

**Meeting of the Tennessee State University Board of Trustees**  
**Audit Committee Meeting**  
**September 26, 2019**  
**Tennessee State University – Main Campus –**  
**McWherter Administration Building, President’s Conference Room**  
**3500 John A. Merritt Blvd., Nashville, Tennessee 37209**

**MINUTES**

**Committee Members Present:** Dr. Deborah Cole, Obie McKenzie, and Dr. Edith Peterson Mitchell.

**Other Board Members Present:** Dr. Joseph Walker, III, Pam Martin, Dr. Ali Sekmen, Braxton Simpson, Mr. Bill Freeman and Mr. Stephen Corbeil.

**University Staff Present:** President Glenda Glover; Mr. Laurence Pendleton, General Counsel and Board Secretary; Dr. Curtis Johnson, Chief of Staff and Associate Vice President of Administration; Ms. Adrian Davis, Director of Internal Audit; Horace Chase, Vice President for Business and Finance, and Dr. John Cade, Vice President for Enrollment Management.

**Guests:** Ms. Lauren Collier, Tennessee Higher Education Commission, Director of Institution and Board Affairs

**I. CALL TO ORDER**

Trustee Cole called the meeting to order at 10:50 a.m. on September 26, 2019.

**II. ROLL CALL/DECLARATION OF A QUORUM**

Trustee Cole asked the secretary to the board to call the roll. Board Secretary Pendleton called the roll. Trustees Cole, McKenzie, and Mitchell were present. Secretary Pendleton announced the presence of a quorum.

**III. APPROVAL OF THE JUNE 13, 2019, AUDIT COMMITTEE MEETING MINUTES**

Trustee Cole moved to approve the minutes from the June 13, 2019, Audit committee meeting, as contained in the September 26, 2019, board materials. Trustee Mitchell seconded the motion, which carried unanimously.

**IV. REVIEW OF AUDIT COMPLETED INTERNAL AUDITS**

Trustee Cole asked President Glover and Director of Internal Audit, Ms. Adrian Davis, to provide pertinent information related to this agenda item. Ms. Davis proceeded to discuss the results of the review of the NCAA student assistance fund. She explained to the Board that results of the completed Audit indicated that the Athletics Department had total expenditures of \$144K; \$50K was used for Summer scholarships; \$30K used for hosting their banquet and \$45K used for medical expenses. She commented that in regards to the duplicate payments made, one reimbursement was already received, while the other was still pending.

Director Davis concluded that all SAF expenditures were in compliance with NCAA guidelines and were accurately reported.

Director Davis then reviewed the Book Bundle summary with the Committee as reflected in the Board materials for the September 26, 2019, meeting, on pages 35 through 36.

Trustee Cole commented on this review and asked that Director Davis bring a follow up to the next meeting on the differences that were found in Director Davis's review.

Director Davis then discussed a follow up on the Bank reconciliation review. Trustee Cole expressed her concern regarding any three year repeat findings, as they do not necessarily demonstrate responsiveness.

After a short discussion, Chair Cole thanked President Glover and her team for the report.

**V. EXECUTIVE SESSION FOR DISCUSSION OF ITEMS DEEMED  
CONFIDENTIAL UNDER STATE LAW**

Trustee Cole moved for the Audit Committee to go into Executive Session to discuss items deemed confidential under State law. Trustee Mitchell seconded the motion, which was carried unanimously. The committee then transitioned into the executive session.

**VI. ADJOURNMENT**

There was no further discussion. Trustee Cole moved to adjourn the meeting. Trustee Mitchell seconded the motion, which carried unanimously and the meeting was adjourned.