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Reflection Paper 3

Date: 06/23/2025

ODU Summer 2025

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Internship Reflection Paper

The third 50 Hours

This week I really had to kick it into gear and figure out what I was doing. I took the initiative and set up a Monday 3 hour “Intern Office Hour” for all 7 of the interns to jump on a teams meeting together to try and get through our assignments, and if we had any questions we would unmute and work with each other to help answer those questions, or help decide if we needed to escalate any problems. We also had a meeting with a consultant so she could go through any common mistakes she had noticed through reviewing our work and to help clarify any questions or concerns we had. One of my teammates had explained that we were concerned about the Attorney Client Privilege aspect of the project and the inability to be able to ask for help. It is a good thing that his concern was brought to light, because by the next day all 7 of us had a project mentor, who was also a CAAP and had worked on our assignments as another resource to use. My mentor is located in Charlotte, so as soon as I received her contact information I reached out to set up an introduction meeting. The rest of the week I continued to work on our assignments, and hosted video calls with the interns so we could all work together.

I feel it is important to note that our team is completely virtual, and from all over the country, in different time zones. This was not really a problem I thought I would encounter in my internship. Sure, I figured that a few teammates would be online, but for the entire team that caught me off-guard. It has really pushed me out of my comfort zone to reach out to people I do not know, especially the consultants, and ask for help. The concept of working with consultants was another hard one for me to grasp. In the beginning I was originally concerned because the interns were working so closely with them that we would not be able to make the connections with those Bank of America employees, however after setting up a meeting with my AIC, I learned that the consultants have been keeping him up to date with our work. I learned that I had to take it upon myself to schedule meeting with my supervisors to make and establish a connection with them.

Later on the third week the CAAP interns received our “Intern Project”, meaning that we were all put into small groups and assigned a topic to research and figure out how it would impact, or is currently impacting the Business. I was ecstatic to see that Olivia was in my small group, along with the two interns from Connecticut that she and I had gotten close with both at our orientation and over the course of the Prepaid team, since we are also on that team together. Our topic is Geopolitical tensions and sanctions, and our job is to figure out how the Bank can and should best adapt to the ever changing Geopolitical climate. We are to create a presentation and present it to the Heads of Audit in the first week of August. Upon hearing this we immediately got to work, setting up a standing team meeting, coming up with a timeline, and assigning us research topics to help develop the scope of this project. We also decided to schedule a team meeting with our AIC the following week.

Over the week I had 3 one on one meetings. The first meeting was with my project mentor to get a better grasp of the assignment, and to establish a connection so that she knows how best to handle my requests for help. The second was with my Project manager, to both set expectations and to get advice and to let him know that I want feedback so that I may grow as a teammate, but that I am also looking for guidance on what the nature of our project is and if we could set up a follow up meeting to further discuss the Audit department with the Bank. My third and final meeting of the week was with Jodee Spring, a Vice President and Senior Manager for Information Security Cyber Defense. I had a great conversation with her about information security within the Bank, and her career history. She has asked to speak again to hear about my progress in my internship, and has even offered to introduce me to a technical auditor to see about introducing me to the automation side of auditing.