

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2769

FEDERAL SINGLE AUDIT REPORT
UNIVERSITY OF SOUTHERN INDIANA
EVANSVILLE, INDIANA
July 1, 2014 to June 30, 2015



FILED
04/11/2016

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SCHEDULE OF UNIVERSITY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
President	Dr. Linda L. M. Bennett	07-01-14 to 06-30-16
Vice President for Finance and Administration and Treasurer	Mark Rozewski Steven J. Bridges	07-01-14 to 02-05-15 02-06-15 to 06-30-16
Chairman of the Board of Trustees	Jeffrey L. Knight	07-01-14 to 06-30-16



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

TO: THE OFFICIALS OF UNIVERSITY OF SOUTHERN INDIANA, EVANSVILLE, INDIANA

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities and the aggregate discretely presented component unit of the University of Southern Indiana (University), a component unit of the State of Indiana, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the University's basic financial statements and have issued our report thereon dated November 5, 2015. Our report includes a reference to other auditors who audited the financial statements of the University of Southern Indiana Foundation (Foundation), as described in our report on the University's financial statements. The financial statements of the Foundation were not audited in accordance with *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the University's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the University's internal control. Accordingly, we do not express an opinion on the effectiveness of the University's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the University's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.


INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*
(Continued)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the University's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the University's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the University's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.


Paul D. Joyce, CPA
State Examiner

November 5, 2015, except for the Schedule of Expenditures of Federal Awards, which is as of February 24, 2016



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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE;
AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY OMB CIRCULAR A-133

TO: THE OFFICIALS OF THE UNIVERSITY OF SOUTHERN INDIANA, EVANSVILLE, INDIANA

Report on Compliance for Each Major Federal Program

We have audited the University of Southern Indiana's (University) compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015. The University's major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the University's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the University's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the University's compliance.

Opinion on Each Major Federal Program

In our opinion, the University complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015.

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE;
AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY OMB CIRCULAR A-133
(Continued)

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance, which is required to be reported in accordance with OMB Circular A-133 and which is described in the accompanying Schedule of Findings and Questioned Costs as item 2015-001. Our opinion on each major federal program is not modified with respect to this matter.

The University's response to the noncompliance finding identified in our audit is described in the accompanying Corrective Action Plan. The University's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Management of the University is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the University's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the University's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified certain deficiencies in internal control over compliance, as described in the accompanying Schedule of Findings and Questioned Costs as item 2015-001, that we consider to be a material weakness.


The University's response to the internal control over compliance finding identified in our audit is described in the accompanying Corrective Action Plan. The University's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE;
AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY OMB CIRCULAR A-133
(Continued)

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by *OMB Circular A-133*

We have audited the financial statements of the business-type activities and the aggregate discretely presented component unit of the University, a component unit of the State of Indiana, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise University's basic financial statements. We issued our report thereon dated November 5, 2015, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated in all material respects in relation to the basic financial statements as a whole.


Paul D. Joyce, CPA
State Examiner

February 24, 2016

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SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND ACCOMPANYING NOTES

The Schedule of Expenditures of Federal Awards and accompanying notes presented were prepared by management of the University. The schedule and notes are presented as intended by the University.

UNIVERSITY OF SOUTHERN INDIANA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended June 30, 2015

Cluster Title Federal Grantor Agency Pass-Through Entity Program Title/Project Title	Federal CFDA Number	Pass-Through Entity (or Other) Identifying Number	Federal Awards Expended	Expenditures to Subrecipients
Student Financial Aid Cluster				
<u>U.S. DEPARTMENT OF EDUCATION</u>				
Direct Grant				
Federal Supplemental Educational Opportunity Grants	84.007		\$ 149,048	\$ -
Federal Work-Study Program	84.033		190,906	-
Federal Pell Grant Program	84.063		11,399,334	-
Federal Direct Student Loans	84.268		<u>34,660,658</u>	<u>-</u>
Total for U.S. Department of Education			<u>46,399,946</u>	<u>-</u>
Total for Student Financial Aid Cluster			<u>46,399,946</u>	<u>-</u>
TRIO Cluster				
<u>U.S. DEPARTMENT OF EDUCATION</u>				
Direct Grant				
TRIO_Student Support Services	84.042A		<u>193,601</u>	<u>-</u>
Total for U.S. Department of Education			<u>193,601</u>	<u>-</u>
Total for TRIO Cluster			<u>193,601</u>	<u>-</u>
Research and Development Cluster				
<u>U.S. DEPARTMENT OF TRANSPORTATION</u>				
Pass-Through University of Illinois				
Highway Planning and Construction	20.205	2011-05776-28	<u>11,866</u>	<u>-</u>
Total for U.S. Department of Transportation			<u>11,866</u>	<u>-</u>
<u>NATIONAL SCIENCE FOUNDATION</u>				
Direct Grant				
Social, Behavioral, and Economic Sciences	47.075		<u>33,121</u>	<u>-</u>
Total for National Science Foundation			<u>33,121</u>	<u>-</u>
Total for Research and Development Cluster			<u>44,987</u>	<u>-</u>
Other Programs				
<u>U.S. DEPARTMENT OF AGRICULTURE</u>				
Pass-Through Indiana Department of Education				
Child and Adult Care Food Program	10.558	1820441	<u>11,589</u>	<u>-</u>
Total for U.S. Department of Agriculture			<u>11,589</u>	<u>-</u>
<u>NATIONAL AERONAUTICS AND SPACE ADMINISTRATION</u>				
Pass-Through Purdue University				
Education	43.008	4103-83012	<u>2,250</u>	<u>-</u>
Total for National Aeronautics and Space Administration			<u>2,250</u>	<u>-</u>
<u>NATIONAL ENDOWMENT FOR THE ARTS</u>				
Direct Grant				
Promotion of the Arts_Grants to Organizations and Individuals	45.024		5,274	-

The accompanying notes are an integral part of the Schedule of Expenditures of Federal Awards.

UNIVERSITY OF SOUTHERN INDIANA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended June 30, 2015
(Continued)

Cluster Title Federal Grantor Agency Pass-Through Entity Program Title/Project Title	Federal CFDA Number	Pass-Through Entity (or Other) Identifying Number	Federal Awards Expended	Expenditures to Subrecipients
<u>NATIONAL ENDOWMENT FOR THE ARTS (continued)</u>				
Pass-Through Indiana Arts Commission Promotion of the Arts_Partnership Agreements	45.025	150003	3,070	-
Total for National Endowment for the Arts			8,344	-
<u>NATIONAL ENDOWMENT FOR THE HUMANITIES</u>				
Pass-Through Indiana Humanities Council Promotion of the Humanities_Federal/State Partnership	45.129	13-1031	1,306	-
Total for National Endowment for the Humanities			1,306	-
<u>U.S. DEPARTMENT OF EDUCATION</u>				
Pass-Through Indiana Department of Education Mathematics and Science Partnerships	84.366	A58-5-15CI-2882	19,039	-
Total for U.S. Department of Education			19,039	-
<u>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</u>				
Direct Grant Advanced Nursing Education Grant Program	93.247		325,694	-
Direct Grant Nurse Education, Practice Quality and Retention Grants	93.359		417,823	-
Direct Grant Early Retiree Reinsurance Program	93.546		12,796	-
Pass-Through Indiana University Area Health Education Centers Point of Service Maintenance and Enhancement Awards	93.107	IN-4683363-USI	83,855	8,713
Pass-Through Vanderburgh Superior Court Substance Abuse and Mental Health Services_Projects of Regional and National Significance	93.243	22573	11,572	-
Pass-Through Welborn Baptist Foundation PPHF: Community Transformation Grants - Small Communities Program financed solely by Public Prevention and Health Funds	93.737	1H75DP004375-01	22,761	-
Total U.S. Department of Health and Human Services			874,501	8,713
<u>CORPORATION FOR NATIONAL AND COMMUNITY SERVICE</u>				
Pass-Through Indiana Commission for Higher Education AmeriCorps	94.006	ED J22-14-C02053	1,281	-
Total for Corporation for National and Community Service			1,281	-
Total for Other Programs			918,310	8,713
Total federal awards expended			\$ 47,556,844	\$ 8,713

The accompanying notes are an integral part of the Schedule of Expenditures of Federal Awards.

UNIVERSITY OF SOUTHERN INDIANA
EVANSVILLE, INDIANA
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
June 30, 2015

Note 1. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of University of Southern Indiana (University) and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the general-purpose financial statements.

Note 2. Federal Direct Student Loans

The number of guaranteed student loans and total amount for each program for University of Southern Indiana students for the year ended June 30, 2015, were as follows:

	No. of Students	Amount
Direct Loan Program (Subsidized and Unsubsidized)	4,906	\$ 31,379,583
Direct PLUS Loans (Parent and Graduate PLUS Loans)	431	3,281,075
Totals	5,337	\$ 34,660,658

Note 3. Subrecipients

Of the federal expenditures presented in the schedule, the University provided federal awards to subrecipients as follows for the year ended June 30, 2015:

Program Title	Federal CFDA Number	Amount
Area Health Education Centers Point of Service Maintenance and Enhancement Awards	93.107	\$ 8,713
Total		\$ 8,713

UNIVERSITY OF SOUTHERN INDIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Section I - Summary of Auditor's Results

Financial Statements:

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
Material weaknesses identified?	no
Significant deficiencies identified?	none reported
Noncompliance material to financial statements noted?	no

Federal Awards:

Internal control over major programs:	
Material weaknesses identified?	yes
Significant deficiencies identified?	none reported
Type of auditor's report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with section 510(a) of OMB Circular A-133?	yes

Identification of Major Programs:

CFDA Number	Name of Federal Program or Cluster
93.247	Student Financial Aid Cluster Advanced Nursing Education Grant Program

Dollar threshold used to distinguish between Type A and Type B programs: \$300,000

Auditee qualified as low-risk auditee?	yes
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Section II - Financial Statement Findings

No matters are reportable.

UNIVERSITY OF SOUTHERN INDIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

Section III - Federal Award Findings and Questioned Costs

**FINDING 2015-001 - SPECIAL TESTS AND PROVISIONS -
DISBURSEMENTS TO OR ON BEHALF OF STUDENTS**

Federal Agency: U.S. Department of Education
Federal Program: Federal Supplemental Educational Opportunity Grants, Federal Pell Grant Program,
and Federal Direct Student Loans
CFDA Number: 84.007, 84.063, and 84.268
Federal Award Number and Year (or Other Identifying Number): FY15

Management of the University has not established an effective internal control system, which would include segregation of duties, related to the following compliance requirement: Special Tests and Provisions - Disbursements to or on Behalf of Students.

Adequate procedures did not exist to ensure that the credit balances caused by the application of Title IV, HEA program funds, in excess of allowable charges, were paid to the student or parent within 14 days of the credit balance occurring. Based on testing performed, there were 154 student accounts that had a credit balance after the application of Title IV, HEA program funds, that were not refunded within the allowable time frame. The Bursar had removed these accounts from the automated refund processing system for further review. Refunds were made up to 123 days after the credit balance occurred.

Failure to establish an effective internal control system places the University at risk of noncompliance with the compliance requirements. A lack of segregation of duties within an internal control system could also allow noncompliance with compliance requirements and allow the misuse and mismanagement of federal funds and assets by not having proper oversight, reviews, and approvals over the activities of the programs.

An internal control system, including segregation of duties, should be designed and operate effectively to provide reasonable assurance that material noncompliance with the compliance requirement of a federal program will be prevented, or detected and corrected, on a timely basis. In order to have an effective internal control system, it is important to have proper segregation of duties. This is accomplished by making sure proper oversight, reviews, and approvals take place and that there is a separation of functions over certain activities related to the programs. The fundamental premise of segregation of duties is that an individual or small group of individuals should not be in a position to initiate, approve, undertake, and review the same activity.

34 CFR 668.164(e) states:

"Credit balances. Whenever an institution disburses title IV, HEA program funds by crediting a student's account and the total amount of all title IV, HEA program funds credited exceeds the amount of tuition and fees, room and board, and other authorized charges the institution assessed the student, the institution must pay the resulting credit balance directly to the student or parent as soon as possible but—

- (1) No later than 14 days after the balance occurred if the credit balance occurred after the first day of class of a payment period; or
- (2) No later than 14 days after the first day of class of a payment period if the credit balance occurred on or before the first day of class of that payment period."

UNIVERSITY OF SOUTHERN INDIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

OMB Circular A-133, Subpart C, section .300 states in part:

"The auditee shall: . . . (b) Maintain internal control over Federal programs that provides reasonable assurance that the auditee is managing Federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a material effect on each of its Federal programs."

The failure to establish internal controls enabled material noncompliance to go undetected. Noncompliance of the compliance requirement could result in the loss of federal funds to the University.

We recommended that the University's management establish controls, including segregation of duties, and comply with the compliance requirement listed above.

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AUDITEE PREPARED DOCUMENT

The subsequent document was provided by management of the University. The document is presented as intended by the University.



CORRECTIVE ACTION PLAN

FINDING 2015-001

Contact Person Responsible for Corrective Action: Suzanne Devine
Contact Phone Number: 812-465-7055

Description of Corrective Action Plan:

While management concurs with the conclusions and recommendations of the audit, some additional context may be helpful to establish the scope of the issue. The University processed over 9,600 student refunds during the audit period. A portion of the refunds included Title IV funds, and the audit found 154 refunds which did not meet the federal requirements.

Management has initiated some immediate corrective actions already, and it will take several additional steps during the next eight months to ensure compliance. Foremost, the associate bursar will become the primary refund processor with the special payment accountant serving as the backup beginning with the spring 2016 semester. This change will allow the bursar to monitor the refund process to ensure that it conforms with federal requirements and internal guidelines, and it will enhance internal controls and establish an appropriate separation of duties within the Bursar's Office.

The controller and the bursar met with the principal software developer/analyst in Information Technology in December 2015 to discuss the development of a new report to track the number of days which a credit balance has existed on a student account as a way to track compliance and identify exceptions. The report was developed and tested in less than one month, and it was used to successfully identify and correct refund exceptions during a trial period in December. The reports will be archived to document their review and to demonstrate compliance with the federal requirements.

Furthermore, the bursar has documented the new procedure for student account refunds in detail for Bursar's Office staff, specifying roles, steps, and processing timelines. Additionally, the bursar will develop a checklist of essential tasks in the refund process to promote their timely and accurate completion.

Finally, the bursar will work with the principal software developer/analyst in Information Technology to investigate opportunities for automating some of the refund process as a way to enhance accuracy and to gain efficiencies.

Business Office

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University of Southern Indiana
 Finding 2015-001
 Corrective Action Plan
 Page 2

Anticipated Completion Date:

Action	Anticipated Completion Date	Status
Develop report to track credit balances	December 2015	Completed
Document process for student account refunds	January 2016	Completed
Transfer primary responsibility for refund processing to associate bursar	January 2016	In progress
Review credit balances report daily	January 2016	In progress
Develop checklist of essential refund process tasks	March 2016	Not started
Investigate further automation of refund process	August 2016	Not started


 Signature

Controller
 Title

1/18/2016
 Date