



Attachment AAC – 1

MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD ADVISORY AUDIT COMMITTEE

Minutes August 7, 2024

CALL TO ORDER

The regular meeting of the Milwaukee Area Technical College District Board Advisory Audit Committee was held in open session on Wednesday, August 7, 2024 and called to order by Mr. Gale Pence at 3:01 p.m. in the Board Room, M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College (with virtual attendance an option).

A. ROLL CALL

Present: Gale Pence, Dennis Butler, Sharon Johnson and Katherine Reilly.

B. COMPLIANCE WITH THE OPEN MEETINGS LAW

Proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

C. APPROVAL OF MINUTES, May 2, 2024

The minutes were approved with no objections.

D. COMMENTS FROM THE PUBLIC

None.

E. ACTION ITEMS

None.

F. DISCUSSION ITEMS

1. Compliance Update

Mr. Christopher Morgan, Assistant General Counsel, provided a brief update on the evolving Title IX regulations since the May meeting. It was noted that they went into effect on August 1, but there are ongoing legal proceedings involving this legislation, and it is likely additional changes will be required at MATC. There have been 'drafts' provided to institutions of higher education to assist with adoption. MATC is currently reviewing against our current policies/procedures to determine changes needed. This transition is in-process, and completion is anticipated soon.

2. Internal Audit Update

Internal Audit (IA) – Brian Kubik, Manager-Internal Audit

- Risk Assessment – Mr. Kubik briefly introduced the topic of Identity Theft Protection, and the fact that Districts Mutual Insurance (the insurance cooperative serving the Wisconsin Technical College System) provides annual Risk Management Project Awards. In FY2024, MATC used that award to further protect user accounts. Mr. Kubik introduced Mr. Don Kasprzak, Director of Information Security at MATC, who joined the discussion. He explained that the funds were used to secure user accounts by looking into the active directory for any compromised passwords and tracking login dates. Regarding passwords, they are checked against known data breaches, and users with compromised passwords are prompted to change their password. Regarding login dates, any accounts not accessed for over 90 days are flagged for review. Additional conversation ensued regarding the use of CrowdStrike, which is one of four vendors approved by our insurer. Mr. Kasprzak shared a story related to the software blocking an 18-hour ransomware attack in 2021 linked to a phishing email. Finally, MATC's relationship with the Department of Homeland Security was discussed. DHS has opened up its services to all state and local government agencies, which allows for weekly scans of our network at no cost to the college.



- Audit Plan – The audit plan for FY2025 was discussed, and there have been no changes made since the May meeting. Three audits remain on the Plan, with draft findings from the Financial Aid review being discussed at this meeting. The other two audits (Program Viability and Data Quality) are both in the planning stage.
- Audit Results – Mr. Kubik introduced (background, scope and objectives) the Financial Aid review. There are four draft issues related to: Attendance Taking, FTC Safeguards Rule implementation, Course Start/End Dates, and Cohort Default Rates. Action plans and ownership of the action plans to address the issues have been drafted. Some vetting/agreement on the action plans/ownership has to be completed, as well as the due dates for completion of said action plans.
- Audit Follow Up – It was noted that through July 27, no action plans have been completed since the last Committee meeting. Updates on two open action plans were discussed, with closure expected soon.
- Share Knowledge – Mr. Kubik shared the results of Internal Audits two survey tools (the annual Governance & Leadership Survey, and the Customer Satisfaction Surveys, which are sent out after the completion of each risk-based audit) with the Committee. Data showing trending over the past three years, as well as detail by question was provided.
- Share Knowledge - Regarding the Advisory Audit Committee Charter, the background for these assessments was shared, and the final assessment document for FY2024 and the first for FY2025 was shared. Mr. Kubik noted that his observation was that the Committee had met all of its Charter requirements for FY2024.

G. Information Items

None.

H. Old Business/New Business

a. Date of Next Meeting:

The date and time of the next meeting will be Wednesday, November 6 at 3:00 p.m.

Adjournment

The meeting adjourned at 3:57 p.m.

Respectfully submitted,
Jolene Arnold
Executive Assistant, Finance & DEI