Expected Outcome 1: Department Responsibilities
Carry out the responsibilities of the Department of Cash Management in a manner compliant with AU Policies regarding Investments and Cash Management.

Assessment Method 1: Audit

Assessment Method Description
Internal Audit performs an audit to determine Cash Management's processes as they relate to daily cash management, wire transfers, and daily investments for operating funds are in compliance with AU Policies. They reviewed the processes for efficiency as well as for adequate control of University assets. The audit period covered was from March 1, 2011 through April 30, 2013.

Findings
Quoted from AU Internal Audit Report for Office of Cash Management (Audit #1213-32): "We found no formal recommendations are necessary at this time."

How did you use findings for improvement?
Cash Management will continue to operate within the Policies of AU and maintain this compliance. Also will search out best practices that will enhance the safety of the assets of Auburn University.

Additional Comments

Expected Outcome 2: Maintain sufficient liquidity to meet the daily cash obligations of the University.
Maintain a positive collected balance in the University operating account sufficient to meet current obligations without sacrificing investment returns.

Assessment Method 1: Review monthly bank statement analysis
Assessment Method Description

Review monthly bank statement analysis to determine if the collected balance maintained is a positive balance throughout the month. If yes, further confirm for each month that the AVERAGE collected balance did not exceed $10,000,000. Collected balances in excess are to be invested to achieve maximum returns within the Investment Policy guidelines. Use investment reporting to forecast maturities/calls/interest payments to monitor cash flow and place future investments.

Findings

A positive collected balance within the desired range has been maintained in the Operating Account 100% during the year.

How did you use findings for improvement?

Will continue to maintain and search for opportunities for improvement.

Additional Comments

Expected Outcome 3: Payment Card Industry Data Security Standards (PCI) Compliance

Ensure protection of credit cardholder data.

Assessment Method 1: Readiness Review

Assessment Method Description

A Readiness Review (Gap Analysis) has been conducted by CampusGuard, the consultant engaged by Auburn University. The Review took place June 24-27, 2013. This review evaluated specifically AUM, Athletics, AU Bookstore, the Call Center, and other smaller volume departments' compliance status with PCI. The review was targeted at the departments' end of payment processing. The consultant interviewed the staff members responsible for credit card processing within the department and also reviewed the practices of the department.

Findings

Overall the current practices of the departments reviewed were found to be non-compliant. CampusGuard has been working with the University through the past two years to help with the network segmentation and implementation of controls to satisfy the PCI requirements for the Touchnet environment. The Readiness Review Executive Summary states "A lot of progress has been made in that area of payment processing for Auburn." With the focus of the readiness review conducted in June being the end point in the specific departments, the review found that the use of general use computers for payment processing and other payment data
input can put that information at risk; thus the non-compliance of those departments. An example of a general use computer being used to gather or process credit card data would be a single authorization transaction. The customer credit card number and other pertinent information are entered manually into the user's desktop computer where email might also be viewed or an internet connection made from the same desktop.

**How did you use findings for improvement?**

Segmentation of the Cardholder Data Environment (CDE) will continue as processing is transferred to the newly created AUCommerce Network. To remove the use of the general use computer in the credit card process, the Univeristy has developed the Virtual Desktop Infrastructure (VDI) configuration solution which is currently being deployed across campus where needed. Deployment of this solution will be completed as soon as possible to reduce the risk of information breach at the Univeristy thereby advancing the goal of PCI compliance.

**Additional Comments**

PCI compliance is an ongoing effort. Compliance must be maintained and certified annually by each merchant area.