FLORIDA
AGRICULTURAL AND MECHANICAL
UNIVERSITY

BOARD OF TRUSTEES

OPERATING
PROCEDURES

Adopted September 24, 2001
Amendment Notes are provided as Appendix B
4.2.1 **Academic Affairs Committee** - The Academic Affairs Committee shall be responsible for oversight of educational policies and programs. It shall review and consider policies relating to new and existing degree programs, instruction, research, and continuing education, conditions affecting recruitment and retention of faculty members, including tenure, academic freedom and academic responsibility, codes of conduct and appropriate penalties for violations of University rules pertaining to academic dishonesty, and student admissions. It shall make recommendations to the Board on these and other matters referred to it by the Board. It shall make reports to the Board.

4.2.2. **Audit and Compliance Committee** - The Audit and Compliance Committee shall be responsible for reviewing and recommending to the Board policies affecting internal controls, accountability and audit. The Audit and Compliance Committee shall have access to internal and external auditors to assess their performance, the scope of audit activities and the adequacy of the system of internal accounting controls to ensure compliance with state and federal laws, regulations and requirements. Internal auditors shall report to the President for administrative support and shall report to the Board as to the process and content of their internal audit reports. The committee shall make reports to the Board. The committee’s responsibilities shall include, but not be limited to:

1. Reviewing internal audits of the University;
2. Reviewing external audits performed by the State Office of Auditor General and other independent auditors, together with the University’s responses and corrective actions;
3. Advising the Board on all aspects of internal and external audit and the adequacy of accounting procedures, systems, controls, and financial reporting in accordance with laws and regulations of the state;
4. Reviewing compliance reports of the University of all laws and regulations pertaining to matters such as research, environment, occupational health and safety, fiscal affairs, including the system of reporting established by the University;
5. Recommending changes to the Audit Charter

4.2.3 **Budget/Finance Committee** - The Finance Committee shall be responsible for oversight of all policies relating to the financial affairs of the University. It shall review and consider the annual budget and requests for appropriation of funds for the University as prepared by the President, policies relating to the external financing of projects, and the schedule of tuition, fees, and other student charges, and make recommendations to the Board on these and other matters referred to it by the Board. This committee also shall monitor the University’s financial