



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

**COMMITTEE ON LEGAL, AUDIT, RISK, AND COMPLIANCE
Wednesday, September 24, 2025
11:30 a.m.**

AGENDA

Call to Order Glenn Adams, Committee Chair

Welcome and Opening Remarks Glenn Adams

Roll Call Karen Bussey

Approval of Minutes: June 11, 2025

Information Items:

A. Nondiscrimination Training Elizabeth Hunt
Assistant Vice Chancellor for Risk and Compliance

Action Items:

B. FY25-26 Audit Plan Wanda Jenkins
General Counsel and Vice Chancellor for Legal, Audit, Risk and Compliance

Committee Members: Glenn Adams, Kimberly Jeffries Leonard, Jerry Gregory, John McFadyen, Donald Moore

Staff Liaison: Wanda Jenkins
Board Professional: Tamara 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, June 11, 2025

11:35 a.m.

The Committee on Legal, Audit, Risk, and Compliance (LARC) of the Fayetteville State University Board of Trustees convened Wednesday, June 11, 2025, in the Rudolph Jones Student Center, Multi-Purpose Room 242, and via Microsoft Teams. Committee Chair Glenn Adams called the meeting to order at 11:37 a.m.

ROLL CALL

The following trustees were in attendance in person: Mr. Glenn Adams, Dr. Warren McDonald, Mr. John McFadden, Mr. Frederick Nelson, Mr. Jerry Gregory, and Dr. Kimberly Jeffries Leonard.

APPROVAL OF MINUTES

It was moved by Trustee John McFadyen and seconded by Trustee Warren McDonald that the March 26, 2025, minutes be approved as printed. The motion carried.

COMMITTEE UPDATE – DATA PRIVACY

Mr. Charlie Mewshaw, Chief Information Security & Privacy Officer, presented on the launching of FSU's Enterprise Data Privacy Program. The presentation began by emphasizing the critical role that data privacy plays in the modern higher education environment, particularly in relation to how the university collects, processes, and stores sensitive information related to students, faculty, staff, and institutional operations. He explained that protecting such information is not only a matter of regulatory compliance but also an essential component of maintaining trust with the university community.

The distinction between cybersecurity and data privacy was highlighted to ensure that participants understood the unique focus of the initiative. While cybersecurity primarily addresses technical safeguards designed to prevent unauthorized access and protect against threats such as hacking or malware, data privacy is broader in scope and emphasizes the responsible collection, use, sharing, and protection of personal information. The program seeks to ensure that both dimensions are addressed in a coordinated and complementary manner.

Additionally, Mr. Mewshaw reviewed how the new program is structured to meet the requirements established by the University of North Carolina Systems Policy Section 1300. By aligning Fayetteville State University's practices with systemwide standards, the program demonstrates the institution's commitment to regulatory adherence and accountability.

Additionally, the program will align FSU's systems with the international standards for Privacy Information Management Systems.

The Board was also informed of the multi-phase approach to the program's implementation. This phased structure allows for a thoughtful and incremental rollout of policies, training, and operational improvements. Each phase will be built upon the previous one, ensuring that faculty, staff, and administrators have the necessary resources and guidance to integrate privacy practices into daily operations.

Lastly, Mr. Mewshaw emphasized the importance of collaboration across campus, which was underscored as essential to the program's success. Because data privacy touches nearly every aspect of university life, the program will require the active engagement of multiple offices, departments, and stakeholders. By working together, the university community can enhance its collective ability to safeguard information, mitigate risks, and uphold its ethical responsibility to protect the privacy of individuals. Mr. Mewshaw and team look forward to sharing future details as they fully implement this critical component of digital safety on campus.

Committee Chair Glenn Adams shared how great it is to have someone in the role of creating secure and private systems and protecting our data. The efforts of Mr. Mewshaw and the ITS team will circumvent future issues early.

ADJOURNMENT

The Committee on LARC adjourned at approximately 11:52 a.m.

Respectfully submitted,

Glenn Adams, Chair
Tamara Davis, Recorder



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

**Wanda L. Jenkins
General Counsel and Vice Chancellor
September 24, 2025**

OFFICE OF RISK AND COMPLIANCE

Elizabeth Hunt
Assistant Vice Chancellor for Risk and Compliance

NON-DISCRIMINATION TRAINING 2025

UNC SYSTEM EQUALITY POLICY

On May 23, 2024, the UNC Board of Governors repealed

- Section 300.8.5 of the UNC Policy Manual, *Policy on Diversity and Inclusion Within the UNC*
- Section 300.8.5[R] of the UNC Policy Manual, *Regulation on Diversity and Inclusion Within the UNC*

Both were superseded with *Equality Within the University of North Carolina*.



Policy Components:

- Nondiscrimination in Employment Practices & Educational Programs and Activities
- Ensuring Equality of All Persons & Viewpoints
- Commitment to the Freedom of Speech & Expression
- Maintaining Academic Freedom
- Commitment to Student Success & Employee Wellbeing
- Maintaining Institutional Neutrality
- Exceptions for Student-led Organizations

RETALIATION



The University prohibits retaliation against individuals for reporting alleged discrimination or engaging in protected activity.



The exercise of rights protected under the First Amendment does not constitute retaliation.

NON-DISCRIMINATION STATEMENT



Fayetteville State 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.

DISABILITY SERVICES REASONABLE ACCOMMODATIONS

The University will provide reasonable accommodations due to a qualifying disability to ensure individuals have access to the University's education and employment opportunities.



Students should contact Student Disability Services
disabilityservices@uncfsu.edu



Employees should contact the Office of Human Resources
hrinfo@uncfsu.edu

TITLE IX

No person in the United States shall, ***on the basis of sex***, be excluded from participation in, be denied the benefits of, or be subjected to ***discrimination under any education program or activity receiving federal financial assistance***.



Title IX applies to **all programs and activities** of the University.

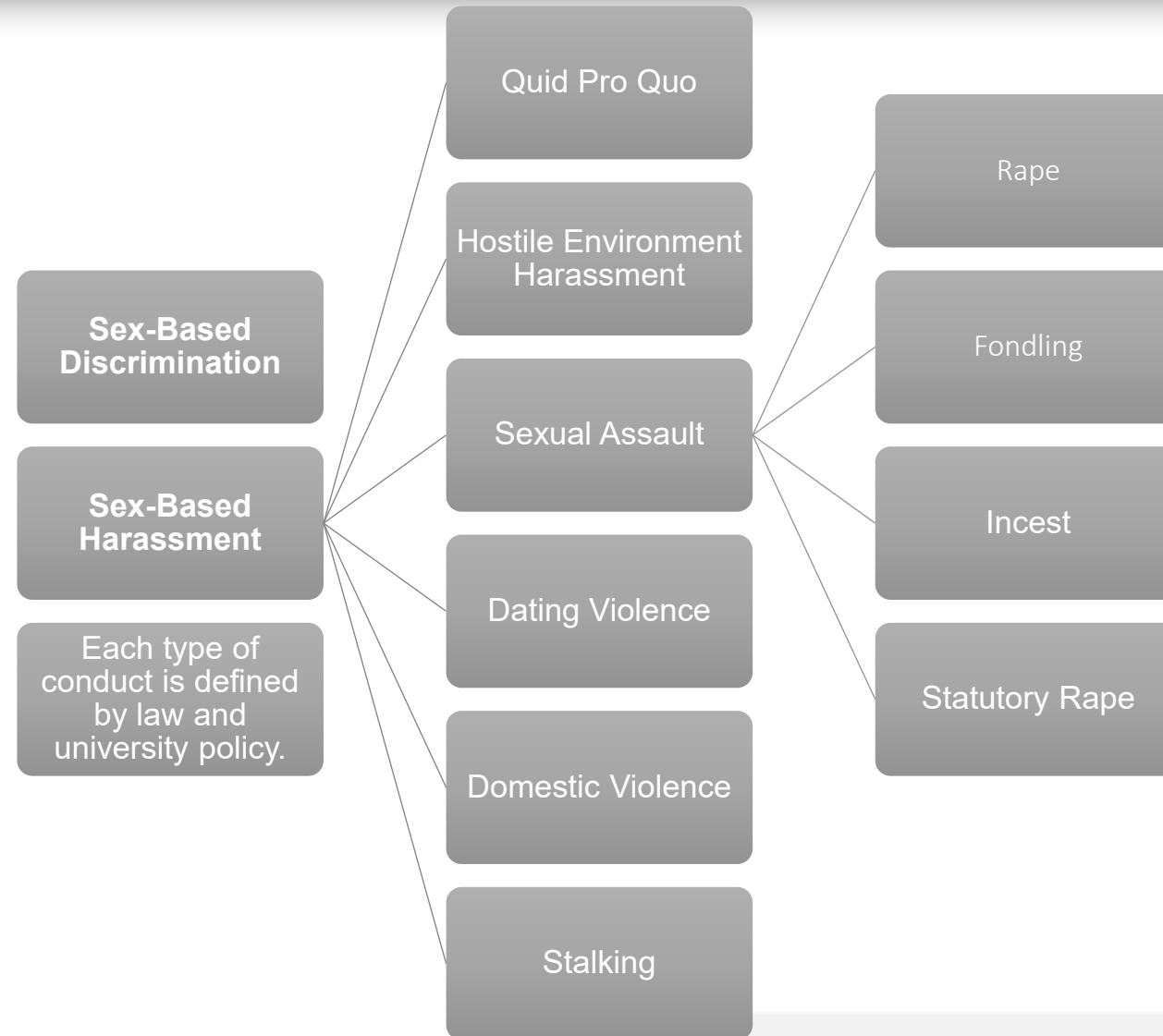


The University has developed **policies and procedures** providing prompt, fair and impartial resolution of reports of protected characteristic discrimination, harassment, and retaliation.



The University strives to **balance** the rights of the Parties in any resolution process.

TITLE IX PROHIBITED CONDUCT



TITLE IX HOW TO REPORT

Reports or complaints related to Title IX may be made using any of the following options:



Written Notice provided directly to any member of the Compliance Team. Such Notice may be made at any time (including during non-business hours) or by email to the Chief Title IX Coordinator, TitleIX@uncfsu.edu.

Submit Online Notice using the [Intake Form](#) found on the Title IX website.

Report to Student Conduct using the Student Conduct Form.

The University will accept verbal Notice from other employees, students and individuals.

TITLE IX RESPONDING TO A REPORT

When the Title IX Office receives a report of prohibited sexual or related misconduct, we will contact the complainant, if known, or another individual reporting the prohibited conduct to offer Supportive Measures.



The individual will also be advised of the option to pursue a formal complaint, if such an option is available, and any other available reporting options and resources.



TITLE IX SUPPORTIVE SERVICES



The University will provide reasonable supportive measures to the parties.



Supportive measures are designed to restore or preserve access to the University's education program or activity.



The University will implement measures in a way that does not unreasonably burden any party.



The University may offer supportive measures regardless of whether an individual files a complaint.

TITLE IX CONFIDENTIAL RESOURCES

Confidential Resources will not share information about an individual without the individual's express permission, unless there is a continuing threat of serious harm or a legal obligation to reveal such information (e.g., suspected abuse or neglect of a minor).

Student Health Services

Phone: 910-672-1259

Location: Spaulding Building
healthservices2@uncfsu.edu

Counseling and Personal Development Center

Phone: 910-672-1222

Location: Spaulding Building
counselingservice@uncfsu.edu



TITLE IX SANCTIONS

- The University must not impose disciplinary sanctions under Title IX on a student or employee unless it determines at the conclusion of complaint resolution process that sex discrimination for which the person was responsible has occurred.
- Following a determination that a Title IX violation has occurred; the University may impose disciplinary sanctions.
- Students and employees have a right to appeal.

TITLE IX PREGNANCY AND RELATED CONDITIONS

The University does not discriminate against **any student** based on pregnancy or related conditions.



When a student informs **any University employee** of the student's pregnancy or related conditions, the employee must provide that person with the Title IX Office's contact information.

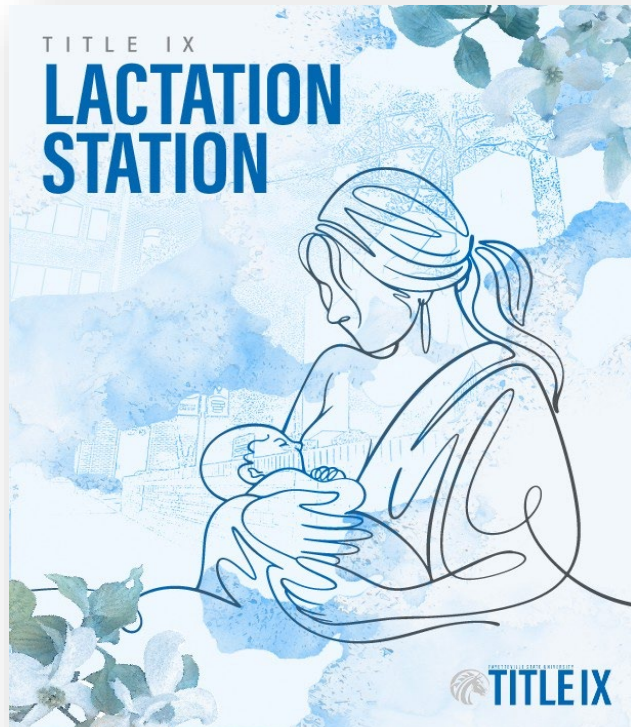


The Title IX Coordinator can coordinate specific actions to prevent sex discrimination and ensure the student's equal access to the University's education programs and activities.



TITLE IX FSU LACTATION STATION

Fayetteville State University provides a clean, comfortable space designed for nursing mothers to pump while on campus. Located in room 215 in the School of Nursing building, the **Lactation Station** is available to nursing mothers who are employees or students.



THE ROOM INCLUDE AMENITIES SUCH AS

- Comfortable chairs
- Access to electrical outlets
- Mini refrigerator
- Sound machines
- Changing Table
- Air Purifier
- Vacant/In-use signage
- Reading Materials
- Cleaning and Personal Care supplies

The Lactation Station is opened Monday - Friday from 8:00am - 5:00 pm

OTHER CAMPUS RESOURCES

- Police & Public Safety (910-672-1775)
- Clery Office (910-672-2464)
- Title IX Office (910-672-2325)
- Victim Assistance Program (910-672-2486)
- Student Conduct Office (910-672-1788)
- Student Affairs (910-672-1201)
- Housing & Residence (910-672-1884)
- Human Resources (910-672-1146)

FSU
Campus Safety
Resources



- Student Health Services (910-672-1259)
- Counseling & Personal Development Center (910-672-1222)
- Employees should contact HR's EAP program for similar resources (866-465-8933)
- University Ombuds ombuds@uncfsu.edu or (910-672-1474)

Confidential
Resources



**Confidential Resources provide a free, confidential place for students to seek support, information, assistance, and resources*

COMPLIANCE TEAM

The University has created the following offices and/or individual(s) to coordinate compliance with federal, state, and local non-discrimination laws, regulations, and policies.

Discrimination and Harassment Allegations

The Office of Risk and Compliance

compliance@uncfsu.edu.

[Reporting Intake Form](#)

Sex-based Discrimination and Sex-Based Harassment Allegations

Title IX Office

Elizabeth Hunt, J.D.

Chief Title IX Coordinator

titleix@uncfsu.edu

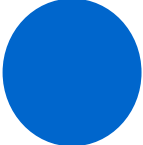
[Webpage: Title IX \(uncfsu.edu\)](http://uncfsu.edu/titleix)

QUESTIONS

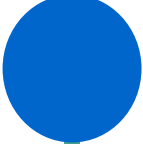
OFFICE OF INTERNAL AUDIT

Wanda Jenkins
General Counsel and Vice Chancellor

2025 AUDIT ACTIVITIES



The audit activities are in accordance to the Committee's Charter and IA's Global Internal Audit Standards.



The Committee is to receive periodic updates to assess Internal Audit's performance relative to the approved annual audit plan.



Internal Audit completed an engagement outside of the previously approved audit plan due to new P-Card regulations issued by the UNC System Office in November 2024.

2025 AUDIT PLAN PROGRESS

Project Description	Budgeted Hours	Actual Hours	% Utilized	Status
Integrated/Internal Controls/Operational/Performance Audits:				
Mental Health and Student Safety	180	226	125.6%	Completed
Contracts and Grants	180	0	0.0%	Not Started
Compliance Audits:				
Human Resources	224	64	28.6%	In-Process
Athletics	180	0	0.0%	Not Started
Information Technology Audits:				
IT Asset Management	180	216	120.0%	Completed
Investigative Reviews:				
Unplanned Investigations	400	273	68.3%	As Needed
Follow-Up Reviews:				
Follow-ups as Deemed Necessary	40	0	0.0%	N/A
Consultations/Management Advisory Services				
Unplanned Routine Consultations	60	66	110.0%	Ongoing
External Audit Assistance	20	30	150.0%	Ongoing
Other/Special Projects:				
Annual Risk Assessment and Audit Plan Development	144	174	120.8%	Completed
External Reporting Requirements (UNC System Office, CIA, OSBM)	20	72	360.0%	Completed
Internal Control Questionnaire	16	10	62.5%	Completed
P-Card Compliance Engagement	0	131	100.0%	Completed
Charter Review, Align Policies with new IIA Standards	0	203	100.0%	Completed
Indirect Hours:				
Administration	120	236	196.7%	Completed
Leave/Holiday	256	113	43.9%	Completed
Professional Development	40	107	267.5%	Ongoing

2026 AUDIT PLAN DEVELOPMENT PROCESS

- Must comply with Internal Audit Standards
- Plan must be based on a documented risk assessment, undertaken at least annually. The input of senior management and the board must be considered in this process.
- Must determine the priorities based on assessment of risks that may affect FSU's ability to accomplish its objectives.
- Must coordinate with all compliance and risk units, for example the Office of Risk and Compliance, to avoid duplication of effort and ensure key risks are covered,
- Must submit plan to UNC System Office and NC Council of Internal Auditing

2026 RISK ASSESSMENT AND WORKPLAN

Project Description	Budgeted Hours	% of Total	Risk
Integrated/Internal Controls/Operational/Performance Audits:			
Human Resources	180	8.7%	High
Fixed Asset Inventory	180	8.7%	Med
	360	17.3%	
Compliance Audits:			
University Procurement and Purchasing Card Programs	140	6.7%	High
Campus Emergency Communication and Alert Systems	180	8.7%	High
	320	15.4%	
Information Technology Audits:			
Teams, OneDrive, and Sharepoint Controls	180	8.7%	High
	180	8.7%	
Investigative Reviews:			
Unplanned Investigations	400	19.2%	
	400	19.2%	
Follow-Up Reviews:			
Follow-ups as Deemed Necessary	40	1.9%	
	40	1.9%	
Consultations/Management Advisory Services			
Unplanned Routine Consultations	60	2.9%	
External Audit Assistance	24	1.2%	
	84	4.0%	
Other/Special Projects:			
Quality Assurance and Improvement Program	124	6.0%	
Annual Risk Assessment and Audit Plan Development	40	1.9%	
External Reporting Requirements (UNC System Office, CIA, OSBM)	20	1.0%	
Internal Control Questionnaire	16	0.8%	
	200	9.6%	
Total Direct/Chargeable Hours	1584	76.2%	
Indirect Hours:			
Administration	160	7.7%	
Leave/Holiday	256	12.3%	
Professional Development	80	3.8%	
Total Indirect Hours:	496	23.8%	
Grand Total Hours	2080	100.0%	

ACTION ITEM: APPROVAL OF 2025-26 INTERNAL AUDIT WORK PLAN

Background: One of the standards of the NC Internal Auditing Act requires that State agencies annually develop a plan that is based on a documented risk assessment. The Board of Trustees is responsible for reviewing and approving the annual Internal Audit Work Plan.

Assessment: The 2025-26 risk assessment and workplan is being presented for recommendation by the Legal, Audit, Risk and Compliance Committee to the full Board of Trustees for approval. Once approved, the Internal Audit Work Plan will be submitted to the UNC System and NC Council of Internal Auditing.

Action: This item requires a vote by the committee, with a vote by the full Board of Trustees.

Motion: Move to recommend to the Full Board that the University's 2025-26 Internal Audit Risk Assessment and Fiscal Year 2026 Internal Audit Work Plan be approved.

QUESTIONS

Agenda Item LARC-1

Executive Summary

MEETING DATE: September 24, 2025

COMMITTEE: Legal, Audit, Risk and Compliance

SUBJECT Approval of 2025-26 Internal Audit Work Plan

BACKGROUND: The NC Internal Auditing Act requires State agencies to establish an internal auditing program that complies with the Institute of Internal Auditor's Standards. One of the standards requires that internal audit annually develop a plan that is based on a documented risk assessment. The Board of Trustees is responsible for reviewing and approving the annual Internal Audit Work Plan.

The 2025-26 risk assessment and internal audit plan is being presented for recommendation to the Committee on Legal, Audit, Risk and Compliance and to the full Board of Trustees for approval. Once approved, the Internal Audit Work Plan will be submitted to the UNC System and NC Council of Internal Auditing.

MOTION: Move that the University's 2025-26 Internal Audit Risk Assessment and Fiscal Year 2026 Internal Audit Work Plan be approved.

Supporting Document(s) Included: 2025-26 Internal Audit Work Plan

Reviewed by: Wanda L. Jenkins
General Counsel and VC for Legal, Audit, Risk and Compliance
Date: 9/17/2025

Project Description	Budgeted Hours	% of Total	Risk
Integrated/Internal Controls/Operational/Performance Audits:			
Human Resources	180	8.70%	High
Fixed Asset Inventory	180	8.70%	Med
	360	17.30%	
Compliance Audits:			
University Procurement and Purchasing Card Programs	140	6.70%	High
Campus Emergency Communication and Alert Systems	180	8.70%	High
	320	15.40%	
Information Technology Audits:			
Teams, OneDrive, and Sharepoint Controls	180	8.70%	High
	180	8.70%	
Investigative Reviews:			
Unplanned Investigations	400	19.20%	
	400	19.20%	
Follow-Up Reviews:			
Follow-ups as Deemed Necessary	40	1.90%	
	40	1.90%	
Consultations/Management Advisory Services			
Unplanned Routine Consultations	60	2.90%	
External Audit Assistance	24	1.20%	
	84	4.00%	
Other/Special Projects:			
Quality Assurance and Improvement Program	124	6.00%	
Annual Risk Assessment and Audit Plan Development	40	1.90%	
External Reporting Requirements (UNC System Office, CIA, OSBM)	20	1.00%	
Internal Control Questionnaire	16	0.80%	
	200	9.60%	
Total Direct/Chargeable Hours	1584	76.20%	
Indirect Hours:			
Administration	160	7.70%	
Leave/Holiday	256	12.30%	
Professional Development	80	3.80%	
Total Indirect Hours:	496	23.80%	
Grand Total Hours	2080	100.00%	