



UNIVERSITY of WASHINGTON

FY2025 Operating Budget Development Narrative Prompts

[Internal Audit]

Programmatic & Academic Vitality Narrative

Text submitted within this section **will** be published to OPB's Annual Budget Development website

Where possible, you are encouraged to leverage published materials already created

- 1) Please provide a web link to your campus/unit strategic framework and provide three to five bullet points outlining the relationship between your resource plan and your strategic framework. *Word Limit: 750*

1. *Our Long Range Strategic Plan is delivered to the Board of Regents Audit Advisory Committee Annually and reviewed with the Committee quarterly (it is not on our website). The relationship with our Strategic Plan and Resource Plan are as follows:*
- We plan ahead for succession and as such we have included expectations of hiring replacement auditors within our budget for 2025.*
 - The UW is expanding and the ERM risks are growing especially in the area of Cyber Security and related IT Risks. It is not possible to hire employees to have all the expertise required to audit these risks so our Long Range plan plans for the continued use of an external co-source provider in this area at approximately 400k per year.*
 - We also will be working with UW Finance to learn more about Workday Auditing and this aligns with our strategic learning needs and expanded resource utilization of workday processes and Internal controls.*
 - We have such a broad mandate that we need to continue to develop strong auditors and provide them with professional and internal growth opportunities and have developed a Quality Assurance Program to identify additional areas for this growth.*
 - We expect to add one or two additional auditors over the next three years to assist in this broad reach across three academic campuses and four medical centers.*

- 2) Please discuss your campus/unit's planned utilization of resources, as identified in your Adaptive entries (institutional initiative = UW Diversity Blueprint), in support of the [2022-2026 UW Diversity Blueprint](#) themes and goals. *Word Limit: 750*

We have supported the UW's Diversity Blueprint through the following work:

- Goal 1 - We consider the Diversity Blueprint when assessing the control risks within the University and consider this as part of our audit planning process.*
- Goal 1 - We operate a Financial Fraud and Ethics Hotline, which is available to all to report any potential issue within the University and if we receive a complaint which stems from bias or other inequities, we ensure the information received is forwarded to the correct department within the University to manage this concern.*
- Goal 4 – We aspire to attract and retain a diverse staff within Internal Audit and encourage auditors from all potential backgrounds to apply for our positions.*
- Goal 6 – When auditing an area responsible for procurement, we test and validate that they are adhering to the State/UW policies on inclusion of MWBE firms*
- Goal 6 - When purchasing supplies for use by the team, we plan to complete a minimum of 20% purchasing from the MWBE Firm approved by UW.*
- Goal 6 – When procuring services, we identified MWBE firms who could potentially participate in the proposal process to support UW internal Audit.*



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Required Budget Development Consultative Process Summary – Faculty, Staff and Students

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-- If specific questions are not applicable to your unit, simply indicate n/a --

Consultation with your elected faculty councils, student councils and unit/campus staff, regarding your unit's/campus's budget proposal materials, including your proposed FY25 operating budget, narrative responses, tuition rate recommendations and fee-based rate recommendations are an important and necessary component of the UW's budget development process. Your responses to the questions below will be documented and included as part of the FY25 operating budget development review materials provided to Executive Leadership of the UW.

PLAN NOW to ensure that all unit/campus review and consultative processes are completed by the March 4, 2024 due date.

- 1) Please indicate the date that FACULTY leadership within your unit/campus was consulted and provided the opportunity to provide input as part of this budget planning exercise
 - a. There are no faculty in our unit.
- 2) Please list a point of contact for your FACULTY leadership (name and UW email address).
 - a. N/A
- 3) Please indicate the date that STUDENT leadership within your unit/campus was consulted and provided the opportunity to provide input as part of this budget planning exercise.
 - a. N/A
- 4) Please list a point of contact for your STUDENT leadership (name and UW email address).
 - a. N/A
- 5) Please discuss how you involved campus or unit staff in the consultative process.
 - a. The Unit (Internal Audit) works with the entire management team to evaluate needs for the department. We engage our entire team in identifying ways and means of improving the Internal Audit Department and this leads to discussions on certain training and resources required for the unit to improve. We then integrate these ideas into our plan.
 - b. We also consult with the Board of Regents Audit Advisory Committee on risks and how we might better address these University risks through audit.
- 6) Since submission of your tuition and/or fee-based rate recommendations on February 1, 2024, has your campus or unit received any additional feedback from students? If so, please summarize here.
 - a. N/A