

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
AUDIT COMMITTEE

MINUTES

February 20, 2026  
Johnson City, Tennessee

The East Tennessee State University Board of Trustees' Audit Committee met on Friday, February 20, 2026, at 11:12 a.m. in the East Tennessee Room of the D.P. Culp Student Center.

**I. Call to Order**

Committee Chair Ron Ramsey called the meeting to order at 11:12 a.m.

**II. Roll Call**

Board Secretary Dr. Adam Green conducted the roll call. The following committee members were physically present:

Committee Chair Ron Ramsey  
Trustee Wade Farmer  
Trustee Melissa Steagall-Jones

Other Trustees present were Charles Allen, Janet Ayers, Steve DeCarlo, Dr. Steph Frye-Clark, Jon Lundberg, Tony Treadway, and Aashi Vora.

**III. Approval of the Committee Minutes from November 14, 2025**

The minutes from the November 14, 2025, meeting of the Audit Committee were approved as submitted with Trustee Wade Farmer making the motion and Trustee Melissa Steagall-Jones seconding the motion. The motion passed unanimously.

**IV. Action Item: Revisions to FY26 Audit Plan**

Ms. Martha Winegar, Associate Director of Internal Audit, requested one change in the Audit Plan. An audit of Professional Development was requested by the program coordinator due to a change in leadership and compliance with applicable policies and procedures. The Office of Professional Development and the Office of Internal Audit subsequently agreed that an advisory service was needed instead of an audit.

Trustee Melissa Steagall-Jones made a motion that the adjustment to the audit plan be adopted, and Trustee Wade Farmer seconded the motion. It passed unanimously.

## **V. Audits and Investigations Performed November 2025 through January 2026**

Ms. Winegar reported that since November 2025, two audits and one investigation have been completed. The first audit covered employee fringe benefits, including housing, country club memberships, cellphones, moving allowances, and university-owned vehicles. Ms. Winegar said test work showed that these benefits complied with university policies and procedures. The second audit involved ITS change management. According to Ms. Winegar, selective test work was related to governance and oversight, documentation and review, and security and privacy. Each area was found to be compliant with applicable policies and procedures. One investigation took place in International Enrollment and Services and dealt with petty cash loss. Ms. Winegar reported that the investigation examined cash used to fund meals for a group of international students and chaperones visiting the university. A shortage of \$355 was discovered due to inaccurate and missing supporting documentation, the comingling of personal and petty cash funds, and inadequate reconciliation. There was no evidence of fraud.

## **VI. Recommendation Log Status as of January 31, 2026**

Ms. Winegar told the committee that her office is continuing to perform follow-up reviews to ensure that previous audit recommendations were addressed. One follow-up review was recently completed, and the department involved has implemented additional controls and procedures to help improve operations.

## **VII. Annual Public Safety and Clery Report Update**

Mr. Jeff Blanton, Associate Vice President in the Office of Administration, gave an overview of campus crime statistics for the year 2024, gathered and published as required by the Clery Act. Mr. Blanton reported on the four categories specified in the act: criminal offenses, hate crimes, violence against women, and arrests and referrals for disciplinary actions.

In 2024, there were 34 criminal offenses, one hate crime, and eight incidents of violence against women, all eight of which involved domestic violence. In the category of arrests and referrals for disciplinary actions, there were five arrests and 17 referrals. Those referrals were handled through the university's Division of Student Life and Enrollment. Mr. Blanton emphasized the fact that ETSU's crime rate is extremely low. During the reporting period, homicides and arsons remained at zero.

Mr. Blanton then reviewed future plans to further increase security at ETSU and updated the committee on work surrounding the university's Real-Time Crime Center.

## **VIII. Review of Audited Financial Statements from the Comptroller of the Treasury**

Ms. Christy Graham, Chief Financial Officer, presented highlights of the Tennessee Comptroller of the Treasury's Financial and Compliance Audit Report for fiscal year

2025. As the report states, “The opinions on the financial statements are unmodified.” Further, “The audit report contains no findings.” Ms. Graham commended the staff of the Division of Business and Finance, as this is the second straight year that ETSU has had a clean audit.

**IX. Other Business**

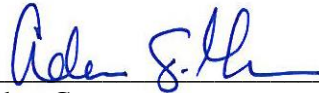
There was no other business to come before the committee.

**X. Executive Session to Discuss Active Audits, Enterprise Risk Management, and Review University Risks and Related Internal Controls**

The committee adjourned at 11:33 a.m. to go into executive session.

**XI. Adjournment**

Respectfully submitted,



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Adam Green  
Secretary of the Board of Trustees

Approved by the Board of Trustees at its May 21, 2026 meeting.