

April 12, 1997

MEMORANDUM

TO: The Audit Committee:

Franklin K. Birckhead, Chair
Champ Clark
Terence P. Ross
Henry L. Valentine, II
Hovey S. Dabney, Ex Officio

and

The Remaining Members of the Board:

John P. Ackerly, III	Charles F. Irons
Charles M. Caravati, Jr., M.D.	C. Wilson McNeely, III
William G. Crutchfield, Jr.	Albert H. Small
William H. Goodwin, Jr.	Elizabeth A. Twohy
T. Keister Greer	Walter F. Walker
Elsie Goodwyn Holland	James C. Wheat, III

FROM: Alexander G. Gilliam, Jr.

SUBJECT: Minutes of the Meeting of the Audit Committee
on Saturday, April 12, 1997

The Audit Committee of the Board of Visitors of the University of Virginia met, in Open Session, at 9:05 a.m., Saturday, April 12, 1997, in the East Oval Room of the Rotunda; Franklin K. Birckhead, Chair, presided. Champ Clark, Terence P. Ross, Henry L. Valentine, II, and Hovey S. Dabney, Rector, were present. Also present were John P. Ackerly, III, Charles M. Caravati, Jr., M.D., William G. Crutchfield, Jr., William H. Goodwin, Jr., T. Keister Greer, Mrs. Elsie Goodwyn Holland, C. Wilson McNeely, III, Albert H. Small, Ms. Elizabeth A. Twohy, Walter F. Walker, James C. Wheat, III, and Charles F. Irons. Also present were John T. Casteen, III, Alexander G. Gilliam, Jr., Paul J. Forch, Ms. Barbara J. Deily, Leonard W. Sandridge, Jr., Peter W. Low, Ernest H. Ern, Robert D. Sweeney, Ms. Polley Ann McClure and Ms. Jeanne Flippo Bailes.

The Chair asked Ms. Deily, Director of Audits, to present the Agenda.

Ms. Deily discussed the goals of the Audit Department. There have been two major changes which have affected the work of the Department, she said: delegation of authority and process simplification. The state has delegated certain authority to the University and the University has delegated authority to individual departments. This has entailed some risks from an auditor's point of view. As for process simplification, the Audit Department finds itself acting both as control and as consultant.

Ms. Deily noted, too, there have been enormous developments in technology that the Department must keep abreast of.

Ms. Deily said the Audit Department has two goals: to do the best job possible and to do this job effectively and efficiently with a minimal amount of resources. She outlined the strategies to attain these goals.

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On motion, the Committee went into Executive Session at 9:15 a.m., resumed in Open Session at 9:30 a.m., and, on further motion, adjourned.

AGG:jb

Copies to: Mr. John T. Casteen, III
Mr. Paul J. Forch
Dr. Robert W. Cantrell
Mr. Peter W. Low
Mr. Leonard W. Sandridge, Jr.
Mr. Robert D. Sweeney
Mr. Ernest H. Ern
Mr. William W. Harmon
Ms. Colette Capone
Ms. Polley McClure
Dr. Don E. Detmer
Mr. Terry Holland
Mr. L. Jay Lemons
Ms. Louise Dudley