

West Virginia School of Osteopathic Medicine – Board of Governors
Institutional Policy Committee
Friday, September 26, 2025, 9:00 a.m.
Location: Conference Center located in the
WVSOM Student Center

Committee Members Present

Randall Belt, D.O., Chair
Dewayne Duncan
Scott Maxwell

Committee Members Not Present

Gary Poling, D.O.

Guests Present

Brian Lutz, J.D.
Savanna Lester
Marly Kirby

I. Call to Order/Roll Call

The Institutional Policy Committee was called to order by Committee Chair, Dr. Belt, at 9:02 a.m. Roll call was taken, and a quorum was present.

II. Approval of Minutes

A. June 13, 2025

It was moved by Mr. Duncan, and seconded by Dr. Belt, to approve the minutes of the Institutional Policy Committee meeting held on June 13, 2025.

Motion Carried Unanimously.

III. Committee Items

A. Institutional Policy GA-32: Information Security and Privacy (*revised*)

Brian Lutz, General Counsel/Chief Legal Officer, presented to the Committee Institutional Policy GA-32: Information Security and Privacy with proposed revisions. The policy with the proposed revisions before the Committee was circulated for the required 30-day comment period.

It was moved by Mr. Duncan, and seconded by Dr. Belt, to approve the revised Institutional Policy GA-32: Information Security and Privacy, with Committee revisions, and to present the revised policy to the Board of Governors for approval.

Motion Carried Unanimously.

B. Institutional Policy PP-02: Campus Parking (*revised*)

Mr. Lutz presented to the Committee Institutional Policy PP-02 Campus Parking. The policy with the proposed revisions before the Committee was circulated for the required 30-day comment period.

It was moved by Mr. Duncan, and seconded by Dr. Belt, to approve the revised Institutional Policy PP-02: Campus Parking and to present the revised policy to the Board of Governors for approval.

Motion Carried Unanimously.

C. Hear reports from School's administration, gather information and prepare recommendations to full Board upon request of the Chair.

There were no reports to present and no information needed to be gathered.

Motion Carried Unanimously.

IV. Next Meeting Date

The next regularly scheduled Institutional Policy Committee meeting will be held on Friday, November 07, 2025 at the John Manchin, II, D.O., Conference Center, Clinical Evaluation Center.

V. Adjournment

It was moved by Mr. Duncan, and seconded by Dr. Belt to adjourn. The motion carried unanimously and the Institutional Policy Committee adjourned at 9:06 a.m.

Approved on November 7, 2025

Signed by:

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Dewayne Duncan, Chair