

UCF ADMINISTRATIVE UNIT PERFORMANCE REPORT

President's Division

UNIT NAME: Office of Inspector General

FY: 1999-2000

Unit Mission	Performance Indicators	Performance Measurements	Measurement Results	Results Utilization Plan
<p>Our mission is to add value to UCF by evaluating university operations and recommending actions to strengthen internal controls, reduce risk to resources, and increase efficiency and effectiveness. We perform internal audits, provide advisory services to management and investigate fraud.</p>	<p>1. Perform quality work that meets the Standards for the Professional Practice of Internal Auditing.</p> <p>2.a. As required by Florida Statutes, maintain an appropriate balance between audits, investigations, management advisory services, and review of accountability measures.</p>	<p>1.a. Positive evaluation of the office in the Quality Assurance Review conducted by the State University System, Chief Inspector General.</p> <p>1.b. Satisfactory review by the Office of Auditor General.</p> <p>2.a. Comparison of year-end summary of actual percentage of effort to planned percentage. The annual work plan is approved by the President.</p>	<p>1.a. Last Quality Assurance Review had no comments or recommendations about our office.</p> <p>1.b. Last Auditor General review was positive.</p> <p>2.a. 65 % of total time was spent on direct work, which is the desirable level. Breakdown of direct work hours: 64.5% audits, 13.4% management advisory services, 14.7% investigations, 2% performance measures and 5.3% audit follow-up. These hours reflect an appropriate balance of work, with majority of work spent on audits. Hours spent on audits and investigations were each about 5% higher than planned, resulting in 6% less time for management advisory services.</p> <p>3.a. In 1999-2000, we completed 8 of 9 planned audits.</p> <p>4.a. All professional staff met the continuing professional education requirements</p>	<p>1.a. Continued supervision of audits and other work.</p> <p>1.b. Continued supervision of audits and other work.</p> <p>2.a. Future annual plans continue to reflect appropriate balance of work. Investigation hours cannot be precisely predicted at the beginning of the year due to their unplanned nature.</p> <p>3.a. Performance evaluations will reflect work performed.</p> <p>4.a. Continued annual planning of training.</p>
	<p>3.a. Complete the annual work plan.</p> <p>4.a. Adequately train professional staff as required by the Standards for the Professional Practice of Internal Auditing and by state regulations.</p>	<p>3.a. Comparison of number of audits planned to number of audits completed</p> <p>4.a. All professional staff members obtain at least 20 hours of continuing professional education each year.</p>		