

**MIDDLE TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**AUDIT AND COMPLIANCE COMMITTEE
MINUTES**

The Audit and Compliance Committee met on Wednesday, May 29, 2019, in the MEC Meeting Room in the Miller Education Center at Middle Tennessee State University.

Call to Order and Opening Remarks

Committee Chair Christine Karbowski called the meeting to order at 12:24 p.m. and welcomed everyone in attendance.

Roll Call

The following Committee members were in attendance: Trustees Andy Adams, Tony Johnston, Christine Karbowski, and Steve Smith. A quorum was declared present. Also present were Trustees J.B. Baker, Pete Delay, Darrell Freeman Sr., and Peyton Tracy. President Sidney A. McPhee; Alan Thomas, Vice President for Business and Finance; Cheryl Torsney, Vice Provost for Faculty Affairs; Joe Bales, Vice President for University Advancement; Andrew Oppmann, Vice President for Marketing and Communications; Bruce Petryshak, Vice President for Information Technology and Chief Information Officer; Deb Sells, Vice President for Student Affairs and Vice Provost for Enrollment and Academic Success; Brenda Burkhart, Chief Audit Executive; Heidi Zimmerman, University Counsel and Board Secretary; and, Kim Edgar, Assistant to the President and Chief of Staff were also in attendance.

Approval of Minutes

The first agenda item was approval of the minutes from the April 3, 2019 Audit and Compliance Committee meeting. Trustee Smith moved to approve the minutes from the April 3, 2019 meeting and Trustee Johnston seconded the motion. A voice vote was taken and the motion to approve the minutes from the April 3, 2019 meeting of the Audit and Compliance Committee carried.

Follow-up Item from Prior Meeting

Ms. Burkhart stated the Tennessee Ethics Commission was contacted to request a revision to the on-line reporting form “Statement of Disclosure of Interests for 2019” since the option “Incumbent President – College or Univ. governed by Board of Regents” is no longer accurate. For future reporting, the on-line form now has the following option for positions: President – University governed by Board of Trustees.

Results of External Reviews

Ms. Burkhart presented the results of the review of the Tennessee Small Business Development Center (TN-SBDC) by the U.S. Small Business Administration for the 2017 program year. There were no findings. The TN-SBDC is in compliance with the financial objectives of the SBDC Program.

Quarterly Report – Results of Internal Audit Reports

Since the April 3, 2019 report of audit results to the Audit and Compliance Committee, no internal audit reports have been issued. The current status of the Internal Audit Plan for Fiscal Year Ended June 30, 2019 was included for the Committee’s review.

The Committee adjourned its public session at 12:28 p.m. and entered non-public executive session at 12:30 p.m. to discuss audits and investigations. The non-public executive session adjourned at 1:01 p.m.

Respectfully submitted,

Audit and Compliance Committee