Umich Audit Checklist

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Governance & Leadership
☐ Board oversight effectiveness
☐ Presidential authorities
Delegation of authority
☐ Policy development process
☐ Strategic planning alignment
☐ Risk management framework
☐ Ethics and compliance program
Conflict of interest management
☐ Transparency and accountability
☐ Shared governance structure
Committee effectiveness
☐ Decision-making processes
Academic Affaire
Academic Affairs
Academic program quality
Faculty appointment procedures
Tenure review processes
☐ Sabbatical leave management
Course load standards
Academic freedom policies
Curriculum development
☐ Program assessment
Accreditation maintenance
Academic integrity
Grade appeals process
Degree audit accuracy
Student Affairs & Services
☐ Enrollment management
Admissions integrity
Financial aid administration
Student conduct procedures
Residence life operations
☐ Student health services
☐ Counseling center operations
☐ Recreation services

☐ Student union management☐ Greek life oversight☐ International student services☐ Veterans affairs	
Research Administration	
 □ Sponsored research compliance □ Research misconduct procedures □ Laboratory safety □ Biosafety protocols □ Radiation safety □ Chemical safety □ IRB operations □ IACUC compliance □ Clinical trials management □ Technology transfer □ Research data management □ Subrecipient monitoring 	
Financial Management	
Budget development process Financial reporting accuracy Internal control environment Cash management Investment oversight Debt management Capital planning Cost allocation methods Indirect cost recovery Auxiliary operations Foundation relationships Financial system controls	
Information Technology	
☐ IT governance structure ☐ Cybersecurity program ☐ Data privacy protection ☐ System development lifecycle ☐ IT asset management ☐ License compliance ☐ Disaster recovery planning ☐ Help desk operations ☐ Network management ☐ Application controls ☐ User access management	

☐ IT training programs			
Human Resources			
Recruitment processes Onboarding procedures Compensation administrat Benefits management Performance evaluation Professional development Succession planning Labor relations Workplace safety Leave administration Separation procedures HR information systems			
Facilities & Operation	ons		
Campus master planning Construction management Deferred maintenance Space management Utilities management Transportation services Parking operations Environmental health safe Emergency management Sustainability initiatives Accessibility compliance Property management			
Compliance & Risk			
Federal compliance State compliance Clery Act compliance Title IX compliance ADA compliance HIPAA compliance FERPA compliance NCAA compliance Environmental compliance Export controls Minors on campus International activities	e		

Development & Alumni ☐ Gift acceptance policies Donor stewardship ☐ Campaign management Alumni engagement ☐ Foundation governance ☐ Endowment management Fundraising ethics ☐ Gift processing ☐ Pledge management □ Recognition programs Database integrity ☐ Advancement services **Public Relations** ☐ Brand management ☐ Crisis communication ☐ Social media governance Publications standards Community relations ☐ Government relations Internal communications

☐ Public records requests

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