Appendix - November 18-19, 2021 Regular Board of Regents Meeting

UNTS Acronym List

UNTS Acronym List rv 3.3.21.docx

AUDIT AND FINANCE COMMITTEE

FY21 Consolidated Annual Financial Report and FY22 Early
Insights Report

FY21 Consolidated Annual Financial Report and FY22 Early
Insights Backup

Consolidated Compliance Background Report June 2021-August
2021

Consolidated Compliance Background Report

UNT System Acronym List

ACT	American College Testing: a standardized test used for college admissions
ASF	Assignable Square Feet
AUX	Auxiliary Reserves
BOR	Board of Regents
BSC	Business Service Center
BSS	Business Support Services
CAE	Chief Audit Executive
CAFR	Comprehensive Annual Financial Report
CIA	Chief Internal Auditor
CIP	Capital Improvement Plan
CIP	Construction in Progress
CM	Construction Manager
CMAR	Construction Manager at Risk
CO	Change Order
COL	College of Law
CP	Commercial Paper
DEI	Diversity, Equity and Inclusion
FTE	Full Time Equivalent: generally used in reference to Full Time Student Equivalent (FTSE) but can also be used in reference to Full Time Faculty Equivalent (FTFE). See FTSE or FTFE below for definitions.
FTIC	FirstefTf 1 0I 3.8I66 Tm [ )] Time Student

ec.o 6m   [v 1 0n h

FTSE   Full Time Student Equivalent: is computed by dividing headcount enrollment by a set number of semester credit hours based on the rank of the student (Undergraduate FTSE = 15 SCH; Masters and Special Professional FTSE = 12 SCH; Doctoral FTSE = 9

Backup Materials

Expenditures

Capital Expenditures	600,000		105,096,068	105,696,068	141,111,179
Scholarships, Exemptions & Financial Aid	-	37,000	-	37,000	142,013,094
Cost of Goods Sold	-	-	-	-	9,693,441
Debt Service - Principle	-	-	48,970,000	48,970,000	48,970,000
Debt Service - Interest	-	-	32,025,839	32,025,839	32,356,814
Federal and State Pass-Through Expense	-		-	-	8,482,633
Other Expenditures	-	336,000	-	336,000	43,835,858
Expenditures	**1,209,300**	**392,000**	**186,091,907**	**187,693,207**	**1,284,237,824**

All $ presented as thousands
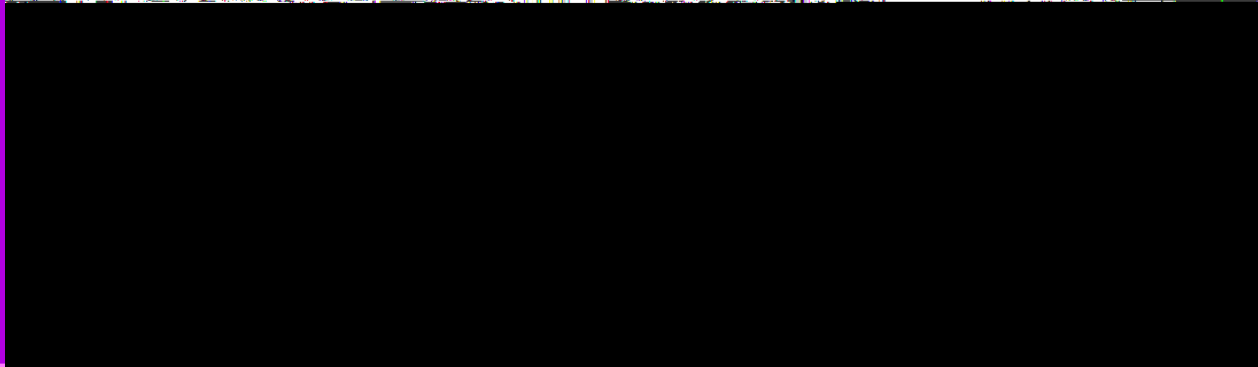
Q4 Revenue

6.6% increase

- Total revenue increased by $19.3m/6.6%.
  - Tuition and Fees increased by $2.8m/8.5%;
  - Sales of Goods and Services decreased by $1.5m/2.9% but ended better then budget due to 1115 Waiver Program;
  - Grants and Contracts increased by $16.4m/26.6% due to Tarrant County contract.

Q4 Expenses

7.4% increase

- Total expenses increased by $17.9m/7.4%.
  - Personnel Costs increased slightly by $1.2m/0.9%;
  - Maintenance & Operations increased by $15.3m/17.1% due to higher grant and contract activity;
  - Scholarships increased $0.5m/107.1%.

				Variance ($000's)	Variance (%)
REVENUES					
Net Tuition and Fees	34,750	33,150	30,327	2,822	8.5%
Sales of Goods and Services	46,500	53,552	55,089	(1,538)	-2.9%
Grants and Contracts	47,500	61,421	45,061	16,360	26.6%
State Appropriations	108,158	108,522	108,866	(344)	-0.3%
All Other Revenue	29,251	37,072	35,081	1,992	5.4%
Total Revenues	**266,159**	**293,718**	**274,425**	**19,293**	**6.6%**
EXPENSES					
Personnel Costs	143,100	144,985	143,750	1,236	0.9%
Maintenance & Operation Costs	73,843	89,413	74,094	15,319	17.1%
Scholarships, Exemptions and Financial.	689	161.269	160.994		

Q4 Revenue

- Total revenue increased by $15.2m/17.0%.
  - Tuition and Fees increased by $3.0m/9.9% despite negative impacts due to COVID-19;
  - Grants and Contracts increased $12.3m/46.6% due to CARES II funding;
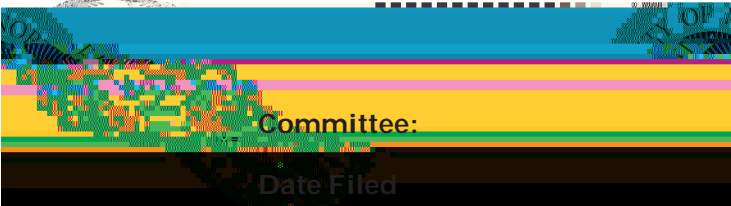 - All other revenue increased by $1.6m/32.2%.

Q4 Expenses

- Total expenses increased by $7.9m/11.5%.
  - Personnel Cots increased by $2.8m/7.4% in order to support enrollment growth;
  - Maintenance & Operations increased $1.9m/15.8% due to Winter storm repairs;
  -

Q4 Revenue

Background Report

Title: UNT System Consolidated Quarterly Compliance Report June 2021-August 2021

Background:

This report presents the quarterly compliance program activities for the University of North Texas System, University of North Texas, University of North Texas Health Science Center and the University of North Texas at Dallas from June 1, 2021 through August 31, 2021. Regular reporting of compliance program content and operations to the UNT System Board of Regents is required by the United States Sentencing Commission's Federal Guidelines §8B2.1(b)(2)(A).

This quarterly report has been consolidated to reflect the compliance activities for all UNT System components. This report reflects the actions that management and each compliance function has taken to manage their highest compliance risks.

Financial Analysis/History:

This is a report item only.

_____
Vice Chancellor for Finance

Legal Review:

This item has been reviewed by General Counsel.

Alan Stucky
Digitally signed by Alan Stucky
Date: 2021.11.10 08:58:39 -06'00'

_____
Vice Chancellor/General Counsel

Schedule: N/A

No action required. Information only. Submitted by:

_____
Tim Willette
Chief Compliance Officer

Ninette Caruso
Digitally signed by Ninette Caruso
Date: 2021.11.10 11:04:53 -06'00'

_____
Chief Audit Executive

Lesa B. Roe
Digitally signed by Lesa B. Roe
Date: 2021.11.09 18:20:07 -06'00'

_____
Chancellor

Attachments Filed Electronically:

- UNT System Consolidated Quarterly Compliance Report: June 2021-August 2021

OVERVIEW

action. Two cases were determined to have insufficient information. The remaining case was unsubstantiated.

Auditing and Monitoring

UCE's review of HIPAA covered components at UNT for compliance with UNT's Protected Health

FY20 RISK ASSESSMENT- Q4 PROGRESS

UCE has modified its work plan for the additional burden involved with the COVID-

ASSOCIATED CHARTS/APPENDIX
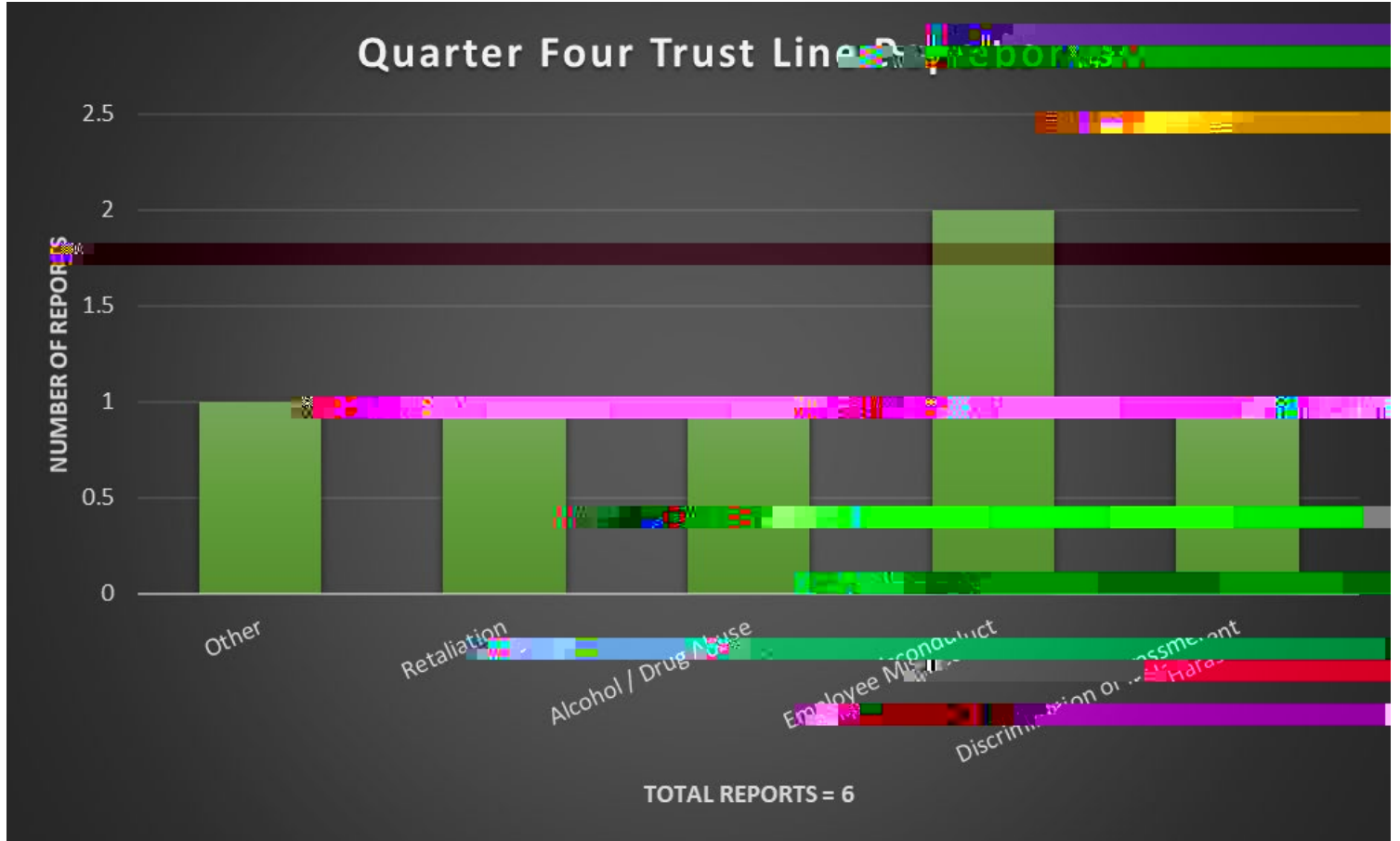
Quarterly Compliance Report

FOURTH QUARTER FY 2021

Submitted by
Desiree Ramirez, CCEP, CHC
Senior Vice President and Chief Integrity Officer

Appendices

Student Annual Training
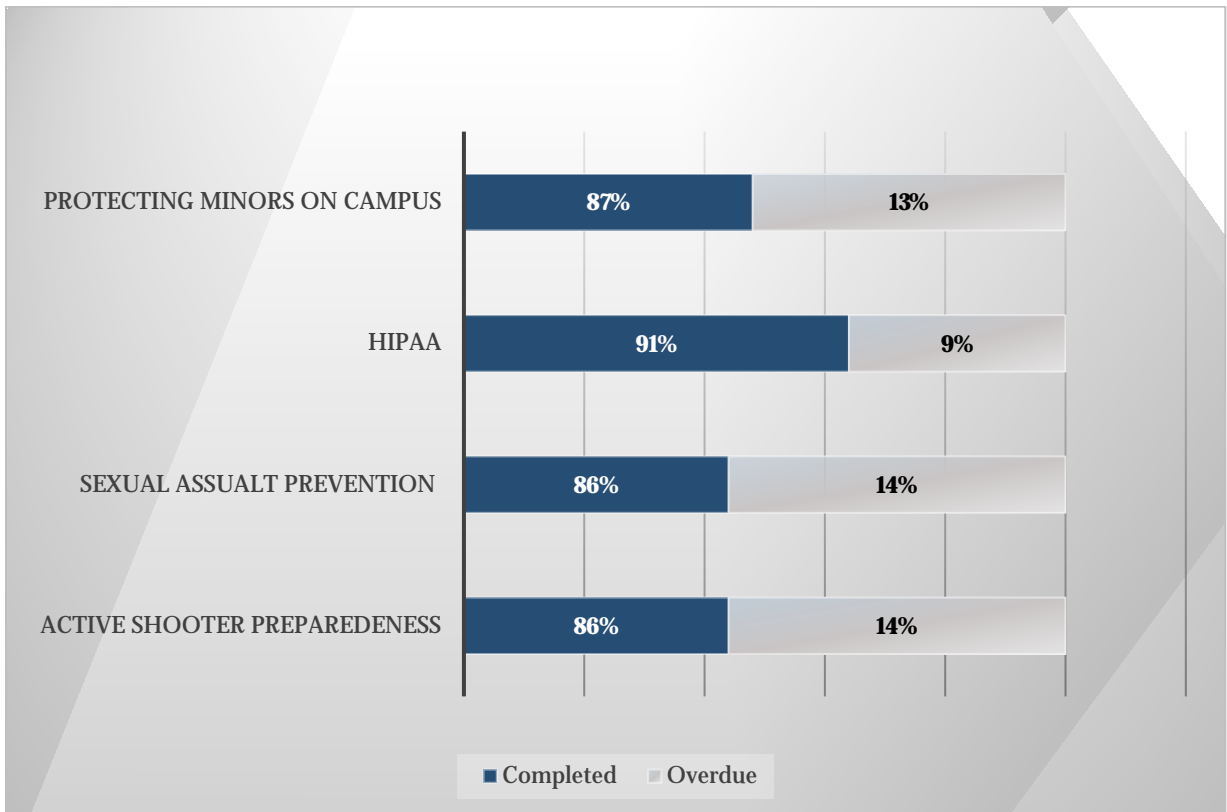
Employee Trainng
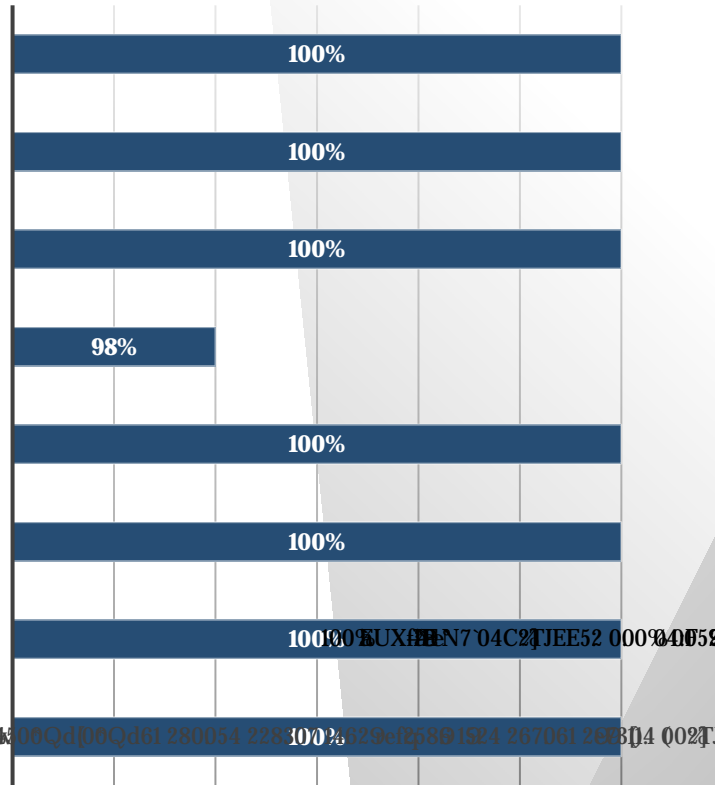
Fourth Quarter Investigations FY 2021

THEFT OF TIME	(1) 20%
PATIENT RIGHTS	(1) 20%
CONCERN/INJURY	(3) 60%

■ cases
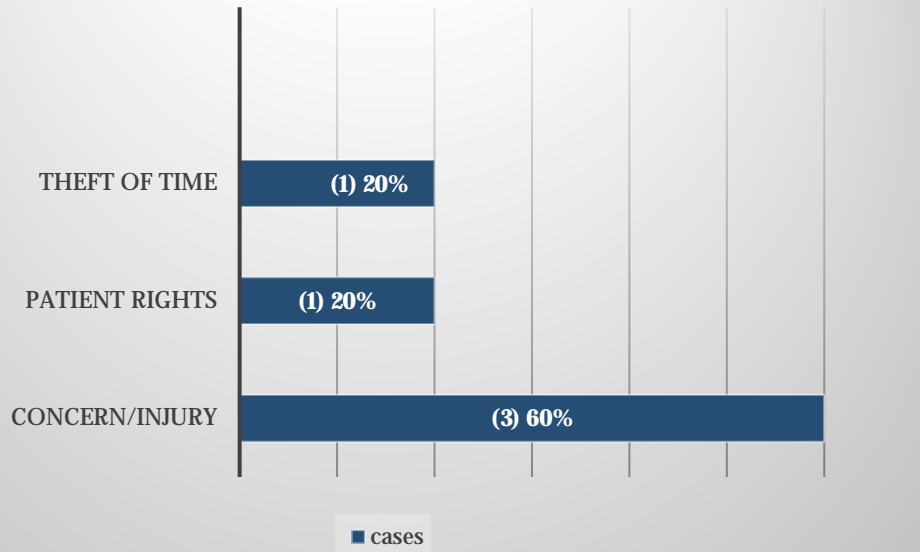
Fourth Quarter Outcomes FY 2021

UNSUBSTANTIATED	(1) 20%
REFERRED	(2) 40%
INSUFFICIENT INFORMATION	(2) 40%

■ cases
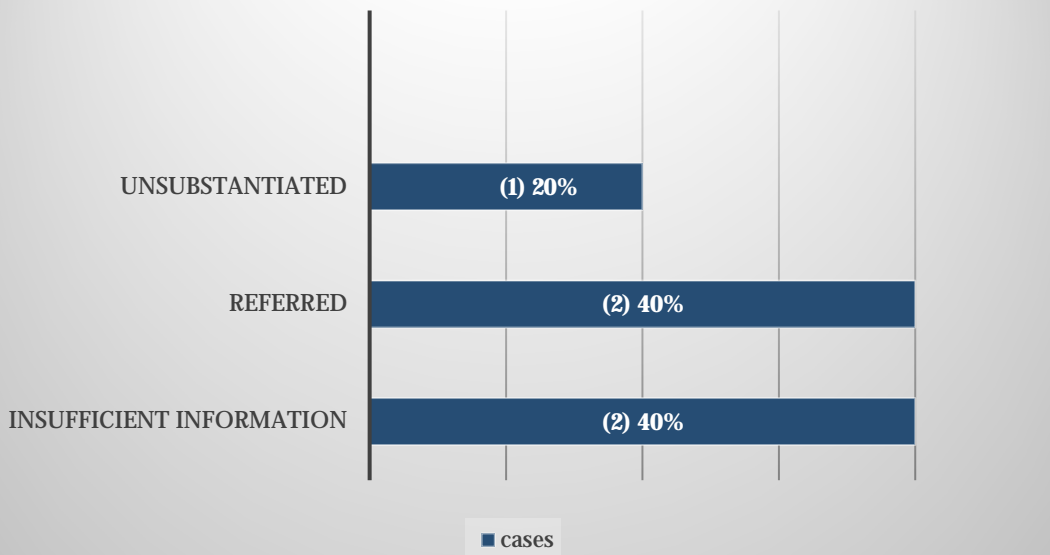
FY21 Workplan
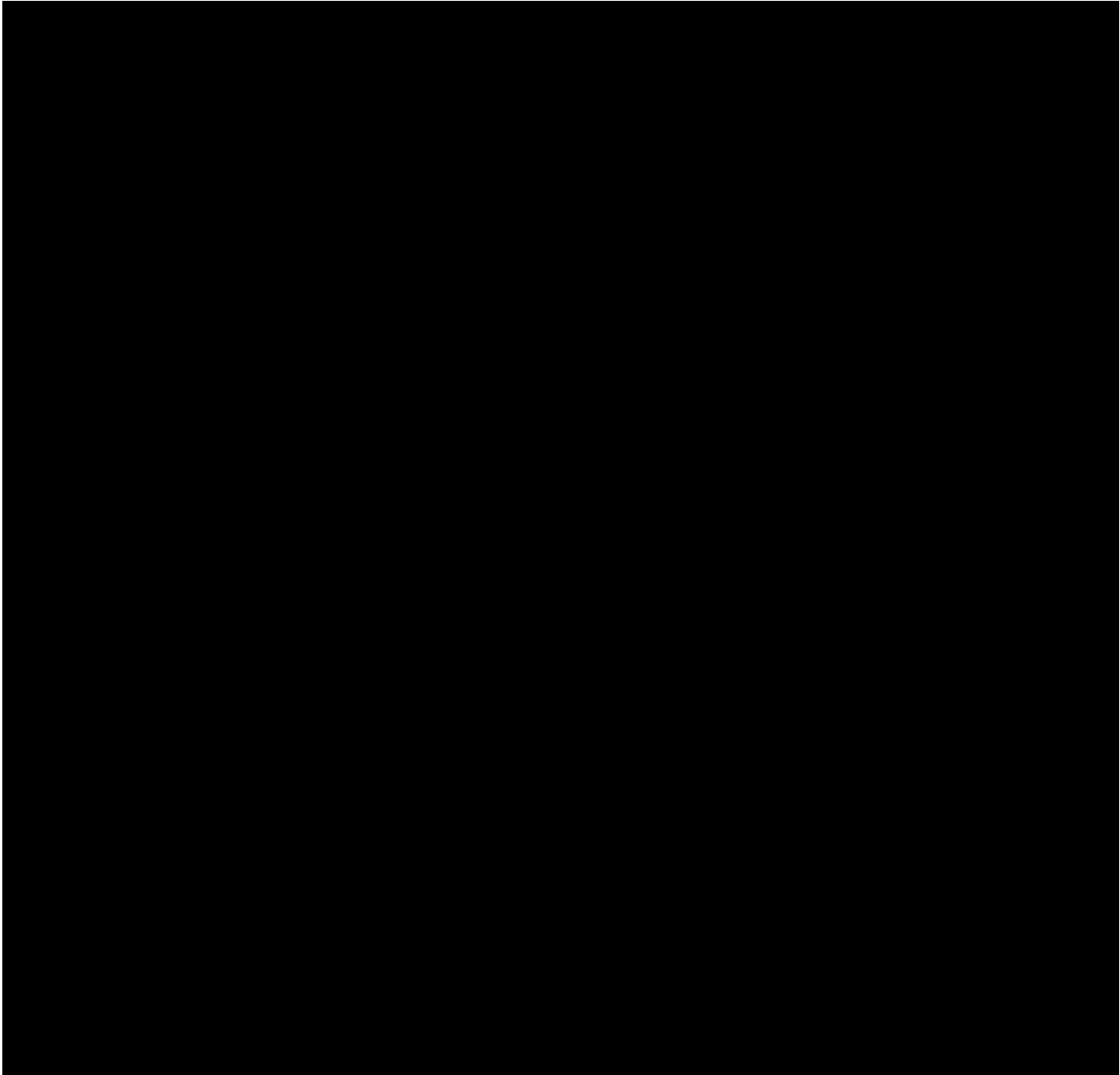
Integrity Based Approach

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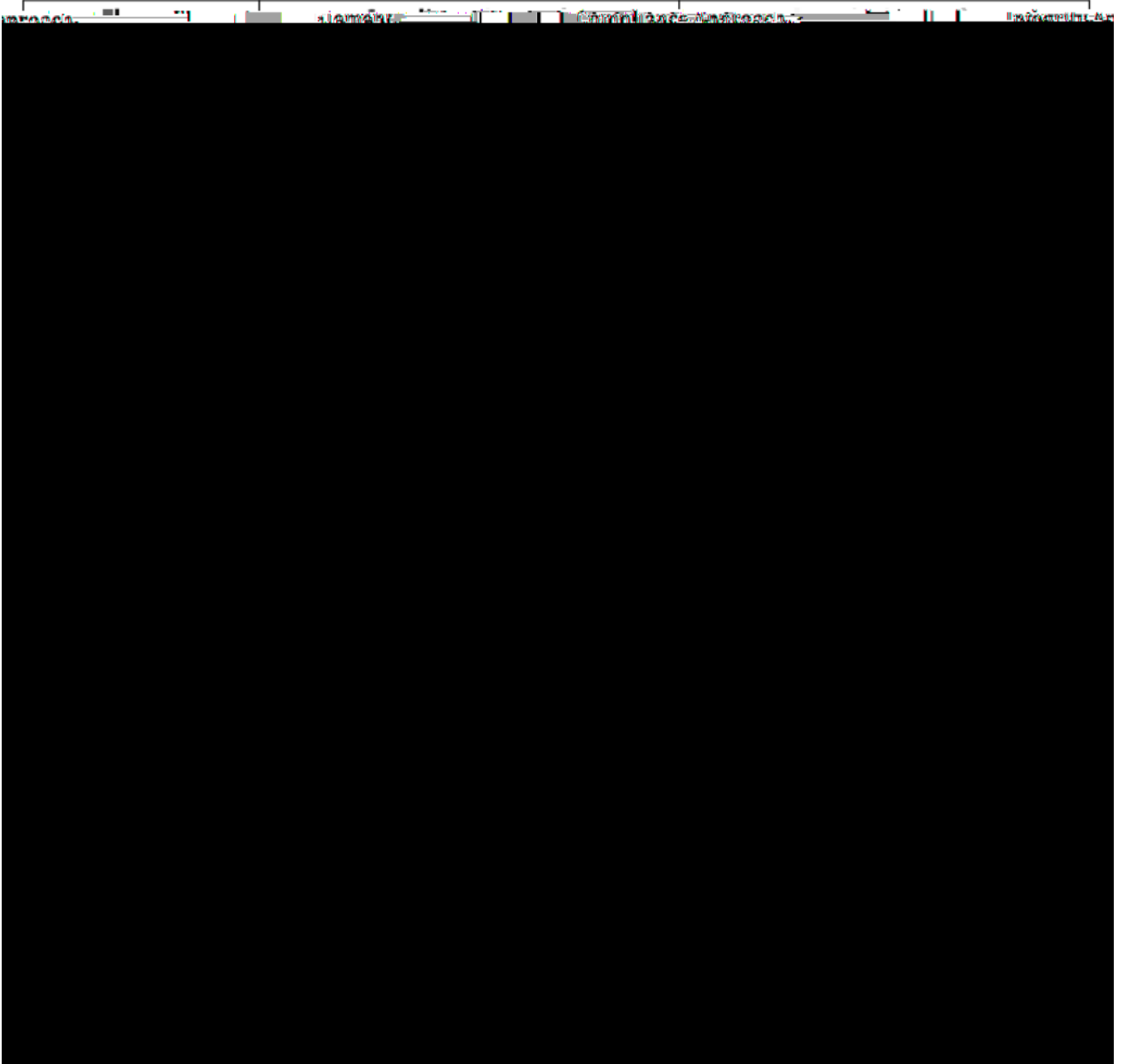
Objectives	FY21 Summary & Highlights of Compliance Activities
Active Oversight	¢ Engaged leadership focused on responsive & supportive guidance ¢ Cabinet & Executive Council regularly updated on progress of CRWP
Policies, Standards, & Code of Conduct	¢ Policy Tech prepared for live use with migration from legacy database ¢ Policy Director revamped policy review process ¢ Policy Advisory Group actively engaged in review of updates to policies
Education & Training	¢ Coordinating implementation of annual C&E training curriculum ¢ Establishing process to assign mandated training to designated employees ¢ Put in place tools to monitor & record course activities ¢ Tracking completion rates for C&E/PDH/TIX training with follow up
Open Communications	OIC collaborates with Marketing & Communications in providing timely compliance information, including announcements regarding upcoming mandated training.
Monitoring & Auditing	¢ OIC working with stakeholders in successfully responding to audit recommendations. ¢ Compliance engaged with implementation of system-wide COI/COC application.
Enforcement Standards & Disciplinary Guidelines	OIC is conducting annual review of investigation processes.
Response & Prevention	10 Trust Line Cases/2 Substantiated Cases/3 Closed Cases

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Compliance Targeted Areas

Compliance & Integrity Program /
Institutional Training

Investigation Processes/
Title IX Program

ADA Accommodations

NAIA Compliance

UNT Dallas is committed to having in place an effective records retention management program.

Records Retention Management

Quarterly Compliance Report
FY21 Q3

Submitted By

Tim Willette

Introduction

The Office of Institutional Compliance (OIC) at the University of North Texas (UNT) System Administration (SA) functions to assist in regulatory oversight, a compliance program that fosters a culture of ethical, lawful, and responsible conduct of every employee. To that end; the OIC identifies, assesses, and monitors a wide range of existing and emerging compliance risks. Working closely with leadership is critical, requiring the Chief Compliance Officer (CCO) to actively engage each of the

The primary objective of the Program is to foster a culture of collaborative compliance. The CCO is responsible for managing and overseeing the Program at UNT SA.

Since mid-March of 2020, the OIC has focused primarily on those compliance risks associated with the impact of the COVID-19 pandemic. During this quarter, most operations function remotely. Chancellor Roe continues to hold daily briefings with key stakeholders, sharing information about emerging federal, state, and local requirements. All these requirements affect operations. Having an informed and engaged organization has been key in continuing to meet the mission of the University. This includes communicating an on-going awareness of and adherence to UNT System Regulation 02.1000; Compliance and Integrity Program, as well as the seven Federal Sentencing Guideline Objectives (FSGOs) listed below.

Active Oversight

The OIC strives to engage leadership in promoting a culture of compliance throughout the University. A YYh]b[˙k YY_`mžh\Y˙7\UbW`˙cf g˙7UV]bYh]XYbh]Z ies, communicates, and assesses emerging risks. These meetings may include periodic discussions touching on key elements of the Program, as well as h\Y˙Ubbi U`˙7F K˙D"E i Ufh Yf`mžh\Y˙7\UbW`˙cf g˙7UV]bYhž7\UbW`˙cf g˙7ci bW]ž and the Board, are provided updates of the annual CRWP, along with emerging compliance concerns.

Since mid-March of 2020, the OIC has focused primarily on those compliance risks associated with the impact of the COVID-19 pandemic at UNT System Administration. During FY21, most operations continue to be conducted remotely. Chancellor Roe leads daily briefings with key stakeholders, keeping members of UNT SA informed of evolving federal, state, and local guidance. Having an informed and engaged organization remains key in continuing to effectively serve the mission of UNT World. This includes communicating an on-going awareness of and adherence to UNT System Regulation 02.1000; Compliance and Integrity Program, as well as the seven Federal Sentencing Guideline Objectives (FSGOs) listed below. The OIC is confident that leadership continues to recognize their key role in an effective Compliance and Integrity Program.

Policies, Standards, and Code of Conduct

UNT SA is committed to implementing and maintaining rules, regulations, and policies that facilitate the detection and prevention of unethical and illegal conduct throughout the UNT SA. The rules, regulations, and policies promote integrity, principled behavior, and compliance with federal, state, and local regulations, Regents rules, System regulations, and the standards of all applicable accrediting bodies.

During FY21, the CCO continues to work closely with the UNT SA Policy Manager to fully implement the Policy Tech application and the policy review. This application will be used by all four institutions. The UNT SA Policy Manager and the CCO continue to collaborate in revising a policy review process that will be more expeditious and timelier. The migration of the policies is on-going. Policy management is a risk focus area with a great deal of upside to all institutional operations. All UNT World institutions, by the fall of 2021, will use the Policy Tech application. Policy management will continue to be a risk focus area for the campus FY22 CRWP.

Education and Training

All UNT SA employees must successfully complete mandated training related to the Program, as well as compliance elements that are key in the effective conduct of their position. Additionally, all UNT World employees must successfully complete training and be reminded twice a year of the ways to report suspected misconduct.

From the Internal Audit Review of Senate Bill 20, UNT System Administration took steps to:

o *Coordinate development of an annual compliance and ethics training curriculum; and*
o *Establish a process to assign certain compliance and ethics training modules to designated employees, with tools in place to monitor and record compliance.*

During FY21, working with UNT Dallas and the UNT flagship, UNT SA developed and implemented a compliance & ethics training module. Every UNT SA employee was charged with completing the annual course before the end of May. The completion percentage is being tracked on a monthly basis. As of the end of FY21, over 95% successfully completed the training, are being sent reminders with follow up from the CCO.

Responsive Initiatives

Keeping in mind an effective compliance program should be scalable, affordable, feasible, and enforceable, the OIC evaluates the effectiveness of its Program and the seven FSGOs on a regular basis. This evaluation also examines emerging compliance challenges. Providing information to leadership that is relevant and timely is an on-going concern as the OIC continues its efforts to identify and communicate emerging compliance concerns to not only key stakeholders, but all UNT SA employees.

For FY21, all aspects of the Program continue to be reviewed for gaps, with action plans being drafted in those areas in need of strengthening, including efforts to refine key components of the Compliance and Integrity Program. A draft compliance assessment survey is completed.

Summary of FY21 Compliance & Integrity Program
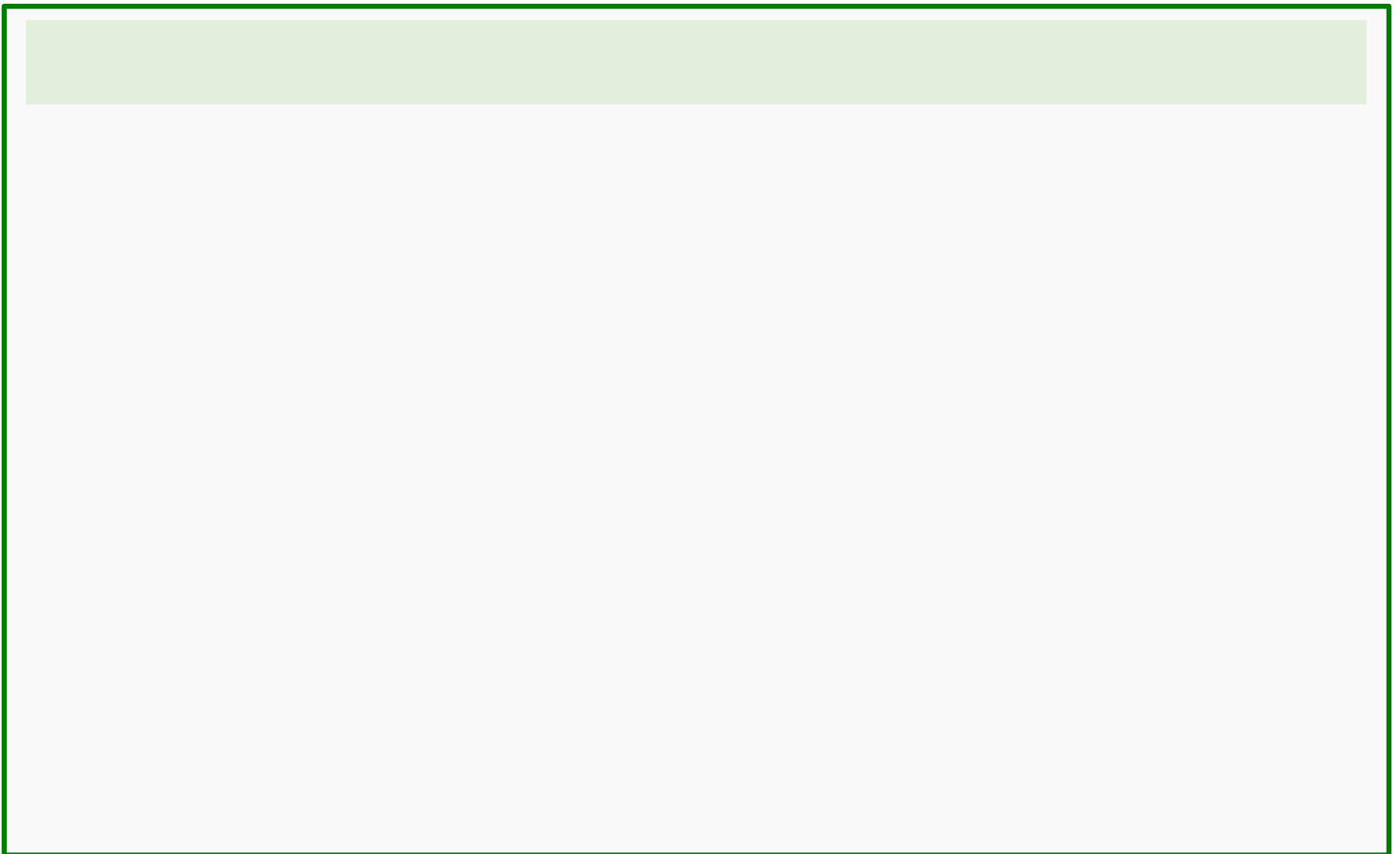
CRWP FY21 Compliance Risk Work Plan (CRWP) End of Year Recap

Comments:
The 12 UNT SA-specific compliance risks reviewed for FY21 are displayed in their respective categories.

Risk Focus Area: Compliance and Integrity Program

Key Risk Category: Compliance

Key FSGO: Active Oversight

Commitment & Focus:

The Program was identified as a risk focus area and a management response to an SB 20 audit recommendation. The Offices of Compliance at UNT, UNT SA, and

Finally, in continuing to seek best practices that provided operational efficiency, UNT is serving as the Center of Excellence for the LMS Bridge platform. UNT Dallas and UNT SA can leverage the training expertise already in place at UNT. An SLA was drafted by Procurement to ensure that requirements and resources properly align.

Assess education & training efforts & resources

Tailor Compliance & Ethics Training module for UNTSA employees

Enhance quality & increase number of course offerings

Engage Communications & Marketing in messaging training requirements

Ensure mandatory training is assigned & tracked

Identify resources to translate course offerings to meet the needs of our diverse staff

Coordinate development & publishing of list of Compliance training modules offered in LMS

Collaborate with other institutions to share resources

Update Compliance website to be more interactive with links to additional resources

02.1005.4; Mandatory Education & Training

All employees are required to complete ethics & compliance training, as well as training related to their positions

There are emerging compliance topics, as well as other compliance training related to their positions

UNTSA Compliance & Ethics Training module sent to UNTSA employees for completion by end of May

Procurement Task Force drafted Bridge contract to serve all institutions with separate training library for each institution

CCOs working together to ensure compliance requirements for training are properly vetted

UNTSA &UNTD collaborating with guidance from UNT to build training library

Risk Focus Area: Conflicts of Interest/Conflicts of Commitment (COI/COC)

Key Risk Category: Compliance

Key FSGO: Active Oversight

Commitment & Focus:

Develop a Conflict of Interest Disclosure Statement form and procedures to ensure the following:

Form and detailed instructions are distributed to all individuals required to report financial IAW TGC Section 2261.252 (b.).

Each Disclosure Statement is reviewed for potential conflict of interest is identified and recorded.

UNT System Procurement receives reports on potential conflicts of interest for reference during vendor selection procedures.

Review applicable TEC Chapter 51. *Provisions Generally Applicable to Higher Education*

The UNT SA Cabinet, in their role as the Executive Compliance Committee, has reviewed and endorsed the tracking and reporting of these five risk focus areas. Of course   as with any plan, the CRWP can be modified as new risks emerge or existing risks increase in their impact on UNT SA.

Summary of Proposed FY21 CRWP Risk Focus Areas
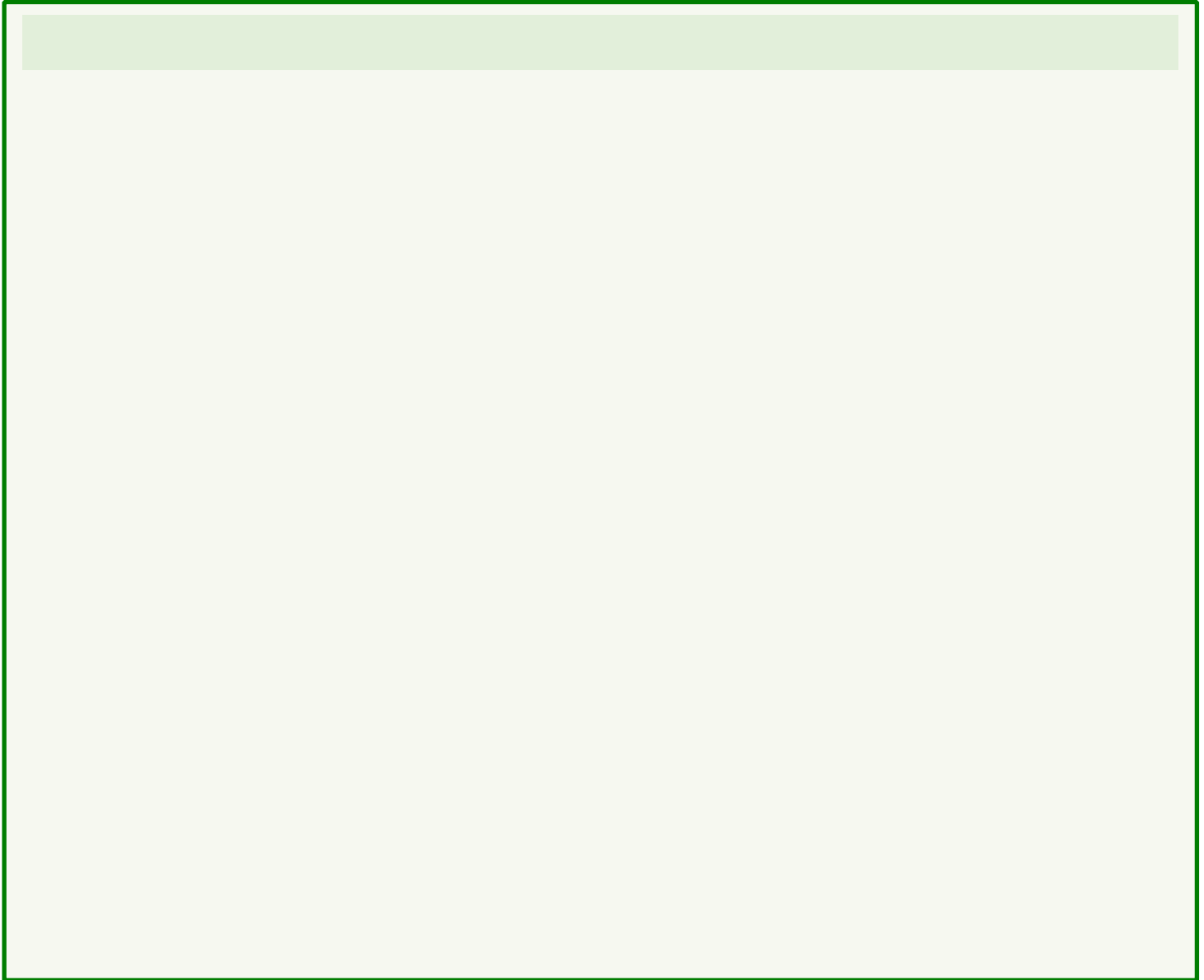
Appendix A:
Compliance and Integrity Program Organizational Overview

Tim Willette

(Interim)