

**Minutes of the VSC Board of Trustees Audit & Risk Management Committee meeting held Monday, February 13, 2023 at 2:30 p.m. via ZOOM - APPROVED**

The Vermont State Colleges Board of Trustees Audit & Risk Management Committee met on February 13, 2023, via Zoom

Committee members present: Sue Zeller (Chair), David Silverman (Vice Chair), David Durfee, Mary Moran, Shawn Tester

Other Trustees Present: Lynn Dickinson

Presidents: Parwinder Grewal, Joyce Judy

Chancellor's Office Staff: Donny Bazluke, Network/Security Analyst  
Kellie Campbell, Chief Information Officer  
Wilson Garland, Director of Transformation Projects  
Katherine Levasseur, Director of External & Governmental Affairs  
Jen Porrier, Administrative Director  
Sarah Potter, Chief Human Resources Officer  
Kathryn Santiago, Associate General Counsel  
Sharron Scott, Chief Financial/Operating Officer  
Toby Stewart, System Controller  
Patty Turley, General Counsel  
Meg Walz, Program Manager, Library Coordinator  
Sophie Zdatny, Chancellor  
Yasmine Ziesler, Chief Academic Officer

From the Colleges: Andy Pallito, Dean of Administration, Community College of Vermont  
Dannielle Spring, Chief Budget & Finance Officer, Northern Vermont University  
David Tabaruka, Controller, Community College of Vermont  
Sarah Truckle, Vice President of Business Operations, Vermont State University  
Littleton Tyler, Assistant Vice President of Finance & Compliance, Vermont State University  
Deborah Waggett, Faculty, Castleton University

1. Chair Zeller called the meeting to order at 2:30 p.m.

2. Public Comment

There was no public comment.

3. Approval of the Minutes of the October 17, 2022 Meeting of the Audit Committee

**Trustee Silverman moved and Trustee Moran seconded the motion to approve the October 17, 2022 meeting minutes. The motion was approved unanimously.**

4. Review and Approval of FY2023 Internal Audit Plan: Cybersecurity

Chair Zeller shared that the Vermont State Colleges System has a strong focus on compliance and process improvement and in support of this work, each year the system undertakes and internal audit of an area of critical importance to the system. This year, Cybersecurity is the proposed focus of the audit.

Chief Financial and Operations Officer Sharron Scott provided further information on the proposed audit and further information can be found [here](#) on pages 10-13.

**Trustee Moran moved and Trustee Silverman seconded the motion to approve the FY2023 Internal Audit Plan: Cybersecurity. The motion was approved unanimously.**

5. Progress review:

- a. *FY2022 Internal Audit: Chart of Accounts*
- b. *Uniform Guidance Single Audit Finding 2022-001*

System Controller Toby Stewart provided a progress update on the internal audit of the Chart of Accounts. The internal audit addressed two main areas of potential inconsistency and divergence, and identified key detective controls that are currently in place or should be in place to correct issues after the fact. A series of recommendations were offered and have been actively worked. More information can be found [here](#) on pages 15-19 (Chart of Accounts) and pages 21-22 (Uniform Guidance).

6. Other Business

There was no other business.

7. Adjourn

Chair Zeller adjourned the meeting at 3:00 p.m.