



RESCHEDULED BOARD OF TRUSTEES  
JAMES A. RHODES STATE COLLEGE  
535th Meeting Minutes  
October 21, 2025

The Rhodes State College (RSC) Board of Trustees met on Tuesday, October 21, 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 Mr. Butch Kirk, Chair. Members present were Mr. Butch Kirk, Mr. Sam Bassitt, Ms. Jessica Cunningham and Mr. Robert Sielschott. Dr. Wilfred Ellis and Ms. Jane Krites were absent.

### **ADDED AGENDA ITEM**

Chair Kirk stated that an item needed to be added to the agenda to amend documents for this meeting.

1. Under the second agenda item, the date should be corrected to September 24, 2025.
2. In the September 24<sup>th</sup> meeting minutes, the statement should read, "APPROVAL OF MINUTES FOR THE BOARD MEETING OF AUGUST 19, 2025".

Ms. Cunningham moved to add an agenda item to amend documents for the October 21, 2025, Board meeting. Mr. Sielschott seconded and the motion was approved unanimously by voice vote.

### **APPROVAL OF MINUTES FOR THE BOARD MEETING OF SEPTEMBER 24, 2025**

Chair Kirk called for the approval of the minutes from the September 24, 2025, Board meeting, with revisions. Ms. Cunningham 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 SEPTEMBER 2025)**

#### **Notes to the Financial Statements**

##### ***Quarterly Financial Statements – Framing Note***

Quarterly financial statements are management-prepared, unaudited, and rely heavily on estimates and timing assumptions. While they provide a reliable view of direction and trends, several factors can introduce volatility from quarter to quarter or year to year:

- Pension and OPEB accounting — Actuarial valuations drive swings in deferred outflows and liabilities that are unrelated to day-to-day management.
- Allowance for student receivables — Management estimates collectability; this has improved markedly with the cleanup of old balances (oldest receivable now only 3 years).
- Depreciation of capital assets — Based on standardized schedules, but actual maintenance and replacement cycles vary.
- Timing of financial aid and grants — Aid is recognized when applied to student accounts, and grants/contracts only when eligible expenses are incurred. This means results can shift depending on disbursement schedules or the timing of grant activity.
- Infrastructure investments — Both physical facilities and digital systems require ongoing reinvestment. Under current accounting standards (GASB 96), many technology solutions are recognized as subscription assets and liabilities, which trustees will continue to see reflected in the financial statements.

*Implication* – Trustees should focus less on short-term swings and more on the underlying trends of liquidity strength, expense discipline, enrollment composition, and long-term sustainability, while recognizing the growing need for investment in both facilities and technology infrastructure.

### **Statement of Net Position Highlights**

*Liquidity and Current Assets* – Cash balances increased to \$12.0M from \$11.2M. Receivables are down by \$1.0M due to our cleanup of very old student accounts, making our balance sheet cleaner and more reliable.

*Noncurrent Assets* – Subscription assets decreased as contracts amortize; capital assets declined modestly due to depreciation, highlighting deferred maintenance needs.

*Debt and Liabilities* – Long-term debt continues to be paid down, strengthening the balance sheet and preserving future borrowing capacity.

*Pension and Benefit Accounting* – Deferred outflows decreased to \$3.7M from \$5.4M. The pension liability itself remains volatile, driven by external actuarial valuations. Trustees should view these as accounting swings, not operational results.

#### *Closing Framing Note – Statement of Net Position*

Overall, the College's financial position remains stable and improving. We have strengthened liquidity, reduced receivables risk, and are steadily paying down debt. Trustees should note that volatility in areas such as pensions and other deferred accounting entries is expected and largely outside of management's control. What matters most is that our core balance sheet: cash, receivables, debt, and capital assets, continues to move in the right direction. Looking forward, the key challenge will be reinvesting in facilities to address deferred maintenance, while also keeping pace with the technology investments necessary to support teaching, learning, and operations.

### **Statement of Revenues, Expenses, and Changes in Net Position**

*Operating Revenues* – Net tuition remains stable at \$4.5M. Enrollment has increased overall, but much of the growth is concentrated in College Credit Plus (CCP) students, whose tuition is heavily discounted. As a result, headcount and FTE is up while net tuition dollars are relatively flat. Grant revenue is down, contributing to a total operating revenue decline of roughly 10%.

*Implication* – While enrollment momentum is strong, the growing share of discounted CCP enrollment naturally limits the direct tuition revenue and immediate financial impact; however, the College's State Share of Instruction (SSI) helps to offset this impact and provides financial support that helps sustain a strong financial position.

*Operating Expenses* – Instruction and support expenses remain consistent year-over-year. Expenses are well-managed, reflecting ongoing cost discipline across major categories.

*Operating Loss* – The quarter closes with an operating loss, which is normal for the sector. Non-operating revenues, particularly state appropriations, continue to offset this deficit and provide stability.

#### *Closing Framing Note – SRECNP*

Quarterly results continue to show stable tuition revenue, disciplined expense control, and expected reliance on state appropriations. However, trustees should keep in mind that some line items fluctuate due to the timing of aid disbursements and grant recognition, which does not reflect operational shifts. The more important picture is that enrollment is up, though much of that growth is in discounted CCP, keeping tuition relatively flat. The opportunity ahead is to build on our enrollment momentum to strengthen net revenues while sustaining expense discipline.

Mr. Adkins presented the quarterly financial statement as of September 30, 2025, noting improved liquidity, reduced receivables risk, and continued debt reduction.

## **PRESIDENT’S REPORT (Informational)**

Dr. Spiers presented the September 2025 President’s Report, noting state and local updates and the recent accreditation of the RN-to-BSN Program by the Accreditation Commission for Education in Nursing (ACEN). Deans Angie Heaton and Dr. David Haus outlined how their divisions are using data to enhance student success, persistence, and retention.

Mr. Derek Adkins provided the Facilities Update, Dr. Brendan Greaney presented the Enrollment Report, and Ms. Andrea Goings reviewed the 2026 Benefit Plan Renewal Recommendation.

## **FACULTY ASSOCIATION PRESIDENT’S UPDATE**

The Faculty Association, led by Dr. Jacquie Martz, RSCFA President and Traci Bitler, RSCFA President-Elect, held a meeting on October 10, 2025. Faculty provided committee updates and heard presentations on Senate Bill 1 (SB1), Shared Governance, professional development, and ADA accommodation requirements for CANVAS courses.

Faculty leadership met with Dr. Eric Mason-Guffey to discuss faculty questions and will continue monthly forums and meetings with Drs. Spiers and Mason-Guffey to address concerns, primarily related to workload policy development. Appreciation was expressed to faculty members who volunteered to serve on committees and councils.

## **CONSIDERATION OF APPROVAL OF PERSONNEL ACTIONS**

### **Resolution No. 2026 – 12**

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

- Faculty/Staff Appointments – October 21, 2025

Chair Kirk requested the Board’s consideration and approval of Resolution No. 2026-12 (Consideration of Approval of Personnel Actions). Ms. Cunningham moved to approve Resolution No. 2026-12, and seconded by Mr. Bassitt. The motion was approved unanimously by voice vote.

## **CONSIDERATION OF APPROVAL FOR THE COLLEGE’S HEALTH, ANCILLARY, AND SUPPLEMENTAL HEALTH RENEWAL FOR THE 2026 PLAN YEAR**

### **Resolution No. 2026 – 13**

**Resolved**, upon the recommendation of the President, with the concurrence of the Vice President for Human Resources, and the Vice President for Finance and Administrative Services, that approval be given for the proposed Medical Plan, Vision Plan, Dental Plan, Long-Term Disability, Life Insurance, Health Reimbursement Arrangement, Employer Contribution to Health Saving Accounts or Health Reimbursement Arrangement and Employee Wellness Program.

### **Description:**

The following are recommended for consideration:

1. The medical insurance and the corresponding renewal premiums with an effective date from January 1, 2026 to December 31, 2026, consisting of a High Deductible Health Plan and Preferred Provider Plan, will remain self-insured and administered through United Medical Resources (UMR), with a 6.5% increase in premiums.

2. The vision plan and corresponding renewal premiums, with an effective date from January 1, 2026, to December 31, 2026, will remain administered through the College’s vision carrier, EyeMed, with no increase in premium.
3. The dental plan and corresponding renewal premiums with an effective date from January 1, 2026, to December 31, 2026, will remain administered through the College’s dental carrier, Delta Dental, with a 6.6% increase in premiums.
4. The long-term disability and life insurance with an effective date from January 1, 2026 – December 31, 2026, with a change in the College’s carrier to OneAmerica Financial with a 19.6% decrease in premiums with a two-year rate guarantee.
5. College-funded Health Reimbursement Arrangement (HRA) of \$3,150 for employee-only plan eligible participants and \$6,300 for employee / spouse, employee / child(ren) and family plans, to be administered after employee reaches the first portion of the deductible.
6. 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, who participate in a biometric screening, health risk assessment, and any reasonable alternatives. The contribution will be in the amount of \$500 for employee-only participants and \$1,000 for employee / spouse, employee / child(ren) and family plan participants, effective January 2027.
7. Offer a voluntary Employee Wellness Program. Employees who participate as outlined in the program and are enrolled in the College medical plan will be eligible for a quarterly, College-funded contribution of \$100 to either a Health Savings Account (HSA) or Health Reimbursement Arrangement (HRA).

**Attachments:**

- N/A

Ms. Andrea Goings provided an overview of the College’s Health, Ancillary, and Supplemental Health Renewal for the 2026 Plan Year.

Chair Kirk requested the Board’s consideration and approval of Resolution No. 2026-13 (Consideration of Approval for the College’s Health, Ancillary, and Supplemental Health Renewal for the 2026 Plan Year). Ms. Cunningham moved to approve Resolution No. 2026-13, and seconded by Mr. Sielschott. The motion was approved unanimously by voice vote.

**CONSIDERATION OF APPROVAL FOR PURCHASES OVER \$50,000 FOR A PRECISION CUTTING, GRINDING, AND POLISHING SYSTEM FOR ADVANCED MANUFACTURING  
Resolution No. 2026 - 14**

**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 College to spend \$102,459.00 for the purchase of a precision cutting, grinding, and polishing system for advanced manufacturing.

Vendor:	Struers
Amount:	\$ 102,459.00
Source Funds:	\$ 92,840.00 – Super Rapids Grant
	\$ 9,619.00 – Operational Funds

**Overview:**

Struers laboratory equipment is used in materialographic sample preparation (cutting, grinding, and polishing materials for microscopic or structural analysis). The order includes:

- Secotom-20 Precision Cutting Machine – an all-purpose precision cutter that allows reproducible sectioning of metals, composites, and other materials with features like laser alignment, automatic feed speeds, and various clamping tools.
- LaboPol-60 Grinding & Polishing Units (3 systems) – robust manual polishing/grinding machines used to prepare samples after cutting, scalable for continuous lab use.
- Accessories – clamping tools, control panels (LaboUI), MD-discs with cones, cooling systems, and consumables (SiC foils, polishing cloths, diamond suspension).
- Training – on-site practical training hours from Struers to support faculty/staff on setup and operation.

This is a complete precision cutting, grinding, and polishing system for preparing materials in advanced manufacturing and engineering labs. Students and researchers can cut specimens, then grind and polish them to the high-quality finish needed for imaging, testing, and analysis.

**Attachment:**

- Struers Quote

Mr. Derek Adkins and Dr. David Haus provided an overview of the Precision Cutting, Grinding, and Polishing System.

Chair Kirk requested the Board’s consideration and approval of Resolution No. 2026-14 (Consideration of Approval for Purchases over \$50,000 for a Precision Cutting, Grinding, and Polishing System for Advanced Manufacturing.) Mr. Sielschott moved to approve Resolution No. 2026-14, and seconded by Mr. Bassitt. The motion was approved unanimously by voice vote.

**CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 7.17 EPIDEMIC, PANDEMIC & INFECTIOUS DISEASE COMMUNITY HEALTH REQUIREMENTS  
Resolution No. 2026-15**

**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 7.17, Epidemic, Pandemic & Infectious Disease Community Health to be effective immediately upon approval.

**Description:**

Epidemic, Pandemic & Infectious Disease Community Health Policy 7.17, last approved by the Board of Trustees on April 16, 1996, has been reviewed and revised in consultation with the Attorney General’s office. The original policy was created to protect and educate all employees and students regarding HIV and Hepatitis B. Currently, all division and program handbooks provide specific language regarding required immunizations. The policy was revised to confirm the College’s commitment to implement appropriate community health measures in response to infectious diseases, epidemics, pandemics and other health threats.

Additional changes include:

- Renumbering to Policy 7.17 to align with the updated chapter structure (previously Policy 5.12);
- Renaming the policy to Epidemic, Pandemic & Infectious Disease Community Health Requirements to more accurately reflect the revised policy (previously Infectious Disease Policy);
- Providing definitions;
- Affirming the College’s compliance with Public Health Orders; and
- Committing to the health and safety of employees, students and visitors.

**Attachments:**

- Recommended Epidemic, Pandemic & Infectious Disease Community Health Requirements Policy 7.17
- Current Board of Trustees Approved Infectious Disease Policy 5.12

Ms. Goings presented the revisions to Policy 7.17 Epidemic, Pandemic & Infectious Disease Community Health Requirements.

Chair Kirk requested the Board's consideration and approval of Resolution No. 2026-15 (Consideration of Approval to Adopt the Revision of Policy 7.17 Epidemic, Pandemic & Infectious Disease Community Health Requirements). Ms. Cunningham moved to approve Resolution No. 2026-15, and seconded by Mr. Bassitt. The motion was approved unanimously by voice vote.

**CONSIDERATION OF APPROVAL TO ADOPT THE REVISION OF POLICY 4.06 STUDENT COMPLAINT & GRIEVANCES POLICY**  
**Resolution No. 2026-16**

**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 the revision of Rhodes State College Policy 4.06, Student Complaint & Grievance, to be effective immediately upon approval.

**Description:**

Student Complaint & Grievance Policy 4.06, last approved by the Board of Trustees on December 15, 2015, has been reviewed and revised in consultation with the Attorney General's office. The revised policy reflects the following significant changes:

- Renumbering the Policy 4.06 to align with the updated chapter structure (previously Policy 11.1);
- Converting the policy into the new policy template;
- Adding an exemption for parents/legal guardians to file a complaint on behalf of a minor student
- The removal of a vague exclusion at the recommendation of the Attorney General; and
- Separating procedural elements from policy.

**Attachment:**

- Recommended Student Complaint & Grievance Policy 4.06

Dr. Greaney presented the revisions to the Policy 4.06, Student Complaint & Grievances.

Chair Kirk requested the Board's consideration and approval of Resolution No. 2026-16 (Consideration of Approval to Adopt the Revision of Policy 4.06 Student Complaint & Grievances Policy). Ms. Cunningham moved to approve Resolution No. 2026-16, and seconded by Mr. Bassitt. The motion was approved unanimously by voice vote.

Chair Kirk called for a motion to enter Executive Session to discuss personnel matters. Ms. Cunningham moved, and Mr. Bassitt seconded. A Roll Call vote was taken, with Mr. Kirk, Mr. Bassitt, Ms. Cunningham and Mr. Sielschott voting yes.

The Board adjourned to Executive Session.

**EXECUTIVE SESSION**

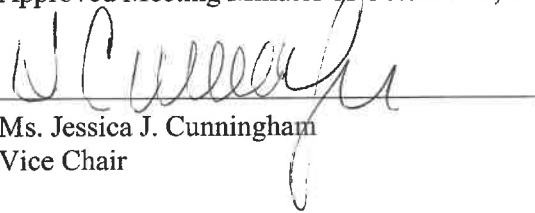
a. Personnel Matters

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

**ADJOURNMENT**

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

Approved Meeting Minutes of October 21, 2025



Ms. Jessica J. Cunningham  
Vice Chair

Pamela Mooneyhan, Recording Secretary