

AGENDA ITEM 2.

**REVIEW OF THE MINUTES OF THE SEPTEMBER 18, 2025
AUDIT COMMITTEE MEETING**

Submitted for: Action.

Summary: This report includes the minutes for the Audit Committee meeting held on September 18, 2025.

Action requested: That the Audit Committee approve the minutes of the September 18, 2025 meeting.

**MINUTES OF THE
ILLINOIS STUDENT ASSISTANCE COMMISSION
AUDIT COMMITTEE MEETING**

**Illinois Student Assistance Commission
3rd Floor, Room 3030
1755 Lake Cook Road, Deerfield, IL**

**September 18, 2025
11:00 a.m.**

COMMITTEE MEMBERS PRESENT:

Darryl Arrington, Commissioner, Audit Chair, Audit Committee Member
Thomas Dowling, Commissioner, Audit Committee Member

COMMITTEE MEMBERS ABSENT:

Elizabeth Lopez, Board Vice Chair, Audit Committee Member

STAFF PRESENT:

Eric Zarnikow, Executive Director
Kishor Desai, Chief Internal Audit Officer
Harikumar Pillai, Chief Information Officer
Rolake Adedara, Chief Financial Officer
Natalie Wandall, Secretary to Commission
Michael Wilder, Network Technician/LAN Administrator
Lisa Murphy-Coveny, General Counsel
Kathryn Cataldo, Assistant General Counsel
Lini Varughese, Deputy Director, Finance & Accounting
Dana Mills, Director, Appropriations and Compliance
Jacqueline Benitez, Manager, F&A

The meeting of the Audit Committee was called to order at 11:11 a.m.

Mr. Zarnikow, ISAC's Executive Director, introduced the meeting and turned it over to Audit Committee Chair Arrington, who requested a roll call of the Audit Committee. A roll call of the Committee members was taken, and a quorum was established.

Item 1. Announcements

Chair Arrington announced that the next regularly scheduled meeting of the Audit Committee is scheduled for Thursday, December 4, 2025, at 11:00 a.m. in ISAC's Deerfield office.

Item 2. Approval of Meeting Minutes (Action)

Committee Member Dowling **MOVED THAT** the Audit Committee approve the minutes of the June 26, 2025 Audit Committee meeting. Chair Arrington seconded the motion, which was approved unanimously by a vote of the Audit Committee.

Item 3. Status Update of FY 2025 Internal Audit Plan (Information)

Mr. Desai provided a status update of the FY 2025 Internal Audit Plan. The FY25 Audit Plan is now finished, with all of the audits in the plan completed.

Item 4. Status Update of FY 2026 Internal Audit Plan (Information)

Mr. Desai provided an update on the execution of the FY2026 Internal Audit Plan. So far, the execution of the plan is on track.

Item 5. Annual Declaration of Chief Audit Executive Independence (Information)

Mr. Desai explained the purpose of internal auditing and that internal auditing follows established global standards. Mr. Desai also acknowledged and declared that Internal Audit is operating independently of management.

Item 6. Discussion of Metrics for Evaluation of Internal Audit Function (Information)

Mr. Desai reviewed the metrics of internal audits.

Item 6A. Approach – Annual Performance of Internal Audit Function

Item 6A.-1. Quantitative: IA Performance Metrics – FY25

Mr. Desai reviewed the internal audit performance metrics.

Item 6A.-2 Qualitative: Job Description

Mr. Desai reviewed the job description. Chair Arrington inquired about the projected hours. Mr. Desai explained that the audit plan can change as some audits can take longer than expected and others may be completed in fewer hours than expected. Mr. Zarnikow indicated that the job description was updated last year.

Item 6B. Approach – Annual Self-Evaluation of Audit Committee Performance (Information)

Mr. Desai explained that the global internal audit standards require an annual self-evaluation by the Audit Committee members. Mr. Zarnikow explained that because of the robust knowledge and accounting procedures of the agency, and the audits and oversight by external independent auditors, committee members are not required to be experts in governmental accounting. Committee Member Dowling and Chair Arrington indicated they were interested in additional training resources. Ms. Adedara explained the resources and training that are available.

Item 7. Public Comment

No requests for public comment were made.

Item 8. Closed Session (Action)

Committee Member Dowling **MOVED THAT** that the committee enter closed session to discuss closed minutes, internal control weaknesses, and determination regarding confidentiality of closed minutes, as allowed by subsections 2(c)(21) and (29) of the Open Meetings Act. Chair Arrington seconded the motion, which was approved unanimously by a roll call vote of the Audit Committee.

The Committee entered closed session at 11:36 a.m.

The Committee returned to open session at 11:54 p.m.

Item 9. Approval of Closed Session Items.

Item 9A. Approval of the Closed Minutes of the June 26, 2025 Meeting & Approval to Open (Action).

Committee Member Dowling **MOVED THAT** the Audit Committee approve the minutes of the June 26, 2025 closed session of the Audit Committee and that those minutes be opened to the public. Chair Arrington seconded the motion, which was approved unanimously by a vote of the Audit Committee.

Item 9B. Approval of Determination Regarding Confidentiality and Verbatim Record Destruction (Action).

Committee Member Dowling **MOVED THAT** the Audit Committee determine that the need for confidentiality still exists for the minutes of the closed sessions for: March 26, 2012, and June 21, 2013, and therefore should remain closed to the public, and that the Committee approves the destruction of the closed meeting verbatim records of the September 21, 2023 and December 7, 2023 closed sessions, as at least 18 months have transpired since the completion of those meetings. Chair Arrington seconded the motion, which was approved unanimously by a vote of the Audit Committee.

Seeing no further business to come before the Audit Committee, Chair Arrington asked for a motion to adjourn. Committee Member Dowling **SO MOVED** and Chair Arrington seconded that motion, which was approved unanimously by a vote of the Audit Committee.

The meeting adjourned at approximately 11:56 a.m.

Respectfully submitted,
Kathryn Cataldo