

**THE PENNSYLVANIA STATE UNIVERSITY
BOARD OF TRUSTEES**

**COMMITTEE ON LEGAL AND COMPLIANCE
MINUTES OF MEETING
VOLUME LC 17**

September 15, 2016

A meeting of the Committee on Legal and Compliance was held in Room 211, Penn Stater Conference Center Hotel, at 9:15 a.m. on Thursday, September 15, 2016.

The following committee members, constituting a quorum, were present: Richard Dandrea, Kathy Casey, Bob Capretto, Ira Lubert, Julie Anna Potts, and Rob Tribeck. Student Representative Kevin Horne, along with the following administrators and staff members were also present: Eric Barron, Regis Becker, Julie Del Giorno, Steve Dunham, David Gray, Frank Guadagnino, Gary Langsdale and Tom Poole.

Chair Dandrea called the meeting to order and minutes from the July 21, 2016 meeting were unanimously approved.

Regis Becker provided the Committee with an overview of the consolidation plan for compliance training. Demographics of required annual compliance training for various employee classifications were provided, as well as a training timeline. Julie Del Giorno gave an update on the Athletics Integrity Program, and provided contextual information regarding efforts specific to athletic programs at the Commonwealth Campuses and the required coordination, outreach, training and collaborations that have been put into place and will continue.

Steve Dunham provided a presentation, and facilitated discussion, for Agenda Items 5 and 6, with a foundation provided by sharing benchmark information on various data from selected comparable institutions, including areas such as legal expenses as a percentage of total revenues, revenue per full-time equivalent in-house attorney, and various other expense ratio and expense comparison percentage data. He also provided information specific to AAU institutions, and this review included similar data points, as well as information based upon student population. He then further provided a review of the census numbers for in-house attorneys at Big 10 public institutions. The Committee discussion focused on effectiveness and efficiency of the legal and compliance function.

The public meeting of the Committee was adjourned at 10:15 a.m. Steve Dunham then provided an attorney-client privileged legal update in executive session. All Trustees in attendance who are not members of the Committee (Trustees Han, Hoffman, Schuyler, and Weinstein) were invited by the Chair to stay for the executive session.

Respectfully submitted,

Janine S. Andrews
Director, Office of the Board of Trustees