

**Professional Development Workshops  
Presented by Faculty from the  
Mid-Atlantic Region of the  
National Council of University Research Administrators**



## **Internal Controls**

**Content Level:** Intermediate

### **Course Description:**

The world of research administration is constantly evolving and technology plays an important role in that evolution. The introduction of the audit approach called "Data Analytics" requires we take a deeper dive into our internal policies, processes, controls, and systems of record to establish what is adequate "source documentation" for the various transactions we review and approve. Does your signature constitute your confirmation that your institution has adequate internal controls in place? Where have we come from, and where are we going?

This workshop will look at the importance of establishing, implementing and assessing your internal controls as they relate to transactional level detail and philosophical approaches to meeting the reasonableness, allowability, and allocability tests, as well as research administration as a whole. Are internal controls only related to financial transactions? What about the rest of the regulatory environment? How do we implement risk assessment approaches and provide tools for non-financially related aspects of research administration? Internal controls: who is in control and what are the ramifications of a lack thereof? Come explore these issues with us!

### **Learning Objectives:**

- Enumerate the tangible versus intangible aspects of internal controls and provide associated risk assessments to analyze accounting versus accountability approaches and implementations.
- Identify and evaluate the strengths and weaknesses of source documentation and other potential tools of the trade.
- Critique the various levels of a risk assessment based approach to internal controls.

### **Prerequisites:**

Working knowledge of the Uniform Guidance and over three years' experience in research administration.

### **Who Should Attend?**

- Pre-Award Administrators
- Post-Award Administrators
- Departmental Administrators
- Internal Auditors