

**Report  
Oakland University  
Board of Trustees  
Audit Committee  
April 15, 2019**

**YOUTH PROTECTION UPDATE**

1. **Division and Department:** Operations and Finance, Chief Operating Officer (COO).
2. **Introduction:** Following an extensive internal audit culminating in October 2018, a cross functional team was assembled to address audit findings, which primarily directed: central oversight of the topic, establishment of a university policy, improved background check process, and communication/guidance to program administrators.

This team, guided by benchmarking, internal and external administrator reviews, and the audit results/recommendations has accomplished the following major actions to date:

- The creation of the Administrative Policy, Youth Protection Policy (Policy), which is currently in the approval sequence. Next steps – The Policy was distributed to the Administrative Council for reviewal via email on 3/27/19, it will go to the Academic Council, the Provost's Council, and the Administrative Council (May 20, 2019) meetings for approval prior to final approval by the President's Cabinet.
- The team has communicated and given guidance to program administrators on policy/process updates and changes through a Town Hall meeting on December 13, 2018 and ongoing survey input. Next step – COO will lead an administrator meeting in late May 2019 to overview finalized and approved policy.
- The Policy calls for (among other things) all programs to be defined, registered, and all support personnel to receive annual background checks.
- Through the RFP process, Oakland University has a newly sourced background check provider, HireRight, and will implement the Policy's requirements thoroughly using their system.
- Oversight of the Policy has been added to the COO's organization under the Oakland University Police Department (OUPD) with an incremental position to monitor compliance to the Policy and adjudicate background check results.

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3. **Previous Board Action:** None.
4. **Budget Implications:** An estimated \$75,000 annually related to the Personnel Implications noted below.
5. **Educational Implications:** None.
6. **Personnel Implications:** An incremental position will be added to OUPD to monitor compliance to the Policy and adjudicate background check results.
7. **University Reviews/Approvals:** The policy has been reviewed by the COO. Reference the approval steps in Section 2.
8. **Recommendation:** Recommendations, if any, are referenced in the Audit Recommendations Status Summary.
9. **Attachments:** None.

**Submitted by COO Scott G. Kunselman**

SGK  
(please initial)

**Reviewed by Secretary Victor A. Zambardi**

VZ  
(please initial)

**Reviewed by President Ora Hirsch Pescovitz, M.D.**

OHP  
(please initial)