

**VMI Board of Visitors – Audit, Finance and Planning Committee
Motion and Standing Reporting Items Summary**

January/February	April/May	September	As Needed Motions/Updates
<p><u>Motion Items</u></p> <ul style="list-style-type: none"> • Operating Budget Amendments • Post Facilities Master Plan Update <p><u>Standing Items</u></p> <ul style="list-style-type: none"> • IT Report • Preliminary Budget Notes and Assumptions • Annual Agency Risk Management & Internal Control Standards (ARMICS) Assessment/Certification • Payment Card Industry Data Security Standard (PCI DSS) Annual Update • Safety and Security • BOV-AFP Motion and Standing Reporting Summary • AFP Committee Charter 	<p><u>Motion Items</u></p> <ul style="list-style-type: none"> • Adoption of VMI’s Annual Operating Budget • Financial Statements (Audited) <p><u>Standing Items</u></p> <ul style="list-style-type: none"> • IT Report • APA Financial Statement Audit Conclusion & NCAA AUP Conclusion • VMI Annual Debt Report • Safety and Security 	<p><u>Motion Items</u></p> <ul style="list-style-type: none"> • Six Year Plan Update and Enrollment Projections • Strategic Plan • Institute Small, Women-owned, and Minority-owned Business Plan (SWaM) <p><u>Standing Items</u></p> <ul style="list-style-type: none"> • IT Report • APA Report on Compliance – NCAA Subsidy Percentage Requirements • Six-year plan review and approval of priorities • Compliance Reporting • VMI Alumni Agencies Update • Safety and Security 	<ul style="list-style-type: none"> • A/P Faculty Handbook • VMI Accounting Policies and Procedures • Delegation of Authority • Real Estate Actions • VCBA Bond Authorizations • SACSCOC Reaccreditation Updates • APA Five-Year Federal Financial Aid Update • VMI Museum Accreditation Update • VMI Museum Systems Collections Management Policy and Code of Ethics • Department Specific Accreditations • JLARC Study and Recommendations • Crisis & Emergency Management Planning (CEMP) • Continuity of Operations Plans (COOP)