

12-14-2018

# Audit Committee, December 14, 2018, Revised

Coastal Carolina University

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**Coastal Carolina University  
Board of Trustees  
Minutes**

**E. Craig Wall Jr. Board Room  
Audit Committee  
December 14, 2018**

**Committee Members  
Present:**

Ms. Natasha M. Hanna, Mr. D. Wyatt Henderson, and  
Mr. H. Delan Stevens

**Board Members  
Present:**

Mr. John H. Bartell Jr., Mr. William S. Biggs, Mr. Dalton B.  
Floyd Jr., Mr. Carlos C. Johnson, Ms. Sherry I. Johnson,  
Mr. Charles E. Lewis, Mr. William L. Lyles Jr., Mr. George E.  
Mullen, Dr. Oran P. Smith, Mr. Patrick S. Sparks, and Mr. Eugene  
C. Spivey

**Others Present:**

Ms. Sandra Baldrige-Adrian, Ms. Katherine M. Brooks,  
Dr. J. Ralph Byington, Ms. Nedy Campbell, Mr. Joshua M.  
Chesson, Dr. Debbie C. Conner, Ms. Amanda E. Craddock,  
Dr. David A. DeCenzo, Dr. Darla J. Domke-Damonte,  
Mr. Edgar L. Dyer III, Dr. Daniel J. Ennis, Mr. David A. Frost,  
Mr. Matthew L. Hogue, Mr. Christopher A. Johnson,  
Ms. Robyn A. Jones, Mr. Timothy E. Meacham, Mr. Travis E.  
Overton, Mr. William M. Plate Jr., Dr. Barbara A. Ritter,  
Mr. Daniel Rabon, Dr. Michael H. Roberts, Mr. Mike Ryhal,  
Ms. Caroline P. Smith, Dr. Renée J. Smith, Ms. V. Chyrel Stalvey,  
Mr. Gregory T. Thompson, Ms. Lila Taylor, and Mr. David  
Yancey

(In accordance with the requirements of the South Carolina Freedom of Information Act, the news media were notified of the time, location, and agenda for the meeting. Katie Powell of the Horry Independent and Tyler Fleming of the Sun News were in attendance.)

Chairman Wyatt Henderson brought the Audit Committee to order at 9:00 a.m.

Gene Spivey moved to approve the August 3, 2018 Audit Committee minutes. Natasha Hanna seconded, and the motion carried.

Henderson stated that the Audit Committee needed to add two members. Trustees were asked to make Chairman Biggs aware if they wished to serve on the committee.

Robyn Jones shared summary of risks from the Risk Assessment as of June 30, 2018:

- 1,027 risks have been identified.
- 138 risks were ranked as “High Risks” (110) and “Very High Risks” (28). This accounts for 13% of all risks identified.

**Audit Committee  
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- Many of the “High Risks” and the “Very High Risks” will likely be excluded in the Strategic Audit Plan due having a low financial impact.
- Reputation risks are not included but will be listed. The reputation risks are very difficult to quantify.
- “The Top Institutional Risks” were identified. The “High Risks” and “Very High Risks” were taken from the “Summary of Risks” table.
- Appendix B – Audit Committee Charter and Appendix C – Internal Audit Charter require Audit Committee approval and adoption into the bylaws.
- The Audit Committee plans to meet before the February 2019 Board meeting to review and edit the plans for approval at the February meeting or no later than the May meeting.

The Strategic Audit Plan is being developed and needs to be presented to the Audit Committee members for approval. It will be comprehensive. In addition to listing audits to be conducted, purpose, strategies and resources will be included.

Henderson requested that an audit plan be developed by the February 2019 meeting where the high and very high-risk areas are identified. The plan will be created to test for weaknesses in internal controls. For any weaknesses identified by May 2019, the internal controls will be modified to address the identified weaknesses. A great job has been done identifying the risks. A plan needs to be developed to do the actual auditing and field testing to modify the identified internal control weaknesses accordingly. The testing and revamping of internal controls may require a 30-minute executive session.

As there was no further business, Gene Spivey moved to adjourn, and Hanna seconded. The meeting adjourned.

Respectfully submitted

*V. Chyrel Stalvey*

V. Chyrel Stalvey  
Recorder