

SECTION D-13

TRAINING AND PROFESSIONAL DEVELOPMENT

One of the performance goals for the Internal Audit Department is for each staff member to receive 40 hours of continuing professional education (CPE) each year. The Chief Audit Executive and/or the Executive Director must approve attendance and funding for each course attended. All staff members are encouraged to attend campus-based training for administration/system topics. All training attendance is recorded on the training matrix by the Executive Administrative Assistant. The Chief Audit Executive and Executive Director will periodically monitor the attainment of this performance goal by reviewing the training matrix.