



**BOARD OF TRUSTEES**  
**JAMES A. RHODES STATE COLLEGE**  
**526th Meeting Minutes**  
**November 19, 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-elect 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, Ms. Jessica Cunningham, and Mr. Robert Sielschott. Ms. Jane Krites and Dr. Wilfred Ellis joined the meeting in session. Dr. Ann Pohl was absent.

**APPROVAL OF MINUTES FOR THE BOARD MEETING OF OCTOBER 15, 2024**

Chair Kirk called for the approval of the minutes from the October 15, 2024, Board Meeting. Ms. Jessica Cunningham moved to approve the minutes from October 15, 2024, and the motion was seconded by Mr. Sam Bassitt. The motion was approved by a unanimous voice vote.

**STATEMENT OF FINANCIAL CONDITIONS (unaudited) THROUGH OCTOBER 31, 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 down by \$462K, or 3%. Cash has increased by over \$850K compared to last year, but receivables are lower by over \$1.3M, or 27%. This is due to our continued write-off of older, uncollectible receivables and our changes in accounting for receivables and deferred revenue.

**B – Total Noncurrent Assets**

Total noncurrent assets are down by \$4.2M compared to last year. This is due to depreciation and amortization costs, as well as the retirement of certain assets.

**C – Total Current Liabilities**

Total current liabilities are down by \$1.5M, or 59%. Most of this is attributable to lower deferred revenue, which is more appropriately recorded than in prior years.

**D – Net Noncurrent Liabilities**

Total noncurrent liabilities are down by \$625K, or 3%. This decrease is due to the payment of debt obligations and reduction of our subscription liability.

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

Total operating revenues are up by \$638K, or 11%. Tuition revenue has increased this year due to higher fall enrollment, and state grant revenue has also increased by over \$440K compared to last year.

**B – Total Operating Expenses**

Total operating expenses are up \$706K, or 8%, compared to the prior year. We have increased expenses offsetting our recognition of state grant revenue, as well as increased wage and benefit costs.

**C – Operating Income (Loss)**

Our operating loss is comparable to the prior year at \$3.2M. An operating loss is normal for us, as significant amounts of our 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 \$2.22M, compared to \$2.28M. 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.

Mr. Adkins provided an update on the unaudited financial condition of Rhodes State College as of October 31, 2024, highlighting the growth in revenue, rising operating expenses, and a facilities report.

**PRESIDENT’S REPORT (Informational)**

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

Three updates were presented, including the following: a presentation by Dr. Melissa Green and Ms. Alissa Zimmerman regarding Records Retention; a report from Dr. Eric Mason-Guffey and Ms. Angie Heaton on the Division of Health Sciences and Public Service Innovation; and a Title III update presented by Dr. Brendan Greaney, Ms. Nicole Dittman, Ms. Abby Miller, and Mr. Aaron Atherton.

**FACULTY ASSOCIATION PRESIDENT’S UPDATE**

Dr. Jacquie Martz, President-elect of the RSC Faculty Association (RSCFA), reported that she and Mr. Jacob King, President of the RSCFA, continue to meet with Dr. Spiers and Dr. Mason-Guffey to address the needs of the Rhodes State College (RSC) faculty. Most of their efforts have focused on revising the promotion process. The updates being made are intended to make the process clearer and more accessible for faculty in both divisions.

For the month of October, the Advising Task Force was recognized. The task force is currently collecting data to assist both faculty and administration in making informed decisions regarding responsibilities in the advising process. Together, faculty and professional advisors have been assisting students with registration.

**CONSIDERATION OF APPROVAL OF PERSONNEL ACTIONS**  
**Resolution No. 2025 – 13**

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

- a. Faculty/Staff appointments – November 19, 2024

**Attachments:**

- N/A

Ms. Andrea Goings provided an overview of the personnel actions dated November 19, 2024.

Dr. Spiers requested the Board to consider approval of Resolution No. 2025-13 (Consideration of Approval of Personnel Actions). Dr. Wilfred Ellis moved to approve Resolution No. 2025-13, and the motion was seconded by Mr. Sam Bassitt. The motion was approved by a unanimous voice vote.

**CONSIDERATION OF APPROVAL FOR THE 2024 STATE COLLEGE EFFICIENCY REPORT**  
**Resolution No. 2025 – 14**

**Resolved**, upon the recommendation of the President, with the concurrence of the Vice President for Finance and Administrative Services and the Executive Staff, that approval be given for the 2024 Rhodes State College Efficiency report.

**Overview:**

The Ohio Department of Higher Education is responsible for maintaining a higher education efficiency advisory committee, with public colleges and universities in Ohio designating an employee to serve as its efficiency officer, and as a member of the efficiency advisory committee. Legislation called for each institution to submit a report to the Chancellor beginning in 2016. Rhodes State College has submitted this document annually since this time.

Upon reviewing and approving this report, we will forward it and notify the Chancellor of the Ohio Department of Higher Education of the Board's approval.

**Attachment:**

- 2024 Rhodes State College Efficiency Report

Mr. Derek Adkins provided an overview of the 2024 Rhodes State College Efficiency Report.

Dr. Spiers requested the Board to consider approval of Resolution No. 2025-14 (Consideration of Approval for the 2024 Rhodes State College Efficiency Report). Ms. Jessica Cunningham moved to approve Resolution No. 2025-14, and the motion was seconded by Ms. Jane Krites. The motion was approved by a unanimous voice vote.

**CONSIDERATION OF APPROVAL FOR PURCHASES OVER \$50,000 USING ONE-TIME STRATEGIC COMMUNITY INVESTMENT FUNDS FOR CLASSROOM UPGRADES AND EQUIPMENT IN THE JAMES J. COUNTRYMAN BUILDING**  
**Resolution No. 2025 – 15**

**Resolved**, upon the recommendation of the President, and with the concurrence of the Vice President for Finance & Administrative Services, that One-Time Strategic Community Investment Funds of \$440,000 be allocated for classroom upgrades and equipment in the James J. Countryman Engineering and Industrial Technology Building.

**Overview:**

This resolution will permit Rhodes State College to allocate the \$440,000 awarded as the One-Time Strategic Community Investment Fund in the following manner:

<b>Purchase</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total</b>
Cognex Training Stations	4	\$ 12,000	\$ 48,000
PLC support unit for Cognex stations	1	36,482	36,482
Festo Robotino	1	73,809	73,809
Go2 Quadrupeds	1	35,000	35,000
Laptops	12	2,550	30,600
Real Sense Cameras	15	400	6,000
Renovation	785	243	190,500
Contingencies	1	\$ 19,609	\$ 19,609
	<b>Total</b>		<b>\$ 440,000</b>

<b>Source of Funds</b>	<b>Dollar Amount</b>
One-Time Strategic Community	\$ 440,000

Ohio's One-Time Strategic Community Investment Fund was a grant program created to provide targeted financial support to local communities, fostering economic growth and community development projects across the state. This fund focused on initiatives that could generate long-term benefits, such as infrastructure improvements, workforce development, and public service enhancements. Rhodes was awarded \$440,000 for this program.

The funds will be used to renovate JJC classrooms 122 and 123, which will be combined and redesigned to increase capacity and meet the needs of our students. The classroom will accommodate the increase in students from our partnership with GROB Systems, Inc., which is planning to double the number of students in the program over the next few years. Tuttle Construction, Inc. has been chosen for this project due to their prior work in the James J. Countryman building and their familiarity with the architectural design of the building. The quote provided by Tuttle is for \$190,500.

\$229,891 will be used to purchase the equipment for this project. The Cognex training stations are set up to provide hands-on training with Cognex machine vision systems. They include a Cognex vision camera, a display for visual feedback, and control software for real-time adjustments and learning. These stations train operators on configuring, troubleshooting, and using Cognex's vision technology for tasks like barcode reading, product inspection, and pattern recognition in industrial settings.

A PLC (Programmable Logic Controller) support unit for Cognex stations serves as an interface that allows Cognex vision systems to communicate and interact with PLCs. This setup is essential for industrial automation, enabling the Cognex camera to send inspection results, such as pass/fail signals, to the PLC, which then controls machinery based on these results.

The Festino Robotino is a compact, mobile platform for educational and research purposes. Equipped with omnidirectional wheels, it can move smoothly in any direction, making it ideal for exploring complex robotics applications like navigation, pathfinding, and autonomous behavior. The Robotino is modular, allowing users to attach various sensors, cameras, and manipulators. It supports programming in multiple languages, providing flexibility for different learning and research environments.

Go2 Quadrupeds by Unitree Robotics are agile, four-legged robots designed for complex environments. They are equipped with sensors and cameras for obstacle avoidance, autonomous navigation, and terrain adaptability, making them valuable for industries seeking advanced automation capabilities.

The laptops and Real Sense Cameras pair with all the technology listed above and will be used by students in the classroom. We have requested that \$19,609 be left for contingencies related to the renovations or fluctuations in equipment pricing and shipping costs.

**Attachment:**

- Tuttle Proposal JJC 122-123

Mr. Adkins provided an overview of the proposed distribution for the One-Time Strategic Community Investment Funds.

Dr. Spiers requested the Board to consider approval of Resolution No. 2025-15 (Consideration of Approval for Purchases Over \$50,000 Using One-Time Strategic Community Investment Funds for Classroom Upgrades and Equipment in the James J. Countryman Building). Mr. Sam Bassitt moved to approve Resolution No. 2025-15, and the motion was seconded by Ms. Jane Krites. Dr. Wilfred Ellis then requested a roll call vote. Mr. Butch Kirk, Mr. Sam Bassitt, Ms. Jessica Cunningham, Mr. Robert Sielschott, Ms. Jane Krites and Dr. Wilfred Ellis were present and voted yes.

**CONSIDERATION OF APPROVAL FOR PURCHASES OVER \$50,000 FOR THE ANNUAL OACC GENERAL LIABILITY INSURANCE PROGRAM PREMIUM**

**Resolution No. 2025 – 16**

**Resolved**, upon the recommendation of the President, and with the concurrence of the Vice President for Finance & Administrative Services, that approval be given for the following annual renewal of the general liability and cybersecurity insurance premiums:

Purchase:	Marsh USA, Inc. (Broker)
Amount:	\$69,365 – General Liability, Crime, Auto, ELL \$37,500 – Cybersecurity
Source of Funds:	Institutional Funds

**Overview:**

Rhodes State College is exposed to various risks, especially with cybersecurity. Therefore, Rhodes obtains sufficient insurance coverage to minimize financial losses. The College is part of a consortium with other OACC member institutions that obtain insurance to reduce costs. Premiums have increased by approximately 24% over last year due to the increased exposure of students in clinical settings and a 10% across-the-board increase for our excess limits coverage of \$15,000,000.

**Attachment:**

- N/A

Mr. Adkins provided an overview of the OACC General Liability Insurance Program.

Dr. Spiers requested the Board to consider approval of Resolution No. 2025-16 (Consideration of Approval for Purchases Over \$50,000 for the Annual OACC General Liability Insurance Program Premium). Ms. Jane Krites moved to approve Resolution No. 2025-16, and the motion was seconded by Mr. Robert Sielschott. Dr. Wilfred Ellis then requested a roll call vote. Mr. Butch Kirk, Mr. Sam Bassitt, Ms. Jessica Cunningham, Mr. Robert Sielschott, Ms. Jane Krites and Dr. Wilfred Ellis were present and voted yes.

**CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 7.12 USE OF COLLEGE OUTDOOR SPACE**  
**Resolution No. 2025 - 17**

**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 7.12, Use of College Outdoor Space, to be effective immediately upon approval.

**Description:**

The Use of College Outdoor Space Policy 7.12, last approved by the Board of Trustees on November 13, 2018, has been reviewed and revised in consultation with the Attorney General's office. The revisions include the following:

- Renumbering to Policy 7.12 to align with the updated chapter structure;
- Restructuring statements to ensure clarity;
- Separating the procedure from the policy; and
- Adding compliance references.

**Attachments:**

- Recommended Revised Use of College Outdoor Space Policy 7.12 in track change format
- Recommended Revised Use of College Outdoor Space Policy 7.12

Ms. Goings provided an overview of the revised Policy 7.12, "Use of College Outdoor Space".

Dr. Spiers requested the Board to consider approval of Resolution No. 2025-17 (Consideration of Approval to Adopt the Revision of Policy 7.12 "Use of College Outdoor Space"). Dr. Wilfred Ellis moved to approve Resolution No. 2025-17, and the motion was seconded by Ms. Jessica Cunningham. The motion was approved by a unanimous voice vote.

**CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 7.13 USE OF COLLEGE FACILITIES**  
**Resolution No. 2025 - 18**

**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 7.13, Use of College Facilities, to be effective immediately upon approval.

**Description:**

The Use of College Facilities Policy 7.13, last approved by the Board of Trustees on November 13, 2018, has been reviewed and revised in consultation with the Attorney General's office. The revisions include the following:

- Renumbering to Policy 7.13 to align with the updated chapter structure;
- Clarifying that the policy is applicable for non-College related activities and which rooms are available for rental;
- Restructuring statements to ensure clarity; and
- Separating the procedure from the policy.

**Attachments:**

- Recommended Revised Use of College Facilities Policy 7.13 in track change format
- Recommended Revised Use of College Facilities Policy 7.13

Ms. Goings provided an overview of the new Policy 7.13, "Use of College Facilities".

Dr. Spiers requested the Board to consider approval of Resolution No. 2025-18 (Consideration of Approval to the Revision of Policy 7.13 “Use of College Facilities”). Mr. Sam Bassitt moved to approve Resolution No. 2025-18, and the motion was seconded by Ms. Jessica Cunningham. The motion was approved by a unanimous voice vote.

### **OHIO ETHICS TRAINING (Informational)**

Ms. Andrea Goings provided an overview of the Ohio Ethics Training for the Board of Trustees. Due to time constraints this year, she will email the Ohio Ethics Training link to the Board and asked that they complete the training before the next Board of Trustees meeting on December 17, 2024.


### **PREPARATION FOR PRESIDENT’S EVALUATION**

Chair Kirk provided an overview and a handout of the President’s 2024 Performance Appraisal Process and Schedule. Ms. Goings stated that an email will be sent to the Board members’ personal email addresses with the electronic Performance Appraisal link to complete the survey.

### **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 Ms. Jessica Cunningham. The motion was approved by a unanimous voice vote.

Approved Meeting Minutes of November 19, 2024



Mr. Everett “Butch” S. Kirk III  
Chair

Pamela Mooneyhan, Recording Secretary