

TEMPLE UNIVERSITY

POLICIES AND PROCEDURES

Title:	Management Audit and Compliance Committee
Policy Number:	05.20.11
Issuing Authority:	Office of the President
Responsible Officer:	Vice President of Finance and Treasurer
Date Created:	January 18, 2001
Date Last Amended/Reviewed:	November 2022
Date Scheduled for Review:	July 2024
Reviewing Offices:	Office of the Vice President of Finance and Treasurer

Scope of Policy & Rationale

This policy details the charge and membership of the Management Audit and Compliance Committee (MACC).

The University is committed to maintaining a culture of compliance and responsibility in which its staff, faculty, postdoctoral researchers, students, and volunteers conduct themselves in accordance with the highest standards of honesty and integrity. As part of this commitment, the University seeks to ensure that members of the community are aware of, understand, and comply with applicable laws, rules, regulations, policies, and procedures. The University also seeks to promote ethical conduct and prevent, detect, and remediate any instances of non-compliance or unethical behavior.

Charge of the Management Audit and Compliance Committee

Audit

Responsibility for the audit function rests in the Department of Internal Audits, an independent function reporting directly to the Board of Trustees through the designee(s) of the Chair. Internal Audits' mission is to provide quality, independent evaluations and strengthen the control structure over financial, operational and information systems of designated Temple University activities as a service to Temple University and the Board of Trustees in the exercise of their fiduciary responsibilities by rendering objective appraisals, analyses, suggestions, counsel, and information. The mission of the MACC is to provide central administrative support and to promote excellence in the University's audit function, subject to the authority and policy directives of the Compliance, Audit, and Risk Committee of the Board of Trustees. The MACC's specific responsibilities with respect to audit are as follows:

1. Recommend to the President a schedule of internal audits in prioritized order.
2. Receive and review internal audit reports.
3. Review policies and procedures of the Department of Internal Audits.
4. Review functioning of the Internal Audit Program.

5. Receive and review periodic follow-up reports that monitor management's implementation of corrective actions resulting from audits.
6. Perform any other activities consistent with this charge, as the MACC, Associate Vice President and Chief Audit Officer, or the Compliance, Audit, or Risk Committee of the Board of Trustees deems necessary or appropriate.

Compliance

Responsibility for the university-wide ethics and compliance program rests in the University Ethics and Compliance Office, an independent function reporting directly to the Board of Trustees through the designee(s) of the Chair. The Ethics and Compliance Office works with all academic and administrative units throughout the university to: (i) prevent, detect, and correct misconduct; (ii) identify, analyze, and mitigate enterprise risks; and (iii) foster a culture of integrity and high ethical standards. The mission of the MACC is to provide central administrative support to and to promote excellence in the University's ethics and compliance efforts, subject to the authority and policy directives of the Board of Trustees. The MACC's specific responsibilities with respect to ethics and compliance are as follows:

1. Provide support, advice, and guidance to the Chief Compliance Officer regarding the operation and structure of the ethics and compliance program.
2. Periodically review the status of the program, results of its activities and provide recommendations for improvement.
3. Follow-up on material reports of non-compliance identified by the Chief Compliance Officer as requiring MACC involvement to ensure that appropriate corrective or disciplinary actions have been taken.
4. Review the status of the Enterprise Risk Management initiative and the completion of departmental compliance risk assessments.
5. Perform any other activities consistent with this charge, as the MACC, Chief Compliance Officer, or the Compliance, Audit, and Risk Committee of the Board of Trustees deems necessary or appropriate.

MACC Membership and Staffing

The following persons shall be members of the MACC:

1. Senior Vice President and Chief Operating Officer
2. Vice President and Provost
3. Vice President of Finance and Treasurer (Chair)
4. Vice President for Information Technology
5. Vice President for Student Affairs
6. Vice President for Research

The following persons or their designees shall provide administrative support to the MACC:

1. Chief Compliance Officer
2. Associate Vice President and Chief Audit Officer
3. University Counsel
4. External Auditor (as needed)

Notes

1. History

Management Audit Committee established by the President on December 17, 1982.

Reconstituted by Presidential memorandum dated February 4, 1991.

Last Amended;

Policy enacted on January 18, 2001; revised membership to reflect then-current organizational structure and titles, and revised charge to include identification of risk areas and periodic reviews of audit compliance.

Policy revised August 12, 2015, to reflect the then-current organizational structure and titles.

Policy revised January 2017 to expand charge to include administrative oversight of compliance program, and to reflect then-current organizational structure and titles.

Policy revised August 31, 2020, to reflect the establishment of the University Ethics and Compliance Office as an independent function.

November 2022: Updated to reflect current Bylaws and job titles.

2. Cross References

None