



RESCHEDULED BOARD OF TRUSTEES
JAMES A. RHODES STATE COLLEGE
536th Meeting Minutes
November 18, 2025

The Rhodes State College (RSC) Board of Trustees met on Tuesday, November 18, 2025 at 4:30 pm in the Keese Hall Board Room, Cabinet and Faculty Association President were present in the room, all other guests via Zoom, a virtual platform.

CALL TO ORDER AND QUORUM

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

Welcome Jill Jacobs – Newly Appointed Board Member

Vice Chair Cunningham introduced and welcomed Ms. Jill Jacobs a newly appointed RSC Board of Trustees member.

APPROVAL OF MINUTES FOR THE BOARD MEETING OF OCTOBER 21, 2025

Vice Chair Cunningham called for the approval of the minutes from the October 21, 2025, Board meeting. Mr. Sielschott moved to approve the minutes, and Mr. Bassitt seconded the motion. The motion was approved unanimously by voice vote.

FISCAL YEAR 2026 BUDGET-TO-ACTUAL PERFORMANCE (AS OF OCTOBER 2025) (Informational)

Notes on October FY26 Budget-to-Actuals

Cash Receipts Revenues

- Tuition and Fees are tracking at 49.7 percent of budget, consistent with the prior year at this point. The higher budget reflects increased enrollment assumptions, and actual collections are slightly ahead of last year in both dollars and percentage.
- State Appropriations are at 35.0 percent of budget, aligned with expected timing of SSI distributions. Performance is nearly identical to the prior year and no concerns are noted.
- Gifts from the Foundation have not been received year-to-date. This is timing related and expected later in the fiscal year, as in prior years.
- Sales and Services from Educational Activities are revenues from the Dental Hygiene Lab, camps, and from the YMCA Daycare Center. As of August, the Daycare center is closed. We did not budget any revenue from the center this year, but had some revenue in July and August which is pushing the percentage of total over 60% thus far.
- Other Operating Income is also over 60% of collections. This category includes various miscellaneous revenues such as bookstore and food commissions and other various sources. The revenue is not cyclical and bookstore commissions thus far were approximately \$20K with another \$21K in miscellaneous.
- Investment Income is at 33.7 percent of budget, slightly behind prior year timing. Interest rates remain favorable but investment performance varies month to month. Year-end performance is expected to align with budget.
- Total Cash Receipts are at 40.8 percent of budget, precisely in line with the prior fiscal year through October. Overall revenue collections are stable, with tuition and SSI continuing to represent the majority of cash inflow.

Cash Outlays

- Wages are at 33.8 percent of budget, consistent with the prior year's 32.6 percent. This reflects normal payroll timing and staffing levels consistent with the approved budget.

- Benefits are at 34.2 percent of budget, closely matching last year's 33.8 percent. No variances of concern are noted.
- Equipment and Supplies expenses are at 42.3 percent of budget, higher than expected at this point in the year. This is driven by early purchases of instructional supplies and several front-loaded departmental purchases. Spending is still within annual budget limits but will require monitoring.
- Information and Communication is at 36.7 percent. Last year's percentage was elevated due to several one-time IT project costs hitting early. Current year spending timing is normal and does not indicate overspending.
- Maintenance is at 32.2 percent of budget, slightly ahead of last year's 28.8 percent. This is driven by routine building repairs and preventive maintenance. Spending is within expectations.
- Total Cash Outlays are at 34.8 percent of budget, identical to the prior year. Spending is pacing as expected with no major concerns.

Net Cash Position

- Year-to-date cash gain is approximately 1.28 million. This reflects the normal seasonal pattern where cash inflows from fall tuition exceed early-year expenditures. Prior year performance was similar with a year-to-date gain of just over half a million. Timing differences across categories account for the variance, and there are no underlying concerns at this time.

Mr. Adkins reported on the budget-to-actual performance as of October 2025, noting that the year-to-date cash gain is approximately 1.28 million.

PRESIDENT'S REPORT (Informational)

Dr. Spiers presented the October 2025 President's Report, noting the BSN ACEN Press Conference held on Wednesday October 8, 2025, and announcing that the RN-to-BSN program has received full accreditation from the Accreditation Commission of Education in Nursing (ACEN).

Dr. Eric Mason, Dr. David Haus and Ms. Angie Heaton delivered a presentation titled "Redesigning for Results: Following the Data to Student Success".

FACULTY ASSOCIATION PRESIDENT'S UPDATE

The Faculty Association, led by Dr. Jacquie Martz, RSCFA President and Traci Bitler, RSCFA President-Elect, hosted a faculty open forum on October 22, 2025. Some of the key topics included the use of AI and concerns about plagiarism, sick time donation, salary transparency, workload and advising.

Faculty leadership met with Dr. Spiers to discuss faculty questions and appreciated the open and collaborative conversation. These topics are now being reviewed by the appropriate campus administrators.

CONSIDERATION OF APPROVAL OF PERSONNEL ACTIONS

Resolution No. 2026 – 17

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

- Faculty/Staff Appointments – November 18, 2025

Vice Chair Cunningham requested the Board's consideration and approval of Resolution No. 2026-17 (Consideration of Approval of Personnel Actions). Dr. Ellis moved to approve Resolution No. 2026-17, and seconded by Mr. Bassitt. The motion was approved unanimously by voice vote.

**CONSIDERATION OF APPROVAL FOR PURCHASES OVER \$50,000 FOR THE ANNUAL OACC GENERAL LIABILITY INSURANCE PROGRAM PREMIUM
Resolution No. 2026 – 18**

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: March USA, Inc. (Broker)
Amount: \$67,961 – General Liability, Crime, Auto ELL
\$37,185 – 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 seen a slight decrease from the prior year due to the risk mitigation programs done by the consortium.

Attachment:

- N/A

Mr. Adkins provided an overview of the General Liability and Cybersecurity Insurance premiums.

Vice Chair Cunningham requested the Board’s consideration and approval of Resolution No. 2026-18 (Consideration of Approval for Purchases Over \$50,000 for the Annual OACC General Liability Insurance Program Premium). Mr. Sielschott moved to approve Resolution No. 2026-18, and seconded by Dr. Ellis. Vice Chair Cunningham asked for a Roll Call vote: Ms. Cunningham, Mr. Bassitt, Dr. Ellis, Ms. Jacobs and Mr. Sielschott were present and voted yes.

**CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 7.10 CLERY
Resolution No. 2026 - 19**

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 7.10 Clery, and be effective immediately upon approval.

Description:

Clery Policy 7.10, last approved by the Board of Trustees on April 17, 2018, has been reviewed and revised in consultation with the Attorney General’s office. The revisions include the following changes:

- Changing department name from Safety & Security to Public Safety;
- Adding a definition section; and
- Changing the Campus Security Authority training requirement from during first year of service to within first thirty days of hire.

Attachments:

- Recommended Revised Clery Policy 7.10 in track change format
- Recommended Revised Clery Policy 7.10

Ms. Goings provided an overview of the revisions to the Clery Policy, 7.10.

Vice Chair Cunningham requested the Board's consideration and approval of Resolution No. 2026-19 (Consideration of Approval to Adopt the Revision of Policy 7.10, Clery.) Dr. Ellis moved to approve Resolution No. 2026-19, and seconded by Mr. Bassitt. The motion was approved unanimously by voice vote.

CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 6.01 INFORMATION SECURITY POLICY

Resolution No. 2026-20

Resolved, upon the recommendation of the President, and with the concurrence of the Vice President for Finance and Administrative Services, that approval be given for the revision of Rhodes State College Policy 6.01, Information Security, to be effective immediately upon approval.

Description:

Information Security Policy 6.01, last approved by the Board of Trustees on November 15, 2022, has been reviewed and revised to include the key components in the College's Computer Resources and Facilities Policy 6.14 (Board of Trustees approved 4/16/1996) and clarifies the use of the College's access to off-campus facilities including, but not limited to, the Internet. Upon approval of the revisions in The Information Security Policy, the Computer Resources and Facilities Policy 6.14 will be inactivated.

Additional changes include:

- Updating Section II – equitable access.
- Updating Section III – definition of requirements
- Updating Section IV – define administrator of the policy and responsibilities
- Updating Section V – define equitable access, user accountability, reporting and actions

Attachments:

- Computer Resources and Facilities Policy 6.14 (Board of Trustees approved 4/16/1996)
- Recommended Revised Information Security Policy 6.01 - in Track Changes Format
- Recommended Revised Information Security Policy 6.01

Mr. Adkins presented the revisions of the Information Security Policy, 6.01.

Vice Chair Cunningham requested the Board's consideration and approval of Resolution No. 2026-20 (Consideration of Approval to Adopt the Revision of Policy 6.01, Information Security Policy). Dr. Ellis moved to approve Resolution No. 2026-20, and seconded by Ms. Jacobs. The motion was approved unanimously by voice vote.

CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 3.05 USE OF COPYRIGHTED WORKS

Resolution No. 2026-21

Resolved, upon the recommendation of the President, and with the concurrence of the Vice President for Academic Affairs, that approval be given for the revision of Rhodes State College Policy 3.05, Use of Copyrighted Works to be effective immediately upon approval.

Description:

Use of Copyrighted Works policy 3.05, last approved by the Board of Trustees on January 20, 2004, has been reviewed and revised in consultation with the Attorney General's (AG) office. The policy was established in concordance with Copyright Act of 1976. The policy prohibits any violation of copyright law. In addition, the Copyright Act of 1976 states that authors hold exclusive rights to copy, display, perform, distribute, or modify their original works. Faculty, staff, and students must comply with these laws and are responsible for understanding fair use and related guidelines provided by the College. Any unauthorized use of copyrighted materials may result in institutional disciplinary action and potential legal consequences, including federal prosecution or civil liability.

Changes include:

- Revision to the summary of the Copyright Act of 1976 under "Guidelines: II." the edits made the summary clear and concise.
- Under the "References" section the Ohio Administrative Code sections for Wright State University and Stark State Community College policies were deleted per the AG office.

Attachments:

- Recommended Use of Copyrighted Works policy 3.05
- Use of Copyrighted Works policy 3.05 with track changes

Dr. Mason provided an overview of the revisions to the Policy 3.05, Use of Copyrighted Works.

Vice Chair Cunningham requested the Board's consideration and approval of Resolution No. 2026-21 (Consideration of Approval to Adopt the Revision of Policy 3.05, Use of Copyrighted Works). Dr. Ellis moved to approve Resolution No. 2026-21, and seconded by Ms. Jacobs. The motion was approved unanimously by voice vote.

CONSIDERATION OF APPROVAL TO ADOPT THE IMPLEMENTATION PLAN FOR AMERICAN GOVERNMENT (CIVIC) LITERACY COURSE**Resolution No. 2026-22**

Resolved, upon the recommendation of the President, and with the concurrence of the Vice President for Academic Affairs that approval be given for Rhodes State College's plan to offer the American Government and Civic Literacy course developed under Ohio Revised Code (ORC) Section 3345.382.

Description:

Ohio Revised Code Section 3345.382 requires state institutions of higher education to develop a course in the subject of American civic literacy that meets the requirements outlined in Ohio Revised Code Section 3345.382. Rhodes State College's president or designee may exempt a student from taking a course with no fewer than three credit hours in the subject of American civic literacy under Ohio Revised Code Section 3345.382(D)(3) under the following conditions: the student requests an exemption, and the student has previously completed a course that included the study of the documents described in ORC 3345.382(8)(1) to (7).

Attachments:

- Ohio Department of Higher Education (ODHE)-American Civic Literacy Plan Request for Approval
- ODHE - American Civic Literacy Plan Request for Approval with track changes

Dr. Mason and Dr. Haus provided an overview and proposed revisions to the American Government and Civic Literacy course.

Vice Chair Cunningham requested the Board's consideration and approval of Resolution No. 2026-22 (Consideration of Approval to Adopt the Implementation Plan for American Government (Civic) Literacy Course). Mr. Sielschott moved to approve Resolution No. 2026-22, and seconded by Dr. Ellis. The motion was approved unanimously by voice vote.

Vice Chair Cunningham called for a motion to enter Executive Session to discuss personnel and business matters. Dr. Ellis moved, and Mr. Sielschott seconded. A Roll Call vote was taken, with Ms. Cunningham, Mr. Bassitt, Mr. Sielschott, Dr. Ellis and Ms. Jacobs voting yes. The Board adjourned to Executive Session.

EXECUTIVE SESSION

- a. Personnel Matters
- b. Business Matters

The Board discussed personnel and business matters. Following the discussion, Vice Chair Cunningham called for a motion to adjourn from Executive Session and return to Public Session. Dr. Ellis moved, and Mr. Bassitt seconded. A roll call vote was taken, with Ms. Cunningham, Mr. Bassitt, Mr. Sielschott, Dr. Ellis and Ms. Jacobs voting yes.

ADJOURNMENT

Vice Chair Cunningham called for a motion to adjourn the Board meeting. Mr. Bassitt moved to adjourn the Board meeting, and was seconded by Mr. Sielschott. The motion was approved unanimously by voice vote.

Approved Meeting Minutes of November 18, 2025



Mr. Everett "Butch" S. Kirk III
Chair

Pamela Mooneyhan, Recording Secretary