



AUDIT COMMITTEE

MARCH 20, 2025

UNIVERSITY OF NEW HAMPSHIRE
DURHAM, NEW HAMPSHIRE

MEETING MINUTES

Committee members physically present: Vice Chair M. Jacqueline Eastwood, Shawn Jasper, Mackenzie Murphy, Maureen A. Beauregard

Other Trustees physically present: Melinda Treadwell, Mike Pilot, Cathy Green

Other participants participating in person: (USNH) Kara Bean, Ashish Jain, Christine Heise, Chad Pimentel, Karyl Martin; (KSC) Jeff Maher, Julie Kroupa; (PSU) Janette Wiggett, Katie Caron; (UNH) Bo Zaryckyj, Andy Glode; (CLA) Andy Lee, Christina Dooley

I. Call to Order

At 10:57 a.m., Committee Vice Chair Eastwood called the meeting to order. Vice Chair Eastwood noted that Chair Paul will not be attending the meeting so she will be chairing today's meeting. Vice Chair Eastwood called the roll and noted the presence of a quorum sufficient for the conduct of business.

II. Approval of Consent Agenda Items

Vice Chair Eastwood asked the committee members if they had any comments or questions about the consent agenda items; there were none.

Items on the consent agenda appear below:

- A. Minutes of October 24, 2024 Meeting
- B. USNH Conflict of Interest Policies and Related Management Processes
- C. Enterprise Risk Management (ERM) update on Compliance
- D. Internal Audit Reports Issued
 1. UNH Human Subject Protocols Compliance Audit Report
 2. UNH International Operations Audit Report
 3. KSC BHII Data Security Review Report
 4. USNH Purchasing Card Audit Report

III. Items for Committee Consideration and Action

A. Accept External Auditors' FY24 Uniform Guidance Audit Reports on USNH Federal Expenditures

Andy Lee, Engagement Principal and Christina Dooley, Senior, from CLA presented.

Ms. Dooley explained the single audit process and results. Major programs audited include Student Financial Assistance (SFA) Cluster and Every Student Succeeds Act (ESSA) and Child Care Development Block Grants. Ms. Dooley noted that there were findings regarding timely return of credit balances and NSLDS status changes. All findings were from KSC. Mr. Lee emphasized that these are common areas for findings. In response to a question from Trustee Pilot, Trustee Treadwell noted that her office has been working with Internal Audit and there is a management action plan in place.

Major programs expected to be audited in 2025 include SFA Cluster, Trio Cluster and potentially Foster Care Title IV-E. Mr. Lee noted that the auditors will follow up on FY24 findings as well. Work on the 2025 single audit will begin in May/June to get as much done before the financial statement audit begins.

The following motion was made by Trustee Murphy, duly seconded, discussed, and approved with no votes abstained or dissenting.

***VOTED**, on recommendation of the Chancellor, that the University System of New Hampshire Auditors' Reports from CLA for the year ended June 30, 2024, as required by Title 2 of the U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and Government Auditing Standards and Related Information, be accepted.*

B. Approve appointment of CliftonLarsonAllen (CLA) as external auditors and CLA's Fiscal Year 2025 audit plan covering USNH financial statements and federal awards under Uniform Guidance

Mr. Lee reviewed the audit scope and deliverables, audit process, audit plan overview, audit timeline, responsibilities, governance input, and audit fees. Fees will increase approximately 2.62% (to \$297,000) for the financial statement and uniform guidance engagement.

The audit timeline is very similar to last year's. Mr. Lee noted that CLA will do extra testing and involve IT due to USNH's recent implementation of Workday.

Vice Chair Eastwood asked Mr. Lee if CLA has experienced any issues related to recent DEI events. Vice Chair Eastwood referred Mr. Lee to pass-through grants that USNH institutions receive from other non-USNH institutions which are listed in the Uniform Guidance audit report. The US Department of Education has initiated a DEI-related investigation of several of these non-USNH institutions, and their federal funding could potentially be rescinded. Vice Chair Eastwood expressed her concern that this could affect federal money that USNH institutions receive as pass-

through funding. Mr. Lee noted that this issue is very fluid and that CLA is closely monitoring it. Vice Chair Eastwood requested that the dollar amount of these pass-through grants that USNH institutions receive be reviewed. Mr. Jain will get this information compiled and distribute it to the committee.

Mr. Lee encouraged the committee to contact him with any suggestions or comments.

The following motion was made by Trustee Jasper, duly seconded, discussed, and approved with no votes abstained or dissenting.

***VOTED**, on recommendation of the Chancellor, that CliftonLarsonAllen LLP be confirmed as the external auditor for the University System of New Hampshire to provide audit services related to activities of fiscal year ending June 30, 2025.*

IV. Items for Committee Consideration and Discussion

A. Receive USNH Environmental Health and Safety Council's 2024 Annual Report

Andy Glode, UNH EH&S Director and Chair of the Council, provided a brief overview of the council mission and makeup, programs in place, and compliance status at each campus.

Updates at UNH include the creation of a UNH Mold Management Plan, development of a UNH Soil Management Plan, Methylene Chloride safety efforts, safe completion of the Spaulding Life Sciences Phase II, a 36% reduction of dining incidents, and chemical safety efforts at Shoals Marine Lab. Significant safety incidents included an ammonia leak and ignition of lithium batteries associated with e-mobility devices. The ammonia leak resulted in no injuries or risk to the public. Programs are in place to reduce risk of lithium battery ignitions. The budget reset at UNH resulted in the elimination of a position and the emergency mitigation fund. Due to USNH's investment in EHS, accrued losses have diminished over time.

Katie Caron, EHS Director, presented updates at PSU. Consistent response was required for mold prevention, mitigation, and response due to water intrusion events. Strategic planning efforts will address some of the related infrastructure concerns, in part, by utilizing BOT funding. There is a mold management and water intrusion response plan. The State Permit to Operate three Co-Generation Plant boilers and nine emergency generators was formerly issued by the NH Department of Environmental Services (NHDES). NHDES conducted an air permit site inspection where a few minor deficiencies were noted; all were closed and there were no financial penalties. Transition from local fire departments to State Fire Marshal's Office continues; this relationship is very collaborative. Roof safety rails, lines and ladders have been installed at Boyd Hall, which represents a major hazard mitigation. Roof rail installation at the library is planned for next year. The EHS position that has been vacant since 2020 has been budgeted for FY25; the EHS Office is moving forward with the posting and hiring process.

Julie Kroupa, EHS coordinator, provided KSC's update. Being new to the role, Ms. Kroupa has been primarily evaluating campus EHS. Primary activities included review and update of all EHS programs and policies; training for staff, faculty and students to maintain compliance and ensure personal safety; management of programs such as Hazardous Waste; and mentoring safety student

interns. A biological and chemical safety committee has been established. There was recently a failed Underground Storage Tank inspection, which was expected. Efforts are underway to resolve.

Mr. Glode provided the System Office update. Safety concerns are primarily associated with life/safety planning and office ergonomics. As a leased facility, building safety issues are directed to building management for resolution.

Mr. Glode discussed USNH EHS Council collaborations activities. USNH, PSU, KSC and UNH developed an RFP for regulated waste materials which led to a multi-year agreement with Clean Harbors Environmental Services, Inc. Council member institutions continued to share information, collaborate and discuss various EHS matters including mold in residential buildings and industrial hygiene.

In response to a question from Vice Chair Eastwood, EHS directors noted the collaborative relationship with officials at the NH Department of Environmental Services.

Committee members expressed appreciation for the council's important work keeping our community safe.

B. Receive Annual Report on Title IX Compliance

Title IX Coordinators Jeff Maher, Bo Zaryckyj, and Janette Wiggett presented the report, led by Ms. Wiggett.

Ms. Wiggett gave a brief background and explanation of Title IX.

A critical step in the institutional response is promoting a healthy and responsive reporting culture. Other steps are working with impacted parties, confidential resource access (such as area crisis centers), and community-based remedies. Ms. Wiggett emphasized the importance of tailoring supportive measures to individual needs and expeditious contact with the parties. Prevention via outreach and education are critical.

There are a number of different options to navigate disclosures and it is important that parties are aware of their options. Options include supportive measures, counseling services, emergency care, police involvement, formal complaints and resolutions.

Initial disclosures may describe a broad range of behavior yet include limited detail. Strict attention and additional steps are needed for dating and relationship violence as they usually involve a pattern of incidents and ongoing interactions.

Examples of supportive measures include counseling, academic accommodations, changes to work or class schedules, housing modifications, mutual no-contact directives, and leaves of absence. These measures can be adjusted over time. They can be cumulative, however, and increase coordinator caseloads.

Ms. Wiggett briefly discussed the data reporting requirements of RSA 188-H and the data reported by USNH institutions for Academic Year 2023-24. USNH institutions also conducted the biennial sexual misconduct climate survey required by RSA 188-H and provided information about response rates, sense of safety survey results, and self-reported experiences of sexual misconduct. The data indicates that students generally feel safe on campus. The survey results on experiences of sexual violence are generally consistent with national data.

Looking ahead, Title IX Coordinators noted that fluctuating laws, regulations, and orders will require campus adaptation.

In response to a question from Trustee Eastwood, Ms. Wiggett noted that there is likely a correlation between increased mental health needs and Title IX disclosures, and the importance of coordination between mental health resources and Title IX resources. Mr. Zarycky pointed out the joint efforts across campus to assist impacted parties.

In response to a question from Trustee Beauregard regarding student safety, Ms. Wiggett stated various ways safety is monitored such as occasionally limiting visitors, policy development, and being steadfast on promise to be responsive when things go wrong.

Vice Chair Eastwood thanked the Title IX Coordinators for their valuable work.

C. Status of Outstanding Audit Issues

Mr. Jain shared the status of significant open audit issues from internal audit reports, noting that significant progress has been made in the long outstanding audit issues.

V. Other Business

Items for the June meeting include FY26 work plan, Internal Audit update, FY26 internal audit plan, Audit Committee self-assessment, Hotline and Fraud activity, Audit Committee Charter review, Internal Audit Charter review, and GLBA compliance update.

Mr. Jain recognized and thanked Christine Heise, Director, Controller and Financial Operations, who will be leaving USNH.

VI. Adjournment

There being no further business, the meeting adjourned at 12:30 p.m.

-- End of Audit Committee Meeting Minutes --