

3 NEW TRACKS!

2017



ASSOCIATION OF COLLEGE & UNIVERSITY AUDITORS

MIDYEAR CONFERENCE



March 26-29, 2017
Austin Omni Hotel Downtown

2017 ACUA MIDYEAR CONFERENCE

Austin Omni Hotel Downtown
Austin, TX ■ March 26-29, 2017

Association of College and University Auditors (ACUA)

The Association of College and University Auditors (ACUA) is an international professional organization serving institutions of higher education around the world.

Since its establishment in 1958, ACUA has provided its members a collegial forum for exchanging and sharing knowledge and generating new ideas. ACUA is committed to increasing members' knowledge of auditing, regulatory compliance and risk management in higher education.



Location & Hotel Reservations

Omni Austin Hotel Downtown
700 San Jacinto Boulevard
Austin, TX 78701
(512) 476-3700

Room Rate: \$199 plus tax per night single/double

For magnificent luxury in the heart of the Texas state capital, Omni Austin Hotel Downtown offers an unparalleled experience for business and vacation travelers alike. Enjoy spectacular views, well-appointed accommodations and easy access to the Austin Convention Center, the Texas State Capitol, and the 6th Street Entertainment District. A stay at Omni Austin Hotel Downtown affords you every opportunity to relax, including a fully equipped fitness center, rooftop pool and full service restaurant. The hotel is located just 7 miles from Austin-Bergstrom International Airport.

Hotel description provided and approved by Omni Austin Hotel Downtown.

Check-in time is 3:00 p.m., and check-out time is 12:00 p.m.

Based on room availability, the group rate may also apply three days before and after the conference.

The cut-off date for reservations is March 3, 2017. Be sure to make your reservations as soon as possible as rooms are likely to sell out prior to the cut-off date. A limited number of government rate rooms are available within the ACUA block. We ask that you do not book more rooms than are needed. Holding a block of room reservations that will be cancelled in the last month prior to the meeting may keep many attendees from staying at the headquarters hotel and cause the organization to lose revenue.

Hotel reservations can be made [online](#) or by calling the hotel at **888-444-OMNI** or **512-476-3700**. If you make reservations by phone please be sure to mention that you are with the ACUA Midyear Conference so that you will be included in the ACUA room block.

Transportation

Super Shuttle is offering ACUA attendees a discount on service to/from the Austin Bergstrom International Airport. ACUA attendees receive a 10% discount on one-way service or 20% off of round-trip service. Reservations are required. To make your reservation you can visit the [Super Shuttle Website](#) and use the discount code: M529M.

Continuing Education

Conference participants are eligible to receive a maximum of 21.0 CPE credits. The Association of College and University Auditors is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State Boards of Accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org.



TACUA Directors Roundtable

Texas Association of College and University Auditors Directors, please join the TACUA Board immediately following the ACUA Midyear Conference on Wednesday, March 29, 2017, from 12:00—3:00 p.m. for the annual Directors business meeting. Lunch to be provided by TACUA.

Welcome Reception

On Sunday evening, catch up with your colleagues and ACUA friends at the Welcome Reception. Cocktails and hors d'oeuvres will be served. Back by popular demand – join your ACUA Colleagues for trivia and networking. This event will be a great opportunity to meet new ACUA friends, so you won't want to miss this reception!

Networking

After you have reconnected with old friends and made new friends at the Welcome Reception, plan to get together with them throughout the conference to explore Austin. Your evenings will be free, and Austin offers a wide variety of activities and attractions.

Everyone who visits Austin these days leaves with something great to say. They can't stop talking about the legendary live music, burgeoning restaurant scene and unique culture. And there is a list of other things that you just have to experience for yourself to truly understand what makes Austin so Austin. To learn more about what you should see in Austin visit: <http://www.austintexas.org/visit/things-to-do/>.

Weather

Austin's average high temperature in late-March is 75 degrees Fahrenheit, and the average low is 54 degrees Fahrenheit. The weather in 2016 ranged between 74 and 75 degrees Fahrenheit for the high.

Attire

Business casual attire is appropriate for the educational sessions. Please pack a sweater or light jacket as meeting room temperatures tend to be cool.

Questions

Please direct any questions regarding the ACUA Midyear Conference to the ACUA Executive Office at 913-895-4620 or via email to acua-info@KellenCompany.com.

Registration

Early Registration Deadline:
Feb. 13, 2017

Advanced Registration Deadline:
Feb. 14 – March 6, 2017

On-Site Registration: If you need to register after 5:00 p.m. (Central Daylight Time) on March 6, 2017, please bring your completed registration form and payment directly to the conference. Please Note: Registrations processed on-site may cause a delay at the time you check in at the registration desk.

All registrations include: Program materials, three continental breakfasts, two lunches and three morning and two afternoon refreshment breaks.

Registration Confirmation

For those registrations received **March 6, 2017**, and prior, ACUA will send a confirmation of registration by email. If you do not receive a confirmation email within three weeks of registering, please contact our office to confirm receipt of your registration.

Registration Cancellation Policy

Written notice of cancellations received on or before **Feb. 13, 2017**, will be fully refunded. Cancellations received between **Feb. 14** and **March 6, 2017**, will be refunded less a \$100 processing fee. After **March 6, 2017**, cancellation refund requests will be considered on a case-by-case basis. Substitution of registrants is allowed.



SCHEDULE OF EVENTS

Sunday, March 26, 2017

4:00 p.m. – 7:00 p.m. Registration
 6:00 p.m. – 8:00 p.m. Welcome Reception

Monday, March 27, 2017

7:00 a.m. – 4:30 p.m. Registration
 7:00 a.m. – 8:00 a.m. **Continental Breakfast**
 8:00 a.m. – 10:00 a.m. Conference Program
 (See Course Descriptions)
 10:00 a.m. – 10:15 a.m. **Refreshment Break**
 10:15 a.m. – 12:00 p.m. Conference Program
 (See Course Descriptions)
 12:00 p.m. – 1:00 p.m. **Lunch**
 1:00 p.m. – 2:45 p.m. Conference Program
 (See Course Descriptions)
 2:45 p.m. – 3:00 p.m. **Refreshment Break**
 3:00 p.m. – 4:30 p.m. Conference Program
 (See Course Descriptions)
 6:00 p.m. – 10:00 p.m. Join the Host Committee for
 a dine-around event.

Tuesday, March 28, 2017

7:00 a.m. – 4:30 p.m. Registration
 7:00 a.m. – 8:00 a.m. **Continental Breakfast**
 8:00 a.m. – 10:00 a.m. Conference Program
 (See Course Descriptions)
 10:00 a.m. – 10:15 a.m. **Refreshment Break**
 10:15 a.m. – 12:00 p.m. Conference Program
 (See Course Descriptions)
 12:00 p.m. – 1:00 p.m. **Lunch**
 1:00 p.m. – 2:45 p.m. Conference Program
 (See Course Descriptions)
 2:45 p.m. – 3:00 p.m. **Refreshment Break**
 3:00 p.m. – 4:30 p.m. Conference Program
 (See Course Descriptions)

Wednesday, March 29, 2017

7:00 a.m. – 12:00 p.m. Registration
 7:00 a.m. – 8:00 a.m. **Continental Breakfast**
 8:00 a.m. – 10:00 a.m. Conference Program
 (See Course Descriptions)
 10:00 a.m. – 10:15 a.m. **Refreshment Break**
 10:15 a.m. – 12:00 p.m. Conference Program
 (See Course Descriptions)

TACUA Directors Roundtable: Texas Association of College and University Auditors Directors, please join the TACUA Board immediately following the ACUA Midyear Conference on Wednesday, March 29, 2017, from 12:00–3:00 p.m. for the annual Directors business meeting. Lunch to be provided by TACUA.

COURSE DESCRIPTIONS

■ Auditing for Compliance – Tips and Techniques for University Auditors

David Clark, CIA, CFE, CRMA, Senior Manager, Baker Tilly, Tysons, Virginia

Mike Cullen, CISA, CISSP, CIPP, Senior Manger, Baker Tilly, Tysons, Virginia

Kimberly Macedo, BA, CIA, Experienced Manger, Baker Tilly, Tysons, Virginia

Knowledge Level: Basic

Field of Study: Auditing

Prerequisites: None

Advanced Preparation: None

This three-day workshop will provide attendees with an understanding of effective compliance programs within a university setting and the knowledge to conduct internal audits of many key federal regulatory compliance areas. The presenters will cover a variety of topics, including:

- Research Compliance

- conflicts of interest
- cost allowability
- export controls
- human and animal subjects
- salary charging
- service centers
- subrecipient monitoring
- NCAA compliance
- Employment rules
- Information privacy and security
- Title IX

Each topic will cover the governing rules, risks, controls, audit approaches, and common findings. The presenters will discuss real-life examples of compliance audits performed, as well as lead discussions among attendees related to challenges or suggestions learned from audits at institutions with which the faculty have worked. Upon completing this course, participants will be able to:

- Recognize the relevant standards governing higher education institutions and understand various compliance program designs.
- Identify institutional risks within key compliance focus areas.
- Develop an approach for auditing compliance with various laws and regulations.

About the Instructors

David Clark is a Senior Manager with Baker Tilly, a national accounting and advisory firm. David serves in the firm's Higher Education and Research Institutions practice, providing internal audit, risk advisory, and consulting services to colleges, universities, academic medical centers, and non-profit research organizations. He specializes in assisting clients on projects related to financial and operational risk management, regulatory compliance, research operations, fraud investigation, and organizational governance. He has presented on topics related to internal audit and grants and contracts compliance for the Association of College and University Auditors, the Institute of Internal Auditors, the Society for Research Administrators International, and the National Council of University Research Administrators. A graduate of the University of Virginia, David is a Certified Internal Auditor (CIA) and Certified Fraud Examiner (CFE) and holds a Certification in Risk Management Assurance (CRMA) from the Institute of Internal Auditors.

Mike Cullen is a Senior Manager with Baker Tilly, a national accounting and advisory firm. Mike leads the firm's Technology Risk Services team in Washington, DC, focused on IT risk consulting and internal auditing. Over the past 13 years, he has worked with clients in many industries, with extensive experience with higher education and research institutions. He has led IT risk assessments and audits, developed information privacy and security programs, performed ethical hacking of IT systems, and conducted digital forensic investigations. Mike has presented to a variety of audiences, including ACUA, various IIA chapters and regional conferences, and at multiple universities. Mike is a Certified Information Systems Auditor (CISA), Certified Information Systems Security Professional (CISSP), and Certified Information Privacy Professional (CIPP).

Kimberly Macedo is an experienced manager in the Higher Education, Research Institution, and Risk Advisory Services practice at Baker Tilly. Over the past eight years, she has performed internal audit and management consulting services for a wide range of business issues, regulatory compliance matters, organizational governance, and internal control structures at many institutions of higher education, as well as, private, public, and not-for-profit organizations. Her specific focus includes performing consulting services for investment office operations, due diligence reviews, enterprise risk

management, institutional data reporting, and process and operational efficiencies for local and international operations. Kimberly has presented internal and external trainings related to risk assessments and internal controls at higher education institutions, as well as presented with ACUA. Kimberly holds a Bachelor of Business Administration in Financial Economics and a minor in Computer Information Systems from James Madison University and is a Certified Internal Auditor (CIA).

■ The Basics of Fraud and Investigations in the Higher Education Environment

Kevin Robinson, CIA, CFE, CCEP, Associate Vice President for Audit, Compliance & Privacy, Auburn University, Auburn University, Alabama

Knowledge Level: Basic

Field of Study: Auditing

Prerequisites: None

Advanced Preparation: None

Internal auditing standards require internal audit departments to add value to their organization. One way internal audit can assist management and add value is by being a resource to conduct objective, high quality investigations when concerns arise. This course provides an introduction and overview to conducting investigations in the college and university environment.

The course will look at common administrative investigations internal auditors can potentially conduct. In addition to administrative investigations, the course provides an overview into conducting fraud investigations along with common fraud schemes in higher education. This part of the course will survey fraud trends in general and cover the basics all auditors should know with respect to fraud. Some topics to be discussed include: red flags of fraud, fraud risk assessments, data analytics, interviewing skills, and how auditors can be proactive in helping prevent fraud at their campus through training.

Upon completing this course, participants will be able to:

- Identify the basics of conducting administrative investigations and common areas that internal audit can potentially serve as a resource to management.
- Explain the importance of internal control with respect to occupational fraud and describe how to communicate controls that non auditors can easily understand.
- Describe data analytics and its potential use in investigations both on fraud and administrative issues.

About the Instructor

Kevin Robinson, CIA, CFE, CCEP, is the Associate Vice President (AVP) for Audit, Compliance & Privacy at

Auburn University and a Past President of the Association of College and University Auditors (ACUA). Kevin has been with Auburn University for over 27 years and previously served as the Executive Director of Internal Auditing from 2001 to 2015 when he was promoted to AVP. As AVP, he serves as the chief audit, compliance, and privacy executive for the institution.

He is a Certified Internal Auditor (CIA), a Certified Fraud Examiner (CFE), a Certified Compliance and Ethics Professional (CCEP), and trained facilitator for Kouzes and Posner's "The Leadership Challenge." He holds a BS and Master's degree in Accounting and has taught various accounting courses at Auburn University's Harbert College of Business. He developed and continues to teach AU's first (and only) course specifically on the topic of internal auditing each summer. Kevin is a frequent speaker on the topics of occupational fraud, fraud prevention, internal controls, risk management, and leadership. Kevin is the primary author of the highly popular monthly electronic newsletter "Case in Point: Lessons for the Proactive Manager" which discusses emerging risks in higher education. He has also published articles in ACUA's "College and University Auditor" and has been quoted in "The Business Officer" magazine, "USA Today," and other newspapers and articles.

NEW TRACK

■ Deep in the Heart of NCAA Compliance

Justin Noble, CIA, Audit Director, Texas Tech University System, Lubbock, Texas

Knowledge Level: Overview

Field of Study: Specialized Knowledge & Application

Prerequisites: None

Advanced Preparation: None

Compliance with NCAA rules is of the highest priority for athletics programs and institutions. Internal Auditors need to be able to recognize if their NCAA compliance policies, education, and monitoring programs are adequate to promote adherence to NCAA, conference, and institutional rules and regulations. This course will provide a detailed overview of NCAA Division I rules and risks and high-level information for NCAA Division II schools. NCAA Division III and non-NCAA members will benefit from this session's discussions of risks in the athletics environment.

Upon completing this course, participants will be able to:

- Describe key NCAA legislations and the various components and responsibilities of institutional control.

- Explain the key risks within NCAA compliance and how to assess them within their institutions.
- Use ACUA's NCAA Audit Guides to hone in on the highest risk areas and develop their own audit programs

About the Instructor

Justin Noble is a Certified Internal Auditor (CIA) and an Audit Director for the Texas Tech University System. Justin leads his staff in conducting compliance, operational, financial and fraud reviews across the System's four component institutions. Justin completed his Master of Architecture and Master of Business Administration from Texas Tech. Justin started his career with The University of Texas Southwestern Medical Center and worked for Southwest Airlines prior to returning to his alma mater. Justin is currently serving as Board Member-at-Large for ACUA. In addition to his Board service, Justin has chaired ACUA's NCAA Taskforce and previously led ACUA's Distance Learning efforts. Justin is a frequent speaker at both the Annual and Midyear Conferences. Justin also serves on the Texas Tech Federal Credit Union's Board of Directors and Supervisory Committee. Outside the profession, Justin is active in the Boy Scouts of America and serves in his church.

NEW TRACK

■ IDEA Data Analysis Level 2 with Insight for the CIDA Certification Examination

Carol Ursell, BBA, CPA, Director of Training, Audimation Services, Houston, Texas

Knowledge Level: Intermediate

Field of Study: Specialized Knowledge & Application

Prerequisites: Must have attended prior ACUA IDEA hands on session or other Audimation Services introductory level training.

Advanced Preparation: A minimum of introductory level use of the software.

After you've completed the introductory level IDEA training, or gained experience working with IDEA on your own, it is time to take your IDEA skills to the next level by tackling more complex data analysis tasks. This Level 2 course is designed to build your skills and achieve higher levels of efficiency. Some of the topics covered are:

- Using advanced extraction features
- Writing complex equations using IDEA's @functions
- Working with multiple databases

We will also cover all additional learning requirements, beyond attending our introductory training, which will qualify you to take the Certified IDEA Data Analyst (CIDA) exam.

Upon completing this course, participants will be able to:

- Identify specific topic points from the introductory level needed to use the software efficiently.
- Complete the prerequisites to be eligible to take the exam.
- Prepare to perform successfully on the exam to obtain your CIDA certification!

About the Instructor

Carol Ursell has more than 30 years of experience in both public accounting and industry. She joined Audimation Services in 1998 to establish the company's training department. Her extensive knowledge of computer systems and data analysis expertise led Carol into her current role. Prior to joining Audimation, Carol was an accounting manager for Cabot Oil & Gas. She also worked for Arthur Andersen as an auditor. Having worked in both industry and audit, Carol easily finds balance between the IT and data analysis sides of accounting. While Carol never thought she would teach others for a living, she has earned the respect and praise of nearly everyone who attends one of her training sessions. She is a dynamic and knowledgeable presenter, and is often called upon as a speaker. Carol earned a B.B.A. in accounting from Southwest Texas State University and is a certified public accountant (CPA).

■ IT Auditing From the Ground Up

Carol Rapps, BA, CISA, CCSA, CRMA, GLIT, Audit Manager, Information Systems, The University of Texas at San Antonio, San Antonio, Texas

Ali Subhani, CIA, CISA, Internal Audit, University of Texas at Dallas, Richardson, Texas

Knowledge Level: Basic

Field of Study: Auditing

Prerequisites: None

Advanced Preparation: None

So you just got your CISA, or are considering taking the CISA exam. Or perhaps you just know what IT means, and your boss is asking you to tackle the vast environment of Information Technology (IT) and Information Security (IS)! How do you go about this? What technical expertise is needed? Is a CISA enough? Are you asking, "Can I do this?" This course will guide you through setting up your IT audit function from the ground up and provide a basic tool set to perform entry level IT/IS audits upon returning to the office. The course content is based on the instructors 30+ years of real-life IT, IS and audit work experience, not on high level theories and methodologies. Attendees will walk away with the confidence needed to tackle the IT/IS environment and immediately add value to their organization. The course

will include terminology games and roundtable case study exercises, so come prepared to participate and challenge your brain.

Upon completing this course, participants will be able to:

- Identify the different IT/IS audits, skills needed to perform the audits, and how/where to get these skills.
- Identify potential IT/IS audit steps to incorporate into planned operational audits (integrating process operational and application audits).
- Illustrate effective starting level tools and audit programs that can be utilized immediately to begin auditing the IT/IS environment of their organizations.

About the Instructors

Carol Rapps is a member of the prestigious ACUA faculty and a top ranked presenter at many ACUA conferences. She has 30+ years of combined Information Technology (IT), Information Security (IS) and IT Audit experience in the banking, publications, oil & gas, manufacturing, healthcare, insurance and education industries. Her prior areas of responsibilities encompass building IT audit functions from the ground up, information security management, change management, business continuity, audit (IT, operational and financial), total quality management, IT quality assurance, conversion management, and system development (both as an auditor and as a project manager). She has lectured and provided consulting services both internally and externally for various professional organizations and is well known for her innovative thinking, technical skills and training abilities. Carol received a B.A. in Business Administration from California State University of Bakersfield with a math minor. She is a CIA, CISA, CCSA, CRMA and holds a GLIT certificate from GIAC for Legal Issues in Information Technology. She has served as the ISACA LA Chapter President and Chair of the ISACA International Audit Committee. Additionally, she served three years as the Chairman of the Supervisory Committee for the South Texas Healthcare Federal Credit Union.

Ali Subhani is the IT Audit Manager at The University of Texas at Dallas, and has 10 plus years of internal audit experience. He is a Certified Internal Auditor (CIA), a Certified Information Systems Auditor (CISA) and also a GIAC Systems and Networks Auditor. Since joining UTD's Internal Audit team in 2006, he has assisted in maturing the IT audit function. Ali received his Master's degree in Accounting and Information Management from UTD. He has been a speaker at professional organizations and has a special interest in data analytics. Ali currently serves as President-Elect for TACUA

and serves on the Board of Directors for IAA (not to be confused with IIA).

NEW TRACK. This track is developed and presented by a team from University Risk Management and Insurance Association (URMIA).

■ Understanding the Risk Manager Role in Higher Education

Allan F. Brooks, Director, Risk Management, Chapman University, Orange, California

Courtney Davis, Director of Risk Management, University of Chicago, Chicago, Illinois

Luke Figora, MBA Assistant Vice President, Office of Risk Management, Northwestern University, Evanston, Illinois

Kathy Hargis, Associate Vice President of Risk Management & Compliance, Lipscomb University, Nashville, Tennessee

John McLaughlin, Managing Director, Higher Education Practice, Arthur J. Gallagher Risk Management Services, Itasca, Illinois

Donna McMahon, Risk Manager, University of Maryland, College Park, Maryland

Paul Pousson, ARM Area Senior Vice President, Arthur J. Gallagher Risk Management Services, Itasca, Illinois

Knowledge Level: Basic

Field of Study: Management Advisory Services

Prerequisites: None

Advanced Preparation: None

College and university risk management professionals, like internal auditors, must navigate the length and breadth of an organization so the institution can safely and effectively achieve its education and research missions. How does the risk manager go about delivering a sound risk management program? Where do risk management and internal audit interests intersect? What are the trademarks of an effective program? This course will provide a broad risk management foundation and resources that will help address common risk problems and issues that could arise on campus. Both internal audit and risk management build their programs on an assessment of the risk that could adversely affect institutions of higher education. The range of activities in which educational institutions engage creates an array of risks which is wider than found in most other industries. Lists of identified risks often exceed 100 issues. How does risk management then go about prioritizing and addressing the risks, how does that differ from internal audit and what should be expected outcomes be?

Topics explored to include:

- Risk Management Basics (Categories of Risk and ERM)

- Risk Assessment (Risk Inventory, Prioritizing Risks)
- Areas of Risk in Higher Education (Athletics and Recreational Facilities, Automobiles, Environmental Health and Safety, International Program and Travel, Student Issues, Minors on Campus)
- Risk Mitigation
- Financing Risk and Insurance (Total Cost of Risk, Insurance, Purchasing Insurance, Property Insurance – Valuation and Protection)
- Risks and Contracts (Contract Management, Contractual Risk Transfer, Contractual Risk Control, Contract Law)
- Regulatory Compliance
- Managing Incidents and Claims

Upon completing this course, participants will be able to:

- Demonstrate an understanding of the role and responsibilities of the risk management function.
- Identify the common areas that internal audit and risk can partner on, especially risk assessment and risk mitigation.
- Report the importance of internal control with respect to risk management and an understanding of how to communicate controls that non-auditors can easily understand.

About the Instructors

Allan F. Brooks is the Director, Risk Management for Chapman University, Orange, CA. For the past 10 years he has been responsible for Risk Management, Insurance and Environmental Health & Safety at the University. Mr. Brooks is an established industry professional, with over 35 years of risk management and insurance experience. He holds a Master's degree from East Carolina University, Greenville, NC and key industry credentials including the Associate in Risk Management (ARM), Associate in Underwriting (AU), Associate in Reinsurance (ARE), and Chartered Property & Casualty Underwriter (CPCU). Mr. Brooks is a peer in the academic environment, with over 20 years of teaching experience at the college level. He currently serves as a member of the University Risk Management and Insurance Association (URMIA) Board of Directors and as liaison to the URMIA Communications Committee. He has been active in supporting regional and national conferences for URMIA, frequently serves as a moderator for URMIA conference presentations, and was the 2014 recipient of the URMIA Innovative Risk Management Solutions Award.

Courtney Davis joined the University of Chicago's Office of Risk Management in May 2015 where she serves as the senior insurance and risk management position in the University and is accountable for achieving strategic objectives and ensuring effective risk management for the organization. Prior to joining the

University of Chicago, she worked for 8+ years at two large insurance brokerage firms specializing in education. Courtney holds a bachelor of science in marketing from Northern Illinois University. Additionally, she has earned an Associate in Risk Management (ARM) and is a Chartered Property Casualty Underwriter (CPCU) candidate.

Luke Figora is currently the Assistant Vice President for Risk Management and Environmental Health & Safety at Northwestern University. In this role, he has responsibility for all risk finance and insurance programs, serving as the Chief Operating Officer of Rubicon Insurance Company (Northwestern's captive). His position also includes oversight of the institution's business continuity, student health insurance and environmental health and safety functions. Luke joined Northwestern in March of 2015. Prior to joining Northwestern, Luke served as the Executive Director for Risk Management at the University of Chicago, overseeing a similar portfolio. He has held previous positions in the commercial insurance industry with Chubb Group of Insurance Companies. Luke sits on the Board of Directors of the University Risk Management and Insurance Association (URMIA). He holds a Master's Degree in Business Administration from the University of Chicago Booth School of Business, and a Bachelor's Degree in Economics from Lake Forest College.

Kathy Hargis is the Associate Vice President of Risk Management & Compliance for Lipscomb University in Nashville, Tennessee. She is the founding director for the university and has served in this position for the last seven years. Prior to working in higher education, Ms. Hargis worked in the corporate field, holding the position of risk manager for a large banking corporation in Tennessee, First American Corporation. She initially began her career as a commercial underwriter for CNA and Royal Sun Alliance Insurance Companies. In her current role, she oversees compliance, emergency management, business continuity planning, and environmental health and safety, along with the risk management duties for the university. She sits on numerous committees within the institution. She brings with her a solid background of over 20 years in the insurance and risk management industry. She earned her bachelor's degree in business administration from Western Kentucky University. She also holds an MBA with a specialization in conflict management from Lipscomb University. Ms. Hargis is the current volunteer leader - President of URMIA.

John McLaughlin is managing director of Arthur J. Gallagher & Co's higher education practice. As practice leader, he is responsible for the growth and development of our international higher education practice, which now serves over 600 clients. Within the broad context of practice leader, Mr. McLaughlin is responsible

for developing partnerships with key higher education associations, fostering strong relationships with insurance companies serving the higher education community, leading quality control initiatives specific to the higher education practice, and supporting Gallagher Branch operations by providing educational, risk management, and marketing support. He is an active speaker at higher education conferences and works with numerous insurance companies helping them refine their approach to meeting the changing insurance needs of the higher education community.

Donna McMahon is the risk manager at the University of Maryland, College Park, MD. Ms. McMahon has been with the university for 26 years. Prior to arriving at the university, she worked in private industry for eight years as a chemist and became increasingly interested and involved in safety and risk issues. Though her undergraduate degrees are in biology and chemistry from Mount Saint Mary's College, she also holds an MBA and an MS from the University of Maryland. Ms. McMahon is the immediate past president of URMIA.

Paul D. Poussen is an area senior vice president with Arthur J. Gallagher & Co. where he is responsible for providing creative risk management and insurance solutions to higher education and public sector clients. Prior to joining Arthur J. Gallagher & Co., Mr. Poussen was the associate director of risk management for The University of Texas System where he was responsible for administering the risk management, environmental health and safety, emergency management, and property and casualty insurance services offered to UT System's 15 institutions. Mr. Poussen is a past board member for the University Risk Management and Insurance Association (URMIA) and currently serves as co-chair of the inter-association alliance committee. He is also a past president of the Texas Campus Safety Association and board member of the Risk and Insurance Management Society's Central Texas Chapter. He also holds the designation of Associate in Risk Management (ARM) from the Insurance Institute of America.

■ You're In Charge – Now What? Essential Skills for In-Charge Auditors

Kimberly Turner, CPA, Chief Audit Executive, Texas Tech University System, Lubbock, Texas

Knowledge Level: Intermediate

Field of Study: Auditing

Prerequisites: Greater than 2 years of audit experience

Advanced Preparation: None

This course is designed for managers, project leaders, one-person shops, and others charged with executing the annual audit plan. We will examine roles and responsibilities of in-charges through the various phases of an audit, as well as how to run projects efficiently in

light of time budgets and deadlines. We will examine effective report writing, with tips for developing your reports for clarity, conciseness, and readability while encouraging implementation of positive change. We will study the soft skills of managing teams, performing interviews, and building relationships with clients. Finally, we will examine quality measures you can implement that will help your shop meet the International Professional Practices Framework's Quality Assurance and Improvement Program requirements.

Upon completing this course, participants will be able to:

- Recognize key project management skills for project administration, managing relationships within the audit shop, and working with clients.
- Construct reports with insight and value-added information that will drive meaningful results and positive change.
- Construct a quality assurance program to improve efficiency and effectiveness while achieving conformance with IIA Standards.

About the Instructor

Kimberly Turner is Chief Audit Executive for the Texas Tech University System. Kim leads a department of 17 auditors in three cities. The institutions of the Texas Tech System comprise an annual operating budget of \$2 billion and include Texas Tech University, Texas Tech University Health Sciences Center, Texas Tech University Health Sciences Center at El Paso, and Angelo State University. Kim served as President of ACUA and received ACUA's Outstanding Professional Contributions award in 2014. Kim is Co-Chair of the Risk Dictionary Committee and received the 2011 Excellence in Service Award for her work in developing and maintaining the Risk Dictionary. Closer to home, Kim served as a board member-at-large on the state board of the Texas Society of CPAs (TSCPA) and is the founding president of a new chapter of the Institute for Internal Auditors in West Texas. A member of ACUA Faculty, Kim is a frequent speaker for such organizations as ACUA, URMIA, TSCPA, and Society of Corporate Compliance and Ethics.



ACUA 2017 MIDYEAR CONFERENCE REGISTRATION

Omni Austin Hotel Downtown
 Austin, Texas ■ March 26 - 29, 2017

I confirm that I am registering for the 2017 ACUA Midyear Conference.

List name and title information as you would like it to appear on your name badge.

*Registrant's Name: _____

*Title: _____

*Institution: _____

*Mailing Address: _____

*City: _____

*State/Province: _____ *Zip Code: _____

*Country: _____ *Phone: _____

*Email: _____

*Is this the first time you have attended ACUA's Midyear Conference? Yes No

Liability Waiver

Please read and sign: I agree and acknowledge that I am undertaking participation in ACUA events and activities as my own free and intentional act and I am fully aware that possible physical injury might occur to me as a result of my participation in these events. I give this acknowledgement freely and knowingly and that I am, as a result, able to participate in ACUA events and I do hereby assume responsibility for my own well-being. I also agree not to allow any other individual to participate in my place. I am aware that photographs will be taken during the conference and may be published in the College and University Auditor, on the ACUA website, or on ACUA's social media sites.

*Signature: _____ *Date: _____

Emergency Contact

*Name: _____

*Relationship: _____

*Phone: _____

Special Needs/Allergies:
 Vegetarian Vegan Gluten Allergy Diabetic Kosher Gluten Free Diet
 Other: _____



Track Registration

(Choose One Course):

- Auditing for Compliance
- Deep in the Heart of NCAA Compliance
- IT Auditing From the Ground Up
- The Basics of Fraud Investigations in Higher Education
- Understanding the Risk Manager Role in Higher Education (URMIA)
- You're In Charge-Now What?
- IDEA Data Analysis Level 2 with Insight for the CIDA Certification Examination

Conference Attendees

Your registration includes instructional materials, Welcome Reception, three continental breakfasts, two lunches, three morning and two afternoon refreshment breaks. Please indicate if you will attend the following event:

- * I plan to attend the Sunday Welcome Reception
 Yes No

Spouse/Guest (if registering)

Name: _____

Name: _____

Guest registration of \$60 includes the Sunday Welcome Reception. You must pre-register your guest.

- *My guest will attend the Sunday Welcome Reception
 Yes No

Registration Fees

*(Choose Registration Category):

Category	Early Registration by Feb. 13	Late Registration by March 6	On-Site Registration after March 6
ACUA/URMIA/TACUA Member	\$775	\$825	\$825
Non-Member**	\$875	\$925	\$925
IDEA Track	\$925	\$975	\$975
Spouse/Guest	\$60	\$60	\$60

**Join ACUA today to register at the member rate! Member application and fee must be submitted with meeting registration form.

Payment Information

*Total Amount Due \$ _____

All fees must be paid in full at time of registration in U.S. dollars. Please print both pages of this completed form and fax or mail to the ACUA Executive Office. (F) 913-222-8606

If you prefer to pay by check, print this completed form, include a check and mail to ACUA's Executive Office at: ACUA, 4400 College Blvd, Suite 220, Overland Park, KS 66211.

Online registration is also available through the ACUA website at www.ACUA.org.

- Check Enclosed (please make payable to ACUA in U.S. funds). Check # _____
- Purchase Order # _____
- Visa MasterCard American Express
- Discover

Card Number: _____

Expiration Date: _____

Name on Card: _____

Signature: _____

Date: _____

* Required

Registration Cancellation Policy

Written notice of cancellations received on or before February 13, 2017 will be fully refunded. Cancellations received between February 14 and March 6 will be refunded less a \$100 processing fee. After March 6, 2017 cancellation refund requests will be considered on a case-by-case basis. Substitution of registrants is allowed.