

Proposed FY 2025 Internal Audit Plan (9/1/24 – 8/31/25)

| | Project Type | Potential Audit Focus Description | Est. Hours |
|---|---|--|------------|
| 1 | Advising Audit | Evaluate the Alamo Colleges' academic and career advising practices to ensure it provides consistent student support levels. | 700 |
| 2 | Grant Management Audit | Assess the adequacy and effectiveness of governance, risk management, and oversight processes in ensuring the efficient and effective administration of grants. | 400 |
| 3 | Diversity, Equity, and Inclusion Compliance (Mandatory) | Assess compliance with Senate Bill 17 (Known as the "Responsibility of Governing Boards Regarding Diversity, Equity, and Inclusion Initiatives"). | 300 |
| 4 | Salesforce System Audit | Assess data quality and integrity and evaluate processes and configuration. | 600 |
| 5 | Change Management Audit (Information Technology) | Assess the effectiveness of the Information Technologies' change management process to ensure it is controlled, monitored, and complies with industry-leading practices. | 500 |



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|----|--|---|------------|
| 6 | Investigations / Special Requests | Perform and assist with investigations and special requests. | 1,040 |
| 7 | Internal Quality Assessment Review | Perform and report on Internal Audit Quality Assurance Improvement Program (QAIP) Self-Assessment. | 200 |
| 8 | Periodic Monitoring Program | Establish a formal data analytics program using ACL Analytics that focuses on mitigating fraud risks. | 400 |
| 9 | Follow-up Reviews | Follow-up on completion of audit action plans. | 120 |
| 10 | Implementation of new Auditing Standards | Update policies and procedures and implement processes changes for new IIA Auditing Standards. | 200 |
| 11 | Carryforward | For completion of audits still outstanding from the FY 2024 Audit Plan | 300 |
| | Total | (*Hours adjusted due to retirement and planned leave) | 4,760* |



Proposed Alternate and Future Projects

| Project Type | Preliminary Audit Focus Description |
|---|--|
| Benefits Funds Disbursement Audit | Assess adherence to rules, accuracy, efficiency, and effectiveness of Alamo Colleges' benefits programs. |
| Budgeting Audit | Evaluate Alamo Colleges' annual budget design and processes used for planning and forecasting. |
| Third-Party Vendor Audit | Ascertain if Alamo Colleges processes an efficient governance, risk management, and control framework for handling risk for outsourced services. |
| HR – Banner Employee Position Control Audit | Evaluate the position control processes and ensure controls are operating as management intends. |
| Student Admission Cycle Time (by Sub-Process) | Determine whether controls exist for student application initiation, data capture, workflow, and exception processing. |

