



Message from the Chief Audit Executive

There are periods in the history of Universities when a new direction or major undertaking has profound impact on its organization and operations. For the University of Florida, 2003-2004 was such a period. Under the leadership of its 11th President, J. Bernard Machen, the University completed its implementation of PeopleSoft Enterprise Resource Planning System (Bridges Project) together with devolution from the State of Florida's accounting and information system.

For the Office of Audit and Compliance Review (OACR), the changes of the period 2003-2004 had major implications including:

Certifying the control design of Bridges implementation and business processes

Developing tools and capabilities to audit effectively in a new business processing and reporting environment

Expanding the scope of services to Direct Support and Related Organizations

Together with these challenges, the OACR had significant turnover of senior staff during this period. Our current focus is on building staff with the highest level of competency and commitment to serve the University and its affiliated organizations.

This annual report reflects major activities for 2003-2004 and provides operational data to benchmark its effectiveness.

**Nur Erencuc, CPA
Chief Audit Executive**



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OACR STAFF back row: Murat Telli, Carole Silverman, Suzanne Newman, Liana Hadjigeorgiou, Kayla Spellman, Al Moon, Vito Hite. Kneeling: Nur Erenguc and Brian Mikell (not pictured: Jeff Capehart and Dwight Hulse)

INTRODUCTION

The Office of Audit and Compliance Review (OACR) provides a central point for the coordination of and responsibility for activities that promote accountability, integrity, and efficiency for the University of Florida.

2003-2004 marked the beginning of a new era for the University of Florida – devolution from the State of Florida’s accounting and information system and implementation of PeopleSoft Enterprise Resource Planning System (Bridges Project). The University’s approved transition plan required the OACR’s certification that system components contain adequate controls. As a result, the UF Bridges project was OACR’s primary focus for 2003-2004. We issued position papers addressing business procedure issues, assigned one position to the Bridges team, scheduled and completed audits, and provided a transition certification letter supporting implementation as required by Florida Statute. We expect the impact of this change to be felt significantly campus-wide during the next six months and are prepared to continue providing proactive assistance as well as post implementation audits to promote good business procedures together with a reasonable level of controls.

OPERATIONS

A key operational objective for the period was training and maintaining staff to complete the Bridges project audits in support of the required certification. During this period, the discovery of fraudulent transactions in a major support organization further emphasized the challenges of instituting strong internal controls in decentralized organizations and required us to direct additional emphasis and resources to the University’s direct support and affiliated organizations. We closely followed the development and application of Sarbanes-Oxley to not-for-profit organizations and universities and initiated fit and gap analysis. The next period, representing the second year of our two year work plan, will emphasize post Bridges implementation and business processes and the review of design for student modules.

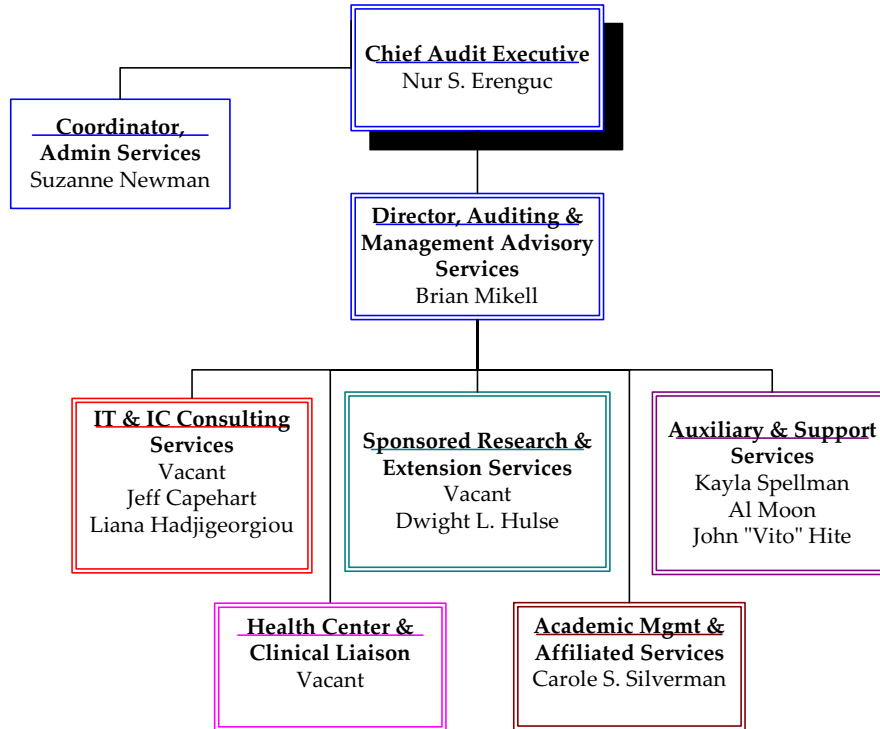
Staffing and Other Resources

During 2003-2004, of the twelve audit positions, three manager and one senior auditor positions became vacant. We successfully recruited the Director of Auditing and Management Advisory Services towards the end of the period when our prior director decided to continue her services within the Bridges organizational structure.

To better align audit resources with the University units expecting and supporting audit effort, we initiated a study and developed a funding methodology together with an organizational structure necessary to meet these needs and expectations. When fully implemented, with four additional auditor positions, OACR will more favorably compare with its peer organizations.



Organization Chart



Staff Training

All OACR professional staff has at least one certification. Continuing professional education is highly valued and attendance to relevant conferences and seminars is promoted. A staff member concluded her studies in a complementary discipline and was awarded a graduate degree. Table 1 reflects a listing of staff participation in formal training programs in 2003-2004.

Table 1-Staff Training

Sponsored by:	Hours	Employees Attending
Institute of Internal Auditors	100	11
Purvis, Gray & Company	40	4
Association of Certified Fraud Examiners	32	2
Association of Health Care Internal Auditors	30	1
Association of College and University Auditors	22	1
PeopleSoft Education	14	1
Florida Audit Forum	12	1
National Association of Local Government Auditors	8	1
University of Florida	7	3



Budget

The OACR budget by category is illustrated in **Table 2**. The highest budgetary commitment is professional staff salaries representing 93% of total expenditures. The 2003-2004 increase in salary expenditure is attributable to additional positions. The office was fully staffed for more than half the year. Copying, office supplies and travel represented the largest percentage of operating expense.

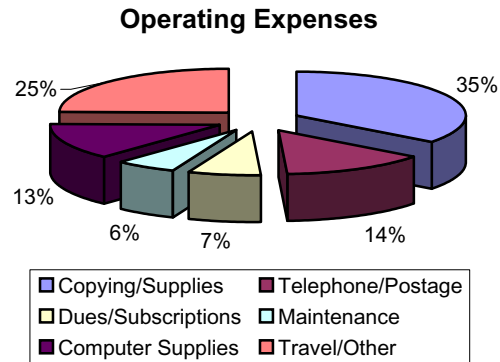


Table 2-Analysis of Expenditures

	2002-2003	2003-2004
Salaries	\$620,468	\$750,647
Other Personal Services	7,329	8,506
OCO & Other Fixed Assets	8,741	11,800
Operating Expenses	15,016	18,935
Training	26,318	11,480
Total	\$677,872	\$801,368

Time Analysis

Table 3 provides a comparison between time available as planned and actual time available for projects.

Actual project hours available include 908 hours worked in excess of normal workweek hours, offsetting hours lost due to vacancies.

Table 3-Planned/Actual Hours

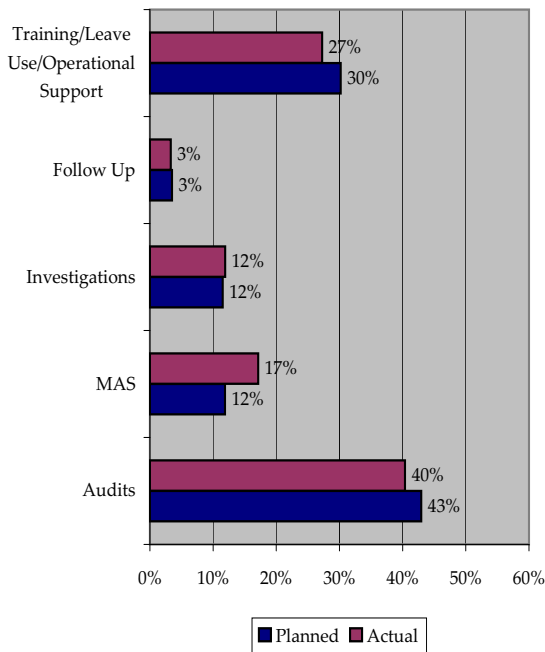
	PLANNED	ACTUAL	DIFF.
Time Available	12 x 2,040 24,480	24,006	
Less: Adjustment for Position Vacancies		1,686	1,686
Training/ Leave Use/ Operational Support	(7,344)	6,544	(800)
Total		(8,230)	
Excess hours worked		908	(908)
Time Available for Projects	17,136	17,158	(22)

Time Allocation

Chart A represents the planned activity mix for time available for projects and actual effort expended, and **Chart B** provides a comparison between prior year and current allocation of time available for projects. In comparison with the prior year, more time was spent on audits and investigative reviews. Direct time percentages are established as a productivity goal for each

professional position and for the office as a whole. Direct time excludes administration, service support, leave and training. **Chart C** compares direct time achieved in the last two fiscal years. Total office direct time increased to 73%, exceeding the direct service goal of 70%. Effort expended for Bridges certification audits contributed to the achievement of this rate.

**Chart A-Allocation of Time Available for Projects
Planned vs. Actual**



**Chart B-Allocation of Time Available for Projects
Prior vs. Current Year**

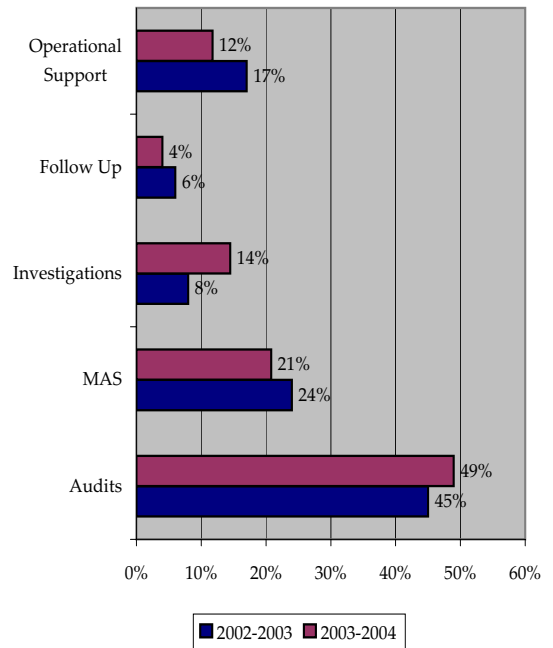
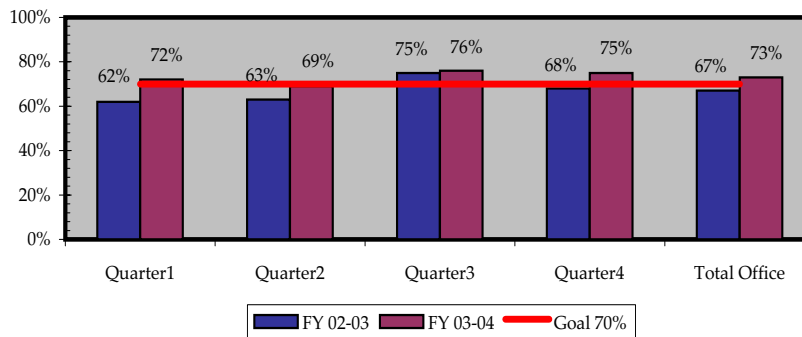


Chart C-Office Direct Time by Fiscal Years



AUDITS AND OTHER PLANNED REVIEWS

Trend Analysis

Table 4 reflects a three-year analysis of projects planned and completed. The work plan includes planned audits and advisory reviews.

Over the last three years, 53 projects were planned and 55 were completed. This is attributable to the recent increase in staff size.

During 2003-2004, 49% of available time, or 9,690 hours, was spent on audits. Internal audits were planned based on evaluation of risk and included input from university management.

Trend Analysis of Projects Planned/Completed

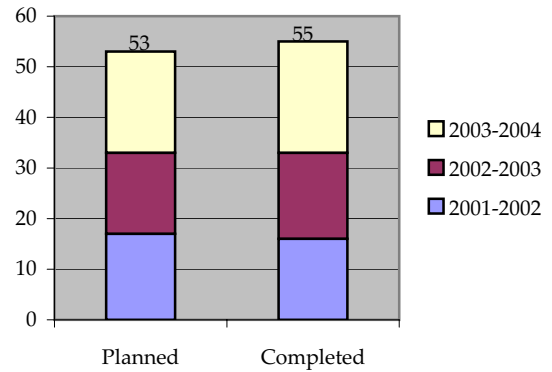


Table 4—Trend Analysis of Projects Planned/Completed

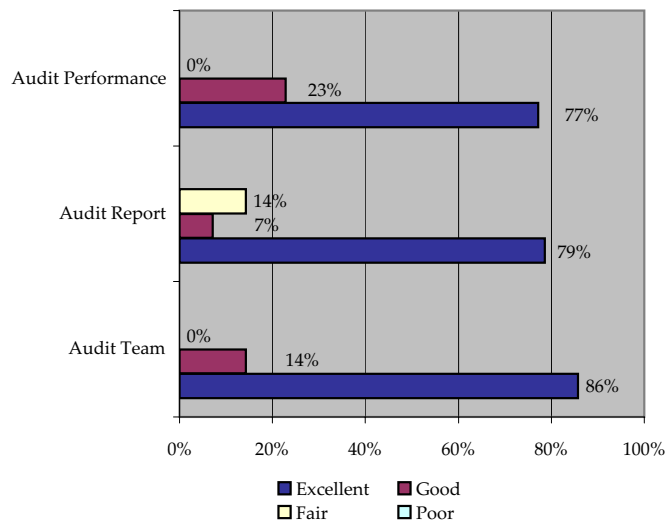
	Planned		Completed		Total ¹
	Original	Revised	Current	Carry Over	
2001-2002	19	17	13	3	16
2002-2003	16	16	14	3	17
2003-2004	21	20	15	7	22
TOTALS	56	53	42	13	55

¹Table 6 lists reports issued this period.

Client Surveys

Client surveys completed at the conclusion of each engagement reflect that OACR services are well received. Ninety-five percent of survey responses indicated ratings of either good or excellent in all categories, consistent with last year's 95%.

Client Surveys (7 Responses)



SUMMARY OF REPORTS ISSUED

The summary of reports profiles major engagements completed during this fiscal year. The subjects of the reports illustrate commitment to proactive and diverse coverage through audits of the Student Health Care Center and the McKnight Brain Institute and five IFAS research and education centers. Audits of other critical functions of the University such as parking decal sales and travel were audits conducted during this period as well. The Bridges project audits included the enterprise directory, position backfill, technical infrastructure, general ledger, asset management, human resource, vendor relations and data conversion. These audits enabled us to issue the transition certification on June 21, 2004.

IFAS Research and Education Centers

The five Centers, Indian River (Ft. Pierce) Research and Education Center, Range Cattle (Ona) Center, Fort Lauderdale Research and Education Center, Homestead Tropical Research and Education Center, and the Southwest Florida Research and Education Center (Immokalee), are under the oversight of the University's Institute for Food and Agricultural Sciences. They operate in Florida counties for the purpose of conducting research, teaching and disseminating information to improve Florida agriculture. The primary objective of these audits was coverage of areas where procedures and controls have been decentralized.

Opportunities for improving controls were identified in fiscal oversight, purchasing cards, fixed assets, and leave reporting.

Parking Decal Sales

Transportation & Parking Services (TAPS) is a self-supporting auxiliary unit operating within the Business Services Division. TAPS is responsible for issuing decals, required to park on campus, and for collecting parking fees. During fiscal year 2003, 37,631 decals were sold with revenues of \$4.5 million. The primary objective of this audit was to assess the internal controls for accounting for revenues generated from the sale of parking decals.

Decal sales were properly accounted for and generally in compliance with eligibility rules. Sales taxes were collected and remitted in accordance with the applicable regulations. We identified opportunities for improvement in accounting for payroll deduction collections and Internet sales.

Student Health Care Center (SHCC)

The primary objectives of this audit were to assess whether controls provided reasonable assurance that patient services were properly billed and recorded and the controls were effective over record-keeping, reporting and safeguarding of certain categories of assets, such as cash and receivables.

SHCC, an auxiliary of the University, operates outpatient clinics, with capacity for up to 400 patients per day through its main facility. Services include fee-for-service and those covered by mandatory student health fees paid by matriculating students. Total revenues were \$13 million, 70% of which was generated by the student health fee.

Significant opportunities for improvement existed in the areas of financial reporting, billing and receivables and in accountability and transfer controls over cash.



Enterprise Directory

The University's Enterprise Directory (Directory) was created in the fall of 2001 to consolidate multiple sources of directory information and to replace the Social Security Number as an identification number for students, faculty, and staff. The central database for the Directory has been integrated with a significant number of major applications at the University, providing a consistent source of directory information and allowing for self-service updating of addresses and telephone numbers.

The primary objective of this audit was to determine if the Directory is a secure and reliable enterprise directory system. Although good controls were observed for data integrity, exceptions were noted including duplicate records and various unreasonable values. Data quality standards had not been established or monitored.

ERP Position Backfill

The primary objective of this audit was to evaluate the status of positions and funds associated with staff assigned to the Enterprise Resource Planning (Bridges) Project. From the earliest implementation efforts, it was determined that full time and undiluted effort was necessary to meet the tight implementation schedule.

During the period of this audit, a total of 106 staff was associated with Bridges. Some units continued their operations without filling the positions vacated, but reorganized, reassigning duties to existing employees and/or eliminating business process steps. Overall, 86% of the positions were filled and 14% were left vacant. With the assignment and funding of twenty-two employees to Bridges, a total of \$1,403,436 salary funds became available to units. It was expected that 68% of the backfilled positions would be maintained after implementation.

Travel Funded by Support Organizations

The primary objective of this audit was to determine whether employee travel status is authorized and adequately documented when funded by direct support organizations and faculty practice plan corporations. University travel may be funded by state funds and funds from affiliated

organizations. Rules that governed travel funded by these affiliated organizations varied.

Generally, travel expenditures reviewed were authorized and adequately supported. University management agreed to evaluate the implementation of an institutional policy to provide consistency in travel policies and procedures, and promote an initiative to link travel funding in one standard travel form.

McKnight Brain Institute

The University of Florida McKnight Brain Institute (MBI) is a campus-wide program created to harness and enhance the multidisciplinary research, clinical case and educational skills to address the challenges brought on by nervous-system disorders. Over 300 faculty members from 51 academic departments and ten colleges are involved in research and educational programs in all aspects of basic, clinical and transitional neuroscience. The primary objectives of this audit were to evaluate the adequacy of select internal controls for MBI service centers, tangible personal property, and compliance with health and safety regulations.

Key controls over the MBI functions of service centers, property, and health and safety issues were adequate.



UF Foundation, Inc. Internal Control Review

The University of Florida Foundation (Foundation), as a direct support organization, supports University operations through fund raising and asset management. This report was issued in connection with the investigative review conducted during the second quarter of the period.



Key control elements in disbursement, check issuance and distribution, capitalization policy and procurement and inventory of assets needed improvement.

University Athletic Association, Inc. ERP Implementation

The University Athletic Association, Inc. (UAA) is a direct support organization of the University responsible for the intercollegiate athletics program. The primary objective of this audit was to evaluate internal controls in place associated with the implementation of the Enterprise Resource Planning system and to determine if the system provides for the integrity and reliability of information.

Overall, the business processes were designed utilizing good business practices and controls to ensure transactional integrity, accuracy and completeness. UAA management was very proactive and addressed many control comments and issues immediately.

Vascular Biology Working Group Educational Programs (MEDCON)

The College of Medicine initiated the Vascular Biology Working Group (VBWG) in 1994 to facilitate the dissemination of vascular biology research data to practicing physicians. Medical Education Consultants (MEDCON) was selected to administer VBWG. Since 1998, University of Florida Research Foundation disbursements to

MEDCON for these programs have exceeded \$43 million. Over 90 percent of grant funds received for VBWG programs were disbursed to MEDCON for program administration, totaling more than \$20 million.

The primary objectives of this audit were to evaluate the administration of the VBWG educational programs relating to compliance with educational grant terms, oversight of subcontractor selection and service delivery, timeliness and accuracy of financial reports, and compliance with industry guidelines and applicable University rules. Opportunities for improving controls in all areas of the review were identified and communicated.

Bridges Audits



The University of Florida Bridges Project group (Bridges) is charged with the PeopleSoft implementation. Bridges is a collaboration of key University employees and consultants. The implementation efforts began in the Fall of 2002.

General Ledger (GL) Design and Implementation

The primary objective of this audit was to evaluate whether the design and implementation of the GL component will ensure the integrity and reliability of system data. Roles and responsibilities had not been clearly delineated between the Controller's Office and Bridges for daily and monthly reconciliation of feeder systems to the budget and actuals ledgers, and monthly reconciliation of Financials and Payroll transactions to the EPM reporting database. Bridges management addressed these concerns during the course of the audit.

The critical processes and functionalities in GL were generally designed and implemented utilizing good business practices and controls to ensure transactional integrity, accuracy and completeness of transactions.

Asset Management Design & Implementation

The primary objective of this audit was to evaluate whether the design and implementation of Asset Management Systems (AMS) will ensure the integrity and reliability of information.

Although core users were not provided adequate

training in the generation and use of monitoring reports prior to implementation, controls were generally adequate to ensure appropriate segregation of duties, authorization of transactions and data integrity. The AMS design and implementation also facilitated compliance with internal and external reporting requirements.

Human Resources Management System Design & Implementation

The primary objective of this audit was to evaluate whether the design and implementation of the Human Resources Management System (HRMS) suite of applications will ensure the integrity and reliability of system data. Development of business procedures, reports and queries, and the process of assigning security roles, including associated end user training, was on-going at the time of implementation.

The critical HRMS processes and functionalities were designed and implemented utilizing practices and controls to ensure the integrity, accuracy and completeness of University transactions. The HRMS design and implementation also facilitated compliance with reporting requirements.

Data Conversion

The primary objective of this audit was to determine if the data conversion plans and processes for the Bridges systems ensure the integrity, accuracy, and reliability of information for implementation.

Errors in the conversion of some Asset Management data fields were acknowledged by Bridges Management and a correction plan was developed. Although ideal practices may not have been followed for every step, data was converted to meet the needs of the software and the University.

Vendor Relations Design & Implementation

The primary objective of this audit was to evaluate whether the design and implementation of the Vendor Relations (VR) components of Accounts Payable, E-Procurement, Purchasing, and Travel and Expenses would ensure the integrity and reliability of system data. Development of reports and queries to support monitoring activities, and assignment of security roles and related training were ongoing at the time of implementation.

Overall, the critical business processes and functionalities in VR were designed and implemented utilizing business practices and controls to ensure transactional integrity, accuracy and completeness of University transactions. The VR design also facilitated compliance with reporting requirements.

Technical Infrastructure

This audit was conducted as a joint effort with Canaudit, Inc., an auditing and consulting firm specializing in information control and security. The primary objective was to ensure that controls were in place over the installation, configuration, and security processes within the PeopleSoft application, the database server, and the application servers.

The audit concluded that server security was well implemented. Other security and installation issues were identified, ranked by priority, and reported to management. The highest priority issues were being followed up by OACR.

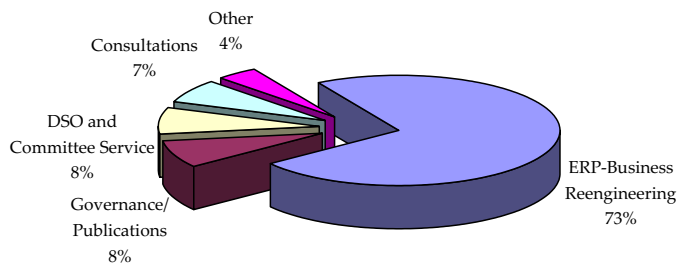
MANAGEMENT ADVISORY SERVICES

OACR is committed to provide proactive, preventive advice on internal controls, operations and compliance. Requests for management advisory services (MAS) usually come from various management levels throughout the university. The information provided through these services assists in decision making and in improving operations. Results of these types of services are usually communicated through management letters.

During fiscal year 2003-2004, 4,115 hours were spent on MAS. This represented 21% of available hours. OACR's participation in the Enterprise Resource Planning (ERP)-Business Reengineering Process accounted for the majority of MAS effort.

OACR actively provides consulting assistance, training and training tools, and post-audit assistance. The following chart illustrates the type of MAS performed and the percentage of time spent.

Effort Distribution



ERP-Business Reengineering

The ERP Project (Bridges) is a multi-year effort to improve University business processes. PeopleSoft systems provide the framework for integrated, web-based, real-time access to a wide range of University processes and information. Financial processes implemented include general ledger, procurement, travel and expense, customer relations, asset management, sponsored research and construction projects. Human resource processes implemented include human resource management, payroll processing, and time and labor data collection. PeopleSoft financial and human resource applications were implemented as of June 18, 2004. New student systems will be implemented in 2006.

ERP-Business Reengineering management advisory activities included:

- Participating in Advisory User Counsel, Stakeholder, Bridges Team, and Transition meetings,
- Researching governance requirements and best practices,
- Evaluating key elements of project management including whether the system implementation met the Vision Team's objectives,
- Evaluating security roles for adequate segregation of duties and providing guidance to end-users,
- Reviewing open issues and promoting their documented resolution,
- Developing and issuing key control summaries relating to asset management, cash and investments, billing and receivables, sponsored research, vendor

relations, human resources management and payroll,

- Contributing to the training materials incorporating internal control and record retention concerns,
- Developing a comprehensive transition audit program and,
- Reviewing the University's Transition Plan including the progress reports issued by transition team leaders.

We also issued position papers on business process reengineering internal controls and application access and security. Copies are available at <http://oacr.ufl.edu>.

Special Advisory Reviews

OACR provided proactive assistance on matters of internal controls, system design changes, and governance on the following areas:

Accounting for Program Revenues (College of Veterinary Medicine)

Safe Security (Division of Recreational Sports, College of Health & Human Performance)

CPA Firms Request for Proposal (Baby Gator, College of Education)

Trade & Barter Reports (WRUF AM/FM, College of Journalism & Communications)

Intern Participation Certificates (Office of Academic Affairs)

Office Accounting Procedures (College of Nursing)

Newsletter

Quarterly newsletters were distributed campus-wide with regular features that include highlights from projects and campus-wide issues. Copies are available at <http://oacr.ufl.edu>.

Post-Audit Assistance

We routinely provide support and guidance on the implementation of planned actions.

INVESTIGATIONS

The OACR receives complaints and allegations of fiscal improprieties from a variety of internal and external sources, including hotline calls, direct correspondence, and referrals from other university offices and state agencies. The investigative reviews conducted by OACR have dual objectives of responding to facts of allegations and addressing relevant fiscal and administrative control weaknesses. Where appropriate, recommendations for improvements of internal controls are communicated to management and are monitored for implementation.

In total, 2,862 hours, or 19% of available hours were committed to investigative efforts.

Significant issues from these reviews are summarized below.

• **Embezzlement**

It was determined that the UF Foundation Assistant Vice President for Administration-Finance altered checks for personal deposit, initiated disbursements to make payments to personal bank accounts and made personal purchases using UFF funds. As of December 2, 2003, the loss incurred totaled \$833,724. The Assistant Vice President's position was terminated as a result of these transactions and he is currently awaiting court proceedings for sentencing.

• **Resource Misuse**

Concerns were expressed to OACR regarding the possibility of resource misuse after an employee submitted a fictitious \$2,000 invoice and purchase order issued to his spouse.

Two instances of unsettled travel advances were identified which provided an employee with funds and a property purchase for personal benefit. Funds involved totaled \$10,338. University Police Department filed a sworn complaint against the employee for theft.

• **Inappropriate Service Contracts**

- ❖ Funds from a miscellaneous College of Medicine donors account were used to

place sub-recipient contracts with two non-profit organizations. The contracts, totaling \$1,032,111, were sham contracts based on faculty misrepresentations. The intent for placing the contracts with organizations where faculty had influence through their official role or through connections was to initiate the establishment of two endowed professorship chairs for the Department. All contract funds were returned to the University. While direct personal gain may not have been the major motivating factor, the faculty actions leading to these transactions were inappropriate and potentially criminal.

- ❖ OACR was alerted to concerns regarding the validity of fixed price contract payments made from two College of Medicine centers to a contracted sub-recipient. Payments, based on principal investigator certification of work performed, were not supported. The University initiated action for the return of these funds.

• **Conflict of Interest and Resulting Improprieties**

- ❖ A College of Medicine OPS employee, who owned a research consulting company that was contracted to provide service to the unit where he was employed, was inappropriately reimbursed for expenses. There was no clear separation between the work performed as an OPS employee and the work provided through the research consulting company. Proper supervisory attestation of time worked was lacking which made it impossible to verify actual hours worked. Inappropriate reimbursements totaled \$2,080 for travel and \$1,358 for telecommunication.
- ❖ A College of Liberal Arts and Sciences employee with a personal business and was permitted to use University resources in performing tasks for his personal business. While the employee had fulfilled the disclosure requirements, management did not establish an adequate monitoring plan to provide oversight for the activity to avoid apparent or perceived conflict of interest and resource misuse.

- ❖ A senior scientist in the College of Medicine hired and supervised his daughter and his unit purchased supplies from a company owned by his spouse. University procedures regarding the employment of relatives and disclosure of financial interest were not followed. The Department closed purchase orders and removed the vendor from the Department's vendor list.
- ❖ An employee in the College of Education hired and directly supervised her daughter as an OPS employee. University procedures regarding the employment of relatives were not followed. The daughter's employment was terminated.

management has taken appropriate action regarding reported audit comments.

Quarterly follow-up procedures were conducted throughout the year and their results were communicated to University management. For the report period, OACR staff expended 795 hours or 4% of available hours for follow-up reviews.

Table 5 summarizes the results of the follow-up activities as of June 30, 2004.

As reflected by the summarized information, management generally reacted timely and in an effective manner to implement audit recommendations and planned actions.

FOLLOW-UP

Audit reports include auditor's comments and planned actions developed and agreed to by the audit team and management and the estimated time for their implementation. Reports issued by the external auditors, including the Office of Auditor General and Office of Program Policy and Government Accountability, contain recommendations for which university management also provides a corrective implementation plan.

Standard 2500, *Standards for the Professional Practice of Internal Auditing*, promulgated by the Institute of Internal Auditors, requires that the internal auditor determine that

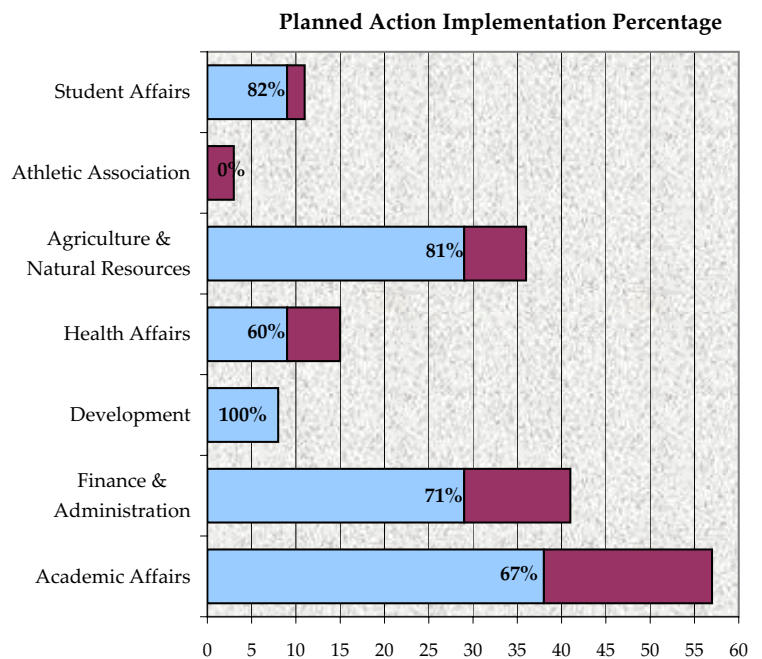


Table 5 - Follow-Up Activities

Oversight by	Followed Up	Implemented	In process	Not to be Implemented	Percent Implemented	Percent Implemented Prior Year
Academic Affairs	57	38	19	0	67%	79%
Finance & Administration	41	29	9	3	71%	87%
Development	8	8	0	0	100%	83%
Health Affairs	15	9	3	3	60%	100%
Agricultural and Natural Resources	36	29	7	0	81%	50%
Athletic Association	3	0	3	0	0%	
Student Affairs	11	9	2	0	82%	90%
University Oversight	171	122	43	6	71%	81%

The planned actions "Not to be Implemented" generally reflect changing conditions that render the plan obsolete.

OTHER ACTIVITIES

Professional Activities

OACR staff participated in various national initiatives, training and organizations including:

- Board member – Association for College and University Auditors (ACUA)
- Member – Institute of Internal Auditors
- Member – Association of Healthcare Internal Auditors
- Member – American Institute of Certified Public Accountants
- Member – ACUA Information Exchange Committee
- Member – IIA North Central Florida Chapter Steering Committee
- Treasurer – IIA North Central Florida Chapter
- Program Committee – IIA North Central Florida Chapter
- Board Member – IIA North Central Florida Chapter
- Web Master – IIA North Central Florida Chapter

University Service

During 2003-2004, OACR members participated in various university-wide initiatives and assignments including:

- Member – ERP General Ledger Committee
- Member – ERP HRMS Advisory User Council
- Member – ERP Vendor Relations Committee
- Member – ERP Vision Team
- Member – Information Technology Advisory Committee
- Member – UF Bridges Information Technology Advisory User Committee
- Member – Auxiliary Review Committee
- Participant – Bridges Enterprise Reporting Pilot Program
- Speaker – Information Technology Security Awareness (ITSA) Day



Table 6-Reports Issued 2003-04

TITLE	PERIOD	ISSUE DATE	REPORT NO.	PROJECT
IFAS-REC-Ft.Pierce	As of 5/31/03	11/05/03	UF-03-387-08	Internal Audit
IFAS Range Cattle REC Ona	As of 5/31/03	11/05/03	UF-03-415-18	Internal Audit
IFAS Fort Lauderdale REC	As of 5/31/03	11/19/03	UF-03-416-19	Internal Audit
IFAS Homestead Tropical REC	As of 5/31/03	11/19/03	UF-03-417-20	Internal Audit
Parking Administration Services - Decal Sales	As of 6/30/03	11/20/03	UF-04-397-01	Internal Audit
Student Health Care Center	As of 5/31/03	11/20/03	UF-03-389-10	Internal Audit
Enterprise Directory	As of 11/03	1/26/03	UF-03-396-17	Internal Audit
ERP-Position Backfill	As of 6/30/03	1/28/04	UF-04-399-03	Internal Audit
Travel Funded by Support Organizations	As of 3/31/03	2/03/04	UF-03-391-12	Internal Audit
McKnight Brain Institute	As of 6/30/03	2/09/04	UF-02-364-06	Internal Audit
IFAS Southwest REC	As of 9/30/03	3/18/04	UF-04-416-20	Internal Audit
UF Foundation, Inc. Internal Control Review	As of 9/15/03	3/25/04	UF-04-421-25	Internal Audit
University Athletic Association - ERP Implementation	As of 7/01/03	4/16/04	UF-04-407-11	Internal Audit
Vascular Biology Working Group Educational Programs (Medcon)	01/01/02 – 12/31/03	4/29/04	UF-04-414-18	Internal Audit
Technical Infrastructure - Bridges	As of 4/28/04	4/28/04	UF-04-409-13	Internal Audit
ERP Transition Certification	As of 6/17/04	6/21/04	72.200303	MAS
ERP Business Process Engineering	7/1/03 – 6/30/04	9/9/03 6/11/04	72.200401	MAS
General Ledger Design & Implementation - Bridges	As of 6/18/04	7/06/04	UF-04-404-08	Internal Audit*
Asset Management - Bridges	As of 6/18/04	7/23/04	UF-04-401-05	Internal Audit*
HRMS Design & Implementation Bridges	As of 6/18/04	7/26/04	UF-04-402-06	Internal Audit*
Vendor Relations - Bridges	As of 6/18/04	8/6/04	UF-04-400-04	Internal Audit*
Data Conversion – Bridges	As of 6/18/04	8/12/04	UF-04-406-10	Internal Audit*

* Substantially completed as of June 30, 2004.

CONTACTS & RESOURCES

The Office of Audit & Compliance Review works collaboratively and cooperatively with many other offices. Below is a partial listing of the contacts and resources used frequently.

State Auditor General

<http://www.state.fl.us/audgen/>
Gainesville Office: (352) 334-1740
Campus Office: (352) 392-5255

State Comptroller's Office

<http://www.dbf.state.fl.us/>
(850) 413-3100
Consumer Hotline: 1-800-848-3792
Get Lean Hotline: 1-800-GET LEAN

University Controller's Office

<http://fa.ufl.edu/>
(352) 392-1321

Florida Department of Education

<http://www.fldcu.org/>

UF Board of Trustees

<http://www.trustees.ufl.edu/>

Health Science Center Compliance

<http://www.med.ufl.edu/complian/>
(352) 265-8359

Division of Sponsored Research

<http://rgp.ufl.edu/research/>
(352) 392-1582

Institutional Review Board

<http://irb.ufl.edu/>

UF Contracts & Grants

<http://fa.ufl.edu/cg/>
(352) 392-1235

IFAS Sponsored Programs

<http://grants.ifas.ufl.edu>
(352) 392-2356

Engineering Contract & Grants

<http://www.eng.ufl.edu/home/cng/>
(352) 392-6626

University Athletic Association

<http://www.uaa.ufl.edu/>
(352) 375-4683

Equal Opportunity Programs Office

<http://www.aa.ufl.edu/aa/affact/>
(352) 392-6004

Ombudsman

<http://www.ombudsman.ufl.edu/>
(352) 392-1308

University of Florida Foundation

<http://www.uff.ufl.edu/>
(352) 392-1691

University General Counsel

<http://www.generalcounsel.ufl.edu/>
(352) 392-1358

University Police Department

<http://www.police.ufl.edu/>
(352) 392-1111

Shands Auditing

(352) 265-7969

University President's Office

<http://www.president.ufl.edu/>
(352) 392-1311

University Vice-President for Finance & Administration

<http://www.admin.ufl.edu/>
(352) 392-1336