



**BOARD OF TRUSTEES**  
**JAMES A. RHODES STATE COLLEGE**  
**520<sup>th</sup> Meeting Minutes**  
**March 19, 2024**

The Rhodes State College (RSC) Board of Trustees met on Tuesday, March 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 Dr. Ann Pohl, Mr. Sam Bassitt, Mr. Robert Sielschott and Ms. Jessica Cunningham. Dr. Wilfred Ellis joined the meeting in session. Ms. Jane Krites was absent.

**APPROVAL OF MINUTES FOR THE BOARD MEETING OF FEBRUARY 20, 2024**

Chair Kirk called for the approval of the February 20, 2024 Board Meeting minutes. Dr. Ann Pohl moved to approve the minutes from February 20, seconded by Ms. Jessica Cunningham. Chair Kirk asked for a Roll Call vote: Mr. Butch Kirk, Dr. Ann Pohl, Mr. Sam Bassitt, Mr. Robert Sielschott, and Ms. Jessica Cunningham were present and voted yes.

**STATEMENT OF FINANCIAL CONDITIONS (unaudited)**

**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.

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, depreciation, and net position 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 – Cash and Cash Equivalents**

Cash is down approximately \$2.3M from this point last year. Some of this is attributable to our loan money being spent down to pay for outstanding capital invoices, while it is also due to the timing of cash collections for tuition and fees. Our cash position remains strong, though it should be monitored.

**B – Accounts Receivable**

FY23 accounts receivable contained many items which were over ten years old. We have written off most of those accounts to reflect our actual receivables number more accurately.

**C – Total Current Assets**

Total current assets are down approximately \$5.5M. This is attributable to the items explained in notes A and B.

**D – Construction in Progress**

Construction projects in the James J. Countryman Building were ongoing at this point last year and the asset was not in service. We have no such projects right now.

**E – Total Noncurrent Assets**

Total noncurrent assets are approximately \$1M higher than this point last year. This is due to increases in our capital assets.

**F – Total Assets**

Total assets are down by \$2M. While our noncurrent assets have grown, the decrease in cash and the reduction of our OPEB asset have more than offset any gains.

**G – Total Current Liabilities**

Total current liabilities are down by \$375,000. This is due to the timing of bill payments compared to last year.

**H – Total Noncurrent Liabilities**

Total noncurrent liabilities are up by approximately \$9M. This is entirely attributed to the significant increase in our net pension liability.

**I – Unrestricted Net Position**

Unrestricted net position is the difference between the amounts invested in capital assets and our total net position. We are currently showing a negative unrestricted net position. We expect this to continue. The effects of OPEB and our pension liabilities continue to keep this a negative amount.

**Statement of Revenues, Expenses, and Changes in Net Position****A – Tuition and Fees**

Tuition and Fees are down approximately \$2,000,000 compared to last year. However, this is not the case. Tuition and Fees were severely overstated at this juncture last year. CCP tuition was recorded at default tuition rates, not the discounted rate. Tuition discounts of approximately \$1.3 million should have been applied to revenue in FY23. In addition, there was an overstatement of recognized unearned revenue of approximately \$900,000 in FY23.

**B – Federal Grants and Contracts**

The College has more federal grant revenue in FY23 than the current year. Over \$900,000 of federal revenue attributed to the IREPO grant was recognized in FY23 through February. This grant is in the process of being closed out and has significantly less revenue in FY24.

**C – Total Operating Revenues**

Total operating revenues appear to be down by \$2.9M, however, \$2M of this is attributable to the tuition and fee overstatement, and the other \$900,000 is attributable to the IREPO grant. Those two items make up the entire difference in the operating revenue variance.

**D – Total Operating Expenses**

Total operating expenses are slightly lower than in FY23. This is also attributed to the expenses associated with the IREPO grant. If this grant would not have been in operation, FY23 operating expenses would actually have been slightly lower than the current year's expenses by approximately \$400,000.

**E – Gifts**

Gifts are the funds provided to the College by the Foundation for the capital campaigns. In FY23, we recognized \$900,000 in gift revenue through February, while we have not recognized any gifts this fiscal year.

**F – Net Nonoperating Revenues**

Net nonoperating revenues are down approximately \$240,000. This is due to the gift revenue recognized in FY23.

**G – Capital Appropriations**

Capital appropriations are recognized when we spend our allocations from the State capital budget. We have not recognized any revenue in this category thus far in FY24, though we will before the end of the fiscal year.

**H – Net Increase in Net Position**

We are down approximately \$2.1M in net position through February, while last year showed a gain of roughly \$840K. As explained above, during FY23, tuition revenue was overstated by nearly \$2M; federal grant revenue was higher by \$900K due to IREPO, gift revenue of \$900K was recognized, and capital appropriations of \$350K were recognized. This had a net effect of nearly \$4.1M on our net position.

Mr. Adkins provided an overview of the financial condition.

**PRESIDENT'S REPORT (Information)**

Dr. Cynthia Spiers provided the Board of Trustees with information on National, State, and Local Collaborations which was included in the February 2024 President's Report. Additional updates were presented including: a presentation by Dr. Tonette Baldin and Ms. Barb Brdicka regarding Grants (State and Federal); and information presented by Ms. Andrea Goings on Open Enrollment (Benefits Plan Renewal Recommendation 2024-2025).

**FACULTY ASSOCIATION PRESIDENT'S UPDATE**

Ms. Jill Hay, RSC Faculty Association (RSCFA) President stated she and Mr. Jacob King (RSCFA President-elect) continue to meet and work with Dr. Spiers and Dr. Mason-Guffey. The RSCFA Open Discussion was held on Wednesday, February 7, 2024. During the discussion, the faculty shared their thoughts and insights for the College and provided information from taskforce and committee meetings.

**CONSIDERATION OF APPROVAL FOR THE MEDICAL, VISION, DENTAL, AND LIFE INSURANCE/LONG TERM DISABILITY/ VOLUNTARY LIFE INSURANCE PLANS AND THE RELATED PREMIUMS FOR THE 2024-2025 PLAN YEAR  
Resolution No. 2024-32**

**Resolved**, upon recommendation of the President and with the concurrence of the VP of Human Resources, and the Vice President for Finance and Administrative Services, that approval be given for the proposed Medical Health Plan and approval for the corresponding renewals for the Rx Plan, Vision Plan, Dental Plan, Life Insurance, Long Term Disability and Voluntary Life Insurance Plan along with approval for the Health

Reimbursement Arrangement, Employer Contribution for Health Saving Accounts or Health Reimbursement Arrangement and Employee Wellness Program.

The following are recommended for consideration:

1. The medical insurance and the corresponding renewal premiums with the effective date of May 1, 2024 – December 31, 2025, consisting of a High Deductible Health Plan and Preferred Provider Plan self-insured and administered through United Medical Resources (UMR), with a 11.78% increase in premium.
2. College funded Health Reimbursement Arrangement (HRA) for \$3350 for employee only plan eligible participants and \$6700 for employee / spouse, employee / child(ren) and family plan.
3. The vision plan and corresponding renewal premiums with an effective date of May 1, 2024 – December 31, 2024, the College's vision carrier, EyeMed, with no increase in premium.
4. The dental plan and corresponding renewal premiums with an effective date of May 1, 2024 – December 31, 2024 the College's dental carrier, Delta Dental, with no increase in premium.
5. Long term disability with an effective date of May 1, 2024 – December 31, 2025, the College's carrier, New York Life, with no increase in premiums.
6. Life insurance and voluntary life insurance plan with an effective date of May 1, 2024 – December 31, 2025, the College's carrier, New York Life, with no increase in premiums.
7. Provide a one-time college funded Health Savings Account (HSA) or Health Reimbursement Arrangement (HRA) contribution for employees currently enrolled in one of the College medical plans and participate in a biometric screening, health risk assessment and any reasonable alternatives in the amount of \$350 for employee only participants and \$700 for employee / spouse, employee / child(ren) and family plan effective January 2025.
8. Offer a voluntary Employee Wellness Program. Employees that participate as outlined in program and participate in the College medical plan will be eligible for a quarterly Health Savings Account (HSA) or Health Reimbursement Arrangement (HRA) college funded \$100 contribution.

**Attachments:**

- N/A

Dr. Spiers asked the Board for consideration of approval for Resolution No. 2024-32 (Consideration of Approval for the Medical, Vision, Dental, and Life Insurance/Long Term Disability/Voluntary Life Insurance Plans and Related Premiums/Renewals for the 2024-2025 Plan Year). Dr. Wilfred Ellis moved to approve Resolution No. 2024-32, seconded by Mr. Sam Bassitt. The motion was approved by a unanimous voice vote.

**CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 7.06 SOCIAL MEDIA**

**Resolution No. 2024 - 33**

**Resolved**, upon the recommendation of the President, with the concurrence of the Vice President for Institutional Advancement, that approval be given for revision to Rhodes State College Policy 7.06 Social Media and be effective immediately upon approval.

**Description:**

Social Media Policy 7.06 has been reviewed and revised with the assistance of the Attorney General's Office to separate the procedure from the policy.

**Background:**

The Social Media Policy was last reviewed in 2017. This Policy requires employees and students to use all forms of social media lawfully, following the established Social Media Procedures to create and use social media for College purposes. These procedures promote and protect the College and users.

**Attachments:**

- Revised Social Media Policy 7.06 showing changes made to current board approved policy
- Social Media Procedure 7.06(a)

Mr. Kevin Reeks provided an overview of the changes to the Social Media Policy 7.06.

Dr. Spiers asked the Board for consideration of approval for Resolution No. 2024-33 (Consideration of Approval to Adopt the Revision of Policy 7.06 Social Media). Ms. Jessica Cunningham moved to approve Resolution No. 2024-33, seconded by Dr. Ann Pohl. The motion was approved by a unanimous voice vote.

**CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 4.03 VALUING OUR VETERANS SUPPORT AND ASSISTANCE POLICY****Resolution No. 2024 - 34**

**Resolved**, upon the recommendation of the President, and with the concurrence of the Vice President for Enrollment Management & Student Affairs that approval be given for revision to Rhodes State College Policy 4.03 Valuing our Veterans Support and Assistance Policy and be effective immediately upon approval.

**Description:**

Policy 4.03 Valuing our Veterans Support and Assistance Policy, has been revised with the assistance of the Attorney General's office to remove language that would have required the College to provide Veterans access to counselors with very specific credentials (MSW & LISW). While the College will provide supportive services of this nature, the Attorney General's Office has recommended removing the specific language since such a service would be offered to all students, not just Veterans.

**Attachments:**

- Recommended Revised Valuing our Veterans Support and Assistance Policy, 4.03

Dr. Brendan Greaney provided an overview of the changes to the Policy 4.03 Valuing Our Veterans Support and Assistance.

Dr. Spiers asked the Board for consideration of approval for Resolution No. 2024-34 (Consideration of Approval to Adopt the Revision of Policy 4.03 Valuing Our Veterans Support and Assistance). Mr. Sam Bassitt moved to approve Resolution No. 2024-34, seconded by Ms. Jessica Cunningham. The motion was approved by a unanimous voice vote.

**APPOINTMENTS TO THE TRUSTEE SELECTION COMMITTEE UPDATE BY EXECUTIVE COMMITTEE**

Dr. Ann Pohl stated the Executive Committee (Mr. Butch Kirk, Chair; Dr. Ann Pohl, Vice Chair; and Ms. Jane Krites, Past Board Chair) met March 13, 2024 to identify potential members of the Trustee Selection Committee; which will consist of local business, civic and non-profit leaders. Currently, phone calls are being made to confirm the willingness of individuals to serve. Once confirmed, letters will be sent to three to five of the members.

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, seconded by Mr. Sam Bassitt. Chair Kirk asked for a Roll Call vote: Mr. Butch Kirk, Mr. Sam Bassitt, Dr. Wilfred Ellis, Dr. Ann Pohl and Ms. Jessica Cunningham were present and voted yes.

The Board adjourned to Executive Session.

#### **EXECUTIVE SESSION**

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

Discussion occurred with regard to a Personnel Matter. Following the discussion, Chair Kirk asked for a motion to adjourn from the Executive Session and return to Public Session. Dr. Ann Pohl moved to adjourn from Executive Session, seconded by Ms. Jessica Cunningham. Chair Kirk asked for a Roll Call vote: Mr. Sam Bassitt, Dr. Wilfred Ellis, Dr. Ann Pohl and Ms. Jessica Cunningham were present and voted yes.

#### **ADJOURNMENT**

Chair Kirk asked for a motion to adjourn the Board meeting. Dr. Wilfred Ellis moved to adjourn the Board meeting, seconded by Ms. Jessica Cunningham. The motion was approved by a unanimous voice vote.

Approved Meeting Minutes of March 19, 2024



Mr. Everett "Butch" S. Kirk III  
Chair

Pamela Mooneyhan, Recording Secretary