

**RIO GRANDE COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES**

DECEMBER 8, 2025

BOB EVANS FARMS HALL, RM 216

5:00 P.M.

I. CALL TO ORDER – Mr. Davenport, Chair, called the meeting to order at 5:00pm

II. ROLL CALL

**Mr. Mick Davenport, Chair - present
Ms. Kat Rinehart, Vice Chair - present
Mr. Troy Howdyshell – present via Teams
Ms. Mary Lynne Jones - present
Mr. Paul Reed - absent
Ms. Taylor Rose - present
Ms. Debbie Saunders - present
Mr. Christian Scott - present
Mr. Jeff Simmons – present**

Mr. Ryan Smith, President of the University of Rio Grande and Rio Grande Community College was present.

Staff present included: Ms. Rebecca Euton, Chief Operating Officer; Mr. Allen Hudson, Chief Information Officer; Dr. David Lawrence, Provost; Ms. Cherokee Ruby, RGCC CFO; Mr. Tom Sutton, Associate Vice President of Administration; Mr. Michael McCorkle, Director of Marketing; Mr. Jeremy Heffernan, RGCC Staff Accountant; Ms. Elizabeth Bynum, Fiscal Services Specialist.

III. APPROVAL OF OCTOBER 27TH MEETING MINUTES (P. 5)

Ms. Jones made a motion to approve the October 27th meeting minutes. Mr. Scott seconded the motion. Mr. Davenport called for a roll call vote. The motion passed unanimously.

ROLL CALL:

Mr. Mick Davenport	YES
Ms. Kat Rinehart	YES

Mr. Troy Howdyshell	YES
Ms. Mary Lynne Jones	YES
Ms. Taylor Rose	YES
Ms. Debbie Saunders	YES
Mr. Christian Scott	YES
Mr. Jeff Simmons	YES

IV. NEW TRUSTEE RITUAL – MS. DEBBIE SAUNDERS

Mr. Davenport conducted the new trustee ritual and welcomed Ms. Debbie Saunders to the Board of Trustees.

V. TRUSTEE REAPPOINTMENTS:

- Ms. Kat Rinehart 10/11/2025 - 10/10/2030
- Mr. Christian Scott 10/11/2025 - 10/10/2030

It was noted that the Governor reappointed Ms. Rinehart and Mr. Scott.

VI. CHAIRMAN UPDATE

Mr. Davenport thanked everyone for their work to get through another year. He expressed how what we do as a board, administration, and staff is important and it is important to have this institution in Southeast Ohio.

Mr. Davenport shared the trivia question. Around 1960 Rio Grande College wanted to reduce the confusion about the name of the college. The name was confused with the Rio Grande in Texas. They wanted to differentiate the name by adding a sub-name. They tried it, but it faded out in a short period of time. What was the sub-name? A multiple-choice list was given and Ms. Jones answered correctly with, "The College of Central Southern Ohio."

VII. RGCC FINANCIAL UPDATE (P. 16)

- **Insurance Renewal (P. 19)**

Ms. Ruby went over the breakdown of the healthcare costs comparison on page 19. It shows the contrast of the current United Healthcare plan, with the new proposed United Healthcare plan for 2026, in comparison to the new Aetna plan. She went over some of the differences, and shared how employees on individual plans will save the most. While employees on family plans and employee/spouse plans will have a slight increase. Overall it is a 7% costs savings. Ms. Rose inquired if it was an overall savings for the employees. Ms. Ruby confirmed that if they use their insurance to the max it will definitely be a cost savings of \$4,000. It made more sense to go with the Aetna plan, because of all the savings. It was noted Ms. Ruby would have brought the

information to the October Board meeting, but the insurance company was late getting the information to her for the new year.

- **Unaudited Financial Statements (P. 20)**

Ms. Ruby explained how these are the FY25 unaudited financial statements. The auditors were onsite in October. They haven't finished the audit yet, but they did file an extension that will give them until February 2, 2026 to submit it as long as the State grants their extension request. There was an increase in net position due to increases in assets, operationally we had a larger decline than previous years. We have been doing large projects at Rio, so expenses have increased. We have added more buildings and more sports. Pike has not reached the budgeted amount for enrollment as we had hoped. We are closing out the Power Grant this month. We have more grants that might be coming in that we have applied for. Ms. Ruby shared how since enrollment has increased, SSI has also increased and we are going to get an additional \$24,000 on the true-up, since we had an increase in completions.

Ms. Ruby explained how these financial statements were turned in to the State for Hinkle compliance and these are the statements the auditors are currently auditing. There could potentially be changes, but she doesn't expect any material changes. It would be adjustments to categories and normal audit adjustments.

Mr. Davenport inquired if there should be any worry about the operating loss. Ms. Ruby explained how we consistently have an operating loss due to the nature of the contract with the University and how the funds from the State are considered non-operating dollars yet the contract expense is an operating expense. That is a \$7 million swing in the SSI portion alone. That is why it looks the way it does. Mr. Davenport inquired if we make up the difference in non-operating revenues. Ms. Ruby explained how we meet it with the SSI funds, and the capital appropriations money. President Smith shared how it is confusing the way it has to be presented via Senate Bill 6. Ms. Ruby shared how we are not the only ones that look like this, it's how we are required to report it. She also explained how there are additional questions on the Senate Bill 6 reporting including outstanding receivables due to the previous issues with Eastern Gateway, and then explained how they had a good score year after year and yet ended up closing. She went on to share how there are several staff members in different departments that are reaching out to students to help reduce the student receivables. As revenues go up, (student expenses) so do receivables. Ms. Ruby also noted there are two grants the University applied for that come with positions that will be helpful for the overall cash flows of both institutions.

There was no action required at this time. This was just an update.

VIII. RIO VILLAGE TAX INCREASE NOTATION

- In January 2026 the Rio Grande village tax will be increasing from 1.5% to 2%.

Ms. Ruby shared how this is a notation that everyone who lives or works in Rio Grande will have this increase.

IX. ENROLLMENT REPORT (P.63)

Ms. Ruby shared how this report was as of last Tuesday. She explained that Mr. Heffernan runs an enrollment report every Tuesday through the 15th day to track and report to the State. We also use the report to know where we are and what progress we are making. Currently, we are under budget, but on the Community College side many students register right before the semester begins. They also won't be able to register if they owe a balance until they clear that debt.

Ms. Ruby went over various categories in comparison to last year. We are over where we were last year at this time. She went over the reciprocity agreement we have with Kentucky and the special rates with West Virginia.

X. PPM TRAVEL POLICY UPDATE:

SECTION 6.02

TRAVEL EXPENSE REIMBURSEMENT

Community College employees are to receive reimbursement for allowable expenditures made for a proper public purpose that are incurred while traveling on official Community College business. Employees are eligible for expense reimbursement only when travel has been authorized in writing prior to the trip by the Community College and with appropriate receipts documenting claimed expenses. Overnight travel expense reimbursement requires the advance approval of the Senior Staff and Board of Trustees.

The following items are reimbursable, subject to the regulations contained herein and compliance with the procedures:

- A. Commercial air flights: Reimbursement is available for air flight expenses only when the automobile mileage reimbursement would be more costly than the air fare, or where travel time is of significance.
- B. Bus, limousine, or taxi: Employees are to use the most economical means available when traveling on Community College business.
- C. Automobile: Employees are required to use their privately-owned vehicle and shall be reimbursed at a rate of 60 cents per mile for work required travel. Local travel, within 10 miles or less, will not be eligible for travel reimbursement. Employees will be reimbursed for the mileage based on the most direct route of travel calculated from Google Maps. Such payment is considered to be total reimbursement for all vehicle-related expenses (e.g., gas, oil, depreciation, insurance, etc.) Mileage reimbursement is payable to

only (1) one of (2) two or more employees traveling on the same trip, in the same vehicle. Rental of a vehicle is not reimbursable without prior approval from the Senior Staff.

Employees or agents of the College seeking reimbursement required to work on multiple campuses will only be reimbursed travel when working in more than one location per day. Employees will not be reimbursed for the miles to and from home, but only miles from work site to work site. All travel must be recorded on proper mileage reports, turned in timely, and approved by Senior Staff.

Ms. Euton shared how this is our current travel policy in the PPM manual for employees. The auditors pull information to make sure we are following our policies. The PPM was created by a company 20 years ago and as we notice items that need to be updated we tweak the policy. We highlighted two changes we would like to make to the travel policy. The first change removes Board approval for overnight travel. She explained that the auditors specifically request Ms. Ruby's and Ms. Euton's travel every year to review it.

Ms. Euton explained how the next item we want to update is the minimum amount of allowable travel. By updating this section, it will allow us to have the same wording as the University's policy.

The discussion turned to the amount of reimbursement received per mile of 60 cents, and whether it was an adequate amount. It was also discussed if it was a set amount or if it changed frequently with the State and Federal travel reimbursement amounts every year. It was determined that the current rate of 60 cents per mile was a fixed rate that is easier to budget for and fell between the Federal and State rates.

Mr. Simmons made a motion to approve the two presented changes to the travel policy highlighted above. Ms. Rose seconded the motion. Mr. Davenport called for a roll call vote. The motion passed unanimously.

ROLL CALL:

Mr. Mick Davenport	YES
Ms. Kat Rinehart	YES
Mr. Troy Howdyshell	YES
Ms. Mary Lynne Jones	YES
Ms. Taylor Rose	YES
Ms. Debbie Saunders	YES
Mr. Christian Scott	YES
Mr. Jeff Simmons	YES

Ms. Euton went over highlights from her report included in the agenda packet. She mentioned how the McArthur construction is coming along well and how they are looking at pushing back the substantial completion date. They want to get a quality product and not just rush the project to have completion. It wasn't negligence there were just some unforeseen delays and they would like to back it up another month. She also noted they are working on creating VIP tours to see the progress.

Mr. Davenport inquired of the settling of the Kidd Math/Science building. Ms. Euton explained how it is bad. They have shaved 2 inches off of doors and the worst door was to the chemical storage area. That storage area has a separate monitoring system and the door doesn't shut well. The building continues to settle and has progressively gotten worse, so is important to get it fixed. President Smith added how science labs are included in the request for upcoming capital appropriations, so we definitely want to fix the building before we put the capital dollars into upgrading labs since this is the building we want to use.

XII. PROVOST'S REPORT – DR. DAVID LAWRENCE (P. 68)

Dr. Lawrence shared highlights from his agenda report.

Dr. Lawrence explained how there are several items that have come up recently in regards to Senate Bill 1. There were a few items he didn't think we would have to complete, due to our unique set up and especially since the faculty are hired by the University. However, after conversations he and the President had with the Attorney General's Office it has become apparent we will need to approve the policies required by Senate Bill 1. Fortunately, several of these policies were already in the CBA (Collective Bargaining Agreement) we have with the faculty. Dr. Lawrence extracted the language from the CBA and made the necessary changes required by Senate Bill 1 to them. He shared how there weren't any major changes, but the changes do have major results. One of the larger changes is that these areas won't be able to be used in negotiations for the faculty contract any longer. Dr. Lawrence and President Smith have met with the faculty at their December 3rd Faculty Assembly meeting. There were good questions and good conversations that took place. He continued with how they will take these same policies to the University Board on Friday for approval.

Dr. Lawrence pointed to pages 71-72. He shared how these explain all of the changes he made using the Senate Bill 1 requirements.

Ms. Jones compliment Dr. Lawrence's work on these policies.

XIII. SENATE BILL 1 POLICIES (P. 73)

Ms. Jones made a motion to approve the following resolution. Mr. Scott seconded the motion. Mr. Davenport called for a roll call vote. The motion passed unanimously.

ROLL CALL:

Mr. Mick Davenport	YES
Ms. Kat Rinehart	YES
Mr. Troy Howdyshell	YES
Ms. Mary Lynne Jones	YES
Ms. Taylor Rose	YES
Ms. Debbie Saunders	YES
Mr. Christian Scott	YES
Mr. Jeff Simmons	YES

Resolution 12.8.25(1)

WHEREAS, under Ohio Senate Bill 1, which took effect on June 27, 2025, state institutions of higher education must develop and adopt several policies by December 31, 2025, and submit them to the Chancellor of Higher Education and,

WHEREAS, the required policies are:

- Faculty Performance Evaluation Policy (§3345.452): Mandates annual evaluations for full-time faculty based on objective, standardized, and measurable criteria. It requires that student evaluations account for at least 25% of the teaching component and the evaluation must include a summary assessment using "exceeds," "meets," or "does not meet performance expectations".
- Post-Tenure Review Policy (§3345.453): Establishes a review process for tenured faculty who fail to meet performance expectations. A review can be initiated for documented, sustained underperformance and can lead to administrative actions such as censure, remedial training, or termination. The entire review process must not exceed six months.
- Retrenchment Policy (§3345.454): Outlines policies for the reduction of programs and faculty positions. The bill requires the elimination of any undergraduate degree program that awards an average of fewer than five degrees per year over a three-year period, though the Chancellor can grant waivers.
- Tenure Policy (§3345.454): In addition to the retrenchment policy, institutions must develop and update their tenure policies every five years.
- Faculty Workload Policy (§3345.45): Requires the establishment of objective and numerically defined workload expectations based on credit hours, with equivalencies defined for non-teaching duties. The policy must include disciplinary measures for faculty who fail to comply.

WHEREAS, the University of Rio Grande and Rio Grande Community College has created the new policies according to the requirements of Senate Bill 1,

THEREFORE, BE IT RESOLVED the Rio Grande Community College Board of Trustees approves and accepts all of the new policies as presented.

I. STAFF REPORTS

- **PRESIDENT'S REPORT - MR. RYAN SMITH (P. 111)**

President Smith briefly went over the highlights from his report. He also shared how we are really focused on the student receivables as Ms. Ruby mentioned earlier. Our enrollment is up, maybe it just comes with the increase and not a sign of a weakened economy where people are struggling to be able to pay their bills. He added the new contract is doing what it was supposed to do.

President Smith pointed to the thank you notes from students that had been distributed to the trustees. The students at McArthur who received scholarships from Mr. Jim Mitchell wrote the thank you notes and they have sent them to Mr. Jim Mitchell who loved reading them. They are very heartfelt and share some of the struggles students have gone through and about the help these scholarships have given them to be able to take classes.

- **CHIEF OPERATING OFFICER'S REPORT - MS. REBECCA LONG-EUTON (P. 114)**

Ms. Euton briefly shared from her report.

She explained how housing was the big focus right now. Currently, 56% of students in housing have registered, but we still have 128 resident students not registered for Spring yet. If the students aren't registered by Friday they will need to move out of the dorms. Registration for Spring is very busy right now, averaging about 75-80 registrations for per day for Spring Semester.

- **CHIEF INFORMATION OFFICER – MR. ALLEN HUDSON (P. 117)**

Mr. Hudson briefly went over his report. One item he did point out was how we had major bandwidth issues early in the semester. We miscalculated the number of devices that would be used per student. We projected 4 devices per student, but students are using 5-7 devices on campus. They expanded the bandwidth and will review again going forward to increase it again in the next fiscal year.

- **DIRECTOR OF MARKETING – MR. MIKE MCCORKLE (PP. 119)**

Mr. McCorkle shared the new 30 second commercial. Then went over his PowerPoint presentation using the projector.

II. OLD BUSINESS

1. ACTION MATRIX (P. 133)

Ms. Euton explained how we are moving forward with the sale of the property to Mr. Mark Porter. It has been surveyed and we have a formal resolution from the Meigs Local School District. We are still waiting on the appraisal. We have been working with special counsel and plan to charge more than market value to recoup our costs. Meigs Local School District wants half of what we profit, but we won't be making a profit.

III. OTHER BUSINESS

There was no other business to discuss at this time.

IV. EXECUTIVE SESSION - TO DISCUSS MATTERS REQUIRED TO BE KEPT CONFIDENTIAL

A motion was made at 6:25pm by Ms. Rose to enter into executive session to discuss 3 items. Three purposes:

1. Specialized details of security arrangements where disclosure of the information to be discussed in executive session might reveal information that could be used to commit, or avoid prosecution for, a violation of the law by division (G)(6) of section 121.22 of the Revised Code;
2. Possible pending court action
3. Employment considerations

The motion was seconded by Ms. Rinehart. President Smith, Ms. Euton, Ms. Ruby, and Mr. Hudson were invited to join the trustees in executive session.

ROLL CALL:

Mr. Mick Davenport	YES
Ms. Kat Rinehart	YES
Mr. Troy Howdysell	YES
Ms. Mary Lynne Jones	YES
Ms. Taylor Rose	YES
Ms. Debbie Saunders	YES
Mr. Christian Scott	YES
Mr. Jeff Simmons	YES

Executive Session ended at 7:49pm.

CYBERSECURITY POLICY AND PROGRAM

Ms. Rinehart made a motion to accept and adopt Resolution 12.8.25(2) Cybersecurity Policy and Program. Mr. Scott seconded the motion. Mr. Davenport called for a roll call vote. The motion passed unanimously.

ROLL CALL:

Mr. Mick Davenport	YES
Ms. Kat Rinehart	YES
Mr. Troy Howdyshell	YES
Ms. Mary Lynne Jones	YES
Ms. Taylor Rose	YES
Ms. Debbie Saunders	YES
Mr. Christian Scott	YES
Mr. Jeff Simmons	YES

Resolution 12.8.25(2)

WHEREAS, the amended Substitute for House Bill 96 requires public institutions, including community colleges, to implement a comprehensive cybersecurity program aligned with recognized best practices, provide annual employee training, and maintain confidentiality of sensitive information;

WHEREAS, compliance with HB 96 is essential to protect institutional data, ensure operational integrity, and meet state reporting and audit requirements;

NOW, THEREFORE, BE IT MOVED that the Board of Trustees of Rio Grande Community College hereby accepts and adopts the Cybersecurity Policy and Program as presented, to ensure full compliance with HB 96 and to safeguard all confidential matters in accordance with applicable law and institutional standards.

BE IT FURTHER RESOLVED that the administration is authorized to implement all necessary procedures, allocate resources, and enforce confidentiality measures as outlined in the adopted policy.

RESIGNATION OF MS. CHEROKEE RUBY, CFO

Ms. Rose made a motion to accept the resignation of Ms. Cherokee Ruby as Chief Financial Officer of Rio Grande Community College effective January 31, 2026. Mr. Simmons seconded the motion. Mr. Davenport called for a roll call vote. The motion passed unanimously.

ROLL CALL:

Mr. Mick Davenport	YES
Ms. Kat Rinehart	YES
Mr. Troy Howdyshell	YES
Ms. Mary Lynne Jones	YES
Ms. Taylor Rose	YES
Ms. Debbie Saunders	YES
Mr. Christian Scott	YES

Mr. Jeff Simmons YES

APPOINTMENT OF MR. JEREMY HEFFERNAN – INTERIM TREASURER

Ms. Jones made a motion to appoint Mr. Jeremy Heffernan as the Interim Treasurer of Rio Grande Community College effective on February 1, 2026. Ms. Rinehart seconded the motion. Mr. Davenport called for a roll call vote. The motion passed unanimously.

ROLL CALL:

Mr. Mick Davenport	YES
Ms. Kat Rinehart	YES
Mr. Troy Howdysell	YES
Ms. Mary Lynne Jones	YES
Ms. Taylor Rose	YES
Ms. Debbie Saunders	YES
Mr. Christian Scott	YES
Mr. Jeff Simmons	YES

The trustees congratulated Mr. Heffernan. Mr. Heffernan thanked the trustees.

V. ADJOURNMENT

There being no further business to discuss, Mr. Scott made a motion and Ms. Rose seconded the motion to adjourn the meeting at 7:53 pm. Mr. Davenport called for a voice vote. The motion to adjourn was passed unanimously.



Mr. Mick Davenport, Chair



Ms. Cherokee Ruby, Chief Financial Officer