

**Louisiana Community and Technical College System  
Audit Committee Meeting**

**Thursday, July 1, 2004  
10:00 a.m.**

**LCTC System Office  
822 Neosho Avenue, Baton Rouge, LA  
2<sup>nd</sup> Floor Conference Room**

**MINUTES**

1. Call to Order by the Committee Chair

The Audit Committee of the Louisiana Community and Technical College System Board of Supervisors met Wednesday, July 1, 2004, at the LCTC System Office, in the 2<sup>nd</sup> floor conference room. Chair Stephen Smith called the meeting to order at 9:58 a.m.

Ms. Bonni Blouin, Coordinator of Board Services, called roll and a quorum was established.

**Members Present**

Stephen Smith, Chair  
Mike Stone, Vice Chair  
Nick Trist, Vice Chair

**Members Absent**

Gibson Chigbu  
Ava Dejoie

**Staff Present**

Allen Brown  
Bonni Blouin  
Mary DeVille  
Howard Karlton  
Michael LaCour

2. Update from Allen Brown on Current Audit Work

Mr. Allen Brown, Director, Internal Audit, provided an update on audit work currently being conducted. He stated that audit reports on Perkins Funds and TANF are complete and would be sent out today. He noted an overbilling by Southern University/Shreveport for \$50,000 of Perkins funds.

Chair Smith questioned whether or not there were any problems discovered from the TANF Report. Mr. Brown indicated that one of the LTC campuses was unable to provide documentation for figures reported.

3. Plan for 2004 – 2005

Mr. Brown reviewed a list of suggested projects for fiscal year 04-05 (list attached). He stated that items 1-3 had already been determined to be a priority for the System. He reviewed each of the suggested projects.

Committee members discussed the order of importance for the suggested projects.

Supervisor Trist recommended #13 be moved up to #8. This was the only recommended change to the list.

**On motion of Supervisor Stone, seconded by Supervisor Trist, the Audit Committee approved the list of suggested projects for fiscal year 2004-2005, with the noted change. The motion passed. (List of approved projects for 2004-2005 is attached to the minutes).**

4. Other Business

Mr. Brown stated that the LTC Student Data Report has been completed. The Student Data Report is an audit report on student data supplied by the LTC campuses that is required by the state law. An Executive Summary sheet will be provided to all Board members, along with a copy of the complete report for review.

There being no further business to come before the Audit Committee, on motion of Supervisor Stone, seconded by Supervisor, the Audit committee adjourned at 10:55 a.m.