

DIRECTOR OF INTERNAL AUDITDEFINITION

This is administrative staff work in managing the University internal and external audit programs, involving the independent appraisal/review of physical and administrative operations of the University through effective execution of the University Audit Plan. The work involves developing long and short range audit plans; planning, coordinating and directing internal financial and performance audits; developing external audit contract specifications and soliciting and analyzing bids; coordinating financial audits by independent accounting firms; exercising contractual and technical supervision over external auditing teams; evaluating and acting upon audit reports; developing and recommending systemwide audit policies and changes thereto for Presidential or Board of Regents approval; and investigating operations and management of programs and activities for compliance with applicable state and University policies, rules and regulations and with sound management practices.

Work is performed with wide latitude allow for the exercise of independent judgment and initiative and is reviewed internally by the Vice President for Administration, President and Board of Regents for attainment of programs goals and externally by legislative auditors and the State Comptroller for maintenance of system integrity and for system improvements.

The establishment of the class Director of Internal Audit and its assignment to salary range M05-NM is approved effective February 1, 1984.

Fujio Matsuda

February 2, 1984
Date