

**THE PENNSYLVANIA STATE UNIVERSITY  
BOARD OF TRUSTEES**

**COMMITTEE ON LEGAL AND COMPLIANCE  
MINUTES OF MEETING  
VOLUME LC 39**

**May 5, 2022**

A meeting of the Committee on Legal and Compliance (the Committee) of the Board of Trustees was held at The Penn Stater Hotel and Conference Center, State College, PA, and via Zoom at 8:00 a.m. on Thursday, May 5, 2022.

The following members, constituting a quorum, were present: Chair Houston, Vice Chair Kleppinger, de Levie, Hartzler, Oldsey, Potts, Rapp and Redding. Also attending were President Barron (*Ex Officio*), Schuyler (*Ex Officio*), and Faculty Representative Mangel. Also present were Dunham, Guadagnino, Harvey, Holleran, Jones, Oman, Raab, Smith and Thorndike.

Chair Houston called the meeting to order at 8:00 a.m. and began the meeting by recognizing Legal and Compliance Committee members Rick Dandrea and Lisa Mangel for their service on the Committee. Chair Houston then called for a motion for the Committee to approve the *Minutes* of the February 17, 2022 committee meeting. A motion was put forward by Trustee Oldsey, seconded by Trustee de Levie, and was unanimously approved.

For the next agenda item, Chair Houston introduced Tabitha Oman who joined the University on March 7, 2022 as Chief Ethics and Compliance Officer. In this role, Tabitha is responsible for the coordination of Penn State's comprehensive portfolio of compliance efforts, including export control, youth programs, Penn State Hotline, athletics integrity and NCAA compliance, and University ethics initiatives. Chair Houston called on Oman to give the Annual Integrity/Compliance Training Program Update.

Oman reported that a key pillar of Penn State's Ethics and Compliance program includes training designed to ensure that all employees understand University compliance requirements. The training covers topics including ethical decision making, how to report issues, environment, health and safety topics, information security and privacy and human trafficking. As of May 5th, over 93% of employees completed the training with over 99% of full-time employees having completed the training. In partnership with the Office of Sponsored Programs, additional training targeting those who administer federally funded research programs will launch later this month for approximately 2700 employees to ensure understanding of federal procurement regulations. In addition, the Office of Ethics and Compliance continues to lead significant training efforts on topics such as Child Protection, Athletics Compliance and Use of the Hotline.

The public meeting was adjourned at 8:10 a.m. with the Committee going into Executive Session.

Respectfully submitted,

Shannon Harvey  
Associate Secretary  
Office of the Board of Trustees