

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		
• Cash Handling at UI Health Care’s Downtown Campus		Open
• Internal Medicine		Open
• Medical Center Downtown Vendor Management		Open
• StarRez		Open
IOWA STATE UNIVERSITY		
• Cash Management and Investments		Open
• Flight Service		Open
UNIVERSITY OF NORTHERN IOWA		
• Meal Cards		Open

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

FOLLOW-UP REPORTS

UNIVERSITY OF IOWA

- Department of Radiation Oncology Closed
- Student Disability Services Closed

IOWA STATE UNIVERSITY

- Department of Apparel, Events, and Hospitality Management Closed

UNIVERSITY OF NORTHERN IOWA

- Business and Community Services Closed

<p>HIGH</p> 	<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
Cash Handling at UI Health Care’s Downtown Campus**

Issued June 11, 2025

Status: Open

UI Health Care acquired its downtown location in January 2024 where cash is handled at its clinical, gift shop, and cafeteria operations. The audit was performed to provide reasonable assurance that cash handling processes at the downtown campus have appropriate internal controls that are functioning as intended. Audit recommendations include improving security and storage of cash and keys at the gift shop and cafeteria, assigning and assuring timely completions of cash handling and credit card training, and enhancing controls in areas where cash is handled but not monitored by camera surveillance. Management expects to complete its action plans by September 2025.



**University of Iowa
Department of Internal Medicine**

Issued June 11, 2025

Status: Open

The Department of Internal Medicine is comprised of nine clinical divisions and provides medical care to patients across the UI Health Care enterprise. The Internal Medicine audit was performed to evaluate if proper controls are in place and determine whether opportunities for improvement exist. Audit recommendations include implementing a comprehensive onboarding and training program for division administrators, improving standardization and automation of faculty incentive plan tracking spreadsheets, and aligning workflow routes with the department’s organizational structure. Management expects to complete its action plans by July 2026.

**University of Iowa
Medical Center Downtown (MCD) Vendor Management***Issued June 11, 2025*

Status: Open

The Supply Chain department at the UI Health Care Medical Center Downtown (MCD) manages vendor access to the facility and ensures compliance with institutional procedures. Primary audit recommendations include documentation and enforcement of the MCD vendor representative check-in procedures, establishing appropriate vendor representative policies and procedures and fully utilizing the capabilities of the vendor management system. Management expects to complete its action plans by June 2025.

**University of Iowa
StarRez***Issued June 11, 2025*

Status: Open

StarRez is a cloud-hosted system utilized by University Housing and Dining (UHD), part of the division of Student Life to manage student housing contracts and meal plans. In fiscal year 2024 there were 6,500 housing contracts and 8,000 dining plans. The StarRez system is also used to manage front desk support, package receiving, roommate matching, physical access to facilities, communications with applicants and residents. Primary audit recommendations include creating detailed standard operating procedures for critical processes, identifying and training primary and backup staff for each role, automating manual processes, and improving user access processes. Management expects to complete its action plans by June 2026.

**Iowa State University
Cash Management and Investments***Issued June 11, 2025*

Status: Open

Cash management and investment processes, including oversight of cashflow management activities and university investment transactions, are completed by the Treasurer's Office. Primary audit recommendations include formalizing procedures for timely bank reconciliations, creating a management process for physical security access, developing procedures and guidelines for monthly operating funds and short-term investments, and integrating the banking portals into the centralized identity access management system. Additional recommendations include updating wire transfer approval processes and reviewing policy language for merchant account set-up and payment card monitoring processes. Management expects to complete action plans by July 2026.

**Iowa State University
Flight Service***Issued June 11, 2025*

Status: Open

Flight Service is a unit within the Athletics Department that provides operational management of the Iowa State University aircraft. Primary audit recommendations include following policies for all sales, purchases and asset disposals, formalizing procedures for flight trip approvals and the internal billing process for completed trips, as well as reviewing insurance coverage for the lessee hangar rental. Additional audit recommendations include creating a standardized process for: physical access management to the airport hangar; backup pilot documentation; and an automated meal reimbursement process for taxable income. Management expects to complete action plans by July 2025.



University of Northern Iowa

Meal Cards

Issued June 11, 2025

Status: Open

The University of Northern Iowa (UNI) hosts potential and incoming students throughout the year for visit days and orientation. Students and their families are provided with meal cards to have a compensated meal at a dining center during their time on campus. Audit review and testing included meal card distribution, inventory management, and invoicing processes. Audit recommendations focused on inventory documentation. Management expects to complete its action plans by August 2025.

STATUS OF AUDIT FOLLOW-UPS

University of Iowa

Title	Report Date	Original Follow-Up Date	Revised Follow-Up Date	Action Status
1. State Hygienic Laboratory Sponsored Programs Administration	Feb 27, 2025	Feb 2025		
2. UI Health Care Agency Contracts	Feb 27, 2025	Feb 2025		
3. Multi-Factor Authentication	April 23, 2025	April 2025		
4. Medical Center Downtown Controlled Substances and Drug Diversion Management	Feb 27, 2025	June 2025		
6. Communication Sciences and Disorders	Sept 18, 2024	June 2025		
7. Hancher	April 23, 2025	June 2025		
8. Home Hemophilia Program	Sept 18, 2024	June 2025		
9. Carver College of Medicine Financial Aid	Nov 6, 2024	Aug 2025		
10. P3 Program Award Processes	Feb 27, 2025	Aug 2025		
11. Medical Center Downtown Building Security and Access	Feb 27, 2025	Feb 2026		
12. Obstetrics and Gynecology	Feb 27, 2025	Feb 2026		

Iowa State University

Title	Report Date	Original Follow-Up Date	Revised Follow-Up Date	Action Status
13. Department of Animal Sciences Farm Administration	Sept 27, 2023	Dec 2024	Sept 2025	
14. Department of Chemistry	April 24, 2024	Dec 2024	Sept 2025	
15. Vulnerability Scanning	June 12, 2024	Jan 2025		
16. College of Design	Nov 6, 2024	June 2025		
17. IT Inventory	Sept 18, 2024	June 2025		
18. Student Organizations	Nov 6, 2024	Sept 2025		
19. Office of the Provost	April 23, 2025	Dec 2025		

University of Northern Iowa

Title	Report Date	Original Follow-Up Date	Revised Follow-Up Date	Action Status
20. UNI Athletics Administration	Sept 14, 2022	May 2023	June 2025	
21. Office of Compliance and Equity Management	April 24, 2024	Jan 2025		
22. University Ticketing Operations	Nov 6, 2024	July 2025		
23. College of Humanities, Arts, and Sciences	April 23, 2025	Jan 2026		

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.