



BOARD OF TRUSTEES
JAMES A. RHODES STATE COLLEGE
543rd Meeting Minutes
August 18, 2026

The Rhodes State College (RSC) Board of Trustees met on Tuesday, August 18, 2026 at 4:00 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, Mr. Robert Sielschott, Ms. Jessica Cunningham, Dr. Russ Decker and Dr. Wilfred Ellis. Ms. Jill Jacobs joined the meeting in session.

AMENDMENT TO THE AGENDA

Dr. Ellis moved to amend the agenda to add the executive session under New Business as **Item 1.A.** Ms. Cunningham seconded the motion. A roll-call vote was taken, with Mr. Kirk, Mr. Bassitt, Dr. Ellis, Ms. Cunningham, Mr. Sielschott, and Dr. Decker voting yes. Ms. Jacobs was absent.

Chair Kirk called for a motion to enter executive session to discuss a personnel matter. Dr. Ellis moved to enter executive session, and Mr. Sielschott seconded the motion. A roll-call vote was taken, with Mr. Kirk, Mr. Bassitt, Dr. Ellis, Ms. Cunningham, Mr. Sielschott, and Dr. Decker voting yes. Ms. Jacobs was absent.

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 conclude from the executive session and return to public session. Dr. Ellis moved to return to public session, and Dr. Decker seconded the motion. A roll-call vote was taken, with Mr. Kirk, Mr. Bassitt, Dr. Ellis, Ms. Cunningham, Mr. Sielschott, and Dr. Decker voting yes. Ms. Jacobs was absent.

APPROVAL OF MINUTES FOR THE BOARD MEETING OF MAY 19, 2026

Chair Kirk called for the approval of the minutes from the May 19, 2026, Board meeting. Dr. Ellis moved to approve the minutes, and Mr. Sielschott seconded the motion. The motion was approved by a unanimous voice vote.

FISCAL YEAR 2027 BUDGET-TO-ACTUAL PERFORMANCE AS OF JULY 2026 (unaudited)

NOTES

The following notes provide context for the July 2026 Budget to Actual Report, reflecting the first month of activity for the fiscal year.

Overall Summary

- As of July 31, the College has posted a net cash loss of \$621,100.
- This early change in cash position reflects seasonality of revenue and expenditures, with minimal tuition revenue collected during July but large beginning of the fiscal year outlays occurring. Our main source of operating income in July is State Share of Instruction (SSI) revenue.

- Overall, 5.2% of budgeted revenues and 8.0% of budgeted expenditures have been realized. These levels are consistent with historical trends for this point in the fiscal year.

Revenue Notes

- Tuition and Fees (.5%): July is the end of summer terms. Fall term begins in mid-August. Fall tuition payments are not due until mid-August. We expect a majority of fall revenue to be collected in September after financial aid disbursement occurs. Tuition revenue from cash payments comes in steadily through the semester as most of our students use payment plans.
- State Appropriations (9.0%): Reflects the first monthly allocation from the state. These are received in relatively equal monthly installments.
- Gifts from Foundation (0.0%): No transfers have occurred yet. These are typically posted later in the year based on funding needs and donor schedules.
- Sales & Services of Educational Activities (1.8%): There was very little activity for the month with some background check revenue occurring.

Expenditure Notes

- Wages and Benefits (7.5 and 6.5%): On target for the start of the year. July includes lower instructional payroll due to the summer term.
- Information and Communication (28.8%): Higher initial spending is driven by annual software licenses and IT service renewals, many of which are paid in full at the beginning of the fiscal year.
- All other categories (Equipment, Maintenance, Miscellaneous, Travel): Spending is relatively low, which is typical for July. Larger expenses are expected in the coming months as operations ramp up for the Fall semester.

Looking Ahead

- The College is entering the fiscal year in a strong financial position with sufficient cash reserves.
- August and September will reflect significantly higher activity, particularly in tuition revenue, instructional payroll, and academic-related spending.
- Revenue trends will continue to be monitored closely, especially tuition and state support, as enrollment and economic conditions evolve.

Mr. Adkins provided an update on revenue recognition improvements and the timing of revenue reporting. The reported budget variance reflects the timing of tuition revenue, which is primarily recognized at the beginning of each semester, rather than a loss of cash. State Share of Instruction revenue is projected to exceed the budget, while expenses remain on target despite front-loaded annual software licensing costs.

PRESIDENT'S REPORT (Informational)

Dr. Spiers recognized EMS and Police Academy Coordinator Chad Massie's national award and highlighted federal guidance, financial-aid fraud prevention, state and national developments, a potential IT partnership, the proposed applied baccalaureate degree in artificial intelligence, and the upcoming Chancellor's Trustee Conference.

Dr. Greaney reported a 10% increase in summer headcount and a 4% increase in FTE, driven by growth in College Credit Plus, healthcare, and engineering programs. Fall enrollment is projected to increase by approximately 3% in headcount and 3%–4% in FTE. The Board discussed CCP growth, financial sustainability, and converting CCP students to full-time enrollment after high school.

ACKNOWLEDGE RSCFA PRESIDENT, MS. TRACI BITLER & PRESIDENT ELECT, MS. ANGELA LEE

Dr. Spiers acknowledged and welcomed the 2026-2027 Rhodes State College Faculty Association (RSCFA) President, Ms. Traci Bitler, and President-elect, Ms. Angela Lee. She shared that she looks forward to working collaboratively with them throughout the year.

**CONSIDERATION OF APPROVAL OF PERSONNEL ACTIONS
Resolution No. 2027-01**

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

- Faculty/Staff Appointments August 18, 2026

Ms. Goings reviewed personnel actions, noting no additional FTE.

Chair Kirk requested the Board's consideration and approval of Resolution No. 2027-01 (Consideration of Approval of Personnel Actions). Dr. Ellis moved to approve Resolution No. 2027-01, seconded by Ms. Cunningham. The motion was approved unanimously by voice vote.

**CONSIDERATION OF APPROVAL OF ADJUNCT FACULTY FOR FISCAL YEAR 2027
Resolution No. 2027-02**

Resolved, upon recommendation of the President and with the concurrence of the Executive Staff, that the Board of Trustees approves the hiring of adjunct faculty for Fiscal Year 2027 (July 1, 2026 – June 30, 2027) within the approved budget.

Chair Kirk requested the Board's consideration and approval of Resolution No. 2027-02 (Consideration of Approval of Adjunct Faculty for Fiscal Year 2027). Dr. Ellis moved to approve Resolution No. 2027-02, seconded by Dr. Decker. The motion was approved unanimously by voice vote.

**CONSIDERATION OF APPROVAL FOR PURCHASES OVER \$50,000 FOR THE RENEWAL OF
EVISIONS SOFTWARE LICENSES
Resolution No. 2027-03**

Resolved, upon the recommendation of the President, and with the concurrence of the Vice President for Finance & Administrative Services, that approval be given to purchase software licenses with eVisions for fiscal year 2027 (July 2026-June 2027).

Vendor:	eVisions
Amount:	\$95,571.00
Source of Funds:	Operating Funds

Overview:

eVisions provides reporting, document processing, and payment-processing software that integrates with the College's Ellucian Banner administrative system. The software allows the College to extract and report information from Banner, generate and distribute official documents, and securely produce payroll and accounts payable payments.

The subscription includes:

- Argos – The College’s enterprise reporting and data-access tool. Argos allows staff to create reports and dashboards using information stored in Banner for financial, student, enrollment, and other institutional reporting needs.
- FormFusion – Converts Banner-generated data into formatted documents and forms, allowing the College to automate the creation and distribution of items such as statements, notices, and other official documents.
- IntelCheck – Payroll and Accounts Payable – Supports the secure production and distribution of payroll and accounts payable checks and related payment documents generated through Banner.

The FY27 agreement covers July 1, 2026 through June 30, 2027 and includes annual enterprise subscriptions for these products as well as \$7,000 net in Argos implementation services.

Attachment:

- eVisions Invoice

Mr. Adkins provided an overview of Argos, a reporting system that will modernize data extraction and support customized financial, enrollment, and human resources reporting.

Chair Kirk requested the Board’s consideration and approval of Resolution No. 2027-03 (Consideration of Approval for Purchases Over \$50,000 for the Renewal of Evisions Software License). Dr. Ellis moved to approve Resolution No. 2027-03, seconded by Mr. Sielschott. A roll-call vote was taken, with Mr. Kirk, Mr. Bassitt, Dr. Ellis, Ms. Cunningham, Mr. Sielschott, Dr. Decker and Ms. Jacobs voting yes.

CONSIDERATION OF APPROVAL FOR PURCHASES OVER \$50,000 FOR THE RENEWAL OF PROPERTY AND TERRORISM INSURANCE COVERAGE
Resolution No. 2027-04

Resolved, upon the recommendation of the President, and with the concurrence of the Vice President for Finance & Administrative Services, that approval be given to pay the College’s annual premiums for property and terrorism coverage for the period of July 1, 2026 through July 1, 2027.

Vendor:	Marsh USA LLC
Amount:	\$88,642.00
Source of Funds:	Operating Funds

Overview:

The College purchases Property All Risk insurance to protect the significant investment it has in campus buildings, equipment, furnishings, and other physical assets. Rather than requiring the College to absorb the full cost of a major covered loss, the insurance transfers much of that financial risk to an insurer and provides resources to repair or replace damaged property and restore operations. Terrorism coverage addresses the separate risk of catastrophic property loss resulting from a certified act of terrorism, which may be limited or excluded from standard property coverage. Together, these policies protect the College’s assets and financial resources from losses that could otherwise require millions of dollars in unplanned expenditures.

This invoice is for the annual insurance premiums for the College’s property and terrorism coverage for the period July 1, 2026 through July 1, 2027. Coverage includes property insurance through Travelers Indemnity Company and terrorism coverage through Lloyd’s of London.

Attachment:

- Marsh Insurance Invoice

Mr. Adkins presented the renewal of the College's property and terrorism insurance coverage through Marsh Insurance.

Chair Kirk requested the Board's consideration and approval of Resolution No. 2027-04 (Consideration of Approval for Purchases Over \$50,000 for the Renewal of Property and Terrorism Insurance Coverage). Mr. Bassitt moved to approve Resolution No. 2027-04, seconded by Dr. Decker. A roll-call vote was taken, with Mr. Kirk, Mr. Bassitt, Dr. Ellis, Ms. Cunningham, Mr. Sielschott, Dr. Decker and Ms. Jacobs voting yes.

CONSIDERATION OF APPROVAL TO ELECT THE RHODES STATE COLLEGE BOARD OF TRUSTEES OFFICERS FOR 2026/27 – 2027/28
Resolution No. 2027 - 05

Resolved, upon the recommendation of the Board Nominating Committee, that approval be given for the Trustee-elected appointments for the Board Chair and Vice Chair to the Rhodes State College Board of Trustees for 2026/27 – 2027/28.

Overview:

The Policies of the Board of Trustees (Policy 2.4 – Board Operating Structure) sets forth the bi-annual appointments of the Officers of the Board of Trustees. Policy 2.4, Section B.3; B.7; and B.10 set forth the election, term of office and qualifications for the officers. The Board Nominating Committee will be recommended and discussed for approval by the full Board:

- **Board of Trustees Chair – NAME**
- **Board of Trustees Vice Chair – NAME**

In keeping with the respective Sections of Policy 2.4 (B.3; B.7; B.10) Board Officers will be elected during the August Board of Trustees meeting and shall take office at the first regular meeting (September) following the election and hold their offices until the beginning of the regular September meeting two years later.

Attachment:

- Policies of the Board of Trustees (Policy 2.4, Sections B.3; B.7; B.10)

Chair Kirk asked for Board of Trustee volunteers to serve as Trustee Officers for 2026/27-2027/28. The volunteers are as follows:

- **Board of Trustees Officers**
 - Ms. Jessica Cunningham, Board Chair
 - Ms. Jill Jacobs, Vice Chair

Chair Kirk asked the Board for consideration and approval of Resolution No. 2027-05 (Consideration of Approval to Elect the Rhodes State College Board of Trustees Officers for 2026/27-2027/28). Dr. Ellis moved to approve Resolution No. 2027-05, seconded by Dr. Decker. The motion was approved unanimously by voice vote.

CONSIDERATION OF APPROVAL FOR THE ANNUAL APPOINTMENTS TO THE RHODES STATE COLLEGE BOARD OF TRUSTEE EXECUTIVE COMMITTEE FOR 2026-2027
Resolution No. 2027 - 06

Resolved, upon the recommendation of the Board Chair that approval be given for the annual appointments to the Rhodes State College Board of *Trustee Executive Committee*.

Overview:

The Executive Committee will be confirmed through a motion by the Board Chair and approved by a majority of the Board. (Policy 2.4 B.8)

The *Executive Committee* is charged with the review and appointment of the *Trustee Selection Committee*. In addition, the Executive Committee will meet as needed to review non-gubernatorial trustee appointments needing filled over the next year and schedule an Executive Session with the full board to nominate individuals to be considered by the *Trustee Selection Committee*. (Policy 2.4 B.8.a.i, iii)

The *Executive Committee* for 2026-2027 includes:

- **Executive Committee** – Trustees include the Board Chair, Vice Chair, and immediate past Board Chair (or the immediate past Vice Chair, if the past Board Chair is no longer serving).
 - NAME, Chair
 - NAME, Vice Chair
 - Mr. Butch Kirk, Past Board Chair

Chair Kirk asked for Board of Trustee volunteers to serve on the Executive Committee for 2026-2027. The volunteers are as follows:

- **Executive Committee**
 - Ms. Jessica Cunningham, Board Chair
 - Ms. Jill Jacobs, Vice Chair
 - Mr. Butch Kirk, Past Board Chair

Chair Kirk requested the Board's consideration and approval of Resolution No. 2027-06 (Consideration of Approval for the Annual Appointments to the Rhodes State College Board of Trustee Executive Committee for 2026-2027). Dr. Ellis moved to approve Resolution No. 2027-06, seconded by Mr. Bassitt. The motion was approved unanimously by voice vote.

CONSIDERATION OF APPROVAL FOR THE ANNUAL APPOINTMENTS TO THE RHODES STATE COLLEGE BOARD OF TRUSTEES STANDING COMMITTEES FOR 2026-2027

Resolution No. 2027-07

Resolved, upon the recommendation of the Board Chair that approval be given to select and approve the annual appointments to the Rhodes State College Board of Trustees Standing Committees.

Overview:

The Board Chair shall appoint the Standing Committees. The Standing Committees are charged with a broad mandate for on-going oversight over a defined area related to the College and will be comprised of not less than two (2) Trustees. These committees include a *Financial/Audit Committee* and a *Nominating Committee*. (Policy 2.4 B.8)

The Standing Committee Members for 2026-2027 include:

- **Financial/Audit Committee** – Trustees Appointed, Dr. Cynthia E. Spiers, President (Ex-Officio); and Mr. Derek Adkins, Vice President for Finance & Administrative Services (non-voting member).
 - Trustees Appointed
 - Dr. Cynthia E. Spiers, President
 - Mr. Derek Adkins, Vice President for Finance & Administrative Services
- **Nominating Committee** – Trustees Appointed and Dr. Cynthia E. Spiers, President (Ex-Officio).
 - Trustees Appointed
 - Dr. Cynthia E. Spiers, President

Chair Kirk asked for Board of Trustee volunteers to serve on the Financial/Audit Committee and Nominating Committee. The volunteers are as follows:

- **Financial/Audit Committee**
 - Mr. Sam Bassitt, Trustee
 - Dr. Russell Decker, Trustee
 - Dr. Wilfred Ellis, Trustee
 - Mr. Butch Kirk, Trustee
 - Dr. Cynthia E. Spiers, President
 - Mr. Derek Adkins, Vice President for Finance & Administrative Services
- **Nominating Committee**
 - Mr. Sam Bassitt, Trustee
 - Ms. Jessica Cunningham, Board Chair
 - Ms. Jill Jacobs, Vice Chair
 - Dr. Cynthia E. Spiers, President

Chair Kirk requested the Board's consideration and approval of Resolution No. 2027-07 (Consideration of Approval for the Annual Appointments to the Rhodes State College Board of Trustees Standing Committees for 2026-27). Ms. Jacobs moved to approve Resolution No. 2027-07, seconded by Dr. Ellis. The motion was approved unanimously by voice vote.

CONSIDERATION OF APPROVAL FOR THE ANNUAL APPOINTMENTS TO THE RHODES STATE COLLEGE BOARD OF TRUSTEES OACC REPRESENTATIVE AND ALTERNATE REPRESENTATIVE FOR 2026-2027

Resolution No. 2027-08

Resolved, upon the recommendation of the Board Chair that approval be given to select and approve the annual appointment to the Rhodes State College Board of Trustees OACC Representative.

Overview:

The OACC Governing Board is made up of one trustee designated by each member college board of trustees to serve as a delegate of the college, as well as the presidents of each college. Each college board of trustees may also designate a trustee to serve as an alternate member of the Board. The Governing Board meets twice a year, in the spring and fall, where members approve the budget and discuss other business as it relates to the Ohio Associate of Community Colleges. (OACC By-Laws)

The *OACC Representative* for 2026-2027 include:

- **OACC – Trustee Representative & Alternate Representative**
 - Representative Appointed
 - Alternate Representative Appointed

Chair Kirk asked for Board of Trustee volunteers to serve as the OACC Representative and Alternate. The volunteers are as follows:

- **OACC – Trustee Representative & Alternate Representative**
 - Ms. Jessica Cunningham, Trustee Representative
 - Dr. Wilfred Ellis, Trustee Alternate Representative

Chair Kirk requested the Board's consideration and approval of Resolution No. 2027-08 (Consideration of Approval for the Annual Appointments to the Rhodes State College Board of Trustees OACC Representative and Alternate Representative for 2026-27). Ms. Cunningham moved to approve Resolution No. 2027-08, seconded by Mr. Bassitt. The motion was approved unanimously by voice vote.

CONFIRM THE DATE FOR THE PRESIDENT'S EVALUATION

Ms. Goings reviewed the timeline for the President's annual performance evaluation, which will follow last year's process. The President will complete a self-evaluation in October, trustees will complete online appraisals, and the Board will discuss the results during executive session at the November meeting.

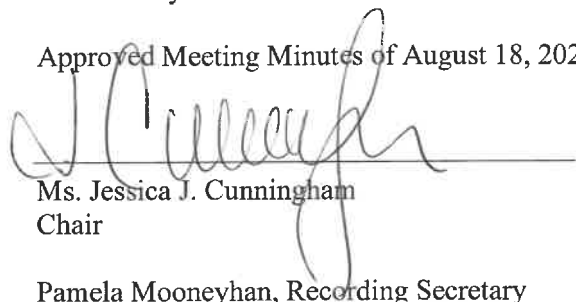
TRUSTEE TRAINING MODULES (informational)

Ms. Goings reviewed the Senate Bill 1 training requirements for trustees, which may be completed through the September 9, 2026 Trustee Conference or ODHE online modules. Trustees must also complete separate annual Ohio ethics training; the applicable deadlines will be confirmed and shared with the Board.

ADJOURNMENT

Chair Kirk called for a motion to adjourn the Board meeting. Dr. Decker moved to adjourn the Board meeting, seconded by Mr. Sielschott. The motion was approved unanimously by voice vote.

Approved Meeting Minutes of August 18, 2026



Ms. Jessica J. Cunningham
Chair

Pamela Mooneyhan, Recording Secretary