

# Audit Report

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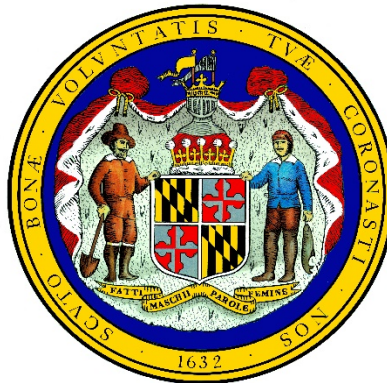
## University System of Maryland Salisbury University

March 2024

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### Public Notice

**In compliance with the requirements of the State Government Article Section 2-1224(i), of the Annotated Code of Maryland, the Office of Legislative Audits has redacted cybersecurity findings and related auditee responses from this public report.**



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**DEPARTMENT OF LEGISLATIVE SERVICES**  
**MARYLAND GENERAL ASSEMBLY**

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Senator Justin D. Ready	Delegate Stephanie M. Smith
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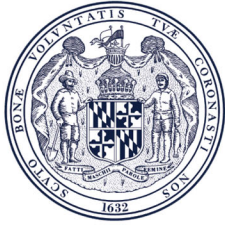
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Victoria L. Gruber  
Executive Director

DEPARTMENT OF LEGISLATIVE SERVICES  
OFFICE OF LEGISLATIVE AUDITS  
MARYLAND GENERAL ASSEMBLY

Gregory A. Hook, CPA  
Legislative Auditor

March 5, 2024

Senator Clarence K. Lam, M.D., Senate Chair, Joint Audit and Evaluation Committee  
Delegate Jared Solomon, House Chair, Joint Audit and Evaluation Committee  
Members of Joint Audit and Evaluation Committee  
Annapolis, Maryland

Ladies and Gentlemen:

We have conducted a fiscal compliance audit of the University System of Maryland (USM) – Salisbury University (SU) for the period beginning December 11, 2018 and ending October 31, 2022. SU is a comprehensive public institution of USM and provides a broad range of baccalaureate programs as well as selected professionally-oriented master's programs and doctoral programs.

Our audit disclosed certain cybersecurity-related findings. However, in accordance with the State Government Article, Section 2-1224(i) of the Annotated Code of Maryland, we have redacted the findings from this audit report. Specifically, State law requires the Office of Legislative Audits to redact cybersecurity findings in a manner consistent with auditing best practices before the report is made available to the public. The term “cybersecurity” is defined in the State Finance and Procurement Article, Section 3.5-301(b), and using our professional judgment we have determined that the redacted findings fall under the referenced definition. The specifics of the cybersecurity findings were previously communicated to those parties responsible for acting on our recommendations.

Our audit also included a review to determine the status of the five findings contained in our preceding audit report. We call your attention to our determination that SU satisfactorily addressed these findings.

The USM Office's response to this audit, on behalf of SU, is included as an appendix to this report; however, consistent with the requirements of State law, we have redacted all elements of the USM Office's response since they are related to cybersecurity findings. We reviewed the response and noted general agreement

to our findings and related recommendations, and have concluded that the corrective actions identified are sufficient to address the audit issues.

We wish to acknowledge the cooperation extended to us during the audit by SU. We also wish to acknowledge USM's and SU's willingness to address the audit issues and implement appropriate corrective actions.

Respectfully submitted,

A handwritten signature in black ink that reads "Gregory A. Hook". The signature is written in a cursive, flowing style.

Gregory A. Hook, CPA  
Legislative Auditor

## **Background Information**

### **Agency Responsibilities**

Salisbury University (SU) is a comprehensive public institution of the University System of Maryland (USM) and operates under the jurisdiction of the USM Board of Regents. SU offers baccalaureate, master's, and doctoral programs. During the audit period, student enrollment dropped significantly with enrollment for the fall 2022 semester totaling 7,123, including 6,378 undergraduate students and 745 graduate students<sup>1</sup>.

SU's budget is funded by unrestricted revenues, such as tuition and fees and a State general fund appropriation, and restricted revenues, such as federal grants and contracts. According to the State's records, SU's revenues for fiscal year 2022 totaled approximately \$213.3 million, including a State general fund appropriation of approximately \$58.3 million (see Figure 1 on the following page).

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<sup>1</sup> Fall 2018 semester enrollment totaled 8,567, including 7,650 undergraduate students and 917 graduate students.

**Figure 1**  
**SU Positions, Expenditures, and Funding Sources**

Full-Time Equivalent Positions as of June 30, 2022		
	Positions	Percent
Filled	997	91.0%
Vacant	99	9.0%
<b>Total</b>	<b>1,096</b>	
Fiscal Year 2022 Expenditures		
	Expenditures	Percent
Salaries, Wages, and Fringe Benefits	\$ 106,888,637	50.1%
Technical and Special Fees	22,941,887	10.8%
Operating Expenses	83,420,292	39.1%
<b>Total</b>	<b>\$213,250,816</b>	
Fiscal Year 2022 Funding Sources		
	Funding	Percent
<u>Unrestricted</u>		
General Fund	\$ 58,302,681	27.3%
Tuition and Fees	70,422,048	33.1%
Other University Revenues <sup>2</sup>	62,135,258	29.1%
	<b>190,859,987</b>	<b>89.5%</b>
<u>Restricted</u>		
Federal Grants and Contracts	18,448,789	8.7%
Other Gifts, Grants, and Contracts	3,942,040	1.8%
	<b>22,390,829</b>	<b>10.5%</b>
<b>Total</b>	<b>\$213,250,816</b>	

Source: State financial records and SU personnel records

<sup>2</sup> Includes revenues from Auxiliary Services (\$47.4M) and from the Higher Education Investment Fund (\$5.6M).

## **Status of Findings from Preceding Audit Report**

Our audit included a review to determine the status of the five findings contained in our preceding audit report dated October 22, 2019. We determined that SU satisfactorily addressed these findings.

## **Findings and Recommendations**

### **Information Systems Security and Control**

We determined that the Information Systems Security and Control section, including Findings 1 and 2 related to “cybersecurity,” as defined by the State Finance and Procurement Article, Section 3.5-301(b) of the Annotated Code of Maryland, and therefore are subject to redaction from the publicly available audit report in accordance with the State Government Article 2-1224(i). Consequently, the specifics of the following findings, including the analysis, related recommendations, along with the USM Office’s responses, have been redacted from this report copy.

**Finding 1**  
**Redacted cybersecurity-related finding.**

**Finding 2**  
**Redacted cybersecurity-related finding.**

## **Audit Scope, Objectives, and Methodology**

We have conducted a fiscal compliance audit of the University System of Maryland (USM) – Salisbury University (SU) for the period beginning December 11, 2018 and ending October 31, 2022. The audit was conducted in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

As prescribed by the State Government Article, Section 2-1221 of the Annotated Code of Maryland, the objectives of this audit were to examine SU’s financial

transactions, records and internal control, and to evaluate its compliance with applicable State laws, rules, and regulations.

In planning and conducting our audit, we focused on the major financial-related areas of operations based on assessments of significance and risk. The areas addressed by the audit included procurements and disbursements, student accounts receivable, student financial aid, cash receipts, payroll, and information systems security and control. We also determined the status of the findings contained in our preceding audit report.

Our audit did not include certain support services provided to SU by the USM Office. These support services (such as bond financing) are included within the scope of our audit of the USM Office. In addition, our audit did not include an evaluation of internal controls over compliance with federal laws and regulations for federal financial assistance programs and an assessment of SU's compliance with those laws and regulations because the State of Maryland engages an independent accounting firm to annually audit such programs administered by State agencies, including the components of the USM.

Our assessment of internal controls was based on agency procedures and controls in place at the time of our fieldwork. Our tests of transactions and other auditing procedures were generally focused on the transactions occurring during our audit period of December 11, 2018 to October 31, 2022, but may include transactions before or after this period as we considered necessary to achieve our audit objectives.

To accomplish our audit objectives, our audit procedures included inquiries of appropriate personnel, inspections of documents and records, tests of transactions, and to the extent practicable, observations of SU's operations. Generally, transactions were selected for testing based on auditor judgment, which primarily considers risk, the timing or dollar amount of the transaction, or the significance of the transaction to the area of operation reviewed. As a matter of course, we do not normally use sampling in our tests, so unless otherwise specifically indicated, neither statistical nor non-statistical audit sampling was used to select the transactions tested. Therefore, unless sampling is specifically indicated in a finding, the results from any tests conducted or disclosed by us cannot be used to project those results to the entire population from which the test items were selected.

We also performed various data extracts of pertinent information from the State's Financial Management Information System (such as revenue and expenditure data) and the State's Central Payroll Bureau (payroll data), as well as from the



contractor administering the State's Corporate Purchasing Card Program (credit card activity). The extracts are performed as part of ongoing internal processes established by the Office of Legislative Audits and were subject to various tests to determine data reliability. We determined that the data extracted from these sources were sufficiently reliable for the purposes the data were used during this audit.

We also extracted data from SU's financial system for the purpose of testing certain areas, such as student accounts receivable and student financial aid. We performed various tests of the relevant data and determined that the data were sufficiently reliable for the purposes the data were used during the audit. Finally, we performed other auditing procedures that we considered necessary to achieve our objectives. The reliability of data used in this report for background or informational purposes was not assessed.

SU's management is responsible for establishing and maintaining effective internal control. Internal control is a process designed to provide reasonable assurance that objectives pertaining to the reliability of financial records; effectiveness and efficiency of operations, including safeguarding of assets; and compliance with applicable laws, rules, and regulations are achieved. As provided in *Government Auditing Standards*, there are five components of internal control: control environment, risk assessment, control activities, information and communication, and monitoring. Each of the five components, when significant to the audit objectives, and as applicable to SU, were considered by us during the course of this audit.

Because of inherent limitations in internal control, errors or fraud may nevertheless occur and not be detected. Also, projections of any evaluation of internal control to future periods are subject to the risk that conditions may change or compliance with policies and procedures may deteriorate.

Our reports are designed to assist the Maryland General Assembly in exercising its legislative oversight function and to provide constructive recommendations for improving State operations. As a result, our reports generally do not address activities we reviewed that are functioning properly.

This report includes findings relating to conditions that we consider to be significant deficiencies in the design or operation of internal control that could adversely affect SU's ability to maintain reliable financial records, operate effectively and efficiently, and/or comply with applicable laws, rules, and regulations. Our report also includes findings regarding significant instances of

noncompliance with applicable laws, rules, or regulations. Other less significant findings were communicated to SU that did not warrant inclusion in this report.

State Government Article Section 2-1224(i) requires that we redact in a manner consistent with auditing best practices any cybersecurity findings before a report is made available to the public. This results in the issuance of two different versions of an audit report that contains cybersecurity findings – a redacted version for the public and an unredacted version for government officials responsible for acting on our audit recommendations.

The State Finance and Procurement Article, Section 3.5-301(b), states that cybersecurity is defined as “processes or capabilities wherein systems, communications, and information are protected and defended against damage, unauthorized use or modification, and exploitation.” Based on that definition, and in our professional judgment, we concluded that all findings in this report fall under that definition. Consequently, for the publicly available audit report all specifics as to the nature of the cybersecurity finding and required corrective actions have been redacted. We have determined that such aforementioned practices, and government auditing standards, support the redaction of this information from the public audit report. The specifics of the cybersecurity findings have been communicated to SU and those parties responsible for acting on our recommendations in an unredacted audit report.

The response from the USM Office, on behalf of SU, to our findings and recommendations is included as an appendix to this report. Depending on the version of the audit report, responses to any cybersecurity findings may be redacted in accordance with State law. As prescribed in the State Government Article, Section 2-1224 of the Annotated Code of Maryland, we will advise the USM Office regarding the results of our review of its response.

**OFFICE OF ADMINISTRATION AND FINANCE**

March 1, 2024

Mr. Gregory A. Hook, CPA  
Legislative Auditor  
Office of Legislative Audits  
The Warehouse at Camden Yards  
351 West Camden Street, Suite 400  
Baltimore, MD 21201

Re: University System of Maryland – Salisbury University  
Period of Audit: December 11, 2018 through October 31, 2022

Dear Mr. Hook,

Thank you for the work of your team and the recommendations you provided. I have enclosed the University System of Maryland's responses to your draft report covering the examination of the accounts and records of the University System of Maryland – Salisbury University. Our comments refer to the individual items in the report.

Sincerely,



Ellen Herbst  
Senior Vice Chancellor for Administration and Finance

Enclosures

cc: Dr. Carolyn Ringer Lepre, President, SU  
Ms. Linda R. Gooden, Chair, University System of Maryland Board of Regents  
Mr. Louis M. Pope, University System of Maryland Board of Regents  
Dr. Jay A. Perman, Chancellor, University System of Maryland  
Ms. Celeste Denson, Associate Vice Chancellor for Financial Affairs, USM Office  
Mr. David Mosca, Vice Chancellor for Accountability, USM Office  
Mr. Michael C. Eismeier, Associate Vice Chancellor and CIO, USM Office  
Ms. Samantha Norris, Director, Financial Planning and Analysis, USM Office  
Ms. Aurora Edenhart-Pepe, Vice President, Administration and Finance, SU

# **University System of Maryland Salisbury University**

## **Agency Response Form**

### **Information Systems Security and Control**

The Office of Legislative Audits (OLA) has determined that the Information Systems Security and Control section, including Findings 1 and 2 related to “cybersecurity,” as defined by the State Finance and Procurement Article, Section 3.5-301(b) of the Annotated Code of Maryland, and therefore are subject to redaction from the publicly available audit report in accordance with the State Government Article 2-1224(i). Although the specifics of the following findings, including the analysis, related recommendations, along with the USM Office’s responses, have been redacted from this report copy, the USM Office’s responses indicated agreement with the findings and related recommendations.

**Finding 1**  
**Redacted cybersecurity-related finding.**

**Agency Response has been redacted by OLA.**

**Finding 2**  
**Redacted cybersecurity-related finding.**

**Agency Response has been redacted by OLA.**

## AUDIT TEAM

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