

<b>Valencia College Compliance and Auditing Department Audit Plan 2014-2015</b>				
<b>Operational Audits</b>	<b>Scope</b>	<b>Estimated Hours</b>	<b>Actual Hours</b>	<b>Status</b>
Faculty Contracts (EPAF Process)	Review the adequacy of processes regarding faculty assignments, workloads, and pay.	200		<b>In-Progress</b>
Procurement Card Process	Review processes in place over the administration and utilization of the procurement card program.	200		
Property Management	Review processes in place to safeguard and properly account for furniture, machinery, and equipment.	200		
<b>Advisory Services</b>	<b>Scope</b>	<b>Estimated Hours</b>	<b>Actual Hours</b>	<b>Status</b>
Contract Administration	Review processes over administration of contracts and agreements Collegewide.	200		
Emergency Preparedness – Risk Coverage	Determine the adequacy of insurance coverage for potential adverse events.	80		
Study Abroad and Global Experiences	Risk Management.	200		
<b>Follow Up Reviews</b>	<b>Scope</b>	<b>Estimated Hours</b>	<b>Actual Hours</b>	<b>Status</b>
Prior Audit Issues	Lab Fees, Competitive Solicitation Process (Subcontractors), Residency-Reclassification, Textbook Certifications, Access Privileges to IT Applications, Financial Aid.	220		
<b>Other Projects</b>	<b>Scope</b>	<b>Estimated Hours</b>	<b>Actual Hours</b>	<b>Status</b>
Alleged Improper Activities	Film Production Technology Program - Assignment of a secondary major & advising as it relates to financial aid.	N/A	189.75	<b>Completed</b> Report No. CA2015-101

*Note: Audit plan is subject to change due to unforeseen high risk projects, whistleblower issues or special administrative projects that require internal audit resources.*