

MINUTES
MEDICAL UNIVERSITY OF SOUTH CAROLINA
BOARD OF TRUSTEES MEETING
December 14, 2012

The Board of Trustees of the Medical University of South Carolina convened Friday, December 14, 2012, with the following members present: Thomas L. Stephenson, Esquire, Chairman; Dr. James E. Wiseman, Jr., Vice Chairman; Dr. Stanley C. Baker, Jr.; Mr. William H. Bingham, Sr.; Dr. Cotesworth P. Fishburne, Jr.; Dr. Harold W. Jablon; Dr. Donald R. Johnson II; Mr. William B. Hewitt; Dr. E. Conyers O'Bryan, Jr.; Dr. Thomas C. Rowland, Jr; Mr. Charles W. Schulze; The Honorable Robin M. Tallon and Dr. Charles B. Thomas, Jr.

The following administrative officials were present: Dr. Raymond S. Greenberg, President; Dr. Mark Sothmann, Vice President for Academic Affairs and Provost; Dr. Etta Pisano, Vice President for Medical Affairs, and Dean, College of Medicine; Ms. Lisa Montgomery, Executive Vice President for Finance and Operations; Mr. Stuart Smith, Vice President for Clinical Operations and Executive Director, MUHA; Dr. Frank Clark, Vice President for Information Technology and CIO.

The following deans were present: Dr. Jack Sanders, College of Dental Medicine; Dr. Lisa Saladin, College of Health Professions; Dr. Etta Pisano, College of Medicine; Dr. Philip Hall, College of Pharmacy; Dr. Joseph DiPiro, South Carolina College of Pharmacy; Dr. Gail Stuart, College of Nursing.

Item 1. Call to Order-Roll Call.

There being a quorum present, Chairman Stephenson called the meeting to order. Ms. Celeste Jordan called the roll.

Item 2. Secretary to Report Date of Next Meeting.

The date of the next regularly scheduled meeting is Friday, February 8, 2013.

Item 3. Approval of Minutes of the Regular Meeting of the Medical University of South Carolina Board of Trustees of October 11, 2012.

Board Action: It was moved that the Minutes be approved. The motion was seconded, voted on and unanimously carried.

RECOMMENDATIONS AND INFORMATIONAL REPORTS OF THE PRESIDENT.

OLD BUSINESS: None.

NEW BUSINESS:

Item 4. General Informational Report of the President.

Dr. Greenberg called on Dean Pisano to introduce the speaker, Dr. Chanita Hughes-Halbert. Dean Pisano stated Dr. Hughes-Halbert has come to MUSC from the University of Pennsylvania and holds the AT&T Distinguished Endowed Chair in Cancer Equity at the Hollings Cancer Center and the SmartState Center of Economic Excellence Endowed Chair in Cancer Disparities. She received her masters and doctorate from Howard university. She did her post graduate training and had her

first faculty appointment at Georgetown. She is a renowned researcher with three NIH grants. We are happy for her to join us.

Dr. Halbert told everyone a little bit about herself, the work she has done and what she sees as exciting opportunities of what can be accomplished working together in South Carolina. Her research focuses on health disparities. Since she is a psychologist therefore she thinks about health disparities from a behavioral perspective. She stated the goal of her research program is to identify sociocultural, psychological and environmental determinants of minority health and health care and to translate this information into sustainable interventions in clinic and community-based settings to improve health outcomes in those populations.

Dr. Greenberg asked her to discuss why she came to South Carolina from Penn State. She stated with her position as SmartState endowed chair and with the focus MUSC gives to health disparities issues, she could accomplish more at MUSC.

Recommendation of Administration: That the report be received as information.

Board Action: Received as information.

Item 5. Other Business. None.

RESEARCH AND INSTITUTIONAL ADVANCEMENT COMMITTEE. CHAIRMAN: DR. COTESWORTH P. FISHBURNE, JR. (Detailed committee minutes are attached to these minutes).

OLD BUSINESS: None.

NEW BUSINESS:

Item 6. General Report of the Associate Provost for Research.

Statement: Dr. Fishburne said the report to the committee had been given by Mr. Jim Fisher in Dr. Lanier's absence. Extramural research awards remain about the same around \$97-98 million for 2011 and 2012.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 7. General Report of the Vice President for Development and Alumni Affairs.

Statement: Dr. Fishburne said Mr. Fisher had reported on several recent gifts for \$1 million or more. He also presented the Board of Visitors Appointments for 2013-14.

Recommendation of Administration: That the appointments be approved.

Recommendation of Committee: That the appointments be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the Board of Visitors appointments for 2013-2014 as presented.

Item 8. General Report of the CEO of the MUSC Foundation.

Statement: Dr. Fishburne stated Tom Anderson's report to the committee was positive and included comments on the Horizon Project.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 9. General Report of the Executive Director of the MUSC Foundation for Research Development.

Statement: Dr. Fishburne stated Mr. Donato had discussed the Foundation and the trip to Israel. Dr. Fishburne wanted it noted that he had paid for his own airfare.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 10. Other Business. None

EDUCATION, FACULTY AND STUDENT AFFAIRS COMMITTEE. CHAIRMAN: DR. E. CONYERS O'BRYAN. (Detailed committee minutes are attached to these minutes).

OLD BUSINESS: None.

NEW BUSINESS:

Item 11. General Report of the Vice President for Academic Affairs and Provost.

Statement: Dr. O'Bryan stated Dr. DiPiro had introduced two South Carolina College of Pharmacy students who talked briefly about their reasons for choosing MUSC and their positive experiences as MUSC.

He said Dr. Tom Finnegan, who is Director of the Center for Innovation and Entrepreneurism, gave a compelling overview of that entity and his long term goals.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action: Report received as information.

Item 12. Other Committee Business.

Faculty Appointments

College of Medicine and Dental Medicine

Xue-Zhong Yu, M.D., (dual appointment) as Professor, with tenure, on the Academic Investigator track, in the Department of Microbiology and Immunology, with a dual appointment as Professor in the Department of Medicine, Division of Hematology/Oncology, effective December 1, 2012.

College of Dental Medicine

Theresa S. Gonzales, D.M.D., as Professor in the Department of Stomatology, effective July 1, 2013.

College of Medicine

Peter J. Carek, Jr., M.D., (dual appointment) as Professor, in the Department of Pediatrics, Division of Emergency Medicine, effective January 1, 2013.

Dr. Carek's primary appointment rests in the Department of Family Medicine.

College of Health Professions

Jacobo Enrique Mintzer, M.D., as Professor, on a non-tenure track, in the Department of Health Studies, College of Health Professions, effective March 11, 2013.

Recommendation of Administration: That these faculty appointments be approved.

Recommendation of Committee: That these faculty appointments be approved.

Board Action: A motion was made, seconded and unanimously voted to approve these faculty appointments.

Change in Faculty Status

Statement: At the request of the Deans of the colleges of Dental Medicine, Health Professions and Medicine, administration presented for approval the following change in faculty status:

College of Medicine

Clive D. Brock, M.B., Ch.B., from Professor to Professor Emeritus, in the Department of Family Medicine, effective January 1, 2013.

Recommendation of Administration: That this change in faculty status be approved.

Recommendation of Committee: That this change in faculty status be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the change in faculty status.

Item 13. Conferring of Degrees.

Statement: Approval is requested to confer degrees upon those candidates who, pending successful completion of all requirements for their degrees by the conclusion of the fall semester, have the recommendation of their college dean and faculty.

Recommendation of Administration: That the conferring of degrees be approved.

Recommendation of Committee: That the conferring of degrees be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the conferring of degrees.

Item 14. Faculty Appointments.

Statement: At the request of the Deans of the Colleges of Medicine and Dental Medicine, administration presented for approval, the following faculty appointments:

College of Medicine

Narendra L. Banik, Ph.D., (dual appointment) as Professor in the Department of Ophthalmology, effective November 1, 2012.

Dr. Baniks' primary appointment rests in the Department of Neurosciences, Division of Neuroscience Research.

Edward W. Cheeseman, M.D., (dual appointment) as Associate Professor, in the Department of Pediatrics, Division of General Pediatrics, effective December 1, 2012.

Dr. Cheeseman's primary appointment rests in the Department of Ophthalmology.

Robert W. Katzberg, M.D., as Research Professor in the Department of Radiology and Radiological Science, effective October 1, 2012.

W. Hugh Morgan, M.D., as MUSC AHEC Clinical Professor (Charleston/Family Medicine), effective (retroactive) July 1, 2011.

Millicent P. Peterseim, M.D., (dual appointment) as Associate Professor in the Department of Pediatrics, Division of General Pediatrics, effective December 1, 2012.

Dr. Peterseim's primary appointment rests in the Department of Ophthalmology.

Dorothea Rosenberger Parravano, M.D., (dual appointment) as Associate

Professor, in the Department of Neuroscience, Division of Neuroscience Research, effective August 1, 2012.

Dr. Parravano's primary appointment rests in the Department of Anesthesia and Perioperative Medicine.

Concetta M. Riva, M.D., as Clinical Associate Professor in the Department of Pediatrics, Division of Pulmonary Medicine, effective January 14, 2013.

Kumar Sambamurti, Ph.D., (dual appointment) as Professor in the Department of Ophthalmology, effective November 1, 2012.

Dr. Sambamurti's primary appointment rests in the Department of Neurosciences, Division of Neuroscience Research.

Luther C. Williams, III, M.D., as MUSC AHEC Clinical Professor (Charleston, Pediatric Cardiology), effective June 1, 2012

Robert C. Wilson, Ph.D., as Research Associate Professor, in the Department of Pathology and Laboratory Medicine, effective August 1, 2012.

College of Medicine and Dental Medicine

Xue-Zhong Yu, M.D., (dual appointment) as Professor, on the Academic Investigator track, in the Department of Microbiology and Immunology, with a dual appointment as Professor in the Department of Medicine, Division of Hematology/Oncology, effective December 1, 2012.

Recommendation of Administration: That these faculty appointments be approved.

Recommendation of Committee: That these faculty appointments be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the faculty appointments.

Item 15. Changes in Faculty Status.

Statement: At the request of the Dean of the College of Medicine, administration presented for approval, the following change in faculty status:

Adrienne Ables, Pharm.D., from MUSC AHEC Professor (Spartanburg/Family Medicine) to MUSC AHEC Clinical Professor (Spartanburg/Family Medicine), effective July 1, 2012.

Marcy B. Bolster, M.D., from Professor to Adjunct Professor in the Department of Medicine, Division of Rheumatology and Immunology, effective October 2, 2012.

David M. Holt, M.D., from MUSC AHEC Associate Professor (Spartanburg/Internal Medicine) to MUSC AHEC Professor Emeritus (Spartanburg/Internal Medicine), effective July 1, 2012.

James D. Sexauer, M.D., from Associate Professor to Professor Emeritus, in the Department of Psychiatry and Behavioral Sciences, retroactive to January 1, 2012.

William Lewis Stillway, Ph.D., from Professor to Professor Emeritus in the Department of Biochemistry and Molecular Biology, effective November 1, 2012.

Recommendation of Administration: That these changes in faculty status be approved.

Recommendation of Committee: That these changes in faculty status be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the changes in faculty status.

Item 16. Endowed Professorships.

Statement: At the request of the Dean of the College of Medicine, administration presented the following requests for appointment and reappointment of endowed professorships:

Appointment of **Xue-Zhong Yu, M.D.**, as the South Carolina SmartState Endowed Chair in Cancer Stem Cell Biology and Therapy, effective December 1, 2012

Reappointment of **Robert J. Adams, M.D.**, as the South Carolina SmartState Endowed Chair in Stroke, effective December 14, 2012

Reappointment of **Craig E. Crosson, Ph.D.**, as the Pawek-Vallotton Endowed Chair in Ophthalmology, effective December 14, 2012

Reappointment of **Harry A. Drabkin, M.D.**, as the Gilbreth Professor of Clinical Oncology, effective December 14, 2012

Reappointment of **Robert M. Gemmill, Ph.D.**, as the Melvyn Berlinsky Endowed Chair in Cancer Research, effective December 14, 2012

Recommendation of Administration: That these appointments and reappointments of endowed professorships be approved.

Recommendation of Committee: That these appointments and reappointments of endowed professorships be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the appointments and reappointments of these endowed professorships.

**FINANCE AND ADMINISTRATION COMMITTEE. CHAIRMAN: MR. CHARLES W. SCHULZE.
(Detailed committee minutes are attached to these minutes).**

OLD BUSINESS: None.

NEW BUSINESS:

Item 17. Financial Status Report of the Medical University of South Carolina.

Statement: Mr. Schulze stated a report on the University had been provided to committee by Mr. Wamsley.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 18. Financial Status Report of University Medical Associates.

Statement: Mr. Schulze stated Ms. Gina Ramsey presented a financial report to committee.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 19. Financial Status Report of the MUSC Foundation for Research Development.

Statement: Mr. Schulze stated a written report of the Foundation was presented in the agenda.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 20. Other Committee Business. None

UNIVERSITY PHYSICAL FACILITIES COMMITTEE. CHAIRMAN: MR. WILLIAM H. BINGHAM, SR. (Detailed committee minutes are attached to these minutes).

OLD BUSINESS: None.

NEW BUSINESS:

Item 21. Facilities Procurements/Contracts Proposed.

Statement: Mr. Bingham presented the following for approval:

- Clinical Sciences Building Automatic Transfer Switches Replacement project. Budget: \$580,000
- BSB 7th Floor Tissue Preparation Lab renovation. Budget: \$525,000
- BSB 7th Floor Noise Exposure Lab renovation. Budget: \$400,000
- Sale of Family Medicine Building to the MUSC Foundation. Sale Price: Fair Market Value.
- Lease Renewal of 10,934 square feet of office space located at 125 Doughty Street. Total amount of three year lease: \$321,459.60.

Recommendation of Administration: That these procurements/contracts be approved as presented.

Recommendation of Committee: That these procurements/contracts be approved as presented.

Board Action: A motion was made, seconded and unanimously voted to approve the procurements/contracts as presented.

Item 22. Update on Projects.

Statement: No Report.

Recommendation of Administration: That this be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: The report was received as information.

Item 23. Other Committee Business.

Mr. Bingham stated that Mr. Michael Maher, Director of the Charleston Civic Design Center made a presentation to the board on the Horizon Redevelopment Project and he discussed the progress of the Project. He provided a timeline of milestones since the project's inception in December 2008 when it was approved. The next step is to select a master developer and that process is moving forward.

Recommendation of Committee: Received as information.

Board Action: Received as information.

Mr. Bingham, Dr. Wiseman and Dr. Rowland had interviewed and selected two firms to provide Indefinite Delivery Environmental and Industrial Hygiene Services for the University. The firms selected were:

- S&ME Inc., Mt. Pleasant, SC
- General Engineering Labs, Charleston, SC

Recommendation of Committee: Received as information.

Board Action: Received as information.

Mr. Bingham discussed the status of the University properties located at 166 and 168 Ashley Avenue. He asked that approval be given to direct the University to develop cost estimates to restore the two buildings and evaluate best possible uses for the buildings. University Administration would come back to the board with recommendations for the buildings even including the possible sale of the properties if renovation proved too costly.

Mr. Bingham also again reminded Administration that the proceeds from the sale of any properties were to be directed to improving/maintaining existing properties.

Recommendation of Committee: That approval be given to direct the University to develop cost estimates to restore the two buildings and evaluate best possible uses for the buildings. University Administration would come back to the board with recommendations for the buildings even including the possible sale of the properties if renovation proved too costly.

Board Action: A motion was made, seconded and unanimously voted that approval be given to direct the University to develop cost estimates to restore the two buildings and evaluate best possible uses for the buildings. University Administration would come back to the board with recommendations for the buildings even including the possible sale of the properties if renovation proved too costly.

Item 24. Facilities Contracts Awarded.

Statement: The facilities contracts awarded since the last meeting were presented for information.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action: Received as information.

MEDICAL UNIVERSITY OF SOUTH CAROLINA AUDIT COMMITTEE. CHAIRMAN: MR. WILLIAM B. HEWITT (Detailed committee minutes are attached to these minutes).

OLD BUSINESS: None

NEW BUSINESS:

Item 25. External Audit Report from KPMG.

Statement: Mr. Hewitt stated Mr. Brian Wiese, KPMG Healthcare Partner and Ms. Jody Geary, KPMG Senior Manager-University, presented the results of the 2012 audits of the University and the Hospital Authority. They reported both entities had received unqualified opinions. They also reported to the board members that they had received full cooperation from management and staff during the audits and there was no disagreement with management on accounting issues or financial reporting matters.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 26. Review of the Audit Committee Charter.

Statement: Mr. Hewitt asked for approval of the updated Audit Committee Charter.

Recommendation of Administration: That the updated Audit Committee Charter be approved.

Recommendation of Committee: That the updated Audit Committee Charter be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the updated Audit Committee Charter.

Item 27. Report of the Office of Internal Audit.

Statement: Mr. Hewitt stated the committee had received a report from the Director of Internal Audit and the report was received as information.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 28. Other Committee Business.

OTHER BUSINESS FOR THE BOARD OF TRUSTEES:

Item 29. Approval of MUSC Board of Trustees Bylaws.

Statement: Mr. Hewitt asked for approval of the revised MUSC Board of Trustees Bylaws.

Recommendation of Administration: That the revised MUSC Board of Trustees Bylaws be approved.

Recommendation of Committee: That the revised MUSC Board of Trustees Bylaws be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the revised MUSC Board of Trustees Bylaws.

Item 30. Approval of Consent Agenda.

Statement: Approval of the University Consent Agenda was requested.

Recommendation of Administration: That the consent agenda be approved.

Board Action: It was moved, seconded and unanimously voted that the consent agenda be approved.

Item 31. New Business for the Board of Trustees.

None

Item 32. Report from the Chairman.

Chairman Stephenson asked for an executive session to discuss contractual matters. At the conclusion of the session and back in open session, Chairman Stephenson stated no action had been taken during the executive session.

There being no further business, the meeting of the University Board of Trustees was adjourned.

Respectfully submitted,



Hugh B. Faulkner III
Secretary

EDUCATION, FACULTY AND STUDENT AFFAIRS COMMITTEE. CHAIRMAN: Dr. Conyers O'Bryan
December 14, 2012

MINUTES

REGULAR AGENDA

Item 11. General Report of the Vice President for Academic Affairs

Student Reports – South Carolina College of Pharmacy

Dr. Joe DiPiro introduced two of our South Carolina College of Pharmacy students, Mr. Beau Kessler and Mr. Saswat Kabisatpathy, who talked briefly about their personal and educational backgrounds, their reasons for choosing MUSC, and their positive experiences at the Medical University of South Carolina and in Charleston.

Center for Innovation and Entrepreneurism (CIE)

Dr. Tom Finnegan, Director of the Center for Innovation and Entrepreneurism (CIE), gave a compelling overview of the Center's long- and short-term objectives, current CIE activities, and his initial impressions of MUSC.

Regular and Consent Agendas

All items on the Regular and Consent Agenda items were recommended for approval.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information

Board Action:

Item 12. Other Committee Business

A. Item 14. Faculty Appointments

College of Medicine and Dental Medicine

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College of Medicine

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Dr. Carek's primary appointment rests in the Department of Family Medicine.

College of Health Professions

Jacobo Enrique Mintzer, M.D., as Professor, on a non-tenure track, in the Department of Health Studies, College of Health Professions, effective March 11, 2013.

Recommendation of Administration: That these faculty appointments be approved.

Recommendation of Committee: That these faculty appointments be approved.

Board Action:

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B. Item 15. Changes in Faculty Status

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Recommendation of Administration: That this change in faculty status be approved.

Recommendation of Committee: That this change in faculty status be approved.

Board Action:

EDUCATION, FACULTY AND STUDENT AFFAIRS COMMITTEE. CHAIRMAN: Dr. Conyers O'Bryan

December 14, 2012

CONSENT AGENDA

Item 13. Conferring of Degrees.

Statement: Approval is requested to confer degrees upon those candidates who, pending successful completion of all requirements for their degrees by the conclusion of the fall semester, have the recommendation of their college dean and faculty.

Recommendation of Administration: That the conferring of degrees be approved.

Recommendation of Committee: That the conferring of degrees be approved.

Board Action:

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College of Medicine and Dental Medicine

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Recommendation of Administration: That these faculty appointments be approved.

Recommendation of Committee: That these faculty appointments be approved.

Board Action:

Item 15. Changes in Faculty Status

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Marcy B. Bolster, M.D., from Professor to Adjunct Professor in the Department of Medicine, Division of Rheumatology and Immunology, effective October 2, 2012.

David M. Holt, M.D., from MUSC AHEC Associate Professor (Spartanburg/Internal Medicine) to MUSC AHEC Professor Emeritus (Spartanburg/Internal Medicine), effective July 1, 2012.

James D. Sexauer, M.D., from Associate Professor to Professor Emeritus, in the Department of Psychiatry and Behavioral Sciences, retroactive to January 1, 2012.

William Lewis Stillway, Ph.D., from Professor to Professor Emeritus in the Department of Biochemistry and Molecular Biology, effective November 1, 2012.

Recommendation of Administration: That these changes in faculty status be approved.

Recommendation of Committee: That these changes in faculty status be approved.

Board Action:

Item 16. Endowed Professorships

Statement: At the request of the Dean of the College of Medicine, administration presented the following requests for appointment and reappointment of endowed professorships:

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Reappointment of **Robert J. Adams, M.D.**, as the South Carolina SmartState Endowed Chair in Stroke, effective December 14, 2012

Reappointment of **Craig E. Crosson, Ph.D.**, as the Pawek-Vallotton Endowed Chair in Ophthalmology, effective December 14, 2012

Reappointment of **Harry A. Drabkin, M.D.**, as the Gilbreth Professor of Clinical Oncology, effective December 14, 2012

Reappointment of **Robert M. Gemmill, Ph.D.**, as the Melvyn Berlinsky Endowed Chair in Cancer Research, effective December 14, 2012

Recommendation of Administration: That these appointments and reappointments of endowed professorships be approved.

Recommendation of Committee: That these appointments and reappointments of endowed professorships be approved.

Board Action:

**Medical University of South Carolina
December 2012 Graduates**

Bachelor of Science In Nursing

Shaniqua Dawn Alston
Sarah J. Baxley
Jacquelyn Felicia Boyle
Nancy Lauren Bridgers
Kelly Nicole Brothers
Ashley Elizabeth Avis Brown
Jessica Carney
Taylor Caitlyn Coates
Jennifer Anne Creech
Caroline Maree Dawson
Pamela Dean
Allyson Michelle Dodson
Lindsey Jeanne Felkl
Janette Figueroa
Mary Catherine Ford
Aminah A. Fraser Khan
Kristin Marie Green
Elizabeth McRae Hamer
Jonathan T. Hardy
Morgan Blythe Helms
Morgan Claire Hudgins
Lillian Elliott Jandacek
Lauren Ashley Johnson
Elizabeth Ashley Kelly
Jennifer Koon
Adaline Michelle LeVett

Lindsay Michelle Logan
Cameron Key Matthews
Megan Squires Matthews
Katie Ann McDowell
Lauren Tate McNeill
Brett Mills
Lauren Melinda Nassr
Meagan Catrice Noble
Anne Keating Norris
Jillian Nichole Norris
Sylvia Renae Panos
Joseph Finley Powell IV
Catherine Marie Reeves
Erin Renee Robey
Emily Rose Rodriguez
Erica Tanquan Rutledge
Elsie Laurel Sabine
Nicole Elizabeth Stasko
Eric Roman Szesycki
Lisa Carol Tabakian
Elizabeth Anne Ugino
Caroline Sutherland Wallinger
Lindsay Underwood Westerfield Odell
Michelle Lissette Wilkins

Master in Health Administration

Morgan C. Ayers
Elizabeth Ann Bell
Abby Bunkley
Todd Lavonne Floyd
Rita Razzouk Hayek
Matthew Wayne Hurlburt
James Mathew Kreiner
Richard Warner Lee
Matthew Daniel McGraw

Nathelia Nicole O'Banner
Christina Elizabeth Oh
Suzannah Pigg
Ranjini Ragunathan
Colleen Nicole Rice
Grace M. Stewart
Benjamin Kyle Threatt
Dana Lynn Wood

Master of Science in Nurse Anesthesia

Brittany Lane Arnhart
Elizabeth Anne Boster
Richard Daniel Cordrey
Christine Linane Crawford
Daniel John Farmer
Jean Pablo Figueroa
David Mark Floyd
Clayborne Rhodes Fulchi
Lindsey Rose Bugel Grubbs

Laura Kathryn Hart
Jessica Hodge
Catherine Kinsey
Emily Marie LaMond
Radly Dean McDaniel
Jennifer B. Mitchell
Elizabeth Moses
Kyle Mark O'Bryan
Jarrett Hosmer Price

Shijuana S. Scotland
Jennifer Moira Shlesinger
Lindsey Kristine Shubert
Bethany Bailey Skelton
Holly Christina Stubbs

Benjamin Edward Thomas
Brooks Daniel Tyre
Sarah Miller Yelton

Master of Science in Occupational Therapy

Tara Lynne Scott

Master of Science in Physician Assistant

Alexandra Casat Cox
Kimberly Katherynne Bauer Edwards
Sylvia Goodman
Gretchen L. Reibold
Ryan Charles Stout

Master of Science in Nursing

Laura Baldwin Seabolt

Doctor of Health Administration

Latecia Monicque Abraham
Merritt M. Brockman
Larry Reese Kidd
Gwyndolan LaVergne Swain

Doctor of Nursing Practice

Kahlil Ahmadi Demonbreun
Nancy Kate Burns Durham
Rondey Scott Peake
Susan Elizabeth Reinarz

Doctor of Philosophy

Hsin-I Hung
Margaret Babb Kennedy
Aram Parsegian
Georgette Maria Smith
Lynette Sue Smith

Medical University of South Carolina

RESEARCH AND INSTITUTIONAL ADVANCEMENT COMMITTEE

MINUTES

December 13, 2012

Committee Members Present: Dr. Cotesworth P. Fishburne, Jr., (Chair), Dr. Harold W. Jablon, Dr. Thomas C. Rowland, Jr., The Honorable Robin Tallon, Dr. James E. Wiseman, Jr.

Other Trustees Present: Dr. Stanley C. Baker, Mr. William H. Bingham, Sr., Mr. William B. Hewitt, Dr. Donald R. Johnson, Dr. Conyers O'Bryan, Jr., Mr. Charles W. Schulze, Thomas L. Stephenson, Esq., Dr. Charles B. Thomas, Jr.

University Officers and Committee Staff Present: Mr. Thomas P. Anderson, Dr. Phillip Costello, Mr. Robert Donato, Mr. Jim Fisher, Dr. Raymond S. Greenberg, Ms. Lisa Montgomery, Dr. Etta Pisano, Dr. Mark Sothmann, Dr. Joann Sullivan

Meeting Time: 1:00 – 1:30 pm

Regular Agenda

Item 8. General Report of the Associate Provost for Research

The research activities report was presented by Mr. Fisher on behalf of Dr. Lanier. Mr. Fisher reported that extramural research awards for FY12 through November 30, 2012 total \$97.19 million compared to FY11 year-to-date of \$98.97 M. Mr. Fisher also reported that three SmartState SC Centers of Economic Excellence proposals were submitted for the most recent competition. The proposals included *Bioinformatics* led by Kathleen T. Brady, *Personalized Cancer Care* led by Andrew S. Kraft, and a *Center for Human Genetics* led by Karl B. Kelly with Clemson University.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action:

Item 9. General Report of the Vice President for Development

Mr. Fisher reported that through November 30, 2012, MUSC has received \$23.7 million in new gifts and pledges. Progress to date compares very favorably to the results for this same time period last year of \$15.9 million, and places us at 49% ahead of last year's pace.

Mr. Fisher reported on several recent gifts, which include a \$1 million commitment to endow a chair in pathology and laboratory medicine from alumnus Dr. Brownie Lowry (Class of '68) and his wife, Julie from Spartanburg; \$972,000 from the estate of former MUSC employee Caroline Lown who worked in the President's office for many years; a verbal commitment from Dr. John F "Eric" Hamrick for a \$1 million gift to establish the Hamrick Professorship in Dental Science; \$1 million from Boeing towards the Boeing Center for Children's Wellness with a total giving of \$2.5 million; a \$500,000 gift from the Spaulding-Paolozzi Foundation for the Autoimmunity Center of Excellence which will be an important part of MUSC's newly established SmartState Center for Inflammation and Fibrosis Research; \$100,000 from Dr. and Mrs. Robert Berger of Columbia for an endowed fund in the College of Dental Medicine; and a gift of \$700,000 from Zeus Industrial Products made to the Tourville Arrhythmia Center, which is part of its \$3.2 million commitment.

Mr. Fisher provided an overview of the Board of Visitors agenda for December 14 which includes presentations by Dr. Chris Carr on the Carolina eHealth Alliance, Dr. Bruce Frankel on Neuroscience Technology Transfer, Dr. Debbie Bryant on Cancer Prevention, Control and Outreach, and Mr. Allan Stalvey on Healthcare Reform and South Carolina). The Board of Visitors will also tour the James B. Edwards College of Dental Medicine, followed by lunch at 12:15 in the Gazes/Thurmond Building.

Mr. Fisher presented the slate of nominees for Board of Visitors appointments for 2013-2014, which was approved by the Board.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action:

Item 10. General Report of the CEO of the MUSC Foundation

Mr. Tom Anderson reported on realized endowment investment returns as of 10/31/2012, noting the long term investment at three years is generating a return of 7.2%, favorably impacting drawdowns for the SmartState Centers of Economic Excellence.

Mr. Anderson reported on two new members to the Foundation's Board of Directors: Mr. Andrew Barrett of Charleston who is retired from Salomon Brothers as head of European Equity Trading, and Dr. Allan "Buddy" Thompson, an MUSC alumnus from Easley who is an ophthalmologist and real estate developer.

Mr. Anderson commented on the prior approval for purchasing from MUSC two tracts of land totaling 5.3 acres in the Horizon area. The appraised value for this land is \$9.26 million. He noted that the Foundation will purchase the property when the Horizon Project is further along in its development.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action:

Item 11. General Report of the Executive Director of the MUSC Foundation for Research Development

Mr. Robert Donato introduced a new licensing officer for the Foundation for Research Development, Christine Dixon Thiesing. He also reported on the recent trade mission to Israel in early December, noting that this subsequent visit has deepened relationships with Israel counterparts. Mr. Donato also reported on the SCBIO Conference in Greenville, SC held on November 15-16, noting that Novartis Pharmaceuticals is very interested in visiting MUSC. Other FRD activities have included a jointly sponsored Lunch-N-Learn with SCTR on December 12 that addressed the American Invents Act (AIA) that goes into effect March 2013.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action:

Board of Visitors Appointments 2013-2014 – 12/10/12

Board of Trustees Member	Nominee	Nominee
Dr. Stanley Baker	Dr. Stoney Abercrombie	Dr. Robert J. Tiller
Mr. William Bingham	Mr. William H. Bingham, Jr.	Dr. Larry Stroud
Dr. Coty Fishburne	Mr. Jim Morton	Mr. Joe E. Sherer
Mr. William Hewitt	Ms. Dorothy Harrison	Mr. Paul Kohlheim
Dr. Harold Jablon	Dr. Staci Gaffos	Dr. Ram Kalus
Dr. Donald Johnson	Mrs. Tina & Mr. Greg Padgett	
Dr. E. Conyers O'Bryan	Dr. Gregg Jones & Mr. Jack Jones	Dr. Isam Zakhour
Dr. Tommy Rowland	Dr. Guy Castles III	Mr. Franklin Daniels
Mr. Charles Schulze	Mr. Jim Manley	Mr. James Medford
Mr. Thomas Stephenson	Mr. Julio Enrique (Rick) Mendoza, Jr.	Ms. Elizabeth A. Sowards
The Honorable Robin Tallon	Dr. Mark Lawhon	Mrs. Jean Leatherman
Dr. Charles Thomas	Mrs. Mary Herbkersman	Mrs. Noel Merrill Mrs. Macaulay Smith
Dr. James Wiseman	Mr. David Greenslade	Mr. John Wiseman
Mrs. Margaret Addison (Emeritus)	Mr. Jacob Gillens, Sr.	****
Dr. Charlie Hanna (Emeritus)	Dr. Richard Hanna	****
Senator Robert Lake (Emeritus)	Dr. Leonard Douglas	****
Mrs. Claudia Peeples (Emeritus)	Dr. Richard Boyles, Jr.	****
Mr. Allan Stalvey (Emeritus)	Mrs. Courtney White	****

COMMITTEE ON FINANCE AND ADMINISTRATION
December 13, 2012
Minutes

Attendees:

Mr. Charles W. Schulze, Chair	Dr. Pat Cawley
Dr. Stanley C. Baker, Jr.	Dr. Phil Costello
Mr. William H. Bingham, Sr.	Ms. Annette Drachman
Dr. Cotesworth P. Fishburne, Jr.	Ms. Susie Edwards
Mr. William B. Hewitt	Mr. Jim Fisher
Dr. Harold W. Jablon	Ms. Lisa Montgomery
Dr. Donald R. Johnson II	Ms. Jody O'Donnell
Dr. E. Conyers O'Bryan, Jr.	Dr. Etta Pisano
Dr. Thomas C. Rowland, Jr.	Ms. Gina Ramsey
Thomas L. Stephenson, Esquire	Mr. Stuart Smith
The Honorable Robin M. Tallon	Dr. Mark Sothmann
Dr. Charles B. Thomas, Jr.	Mr. Steve Valerio
Dr. James E. Wiseman, Jr.	Mr. Patrick Wamsley
Dr. Raymond S. Greenberg	
Ms. Susan H. Barnhart	
Mr. John Cooper	

Mr. Schulze called the meeting to order.

REGULAR Items

Item 17 Financial Status Report of the Medical University of South Carolina.

Mr. Patrick Wamsley presented the October 31, 2012 Interim University Financials. He reported that at October 31st the University had 78 Days of Operating Cash and a Change in Net Assets of -\$1.2 million, which mirrored the amount from October 31, 2011. He also reported a Current Funds margin of -1.89%. Mr. Wamsley explained that the major factors affecting net assets for October were the additional payroll for the month, and comparable reductions in Capital Grants and Gifts, Additions to Endowment. On a positive note, he reported that MUSC had seen a material gain in investments compared to a year ago. He also noted that when factoring out ARRA funds, Federal Grant revenues were beginning to trend positively.

Recommendation of Committee: That this report be received as information

Item 18 Financial Status Report of the MUSC Physicians.

Ms. Gina Ramsey presented a report on the financial status of MUSC Physicians. Revenues are up \$1.7 million; Operating Margin is \$9.5 million against a budget of \$9.3 million; Total Margin is -\$8.3 million having not yet received the Medicaid reimbursement. MUSC Physicians has 239 days cash on hand which is down due to the land purchases and building costs. In response to Mr. Schulze's request, they will begin including the balance sheet in future information presented to the board.

Recommendation of Committee: That this report be received as information

Item 19 **Financial Status Report of the MUSC Foundation for Research Development**

Financial information was included in the agenda book but there was no report given.

Recommendation of Committee: That this report be received as information

Item 20 **Other Committee Business.** None

CONSENT AGENDA

None.

There being no further business, the meeting was adjourned.

**Medical University of South Carolina
Physical Facilities Committee
December 13, 2012
Minutes**

Attendees:

Mr. William H. Bingham, Chair	Dr. Frank Clark
Dr. Stanley C. Baker	Ms. Annette Drachman
Dr. Cotesworth P. Fishburne, Jr.	Mr. Dennis Frazier
Mr. William B. Hewitt	Mr. Jim Fisher
Dr. Harold W. Jablon	Mr. John Malmrose
Dr. Donald R. Johnson II	Mr. Bob Marriott
Dr. E. Conyers O'Bryan, Jr.	Ms. Lisa Montgomery
Dr. Thomas C. Rowland, Jr.	Dr. Etta Pisano
Mr. Charles W. Schulze	Dr. Darlene Shaw
Thomas L. Stephenson, Esquire	Mr. Stuart Smith
The Honorable Robin M. Tallon	Dr. Mark Sothmann
Dr. Charles B. Thomas, Jr.	Mr. Patrick Wamsley
Dr. James E. Wiseman, Jr.	
Mr. Hugh B. Faulkner	
Dr. Raymond S. Greenberg	
Ms. Susan Barnhart	

Mr. Bingham called the meeting to order.

REGULAR Items

Item 21 Procurements/Contracts for Approval.

Mr. John Malmrose presented the following for approval

- Clinical Sciences Building Automatic Transfer Switches Replacement project. Budget: \$580,000
- BSB 7th Floor Tissue Preparation Lab renovation. Budget: \$525,000
- BSB 7th Floor Noise Exposure Lab renovation. Budget: \$400,000
- Sale of Family Medicine Building to the MUSC Foundation. Sale Price: Fair Market Value.
- Lease Renewal of 10,934 square feet of office space located at 125 Doughty Street. Total amount of three year lease: \$321,459.60.

Recommendation of Committee: A motion was made, seconded and unanimously voted to approve the procurements/contracts as presented.

Item 22 Update on Projects.

No Report.

Recommendation of Committee: Received as information.

Item 23 **Other Committee Business.**

Mr. Tom Anderson introduced Mr. Michael Maher, Director of the Charleston Civic Design Center. Mr. Maher has been instrumental in moving the Horizon Redevelopment Project forward and he discussed the progress of the Project. He vided a timeline of milestones since the project's inception in December 2008 when it was approved. The next step is to select a master developer and that process is moving forward.

Recommendation of Committee: Received as information.

Mr. Malmrose reported Mr. Bingham, Dr. Wiseman and Dr. Rowland had interviewed and selected two firms to provide Indefinite Delivery Environmental and Industrial Hygiene Services for the University. The firms selected were:

- S&ME Inc., Mt. Pleasant, SC
- General Engineering Labs, Charleston, SC

Recommendation of Committee: Received as information.

Mr. Bingham discussed the status of the University properties located at 166 and 168 Ashley Avenue. He asked that approval be given to direct the University to develop cost estimates to restore the two buildings and evaluate best possible uses for the buildings. University Administration would come back to the board with recommendations for the buildings even including the possible sale of the properties if renovation proved too costly.

Mr. Bingham also again reminded Administration that the proceeds from the sale of any properties were to be directed to improving/maintaining existing properties.

Recommendation of Committee: That approval be given to direct the University to develop cost estimates to restore the two buildings and evaluate best possible uses for the buildings. University Administration would come back to the board with recommendations for the buildings even including the possible sale of the properties if renovation proved too costly.

CONSENT Items for Information:

Item 24 **Facilities Contracts Awarded**

The facilities contracts since the last board meeting were presented for information.

Recommendation of Committee: That this report be received as information.

With no further business, the meeting was adjourned.

Respectfully submitted,

Celeste Jordan

FACILITIES
ACADEMIC
EMERGENCY PROCUREMENT

FOR APPROVAL

December 14, 2012

PROJECT TITLE: Clinical Sciences Building Automatic Transfer Switches Replacement

PROJECT NUMBER: TBD

BUDGET: \$580,000

SOURCE OF FUNDS: 50% Hospital Revenue, 50% University Indirect Cost Recovery

JUSTIFICATION: The existing ATSS have failed on several occasions during required testing, and they have been determined to be unreliable. The switches are also no longer manufactured and cannot be repaired. Final scope and cost information was not finalized until just after the October Board of Trustees meeting. The project was declared an emergency procurement to avoid delayed response to this patient, staff and visitor safety condition.

These automatic transfer switches provide the transfer to emergency electrical power when normal power is lost to life safety loads for the Children's Hospital Emergency Room and other clinical areas located in the first and second floors of the Clinical Sciences Building as well as other emergency circuits throughout the building. Unreliable transfer switches pose a risk to patient, staff, and visitor safety. The electrical distribution system associated with these switches will be segregated as required by Joint Commission standards as a part of this project. The electrical feed needs for the CSB 9th floor renovation will also be addressed as a part of this project to avoid another disruption in service when that project begins in 2013.

This request is for approval to continue with this project as an emergency procurement.

FACILITIES
ACADEMIC
ESTABLISH PROJECT
FOR APPROVAL
December 14, 2012

PROJECT TITLE: Basic Science Building 7th Floor Tissue Preparation Lab

PROJECT NUMBER: To Be Determined

TOTAL ESTIMATED BUDGET: \$ 525,000

SOURCE(S) OF FUNDS: College of Medicine and Department of Pathology

JUSTIFICATION: This project involves the renovation of approximately 1,999 square feet of existing space on the 7th floor of the Basic Science Building to accommodate relocation from the Walton Research Building so the Walton Research Building Renovation can begin in the spring. The project will include a tissue preparation lab and associated office and support space.

The lab will be used by multiple NIH investigators to collect and process tissues in support of cancer and auditory system neuropathology research.

Funding for this project will come from the previously approved \$780,000 Lab Renovation project on the 1st floor Basic Science Building. That project was approved in as a part of the Capital Budget, and the purchase of an NMR originally included in that project will be postponed for a year or more as lab protocols are developed reducing the estimated renovation cost by \$525,000.

We are asking for approval to reduce the scope of the previously approved renovation on the 1st floor of the Basic Science Building, and to use \$525,000 of the approved budget for that project to accomplish the Basic Science Building 7th floor Tissue Preparation Lab project.

FACILITIES
ACADEMIC
ESTABLISH PROJECT
FOR APPROVAL
December 14, 2012

PROJECT TITLE: Basic Science Building 7th Floor Noise Exposure Lab

PROJECT NUMBER: To Be Determined

TOTAL ESTIMATED BUDGET: \$400,000

SOURCE(S) OF FUNDS: College of Medicine

JUSTIFICATION: This project involves the renovation of approximately 1,502 square feet of space located on the 7th floor of the Basic Science Building to accommodate relocation from the Walton Research Building so the Walton Research Building Renovation can begin in the spring. The project will include the tissue preparation lab and associated office and support space.

The noise exposure lab will be used by several NIH funded investigators to perform electrophysical measurements of hearing losses associated with injuries caused by exposure to noise, ototoxic drugs, and age.

Funding for this project will come from the previously approved \$800,000 Lab Renovation on the 6th floor of the Thurmond Gazes Building. That project was approved as a part of the Capital Budget, and included restoration of a lab space previously vacated due to extensive water damage. The scope of work has been significantly reduced to include minor renovations of other areas on that floor, and to convert the flood damaged area into a much needed storage space. The estimated cost for this reduced scope of work is \$400,000 allowing the balance of \$400,000 to be used for the Noise Exposure Lab project before you today.

We are asking for approval to reduce the scope of the previously approved renovation on the 6th floor of the Thurmond Gazes Renovation, and to use \$400,000 of that originally approved project budget to accomplish the Basic Science Building 7th floor Noise Exposure Lab project.

FACILITIES

ACADEMIC

SALE OF PROPERTY

FOR APPROVAL

December 14, 2012

PROJECT TITLE: Sale of Family Medicine Building to the MUSC Foundation

TOTAL ESTIMATED SALE PRICE: Fair Market Value

DISCUSSION: The Family Medicine Building located at 295 Calhoun Street needs over \$1.5 million in HVAC repairs. Until recently the building was used to house a portion of the MUSC Physicians Family Medicine practice. That practice has been relocated to James Island and it is more advantageous for MUSC to sell the property than to invest the funds needed to prepare it for another use. We are seeking approval to sell the property to the MUSC Foundation for fair market value. This sale will need to be approved by the Budget and Control Board. Once Budget and Control Board approval is received, the Foundation will be positioned to place the property on the open market, and to execute a relatively quick sale once a buyer is identified. Any net proceeds above fair market value once sold by the MUSC Foundation will be deposited in an MUSC account for future use.

**FACILITIES
ACADEMIC
LEASE RENEWAL
FOR APPROVAL**

DECEMBER 14, 2012

DESCRIPTION OF LEASE RENEWAL: This lease renewal is for 10,934 square feet of office space located at 125 Doughty Street. The purpose of this lease renewal is to continue to provide space for the Department of Psychiatry; Clinical Neuroscience Division, Drug Abuse Research Training and the Southeastern Clinical and Translational Research Institute. The cost per square foot for this renewal is \$27.25. Included in the cost per square foot is \$11.90 for estimated operating expenses. The monthly rental rate will be \$24,829.29 (rounded), resulting in an annual rent amount of \$297,951.50. Base Rent shall increase annually according to the CPI. Operating expenses shall increase annually based on actual costs with a 5% cap.

NEW LEASE AGREEMENT
RENEWAL LEASE AGREEMENT

LANDLORD: Roper MOB, LLC

LANDLORD CONTACT: Teresa Wall, Lillibridge Healthcare Services Inc., 722-3003

TENANT NAME AND CONTACT: Psychiatry and Behavioral Sciences, Dr. Kathleen Brady,
792-5205

SOURCE OF FUNDS: Department of Psychiatry & Behavioral Sciences

LEASE TERMS:

TERM: Three (3) years [6/25/2013-6/24/2016]

AMOUNT PER SQUARE FOOT: \$27.25

ANNUALIZED LEASE AMOUNT:

Year 1 \$297,951.50

Year 2 \$309,541.54

Year 3 \$321,459.60

TOTAL AMOUNT OF LEASE: \$928,952.64

EXTENDED TERM(S): To be negotiated

OPERATING COSTS:

FULL SERVICE

NET

**Medical University of South Carolina
Audit Committee
December 13, 2012
Minutes**

Attendees:

Mr. William B. Hewitt, Chair	Ms. Susan H. Barnhart
Dr. Stanley C. Baker	Dr. Frank Clark
Mr. William H. Bingham, Sr.	Dr. Phil Costello
Dr. Cotesworth P. Fishburne, Jr.	Ms. Annette Drachman
Dr. Harold Jablon	Mr. Jim Fisher
Dr. Donald R. Johnson II	Ms. Lisa Montgomery
Dr. E. Conyers O'Bryan, Jr.	Dr. Etta Pisano
Dr. Thomas C. Rowland, Jr.	Dr. Darlene Shaw
Mr. Charles W. Schulze	Dr. Mark Sothmann
Thomas L. Stephenson, Esquire	Mr. Patrick Wamsley
The Honorable Robin M. Tallon	
Dr. Charles B. Thomas, Jr.	
Dr. James E. Wiseman, Jr.	
Mr. Hugh B. Faulkner	
Dr. Raymond S. Greenberg	

Mr. Hewitt called the meeting to order.

REGULAR Items

Item 25. External Audit Report from KPMG.

Mr. Brian Wiese, KPMG Healthcare Partner and Ms. Jodi Geary, KPMG Senior Manger – University, presented the results of the 2012 audits of the University and the Hospital Authority. They gave an overview of the FY 2012 audit results of both the University and the Hospital Authority, reporting that both entities had received unqualified opinions on the 2012 financial statements. Mr. Wiese and Ms. Geary stated they had received full cooperation from management and staff during the audits and there were no disagreements with management on accounting issues or financial reporting matters. Their presentation included a review of internal control observations and audit adjustments; focus areas for the Audit Committee as well as industry focus points.

Recommendation of Committee: That the report be received as information.

Item 26. Review of the Audit Committee Charter.

Mr. Hewitt stated the Audit Committee Charter had been distributed to the board and he asked for approval of the charter as presented.

Recommendation of Committee: That the Audit Committee Charter be approved.

Item 27. **Report of the Office of Internal Audit.**

Mr. Hewitt stated Ms. Susan Barnhart had distributed the results of internal audit reports and there being no questions, the reports were received as information.

Recommendation of Committee: That the report be received as information.

Item 28. **Other Committee Business.**

Mr. Hewitt presented the updated University Board of Trustees Bylaws for approval.

Recommendation of Committee: That the Bylaws be approved as presented.

Respectfully Submitted,

Celeste Jordan