

**MIDDLE TENNESSEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**AUDIT AND COMPLIANCE COMMITTEE
MINUTES**

The Audit and Compliance Committee met on Tuesday, November 9, 2021 in the MEC Meeting Room in the Miller Education Center at Middle Tennessee State University.

Call to Order and Opening Remarks

Committee Chair Pete DeLay called the meeting to order at 2:17 p.m. and welcomed everyone in attendance.

Roll Call

The following Committee members were in attendance: Trustees J.B. Baker, Rick Cottle, Pete DeLay, Joey Jacobs, Christine Karbowskiak, Steve Smith, Pam Wright, and Gabriela Jaimes. Trustee Tom Boyd participated electronically and, pursuant to T.C.A. § 8-44-108(c)(3), he confirmed that he could hear clearly and no one was present with him. A quorum was declared present. Trustee Darrell Freeman Sr. was also present.

President Sidney A. McPhee; Alan Thomas, Vice President for Business and Finance; Mark Byrnes, University Provost; 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 Services; Brenda Burkhart, Chief Audit Executive; James Floyd, University Counsel and Board Secretary; and, Kim Edgar, Assistant to the President and Chief of Staff were also in attendance.

Approval of Minutes - Action

The first agenda item was approval of the minutes from the August 24, 2021 Audit and Compliance Committee meeting. Trustee Boyd moved to approve the minutes from the August 24, 2021 meeting and Trustee Smith seconded the motion. A roll call vote was taken and, with all

Committee members voting “Aye,” the motion to approve the minutes from the August 24, 2021 meeting of the Audit and Compliance Committee carried unanimously.

Results of External Review – Information

Ms. Burkhart presented the results of an external review performed by the Federal Emergency Management Agency (FEMA) of the U.S. Department of Homeland Security. A desk monitoring review was completed for the fiscal year 2018 Fire Prevention and Safety grant on September 9, 2021. There were no monitoring findings or issues disclosed. The report concluded the statement of work was progressing in compliance with FEMA guidelines and Federal regulations for the grant program.

Quarterly Report – Results of Internal Audit Reports – Information

Ms. Burkhart reported there have been no internal audit reports issued since the last meeting of the Audit and Compliance Committee. The status of the current Internal Audit Plan for Fiscal Year 2022 was included in the meeting materials for the Committee’s review.

Non-Public Executive Session

The Committee adjourned the public session at 2:22 p.m. and entered non-public executive session at 2:24 p.m. to discuss audits and investigations. The non-public executive session adjourned at 2:29 p.m.

Respectfully submitted,
Audit and Compliance Committee