



**Board of Trustees
Committee Meeting
Rudolph Jones Student Center
Room 242**

**Committee on Legal, Audit, Risk and Compliance
Wednesday, March 22, 2023
11:30 a.m.**

AGENDA

Call to Order	Glenn Adams, Committee Chair
Welcome and Opening Remarks	Glenn Adams, Committee Chair
Roll Call	Karen Bussey
Approval of Minutes	December 7, 2022

Information Item:

A. Overview -Department of Police and Public Safety	Roberto Bryan <i>Associate Vice Chancellor and Police Chief</i>
B. Overview - Office of Equity	Elizabeth Hunt <i>Director of Compliance, Equity and Risk Management</i>
C. Overview - University Ombuds	Jeffrey Womble <i>University Ombuds</i>
D. Information Technology Update	Hector Molina <i>Vice Chancellor for Information Technology Services and Chief Information Officer</i>

Action Item:

There are no Action Items to be presented at this Committee meeting.

Committee members: Glenn Adams, Warren McDonald, John McFadyen, Frederick Nelson
William Warner

Staff Liaison: Wanda Jenkins
Board Professional: Tamera Davis

For further information, please contact:
Wanda Jenkins
General Counsel and Vice Chancellor for Legal, Audit, Risk and Compliance
910.672.1145

COMMITTEE ON LEGAL, AUDIT, RISK, AND COMPLIANCE

Wednesday, December 7, 2022

1:00 PM

The LARC Committee of the Fayetteville State University Board of Trustees convened Wednesday, December 7, 2022, at 1:00 pm in the Rudolph Jones Student Center, Multi-Purpose Room 242 and via zoom. The meeting was called to order at 1:00 p.m., by Chair Glenn Adams.

ROLL CALL

The following trustees were in attendance in person: Chair Glenn Adams, Dr. Warren McDonald, Mr. William Warner and Mr. Frederick Nelson

APPROVAL OF MINUTES

It was moved by Trustee Warren McDonald and seconded by Trustee William Warner that the minutes for September 21, 2022, be approved. The motion carried.

LARC UPDATES

Vice Chancellor Wanda Jenkins introduced the Interim Director of Internal Audit, Megan Fees. Ms. Fees provided an overview of the internal audit, fiscal year ended on June 30, 2022. The results of the audit were that the applicable financial statements were free from material misstatements and no internal control deficiencies were identified.

Ms. Fees also gave an overview of the self-assessment maturity model required by the North Carolina Council of Internal Auditing. The Assessment provides a framework covering professional internal audit standards and good practices, as well as identifies potential gaps and development areas for the internal audit function.

INFORMATION TECHNOLOGY UPDATES

Vice Chancellor for Information Technology and CIO, Dr. Hector Molina, briefed the Committee on the progress towards goals for Fiscal Year 2022/2023, specifically Goal #2 – transforming network infrastructure. Activities to date includes upgrades to the Wi-Fi infrastructure within all administrative and academic buildings. These upgrades increase mobility and Wi-Fi speeds up to 10 times and expands coverage and capacity.

Dr. Molina also introduced to the committee, the University Chief Information Security Officer, Charlie Mewshaw. Mr. Mewshaw shared his vision and goals for our campus's cybersecurity program. Mr. Mewshaw shared strategic improvement for the year and opportunities for the campus to participate in research and community engagement.

ADJOURNMENT

Chair Adams Adjourned at 1:24 p.m.

Respectfully Submitted,

Mr. Glenn Adams, *Chair*
Amy Coleman, *Recorder*

BOARD OF TRUSTEES LEGAL, AUDIT, RISK, AND COMPLIANCE COMMITTEE MEETING

**Wanda L. Jenkins
General Counsel and Vice Chancellor
March 22, 2023**

Department of Police and Public Safety (DPPS)

Roberto Bryan
Police Chief

DPPS Mission



To protect personnel; personal and state property; create a safe living and working environment; and the maintenance of order.

DPPS Staffing

Position	Total Positions Authorized	Current Staffing	# of Vacancies
Traffic Enforcement	12	7	5
Property Security Officers	14	8	6
Telecommunicators	12	8	4
All Sworn Personnel	22	16	6
Administrative Support	1	1	0
Clery Officer	1	1	0

UNC Classification and Compensation Structure for Police Officers



Objective: Be more competitive with municipal law enforcement agencies with respect to total compensation

- Provide long-term career ladders and career progression for campus police officers with opportunities to increase pay through other than competitive promotional opportunities.
 - Annual Education Salary Supplements (Recurring): \$1,500 Bachelor's, \$3,000 Advanced
 - Step Increases for Career Progression Ranks: 5% increase from current salary
- Eliminated the cap (up to 3 courses) on tuition waivers for Police Officers. Police Officers may now take as many courses per academic year as they desire.
- Increase vacation leave to 24 days per year.
- FSU provided benefits:
 - During Fall, 2022, PPSD provided a one-time 5% bonus to sworn Police Officers.
 - Providing each Police Officer with access to a vehicle 24-7.

DPPS Responsibilities

Oversees and directs the day-to-day operations of eight divisions:

Administrative/Records Unit	Communications Center	Patrol	Investigations	Property Security	Traffic & Parking Services	Clery Compliance	Emergency Management
-----------------------------	-----------------------	--------	----------------	-------------------	----------------------------	------------------	----------------------

Educates the university community about the mission and services of DPPA to ensure effective and collaborative partnerships.

Identifies ways to respond to trending law enforcement concerns with 21st century policing methods.

Proactively identifies strategies to close the gap between law enforcement and the student population.

Extended Jurisdiction

(Agreement with the City of Fayetteville)



- Authority to enforce City of Fayetteville ordinances regarding illegal parking.
- Authority to cite oversized tractor trailers/truck operators who illegally drive on Murchison Road.
- Authority to enforce laws at off-site locations, and the ability to provide our own security services at university-sponsored events held at off-campus locations.
- Authority to respond if a call for service is placed in a surrounding area and Fayetteville Police Department is unable to immediately respond.

FSU DPPS and FPD Collaborations

- DPPS maintains regular contact with the Fayetteville Police Department (FPD) and receives assistance on active investigations, as needed.
- DPPS attends weekly CompStat meetings at the FPD to discuss information regarding criminal activity in the City of Fayetteville.
- FPD provides additional law enforcement support at special events when requested.
- FPD and DPPS have entered into a mutual aid agreement that allows the agencies to provide temporary assistance to each other when requested.



CALEA Law Enforcement Accreditation

5 Step Process

Enrollment



We are here



Self-Assessment



We should be here by Spring 2024



Assessment



Commission Review Decision



Maintaining Accreditation



Department Relocation

- We anticipate relocating to the University Advancement building by Spring of 2024.



QUESTIONS

Compliance, Equity and Risk Management

Elizabeth Hunt
Director of Compliance, Equity and Risk Management

University Standards

- Fayetteville State University (University) is committed to equality of educational opportunity and employment and does not discriminate against applicants, students, or employees based on race, color, national origin, religion, sex, gender identity, sexual orientation, age, disability, genetic information or veteran status.
- Fayetteville State University values diversity and actively seeks to recruit talented students, faculty, and staff from diverse backgrounds.
- No person, on the basis of protected status, shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination, harassment, or retaliation under any University program or activity.

Office of Equity (OE)

- Fayetteville State University believes in fostering respect and dignity for all members of the FSU community. In January 2023, Fayetteville State University announced the launch of the new Office of Equity, which was initiated to maintain a work and educational environment that is free from discrimination and harassment.

- University policy prohibits discrimination and harassment including sexual misconduct. Retaliation related to discrimination and sexual misconduct is also prohibited.
 - [Prohibited Sexual Conduct Policy](#)
 - [Unlawful Discrimination, Harassment and Retaliation Policy](#)

- The Office of Equity is the unit designated by the University to enforce state and federal law and University policies related to discrimination and harassment.

Mission Statement

Equity (uncfsu.edu)

- The mission of the Office of Equity is to provide leadership and support to the campus community in the development of a sustainable culture of equity at Fayetteville State University.
- FSU encourages anyone in our community who has been the target of, or who witnesses, sexual misconduct, discrimination, or harassment based on a protected category to report the incident to the Office of Equity. Reporting such conduct helps ensure that those impacted can receive information on available resources and options.

Collaboration

- The Office of Equity works collaboratively with the university to advance our efforts to maintain a culture of mutual respect and equity.

- To accomplish its mission, the Office of Equity provides the following services:
 - Education, training and outreach
 - Policy and procedure development
 - Professionally trained investigator

Prohibited Conduct

➤ **Discrimination** on the basis of race, sex, sexual orientation, gender identity or expression, religion, age, color, creed, national or ethnic origin, **disability**, marital status, familial status, pregnancy, genetic predisposition, criminal convictions, **domestic violence** victim status, and veteran or military status and all other protected classes under federal or state laws. Harassment on the basis of any protected category is **discriminatory harassment** and is a form of **discrimination**.

➤ **Sexual Misconduct**, which is a form of **discrimination** on the basis of sex, gender and/or gender identity and includes, but is not limited to: **Discriminatory Harassment** and **Sexual Harassment**, **Non-Consensual Sexual Contact**, **Non-consensual Sexual Intercourse and/or Penetration**, **Non-consensual Physical Violent Contact During Sexual Contact**, Sexual Violence or Assault, **Domestic Violence**, **Dating Violence** and **Stalking**.

➤ **Retaliation** against any individual for filing a **discrimination** complaint or participating in an investigation. **Retaliation** against an individual who files a complaint or participates in an investigation is a form of **discrimination**.

The above conduct is a violation of the Fayetteville State University policies and standards of behavior.

Responsibility

- The Director of the Office of Compliance, Equity and Risk Management (CERM) has primary responsibility for administering this Policy and overseeing the University's investigation, response to, and resolution of all complaints alleging discrimination or retaliation, except for allegations of Prohibited Sexual Conduct.
- In the case of Prohibited Sexual Conduct reports*, CERM shall only be responsible for investigating and responding to formal complaints originally filed with the Title IX Coordinator. Prohibited Sexual Conduct is defined as conduct involving relationship misconduct (dating violence, domestic violence, stalking), sexual harassment and/or sexual misconduct.

***All reports of Prohibited Sexual Conduct must be referred to the Title IX Office. If OE receives such report, it will immediately forward it to the Title IX Coordinator.**

Investigations

WHAT IS AN INVESTIGATION?

- An investigation is an official inquiry for the purpose of determining whether there has been a violation of the laws or statutes and includes a determination of appropriate relief where a violation has been found. An investigation requires an objective gathering and analysis of the evidence which will ensure that the final decision is as accurate as possible.

ROLE OF THE INVESTIGATOR

- The investigator is a neutral party provided by the University to investigate issues raised in a complaint.
- The investigator has an obligation to identify and obtain relevant evidence from all available sources in order to resolve all the issues under investigation.
- The investigator is not an advocate for the complainant or the respondent. The investigator is a neutral fact-finder.

Neutral Fact-Finding

- OE is charged with promoting the University's commitment to equal employment and educational opportunity. Part of this role is the equitable investigation of alleged incidents of **discrimination**. OEA is a neutral fact-finding office.
- OE investigators are trained in conducting investigations into **discrimination**-based complaints. Both **parties** will have the opportunity to offer relevant information in support or defense of an allegation for the investigator's consideration.
- OE does not advocate on behalf of any **party** to a complaint - we represent the University's principles of equal opportunity, nondiscrimination, diversity and equity.
- This process is intended to balance the rights of those bringing complaints of **discrimination** [the **Complainant(s)** or **Reporting Individual(s)**] with those against whom such claims are brought [the **Respondent(s)**].

Non-Retaliation Statement

- The University strictly prohibits retaliation against individuals for reporting alleged violations of federal law or for cooperating in the University's investigation of alleged violations of federal law.
- Retaliation includes threatening, intimidating, or coercive behaviors and other adverse actions that would deter a reasonable person in the same or similar circumstances from reporting alleged violations of federal law or cooperating in the University's investigation of any such report, even if the behaviors do not ultimately have that effect.

Contact Information

- Reports of alleged violations of this Policy shall be submitted to the Director of Compliance, Equity and Risk Management.

- To report an incident, or for questions concerning this Policy, individuals may contact the Director via any of the following mechanisms:
 - [Equity Intake Form \(microsoft.com\)](https://microsoft.com)
 - Office: Collins Building, Room 205
 - Email: ehunt6@uncfsu.edu
 - Phone: 910-672-1041

- If the incident includes an allegation that a crime has been committed, the University may have an obligation to report to the University's Police and Public Safety Department.

QUESTIONS

OMBUDS OFFICE

Jeffery M. Womble
University OMBUDS

What is an Ombuds?

The name “ombudsman” (om - budz - man) comes from Sweden and literally means “representative.” An ombudsman assists individuals and groups in the resolution of conflicts or concerns.

Roles and Function of Ombuds

- The primary duties of an ombuds are:
 - To work with individuals and groups in an organization to explore and assist them in determining options to help resolve conflicts, problematic issues, or concerns
 - To bring systemic concerns to the attention of the organization for resolution.
- The Ombuds adheres to the International Ombuds Association (IOA) Standards of Practice.

What are the IOA Standards of Practice?

- **Confidential:** Ombuds maintain the privacy of the identity of visitors to the office as well as the content of their conversations. With a visitor's permission, the Ombuds Office may contact individuals within the institution whose help is necessary to resolve a problem. Ombuds Office staff do not testify in formal proceedings. The only exception to this privilege of confidentiality is where there appears to be an imminent risk of serious harm, and where there is no reasonable option other than disclosure. Whether this risk exists is a determination to be made by the Ombudsman.
- **Informal:** All members of the college/university community have a right to consult voluntarily with the Ombuds Office. The office has no authority to make decisions on behalf of the institution and maintains no official college/university records.
- **Neutral or Impartial:** Ombuds have no personal interest or stake in and incur no personal gain or loss from the outcome of any disputes. Ombuds avoid situations that may cause or result in conflicts of interest.
- **Independent:** The ombuds exercises total discretion regarding his responsibilities. He is not part of and does not take part in any administrative or formal complaint processes.

What I do as the University Ombuds

- Listen to an individual's concerns and questions
- Identify and explore options and next steps
- Discuss resolution strategies
- Provide another—and impartial—perspective
- Facilitate difficult conversations as an impartial third party
- Help open avenues of communication
- Suggest alternative solutions and resources and make referrals to appropriate University offices
- Assist in sorting through why the individual's approach(es) may not have been successful and explore alternative solutions
- Track patterns of systemic problems on campus and forward suggestions for changes in policy, or the consideration of alternative strategies, to the University administration.

What I will not do as the University Ombuds

- Maintain records that identify individuals as a client of the Office
- Represent individuals in formal proceedings
- Conduct or participate in formal investigations
- Provide psychological counseling
- Offer legal advice
- Testify at or gather evidence for formal administrative or student judicial proceedings
- Advocate for individuals or departments
- Revise or rescind policies.

Contact Information

To schedule an appointment, an individual may contact the University Ombuds via any of the following mechanisms:

- Email: Ombuds@uncfsu.edu
- Phone - 910-672-1474

QUESTIONS



DIVISION OF INFORMATION TECHNOLOGY SERVICES

IT GUIDING PRINCIPLES



VISION

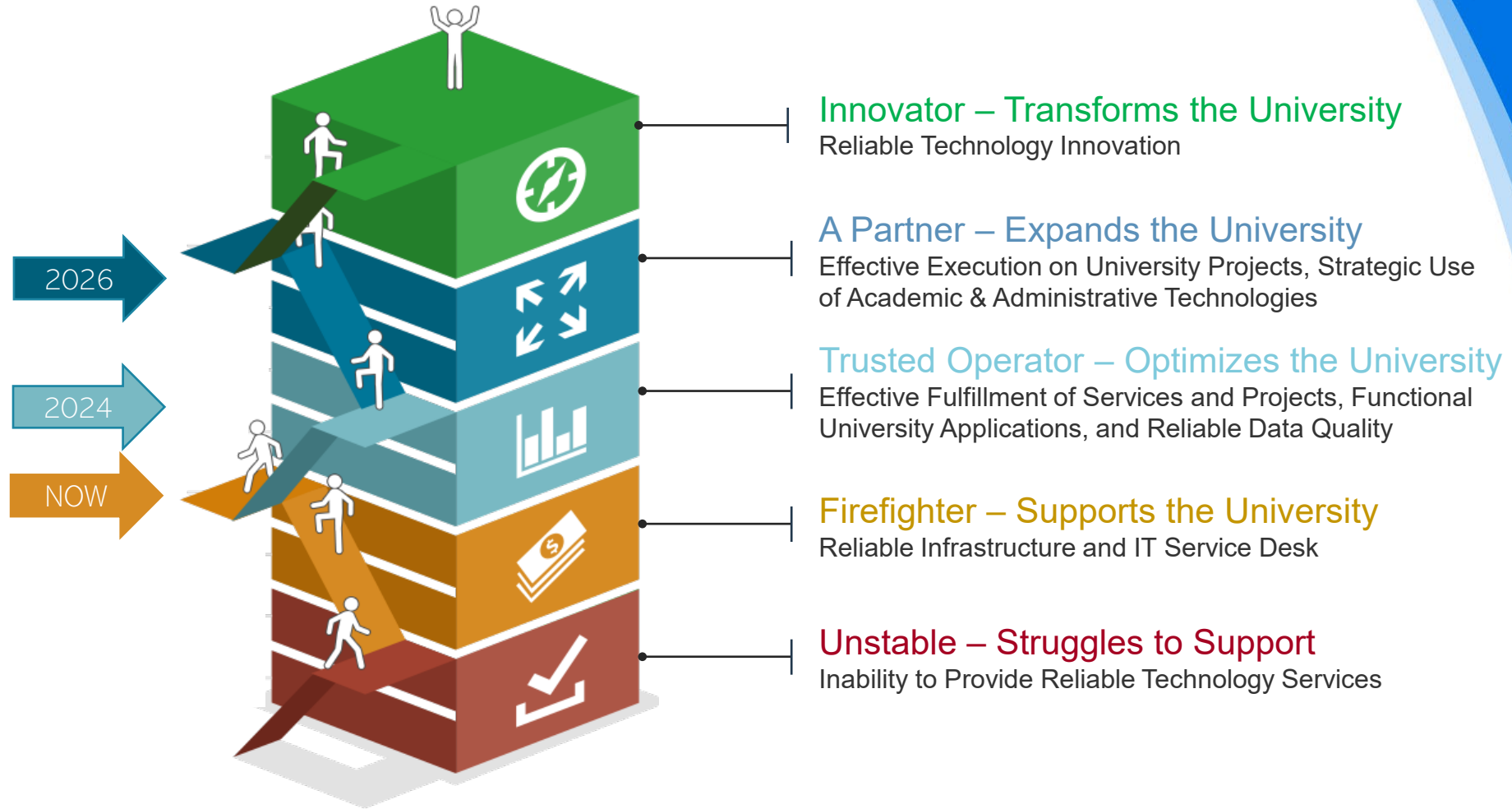
“Establish IT as a trusted advisor and partner in providing world-class technology solutions across the University.”

MISSION

“We collaborate with the campus community to provide innovative solutions and services in support of the University’s mission”.

- A. **Value** We aim to provide maximum long-term benefits to the University by providing solutions that are fit for purpose and that reduce the operational complexity and cost of ownership.
- B. **Cloud First** We utilize a cloud-first strategy.
- C. **Information** Data is an institutional asset owned by the University. We ensure the integrity of this asset through sharing and integration of data that results in appropriate, timely and simple access to information.
- D. **Security** We will manage security enterprise-wide and implement compliance and security governance policies.
- E. **Collaboration** We support teamwork that is fostered through mutual communication, collaboration and a culture of respect across the campus.
- F. **Compliance** We operate in compliance with all applicable laws and regulations.
- G. **Innovation** We seek innovative ways to utilize technology for University advantage.
- H. **Customer Centricity** We partner with the campus community to deliver best experiences with our solutions and services.
- I. **Standardized** We minimize the variety of technology platforms we use to optimize University operations.

PURSUIT OF EXCELLENCE...



Division Priorities – 2022/2023



Goal #1:
*Customer
Service*



Goal #2:
*Transform
Network
Infrastructure*



Goal #3:
*Talent
Management*



Goal #4:
*Security
Awareness*



Goal #5:
*Modernize
Classroom
Technology*

Cyber Resiliency



IDENTIFY

Understand the cybersecurity risks you face with your systems



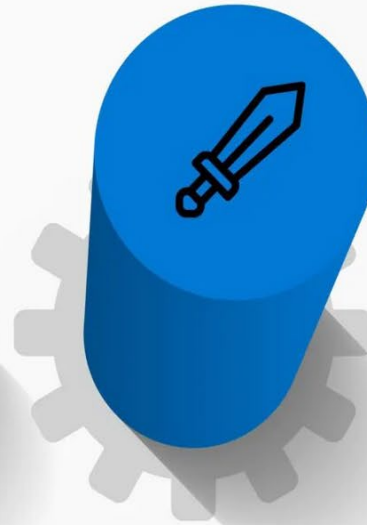
PROTECT

Work out how you can prevent or limit the impact of potential threats



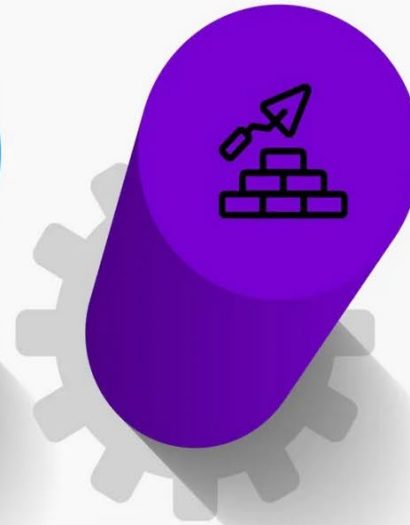
DETECT

Ensure you have the means to identify a cyber incident



RESPOND

Know in advance what actions you will take when responding to an attack



RECOVER

Know how you will restore service and prevent a future repetition

Data Center(s) Migration



1. disaster recovery readiness
2. enhanced risk management
3. improved business continuity

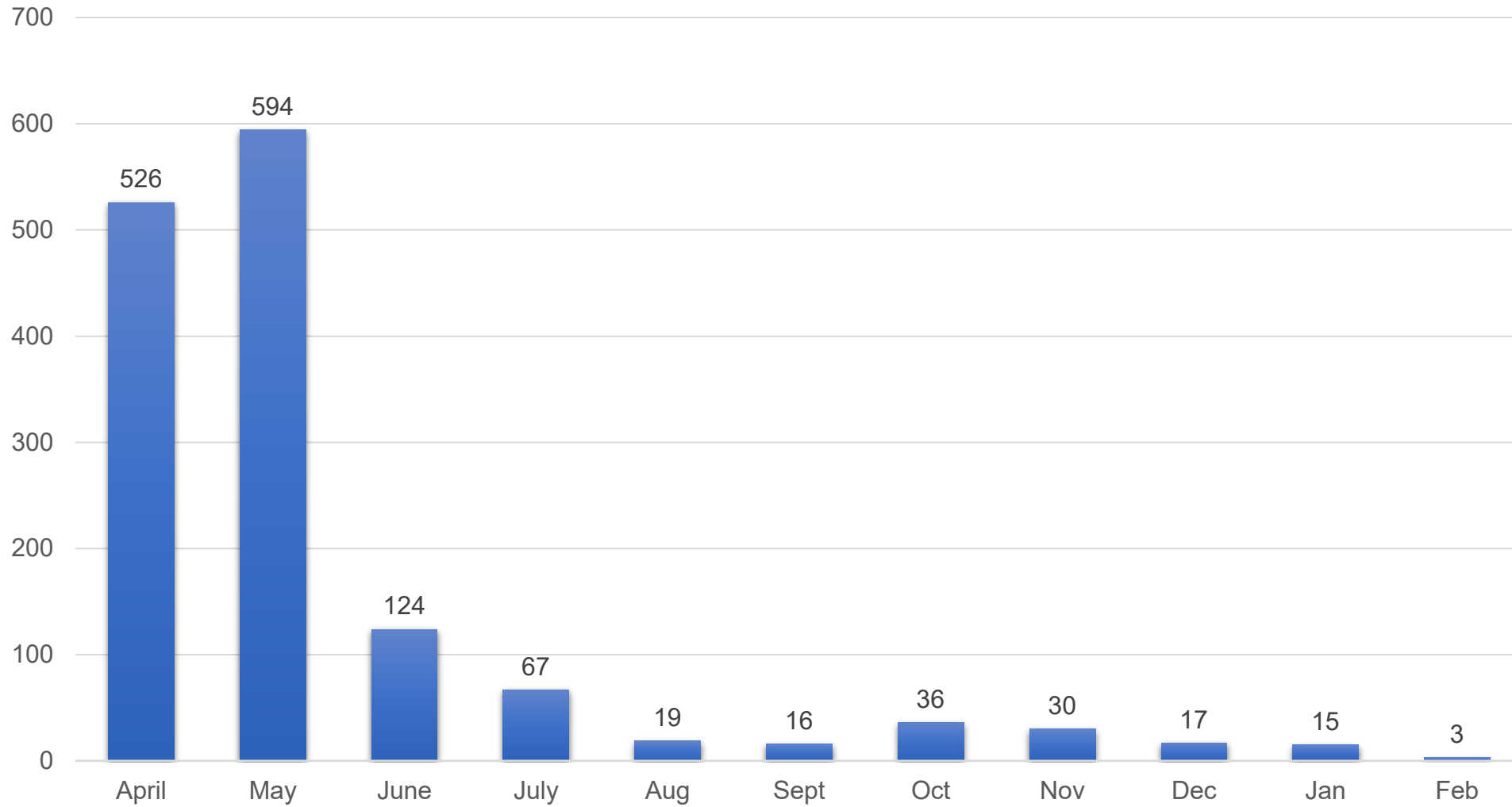
- Divisional Goal #2: Transform Network Infrastructure
- University Priority #5: University Sustainability and Advancement

Information Security Trends

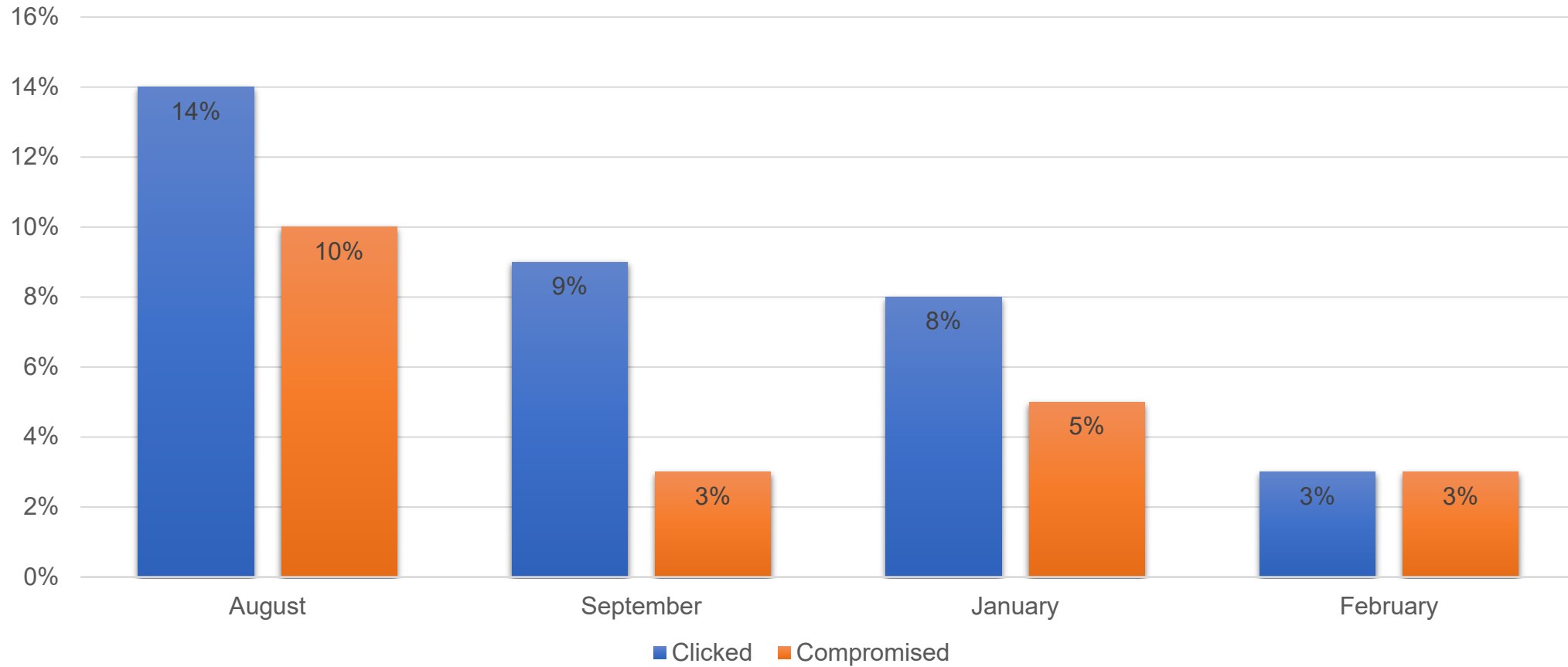
Account compromises are down

- a) Directly attributable to enhanced controls and increased user awareness compared to this time last year.
- b) Reduction in account compromises lowers overall risk to FSU assets and financial liability.
- c) Reduction in account compromises increases overall accessibility and productivity due to reduced downtime for faculty/staff/students

Account Reset Due to Suspected Compromise



Simulated Phishing Trends by Percentage of Recipients



Information Security Roadmap

- Maintaining a strong operational security posture is an ongoing effort.
 - Training of Staff
 - Assessment threat landscape
- Identification of opportunities for reduction of financial impact remain a priority.
 - Elimination of redundancies in solution portfolio
 - Responsible purchasing
- Fayetteville State University remains committed to proactively meeting compliance requirements with Federal and North Carolina State regulation.
 - FTC Safeguard changes
 - NC Senate Bill 85 / Executive Order 276



QUESTIONS