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**UNIVERSITY AUDIT DEPARTMENT / OLD DOMINION UNIVERSITY  
Police Department Fiscal Activities FY2024**

AUDIT SUMMARY

Responsible Management: Garrett Shelton, Chief of Police	Auditors: Julia Adkins, Senior Auditor Lauren Eady, Audit Manager
Responsible Executive: Chad Reed, Executive Vice President for Administration and Finance	Chief Audit Executive: Amanda Skagg Audit Report Date: 11/20/2024

**Background**

The University Audit Department was asked to complete an annual fiscal review of the Old Dominion University Department (ODUPD) to assist the department in complying with the Commission on Accreditation for Law Enforcement (CALEA) requirements.

**Scope and Objectives**

The main purpose of this audit engagement was to provide an independent assessment of the financial activity within ODUPD.

The engagement focused on determining whether:

- f* adequate internal controls and operating procedures were in effect for fiscal related activities
- f* transactions and practices followed applicable State and University policies and procedures
- f* financial transactions were appropriate and monitored
- f* the department adheres to CALEA standards for fiscal management and agency property.

Specific coverage for the engagement included a review of the following: general expenses, small purchase cards (Pcards) including reconciliations, transactions and split payments, travel expenses, budget management and budget signature authority, fixed assets, operational readiness of agency property, department policies, and Web Time Entry approvals. The scope of this engagement was transactions and activities occurring in fiscal year 2024 (FY24).

Inherent Risk Exposure			Audit Conclusion of System of Internal Controls			
Low	Moderate	High	Highly Effective	Effective	Partially Effective	Ineffective
<sup>1</sup> Risk exposure is based on the inherent risk of the audited area and not the results or conclusions of the audit. <sup>2</sup> Audit conclusion is based on the ratings category criteria applied to the system of internal controls relative to the audit scope.						

**Summary of Results**

In summary, internal controls were found to be operating as expected and no reportable conditions were noted. We noted several areas with strong internal controls.

UNIVERSITY OF NORFOLK DOMINION UNIVERSITY  
Audit of Office of the President FY2024 Expenditures

AUDIT SUMMARY

Department Contacts

Velvet Grant, Special Assistant to the President

Donna Meeks, Executive Secretary to the Board of Visitors and  
University Policy Manager

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## Status of Audit Issues Since September 2024

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University Audit Department  
November 21, 2024



## Status of Audit Issues Since September 2024

### Issue Status by Engagement

Engagement Title	Report Date	# of Issues Closed Since 9/4/24	# of Issues Open as of 11/21/24
Board Governance	6/4/20	1	0
Office of Research (Operational/Financial)	11/30/20	1	2
Academic Affairs	3/17/21	0	2

Status of Audit Issues Since September 2024

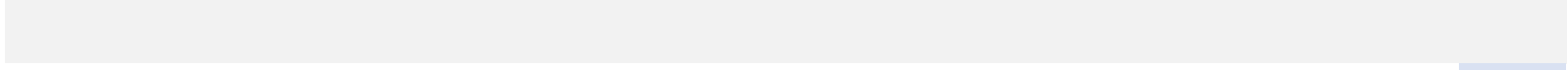
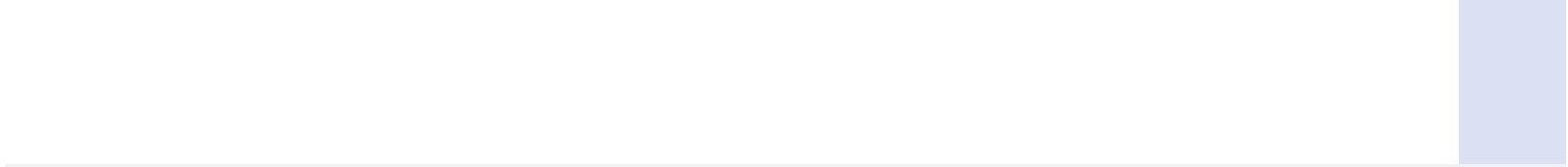
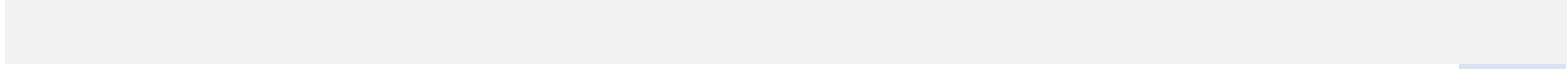
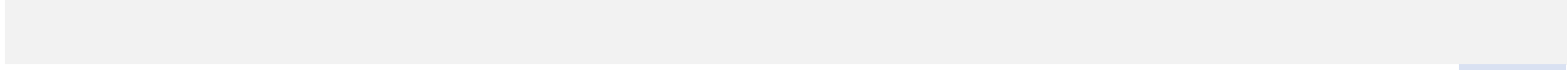
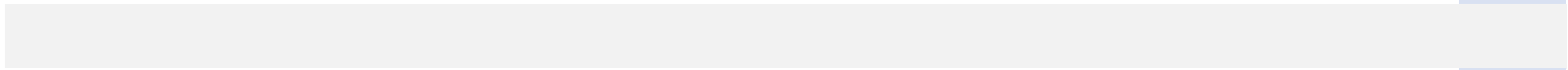
Action Plan Status by Report Date

Executive Area	
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Administrative Faculty Appointments  
 August 15, 2024 – November 10, 2024  
 (Clinical Appointments July 2, 2024 – November 10, 2024)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Julia Adkins Senior Auditor Assistant Instructor University Audit Department	\$87,526	9/10/2024	12 mos.

Julia Adkins holds a Bachelor of Science degree in Business Administration from Radford University. Adkins brings experience as the Digital Operation Analyst at Dollar Tree Stores.

Pierre Atallah Senior Associate Registrar for Academic Services Assistant Instructor Academic Affairs Exceptional Hire	\$110,000	11/1/2024	12 mos.
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Pierre Atallah holds a Master of Science in Business Administration from American University of Science and Technology Lebanon and a Bachelor of Science in Management Information Systems from American University of Science and Technology Lebanon. Atallah brings experience as the Associate Registrar for Student Services at Old Dominion University.

Amy Becraft Standardized Patient Educator Professional Skills CTR	\$81,452	10/24/2024	12 mos.
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Amy Becraft holds a Bachelor of Science in Psychology from the University of Dayton. Becraft brings experience as a Standardized Patient, Event Administrator for Eastern Virginia Medical School.

Natasha Bibbins Director of Academic Resources Instructor VP of Academic Affairs	\$92,000	09/25/2024	12 mos.
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Natasha Bibbins holds Master of Science in Management from the University of Phoenix and a Bachelor of Science in Business from the University of Phoenix. Bibbins brings experience as the Operations Manager, Interdisciplinary Schools with Old Dominion University.

Brittany Bookout Ultrasonographer, MFM- Hofheimer Hall	\$68,776	10/25/2024	12 mos.
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Brittany Bookout holds a Master of Education from Norfolk State University, Bachelor of Science in Biology from Virginia Tech, and Associates of Diagnostic Medical Sonography from ECPI University. Bookout brings experience as Diagnostic Medical Sonographer

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Eric Bumanglag	\$140,185	9/25/2024	12 mos.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Sara 'Nicole' Cronenwett Director, Fraternity & Sorority Life Student Engagement and Traditions Exceptional Hire	\$85,000	9/10/2024	12 mos.

Dr. Nicole Cronenwett holds a Doctor of Philosophy degree in Higher Education Administration from Bowling Green State University, a Master of Science in College Student Personnel Administration from the University of Central Missouri, and a Bachelor of Science in Mass Communications from Texas Women's University. Dr. Cronenwett brings experience as the Director of Fraternity and Sorority Life with Radford University.

Robert Donovan Senior Auditor University Audit Department	\$84,000	9/25/2024	12 mos.
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Robert Donovan holds a Bachelor of Science degree in Business Administrator from Old Dominion University and an Associate of Science degree in Business Administrator from Northern Virginia Community College. He has worked for the University of Northern Iowa for 30 years. He is currently a Senior Auditor in the University Audit Department.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Shannon Freeman Associate Director for Finance, Instructor Student Housing	\$75,000	11/25/2024	12 mos.

Shannon Freeman holds a Master of Science degree in Psychology

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Yujie Huang Associate Director for Assessment Institutional Effectiveness & Assessment	\$85,000	9/10/2024	12 mos.

Dr. Yujie Huang holds a Doctor of Philosophy degree in Agricultural Sciences Education and Communication from Perdue University, and a Master of Science degree in Regulator Science from the University of Arkansas. Dr. Huang brings experience as the Learning Assessment and Applied Research Manager at the Studio for Teaching & Learning Innovation.

Dr. Kelly King Physician Student Health Services	\$200,384	11/10/2024	12 mos.
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Dr. Kelly King holds a Doctor of Medicine degree from the University of Mississippi, a Master's degree from the University of Mississippi, and a Bachelor's degree from the University of Mississippi. Dr. King brings experience as a Physician at US Acute Care Solutions.

Deborah Kirkland Transfer Academic Success Advisor Arts & Letters Commonwealth Account	\$50,715	8/25/2024	12 mos.
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Deborah Kirkland holds a Master of Science Education degree in Clinical Mental Health Counseling from Old Dominion University, a Bachelor of Science degree in Human Services from Old Dominion University, and an Associate of Applied Science degree in Psychology and Social Work from Rappahannock Community College. Kirkland brings experience as an Advisor at Old Dominion University.

Henry Leonardi 2 <sup>nd</sup> Assistant Women's Rowing Coach, Assistant Instructor Athletics Exceptional Hire	\$63,920	8/25/2024	12 mos.
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Henry Leonardi holds a Bachelor of Art in Economics from Bucknell University. Leonardi brings experience as the Assistant Coach & Recruiting Coordinator Men's University Crew with Bucknell University.

Kaitlyn McCoy MEESAILAB Program Manager Instructor, Maritime & Environment Studies Emergency Hire	\$85,000	10/25/2024	12 mos.
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Kaitlyn McCoy holds a Master of Science in Library Science from East Carolina University and a Bachelor of Art in English from the University of Phoenix. McCoy brings experience as the Program Manager for the Brooks Crossing Innovation Lab for Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Brittany Mitchell Community Faculty Relationship Specialist,	\$81,452	9/25/2024	12 mos.





<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Maura Simokaitis	\$98,758	8/20/2024	

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ashlyn Tuft-Williams Program Manager OB/GYN	\$70,569	8/25/2024	12 mos.

Ashlyn Tuft-Williams holds a Master of Business Administration from Longwood University and a Bachelor of Science in Health Services Administration from Old Dominion University. Tuft Williams brings experience as a Staff Accountant for Eastern Virginia Medical School.

Taylor Waddell Registered Nurse, MFMHofheimer Hall	\$81,452	9/10/2024	12 mos.
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Taylor Waddell holds a Bachelor of Science in Nursing from Marian University. She holds various Licensures and certifications ranging from NRP to AWHONN. She has prior working experience as a labor & Delivery Nurse with Sentara Norfolk General Hospital.

Mary Wagner Registered Nurse, MFMTPC	\$81,452	9/10/2024	12 mos.
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Mary Wagner holds a Bachelor of Science degree in Nursing from James Madison University. She holds three active certifications from the American Heart Association and prior experience working in L&D and HCA Reston Hospital Center.

Dr. Jasper Waugh-Quasebarth Director and Curator, Gordon Art Gallery, College of Arts and Letters	\$89,600	8/25/2024	12 mos.
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Dr. Jasper Waugh-Quasebarth holds a Doctor of Philosophy with distinction from the University of Kentucky, a Master of Arts degree in Anthropology from the University of Kentucky, and a Bachelor of Arts degree in Anthropology and History from the University of Virginia. Dr. Waugh Quasebarth brings experience as a Visiting Assistant Professor in the Department of Comparative Studies, DTd [(Q)-2 ( -0.04 )]TJ ( )f(U)2 (n C)-3 (he)4 ( D)2 (ee)4 (nt)-2 (e)4 (r)3 (.)]TJ ( C)-3 (F2 D-15.69(Td [(D)-2 (E)4 (cmor5 (D0 D5 (h)]TJ en)]TJ c W)4 (yi)--6 (r)-1 (ectTJ 0 Tc 0 Tw [(ba)-6.58( )TJ

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Kelsey Whitlow Student Success Director Digital Transformation and Technology	\$57,000	9/10/2024	12 mos.

Kelsey Whitlow holds a Master of Science degree in Education from Old Dominion University, and a Bachelor of Science degree in Human Services from Old Dominion University. Whitlow brings experience as th(i)-2 m1Ka.m(el)-