

**Minutes of the Meeting
of the
Oakland University Board of Trustees
Audit Committee Meeting
April 12, 2024**

Present: Chair David Kramer; and Trustees Dennis Muchmore, Colleen Ochoa Peters and Trina Scott

Also Present: President Ora Hirsch Pescovitz; Chief of Staff and Secretary to the Board of Trustees Joshua D. Merchant; Vice President for Finance and Administration and Treasurer to the Board of Trustees Stephen W. Mackey; Vice President for Legal Affairs and General Counsel Boyd C. Farnam; and Student Liaison Payton Bucki

Also Present: External Auditors Greg Soule and Kate Farwell, Andrews Hooper Pavlik; and Director of Internal Audit David Vartanian

A. Call to Order

Chair David Kramer called the meeting to order at 9:05 a.m. in Banquet Rooms A and B of the Oakland Center.

B. New Items for Consideration

1. Approval of Minutes of the Audit Committee Meeting of October 23, 2023

Chair Kramer seconded by Trustee Muchmore moved approval of the Minutes of the Audit Committee Meeting of October 23, 2023 and the motion was unanimously approved by those present.

2. Appointment of an Independent Public Accounting Firm

Vice President Mackey introduced the Board's external audit firm and had them present the scope of the FY24 audit services they will be providing to the University.

Vice President Mackey reminded the Audit Committee that the external audit firm would review the standard required communications and provide the Audit Committee with an opportunity to ask any questions. The external audit firm works for the Board and reports to the Audit Committee. Each year in the spring, the Audit Committee appoints the external audit firm for that year's engagement. Per the Audit Committee charter, external audit services are required to be bid every six years. Those services were bid this past winter and Andrews Hooper Pavlik (AHP) was selected.

Vice President Mackey introduced the AHP partner of the engagement, Mr. Greg Soule, who presented the audit scope for the FY24 engagement.

Mr. Soule noted that AHP has long served higher education clients and it's a key niche for the firm and they have served many peer institutions throughout their 30 years in business. He introduced Ms. Kate Farwell. Ms. Farwell is a senior manager with AHP and an OU alumna. Ms. Farwell will be running the audit of the University's Federal Expenditures along with the NCAA Procedures. Mr. Soule presented the Audit Scope Letter whereas the letter addresses the required pre-audit communications as well as the plan, scope and timing of the audit engagement. In any audit, but especially a first-year audit, there's a significant amount of behind the scenes work to understand internal controls, key systems, processes, procedures and how the University does business. Mr. Soule noted they are planning to begin their interim procedures in May and that will include an understanding of internal control, documenting key systems, performing preliminary analytical procedures to identify accounts of higher risk and finalizing the plan for the audit procedures for the year end procedures that start in August.

During the interim procedures, AHP will also address preliminary items related to the audit of the Expenditures of Federal Awards or the single audit, including understanding the internal control over how the University complies with a lot of those key federal programs. In addition to the audit of the University's Financial Statements and Expenditures of its Federal Awards, AHP is also performing the required procedures over the crosswalk report to include the University's Financial Statements in the State of Michigan annual comprehensive financial report. AHP will perform the required NCAA Agreed Upon Procedures to comply with the NCAA Bylaws and they will perform a review of the University's Federal Form 990T.

Discussion ensued. Trustee Kramer asked for a motion to approve the Auditors. Trustee Scott moved with support by Trustee Muchmore. Motion passed.

C. Other Items for Consideration that May Come Before the Committee

There were no other items for consideration presented to the Committee.

D. Adjournment

Trustee Kramer asked for a motion to adjourn the meeting. Trustee Scott moved with support by Trustee Muchmore. Motion passed.

The meeting adjourned into closed sessions at 9:13 a.m.

Respectfully submitted,



Joshua D. Merchant, Ph. D.
Chief of Staff and Secretary to the
Board of Trustees

Approved,

David Kramer
Chair of the Audit Committee of the
Board of Trustees