



Enterprise Risk Management Committee Charter

Purpose:

This charter establishes the on-going Enterprise Risk Management (ERM) process and structure for East Carolina University. The Enterprise Risk Management Committee (ERMC) facilitates discussion of enterprise risk management topics, best practices, and items of inter-departmental concern in the areas of internal controls, safety, risk management and compliance. The work of the ERMC is foundational to the success of information technology risk management. The ERMC serves as the primary assembly to facilitate a successful implementation of an enterprise-wide risk management program and enables effective risk mitigation campus-wide in support of ECU's strategic objectives.

Authority and Background:

[Section 1300.7 of the UNC Policy Manual](#) (University Enterprise Risk Management and Compliance) requires each constituent institution to establish an ERM process that aligns with the institution's programs, activities, and management systems and that supports the University's strategic and other goals. The ERMC is the University's representative body to identify, monitor, evaluate, and communicate to those in governance significant risks the University faces, along with actions management is taking to ensure effective risk mitigation.

Mission:

The ERMC's mission is to provide oversight, guidance, and coordination of university-wide efforts to identify, assess, communicate, manage, monitor, and mitigate risks that may adversely impact the University's strategic goals. The ERMC will collaborate on a holistic strategy to identify and manage the full range of risks (strategic, financial, operational, reputational, safety, legal and regulatory compliance) the University faces.

Although some risks may affect a specific unit or division, risks often are interconnected across the University and a traditional silo approach to managing these risks is less effective. The systemic sharing of institutional knowledge and risks across functions is vital to the ERM process, including embedding an enterprise-wide risk management culture into all our activities. The ERMC fosters this culture by engaging in risk-based discussions and communicating results in both an upward and downward approach.

Responsibilities:

The principal responsibilities of the ERMC are:

- Engage in and promote enterprise risk management discussions across the University to foster a culture of awareness for the risks the University faces and risk management efforts.
- Promote linkage between identified enterprise risks and the University's strategic plan.
- Develop, maintain, and periodically update a University Risk Inventory.
- Identify and discuss the top ten enterprise risks and a secondary list of enterprise risks. Identify the most significant enterprise risks in terms of their perceived impact and likelihood and monitor whether existing risk mitigation actions are effective in managing the risks.
- Ensure that the top ten risks and key emergent risks identified are assigned to responsible risk owners and managers to draft assessment and mitigation plans to be monitored and reviewed by the ERMC.
- Receive periodic updates regarding identified risks and their controls and mitigation efforts, both implemented and planned.
- Periodically review the ERM assessment process to investigate opportunities to identify and mitigate strategic, financial, operational, reputational, safety, legal and regulatory compliance risks. The ERMC will incorporate risks identified during the University's fraud risk and information technology risk assessments as part of the ERM assessment process. Throughout the year, members will seek to identify risks in their areas of operation and bring them to the ERMC for evaluation in light of higher education or industry trends and national regulatory indicators.
- Provide a more consistent and comprehensive approach to managing risks across the entire University. Risk management includes avoidance, sharing, reduction (mitigation), or acceptance.
- Monitor external and internal forces and factors that influence the University's risk enterprise landscape.
- Review this charter periodically and update as needed, subject to approval from the Chancellor.

Reporting Structure:

The ERMC is a standing committee organized and led by the Vice Chancellor for Administration and Finance (VCAF), or delegate, Office of Record for the Enterprise Risk Management function at ECU. The Committee will function in a review, recommendation, and advisory role to the VCAF on behalf of the entire University. The VCAF will report high risks and emerging risks to the University's Chancellor, Chancellor's Cabinet, UNC System Office, and the Audit, Enterprise Risk

Management, Compliance, and Ethics Committee (ARMCE) of the East Carolina University Board of Trustees.

Membership and Terms of Office:

The VCAF appoints members because of their leadership roles and positions within the University and their unique familiarity with operational processes and risks within and/or across their areas of responsibilities. Committee members serve indefinite terms of service at the will of the VCAF.

Meetings:

The VCAF, or designee, will chair the ERMC. The Chair, or designee, will call the meetings quarterly. The date and time may change periodically depending on conflicts with member schedules and more frequent meetings may be held if deemed necessary. The VCAF, or designee, may invite non-committee members who have a special interest and/or expertise to attend all or portions of committee meetings.

Decision-Making:

A consensus facilitated by the Chair will determine most recommendations and other matters. A simple majority of voting members will decide issues requiring a vote (as determined by the Chair). Email or other electronic communication (such as Teams) may be used to arrive at a consensus on an issue requiring attention and resolution.

Minutes:

The VCAF, or delegate, will record the minutes from each meeting and the ERMC will approve the minutes from the prior meeting at each meeting.

Current Roster:

Academic Advising
ADA Coordinator
University Registrar
Athletics
Athletics Compliance
Campus Operations
Chair of the Faculty
Chief of Police
Prospective Health
Chief of Staff
College of Nursing
Dean of Students
DHS Compliance-

Enterprise Risk Management
EH&S, Campus Safety, & Auxiliary Services
Library Services
Financial Aid
Financial Services
Health Sciences- Admin.
Human Resources
Information Security Office
Information Technology & Computing Services
Internal Audit
Marketing & Communication
Office for Equity and Diversity
Office of Research Administration/CMSI
REDE Institutional Review Board
Research Compliance
Risk Management and Insurance
School of Dental Medicine
SGA president
Student Affairs
Title IX Compliance
University Advancement
University Counsel
VC for Administration & Finance

Additional Committee Advisors (Topic Dependent):

BSOM Risk Management
Human Resources-Employee Relations

Approved by:



Dr. Philip G. Rogers
Chancellor

Date: 4-4-22