Benefits available include health insurance, retirement plans, a prescription drug plan, dental insurance, life insurance, flexible spending accounts, long-term disability, and more. The University Benefits audit was completed to evaluate the adequacy of significant administrative and fiscal processes and provide reasonable assurance that internal controls are in place and operating as intended. Audit recommendations include completing a dependent eligibility verification audit; requiring supporting documentation for dependents; updating Workday security roles; monitoring access to vendor systems; and updating processes and procedures for life event changes, initial enrollment, double spouse credit, changes in appointment, and benefit affiliates. Management expects to complete its action plans by January 2023.



**University of Northern Iowa
Office of the Vice President for Student Life**

Issued February 23, 2022

Status: Open

The mission of the Student Life Division at the University of Northern Iowa is to help students succeed through transformative experiences, inclusive environments, and campus and community engagement. An audit of the Office of the Vice President for Student Life was requested due to a change in leadership, with an Interim Vice President for Student Life assuming office in July 2021. The primary audit finding, identified during expenditure testing, was that expense transactions had been processed inappropriately and did not follow university procedures. Management expects to complete its action plans by December 2021.



**University of Northern Iowa
Office of the Provost and Executive Vice President for Academic Affairs**

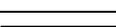
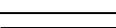
Issued February 23, 2022

Status: Open

An audit of the Office of the Provost and Executive Vice President for Academic Affairs was requested due to a change in leadership, with the new Provost assuming office in July 2021. The primary audit recommendations focused on guidance for determining non-teaching supplemental pay for special projects, the timely submission of personal action forms, training for department heads, and financial management. Management expects to complete its action plans by December 2022.

STATUS OF AUDIT FOLLOW-UPS

University of Iowa

Title	Report Date	Original Follow-Up Date	Revised Follow-Up Date	Action Status
1. Pharmacy Inventory	Sept 23, 2020	July 2021		
2. University of Iowa Pharmaceuticals	April 14, 2021	July 2021		
3. Vulnerability and Patch Management	Feb 5, 2020	Aug 2021		
4. Online Education	Nov 18, 2020	Sept 2021		
5. College of Pharmacy Building Construction	April 14, 2021	Oct 2021		
6. Creative Writing	June 3, 2021	Oct 2021		
7. StrataJazz Budgeting System	June 3, 2021	Oct 2021		
8. Carver College of Medicine Core Research Facilities	June 3, 2021	Nov 2021		
9. Central Sterilization Services	Feb 24, 2021	Jan 2022		
10. Controlled Substances	Sept 15, 2021	Jan 2022		
11. Fleet Services and Cambus	April 14, 2021	Feb 2022		
12. Encompass Health Joint Venture	Sept 15, 2021	Feb 2022		
13. Joint Office of Outreach Clinical Services	Nov 3, 2021	Feb 2022		
14. Financial Management of Cancer Clinical Trials	Sept 15, 2021	July 2022		
15. IATL Building IT Support	Sept 15, 2021	July 2022		
16. State Hygienic Laboratory Tests of Public Health Significance	Nov 3, 2021	July 2022		
17. Office of Equal Opportunity and Diversity	Sept 15, 2021	Aug 2022		
18. Biochemistry Stores	Nov 3, 2021	Aug 2022		

Iowa State University

Title	Report Date	Original Follow-Up Date	Revised Follow-Up Date	Action Status
19. Workday Security Roles	Sept 15, 2021	Jan 2022		
20. Finance Service Delivery	Sept 15, 2021	July 2022		

University of Northern Iowa

Title	Report Date	Original Follow-Up Date	Revised Follow-Up Date	Action Status
21. UNI Bookstore	Nov 3, 2021	June 2022		

Follow-Up Legend

	<ul style="list-style-type: none">Planned corrective action and/or follow-up report not completed within six months of originally scheduled date.
	<ul style="list-style-type: none">Planned corrective action and/or follow-up report not completed within three months of originally scheduled date.
	<ul style="list-style-type: none">Follow-up report is due and is within three months of originally scheduled completion date.
	<ul style="list-style-type: none">Follow-up report not yet due.