



**BOARD OF TRUSTEES**  
**JAMES A. RHODES STATE COLLEGE**  
**527th Meeting Minutes**  
**December 17, 2024**

The Rhodes State College (RSC) Board of Trustees met on Tuesday, November 19, 2024 at 4:30 pm in the Keese Hall Board Room, Cabinet and Faculty Association President were present in the room, all other guest via Zoom a virtual platform.

**CALL TO ORDER AND QUORUM**

The meeting was called to order by Mr. Butch Kirk, Chair. Members present were Mr. Butch Kirk, Mr. Sam Bassitt, Dr. Ann Pohl, Ms. Jane Krites, and Ms. Jessica Cunningham. Dr. Wilfred Ellis joined the meeting in session. Mr. Robert Sielschott was absent.

**APPROVAL OF MINUTES FOR THE BOARD MEETING OF NOVEMBER 19, 2024**

Chair Kirk called for the approval of the minutes from the November 19, 2024, Board Meeting. Dr. Ann Pohl moved to approve the minutes, and Ms. Jessica Cunningham seconded the motion. The minutes were approved unanimously by voice vote.

**STATEMENT OF FINANCIAL CONDITIONS (unaudited) THROUGH NOVEMBER 30, 2024**

**Notes to the Financial Statements**

***General Overview***

These financial statements were prepared in the format of our annual financial report. Many estimates are utilized when preparing financial statements. However, some presented amounts cannot be estimated, so they are held constant throughout the year until information is available to update them. These items include the Pension and OPEB liabilities and the corresponding deferred inflows and outflows.

Areas where estimates have the highest impact include accounts receivable, accounts payable, compensated absences, and deferred revenue on the Statement of Net Position, as well as tuition and fee revenue, scholarship expense, and depreciation on the Statement of Revenues, Expenses, and Changes in Net Position.

The College follows the "business-type activities" reporting requirements of GASB Statement No. 35 (as amended). The financial statement presentation required by GASB Statement No. 35 is intended to provide a comprehensive, entity-wide perspective of the College's assets, deferred outflows of resources, liabilities, net position, revenues, expenses, changes in net position, and cash flows. For financial reporting purposes, GASB Statement 35 defines business-type activities as those financed in whole or in part by fees charged to external parties for goods or services. Accordingly, these financial statements have been presented using the economic resources measurement focus and on the accrual basis of accounting. Revenues are recognized when earned. Expenses are recognized when incurred. Interfund receivables and payables have been eliminated in the Statement of Net Position.

***Statement of Net Position***

**A – Total Current Assets**

Total current assets are up by \$1.7M, or 12%, over the prior year. November saw a significant increase in accounts payable due to the completion of CCP billings. Cash also increased by \$900K, or 9%, over the previous year.

**B – Total Noncurrent Assets**

Total noncurrent assets are down by \$4.4M compared to last year. This is due to depreciation and amortization costs and the retirement of certain assets.

**C – Total Current Liabilities**

Total current liabilities are down by \$345K, or 10%. We saw an increase in accrued liabilities by \$520K. Accrued liabilities are payroll-related items such as city and state taxes paid periodically throughout the year. This increase is only due to the payments' timing after the month-end close.

**D – Net Noncurrent Liabilities**

Total noncurrent liabilities are down by \$987K, or 4%. This decrease is due to the payment of debt obligations, the reduction of our subscription liability, and the reduction of compensated absences.

***Statement of Revenues, Expenses, and Changes in Net Position*****A – Total Operating Revenues**

Total operating revenues are up by \$677K, or 11%. Tuition and fee revenue continues to be strong, with a 5% increase over the prior year, while State grant revenue has also increased by \$478K.

**B – Total Operating Expenses**

Total operating expenses are up \$972K, or 9%, compared to the prior year. Increased expenses offset our recognition of state grant revenue, as well as increased wage and benefit costs. In addition, our higher enrollment has led to higher adjunct faculty costs.

**C – Operating Income (Loss)**

Our operating loss is comparable to the prior year at \$5.2M. An operating loss is normal for us, as significant revenue is classified as nonoperating.

**D – Nonoperating Revenues**

Nonoperating revenues are relatively flat compared to last year. SSI revenue is higher, but nonoperating federal grant revenue is lower. We have also seen increased interest expense on our debt obligations.

**E – Net Increase in Net Position**

Our net increase in net position is at \$1.1M, compared to \$1.4M. This is a favorable position for the college at this juncture, and we anticipate continued positive results based on preliminary enrollment numbers for the spring term.

Ms. April Worrell provided an update on the unaudited financial condition of Rhodes State College as of November 30, 2024.

**PRESIDENT'S REPORT (Informational)**

Dr. Spiers presented the Board of Trustees with a summary of the November 2024 President's Report, which included updates on national, state, and local collaborations.

Dr. Nanette Smith and Ms. Lindsey Balliet delivered a presentation on the 2024 Institutional Effectiveness (IE) Report for Strategic Planning Cycle 2020-2023. The key areas of focus were the Mission Criteria and Key Performance Indicators (KPIs).

**FACULTY ASSOCIATION PRESIDENT'S UPDATE**

Mr. Jacob King, President of the RSCFA, and Dr. Jacquie Martz, RSCFA President-elect, continue to meet with faculty and administration to address the needs of the Rhodes State College faculty.

They recently participated in an open forum with faculty and will meet with Dr. Spiers and Dr. Mason-Guffey after the holiday break to address the items raised during the discussion.

**CONSIDERATION OF APPROVAL OF PERSONNEL ACTIONS**  
**Resolution No. 2025 – 19**

**Resolved**, upon recommendation of the President and with the concurrence of the Executive Staff, that the following personnel actions be approved:

- a. Faculty/Staff appointments – December 17, 2024

**Attachments:**

- N/A

Ms. Andrea Goings provided an overview of the personnel actions dated December 17, 2024.

Dr. Spiers requested the Board's consideration and approval of Resolution No. 2025-19 (Consideration of Approval of Personnel Actions). Mr. Sam Bassitt moved to approve Resolution No. 2025-19, and the motion was seconded by Dr. Ann Pohl. The motion was approved unanimously by voice vote.

**CONSIDERATION OF APPROVAL FOR PURCHASES OVER \$50,000 USING PART OF THE COLLEGE'S TITLE III GRANT FOR FURNITURE FOR THE SECOND FLOOR OF THE PUBLIC SERVICES BUILDING**  
**Resolution No. 2025 – 20**

**Resolved**, upon the recommendation of the President, with the concurrence of the Vice President for Enrollment Management and Student Affairs, that approval be granted for the purchase of furniture for the second floor of the Public Services Building as part of the College's Title III grant.

Purchase: Furniture for the second floor of the Public Services Building

Amount: Not to exceed \$100,000

Source of Funds: Department of Education Title III Strengthening Institutions Program Grant

**Overview:**

Strategy Two of the College's Title III grant focuses on improving the student experience, including the development of a One-Stop Student Support Center and non-academic student facilities in the Public Services Building. This furniture purchase will support the creation of spaces for student gathering, orientation and onboarding, as well as collaboration spaces, all contributing to the enhancement of the student experience at Rhodes State.

**Attachment:**

- Innovative Office Solutions Furniture Quote & Designs

Dr. Brendan Greaney provided an overview of a proposal to use part of the College's Title III grant for furniture on the second floor of the Public Service Building, with cost not to exceed \$100,000.

Dr. Spiers requested the Board's consideration and approval of Resolution No. 2025-20 (Consideration of Approval for Purchases over \$50,000 Using Part of the College's Title III Grant for Furniture on the Second Floor of the Public Service Building). Ms. Jessica Cunningham moved to approve Resolution No. 2025-20, and the motion was seconded by Dr. Ann Pohl. The motion was approved unanimously by voice vote.

## **CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 2.02, WORK HOURS Resolution No. 2025 – 21**

**Resolved**, upon the recommendation of the President, and with the concurrence of the Vice President for Human Resources, that approval be given for the revision of Rhodes State College Policy 2.02, Work Hours, to be effective immediately upon approval.

### **Description:**

The Work Hours Policy 2.02, last approved by the Board of Trustees on May 17, 2016, has been reviewed and revised in consultation with the Attorney General's office. The major revisions include the following:

- Renumbering to Policy 2.02 to align with the updated chapter structure;
- Restructuring of general statements to ensure clarity;
- Ability to allow for a 30- to 60-minute meal / break period (current standard is 60-minute meal / break period);
- Clarification of applicable overtime compensation; and
- Addition of compliance references.

### **Attachments:**

- Recommended Revised Work Hours Policy 2.02 in track change format
- Recommended Revised Work Hours Policy 2.02

Ms. Andrea Goings presented an overview of the proposed changes to the Work Hours Policy 2.02.

Dr. Spiers requested the Board's consideration and approval of Resolution No. 2025-21 (Consideration of Approval to Adopt the Revision of Policy 2.02, Work Hours). Mr. Sam Bassitt moved to approve Resolution No. 2025-21, and the motion was seconded by Ms. Jane Krites. The motion was approved unanimously by voice vote.

Chair Kirk asked for a motion to go into Executive Session to discuss a personnel matter. Dr. Ann Pohl moved to go into Executive Session, and the motion was seconded by Mr. Sam Bassitt.

Chair Kirk requested a Roll Call vote. The following members were present and voted yes: Mr. Butch Kirk, Dr. Ann Pohl, Mr. Sam Bassitt, Ms. Jane Krites, and Dr. Wilfred Ellis.

The Board adjourned to Executive Session.

### **EXECUTIVE SESSION**

#### **a. Personnel Matter**

Discussion took place regarding a personnel matter. Following the discussion, Chair Kirk asked for a motion to adjourn from the Executive Session and return to the Public Session. Dr. Ann Pohl moved to adjourn from Executive Session, and the motion was seconded by Mr. Sam Bassitt.

Chair Kirk requested a Roll Call vote. The following members were present and voted yes: Mr. Butch Kirk, Dr. Ann Pohl, Mr. Sam Bassitt, Ms. Jane Krites, and Dr. Wilfred Ellis.

## ADJOURNMENT

Chair Kirk asked for a motion to adjourn the Board meeting. Dr. Wilfred Ellis moved to adjourn the Board meeting, and was seconded by Dr. Ann Pohl. The motion was approved unanimously by voice vote.

Approved Meeting Minutes of December 17, 2024



Mr. Everett "Butch" S. Kirk III  
Chair

Pamela Mooneyhan, Recording Secretary