

PLEASE NOTE: This Board Book contains information that is protected under Federal privacy law and should not be copied, disseminated, or otherwise released to any other persons.

- 11:00 a.m. Three Rivers Board of Trustees Luncheon in Current River Room-Tinnin Fine Arts Center
12:00 p.m. Three Rivers Board of Trustees Meeting, Board Room in Tinnin Fine Arts Center

A G E N D A
REGULAR SESSION
Wednesday, December 14, 2016
12:00 p.m.

- I. Invocation and Pledge of Allegiance**
- II. Agenda and Minutes**
 1. Consideration and Approval of Agenda
 2. Consideration and Approval of Minutes of the November Board Meeting
 3. Consideration and Approval of Minutes of called meeting – December 2, 2016
- III. Consideration of College Financial Report**
 1. Statement of Revenues, Expenses, and Changes in Net Assets
 - a) Monthly Financial Statements
 - b) Budget to Actual Financial Statements
 - c) HB 19 Update
 2. Cash in Bank
 3. Certificates of Deposit
 4. Checks Issued
 5. Bid Report
- IV. President’s Report**
- V. Executive Session** (Permissible under guidelines of MO Rev. Statute Section 610.021.1 Legal – Legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.)
- VI. Items for Discussion, Consideration & Vote**
- VII. Consideration and Approval of all Personnel Actions and Associated Documents**
 1. **Acceptance of Employment**
 - A. **Linda Calvert - Instructor of Nursing**
 - B. **Gentry Mathias – Welcome Center Facilitator**

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12/07/2016

C. **Alysia Musser – Welcome Center Facilitator**

2. **Transfers**

A. **Dustin Midyett – Assistant Network Administrator to Acting Network Administrator**

B. **Tim Thompson – Director, Tinnin Fine Arts Center to Department Chair, Languages, Education, & Fine Arts/Director, Tinning Fine Arts Center**

3. **Separations**

a) **Carol Mondy – Part-time Lab Assistant for MLT**

b) **Jolene Sloan – Academic Records Clerk**

c) **Jesse Vaughn – Network Administrator**

VIII. Appendix

1. Information Items
2. Upcoming Events
3. Recent Newspaper Articles

IX. FY17 Board of Trustees Meeting Dates

- Wednesday, January 18, 2017
- Wednesday, February 15, 2017
- Wednesday, March 22, 2017
- Wednesday, April 19, 2017
- Wednesday, May 17, 2017
- Wednesday, June 7, 2017 – Board Retreat
- Wednesday, June 21, 2017

X. Adjournment

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**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room of the Tinnin Center on the main campus in Poplar Bluff, Missouri, on Wednesday, November 16, 2016.

NOVEMBER 16, 2016

Those present included: Trustees: Chris Williams, chairman; Eric Schalk, vice chairman; Darren Garrison, secretary; Randy Grassham, treasurer; Dr. Amber Richardson, member; Gary Featherston, member; and college administrators: Dr. Wesley Payne, president; Dr. Mary Lou Brown, vice president of academic and student services; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Invocation was delivered by Trustee Randy Grassham.

INVOCATION

Trustee Schalk moved to approve the agenda. With a second by Trustee Garrison the motion was approved.

**APPROVAL OF BOARD MEETING
AGENDA**

The minutes of the board meeting on October 26, 2016 were approved on a motion by Trustee Garrison and a second by Trustee Schalk.

**APPROVAL OF MINUTES OF THE
AUGUST BOARD MEETING**

Charlotte Eubank reported the preliminary October numbers as well as the September comparison to last year.

**CONSIDERATION OF COLLEGE
FINANCIAL REPORT**

As of the end of October we have recognized 63% of our budgeted revenues. We have obligated 34% of our budgeted expenses at 33% into the fiscal year.

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects.

Ms. Eubank reviewed the current bid report noting that there were no bids for approval at this time.

Trustee Schalk made the motion to accept the financial report and with a second by Trustee Garrison, the motion was approved.

Dr. Payne presented the President's Report as an update to the board on recent events.

PRESIDENT'S REPORT

Dr. Payne gave an update of all current projects:

CONSTRUCTION UPDATE

1. **Batting Cages:** Cages and machines were donated by a family from Piedmont and were relocated to the college. They have been installed in the complex south of the softball field. A machine is also being installed in the baseball clubhouse. The expenses to remove and reinstall the cages has been covered by the Booster Club and the TRET board.
2. **Libla Family Sports Complex:** Ben Traxel and Mike Pollard joined the board for the discussion. Construction is approximately 42 days behind however, Huffman has presented a revised timeline which would put the project back on the original time frame. By December 15 the concrete walls on the FEMA portion should be complete. The roofing decking would then begin which is estimated to be a 4 week completion. The concern at this point is whether or not the December 15 date will be met.
3. **Lighting Project:** Piers and base are being poured throughout the campus. Huffman has been very involved with the design and execution of the plan. This is a huge project that will definitely dress up the campus. Dille and Traxel has been a fantastic partner on this project. A big thanks to Ben and the team for their contribution to the success of all of these projects.
4. **Parking Lots:** This is a four phase project. The first is the resurfacing and repairing of the main parking lot. Then the installation of a roundabout that will eliminate the bottle neck at the exit of the parking lot by the electronic sign. The third phase is to straighten the roadway in front of the Tinnin Center and to allow for an entrance into the main parking lot in that area. The fourth is the expansion of the roadway to the north of the ARC and reworking the parking at the west end of the ARC to allow for a drop off and turnaround point. This project is currently out to bid.
5. **Sidewalks:** The new sidewalk plan will allow for a safer and better way to transverse the campus. The sidewalk plan is also out for bid.
6. **Faculty Offices:** New faculty office in the Admin building are almost complete.

Dr. Payne announced that the college met all five of the performance indicators. This has not been certified by the state but there is no reason to expect that it will not be accepted.

KPI'S

The 1979 and 1992 Men's Basketball Teams were inducted into the Missouri Hall of Fame at the recent event in Cape Girardeau. Coach Bess was elevated to Legend status during that same ceremony. This honor for Coach Bess is not an honor that is normally found in a two-year institution. He is the only one that has been honored from anything less than a four year institution.

MISSOURI HALL OF FAME

At Three Rivers, it is not all about the sport. Our athletic department

Dr. Payne reviewed the change to the academic structure of the college. We have gone from the Vice President model to a Dean model with 4 department chairs that will be 12 month employees and carry a larger administrative focus.

ACADEMIC STRUCTURE

- Center Stage presents “The Kitchen Table” on Thursday, November 17.
- 2016 Fulfilling Dreams Reception will take place on Friday, November 18 and will be held in the Tinnin Center.
- People’s Community Bank Thanksgiving Tournament will be held November 24 – 26 at the Bess Activity Center
- The music department will present Music for Life on November 29 in the Tinnin Center Theater
- The music department will present the Madrigal Dinner in partnership with the First United Methodist Church on December 2 and 3 at 7pm.
- The Lady Raider Classic will be held on December 2 and 3 in the Bess Activity Center
- The Annual Employee Christmas Breakfast will be held on December 9 at 8:30am in the Bess Activity Center
- Patrons of the Arts will present the Shanghai Acrobats: Shanghai Nights on December 12 in the Tinnin Theater.

UPCOMING EVENTS

Lisa Bliss, Coordinator, Academic Support: Lisa has been at Three Rivers for 11 years. Her favorite thing about working here is helping a struggling student understand a concept. Ms. Bliss is most proud of working with her staff on tutor training and certification. Dr. Payne congratulated Ms. Bliss on her caring heart and the improvements that she has implemented in the tutoring department at the college.

WE ARE ALL IN THIS TOGETHER

Wayne Kearbey, Off-Campus Maintenance Specialist: Wayne has been at Three Rivers for 1 year. His favorite thing about working here is the wonderful people he gets to work with. Mr. Kearbey is most proud of helping make improvements like the fountain and new sidewalks a reality. Dr. Payne congratulated Mr. Kearbey on being a great team member. He has been a great addition to the team both on campus and taking care of the off-site locations.

Dr. Martha Kirkman, Associate Professor, Business: Martha has been at Three Rivers for 16 years. Her favorite thing about working here is helping students pursue their dreams. Dr. Kirkman is most proud of watching her student success despite the challenges in front of them. Dr. Payne said if he could pick one thing about Dr. Kirkman was her execution of the Merchant

Showcase. It is an event for the community that allows the students to put to practice the skills that are discussed in the classroom.

Trustee Schalk made the motion with a second from Trustee Garrison to move into executive session. The board was polled as follows: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

Recommendation from the audit committee was to adopt the audit as presented at the audit committee meeting. It is an unmodified opinion with no material weaknesses. Trustee Schalk made the motion to adopt with a second from Trustee Garrison. The board was polled as follows: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

Kevin Swan and Bud Joyner joined the board explaining that the amendment would increase the training dollars for the existing job retention program with SRG for one more year. The Job Retention Program covers Customized Training to create programs for existing employers; new job creation; and retained job creation. To be eligible for this program with the State, the firm has to provide a significant capital investment.

Mr. Swan took the opportunity to thank Bud for all of his support and training during his transition into Workforce Development. Dr. Payne also thanked Bud for his long serving contribution to the college.

Trustee Schalk made the motion to approve the resolution with a second by Trustee Garrison. The board was polled as follows: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

Trustee Garrison made the motion to approve all personnel actions and associated documents. With a second by Trustee Schalk the board was polled as follows: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

EXECUTIVE SESSION

CONSIDERATION AND ADOPTION OF THE FY16 ANNUAL AUDIT

CONSIDERATION AND APPROVAL OF THE RESOLUTION AUTHORIZING THE EXECUTION OF A FIRST AMENDMENT TO PROGRAM AND FINANCING AGREEMENT FOR THE PURPOSE OF AMENDING THE EXISTING RETAINED JOBS TRAINING PROGRAM FOR SIEGEL-ROBERT

CONSIDERATION AND APPROVAL OF PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

There being no further business, Trustee Richardson made the motion to adjourn and with a second by Trustee Featherston the board was polled as follows: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

A called meeting of the Board of Trustees via conference call was held at 2 p.m.

DECEMBER 2, 2016

Those on the call included: Trustees: Chris Williams, chairman; Eric Schalk, vice chairman; Darren Garrison, secretary; Randy Grassham, treasurer; Dr. Amber Richardson, member; Gary Featherston, member; and college administrators: Dr. Wesley Payne, president; Janine Heath, recording secretary.

ATTENDANCE

The purpose of the called meeting was the acceptance of the DRA Grant for FY17. Due to the need of timeliness in bidding and ordering, the resolution of acceptance was expedited prior to the regular December meeting.

Trustee Schalk made the motion to adopt the resolution and associated documents to accept the grant. With a second by Trustee Garrison, the board was polled as follows: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

There being no further business, the board unanimously approved Trustee Schalk's motion and second by Trustee Garrison to adjourn the meeting.

ADJOURNMENT

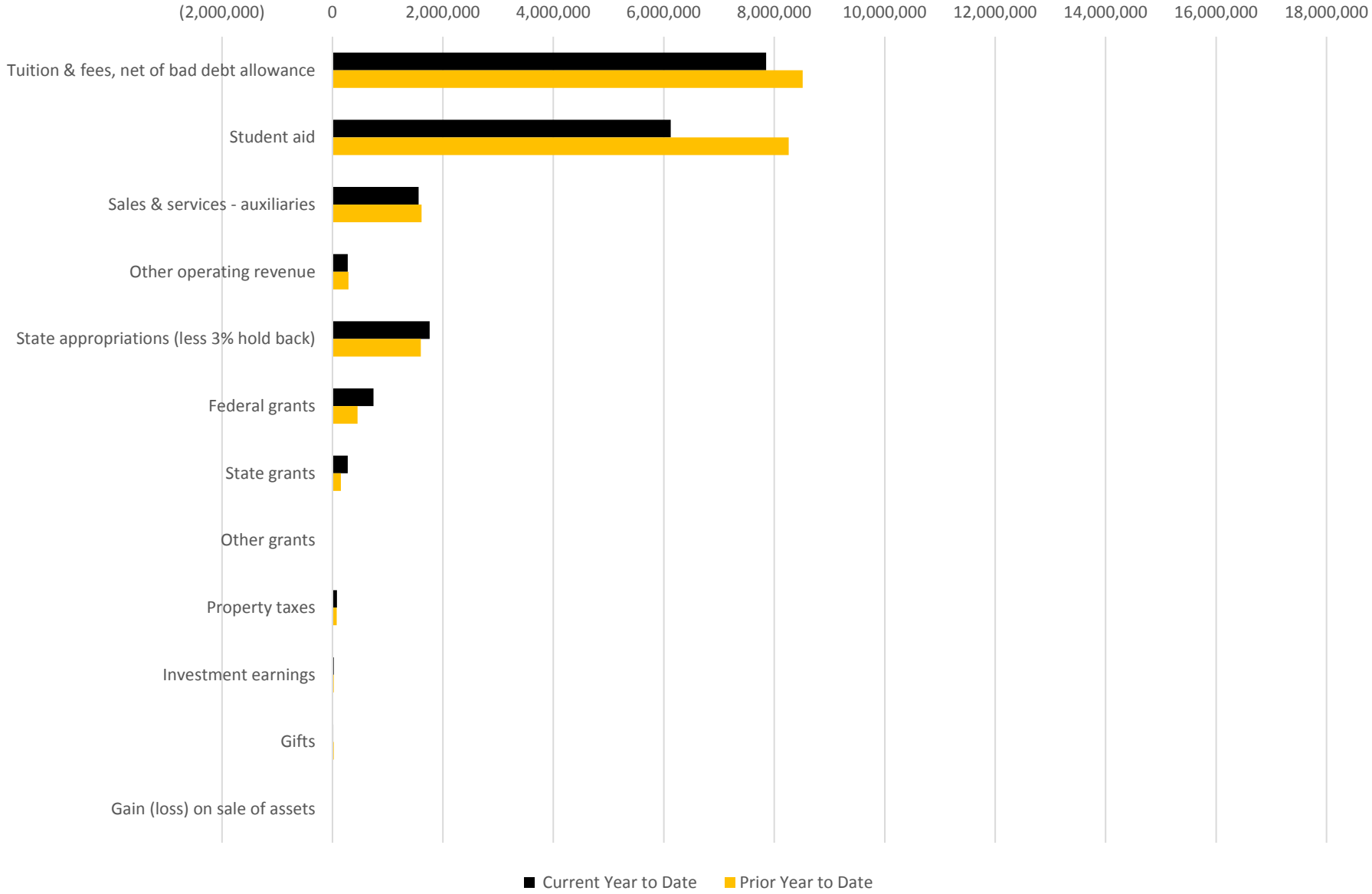
CHAIRMAN

APPROVAL DATE

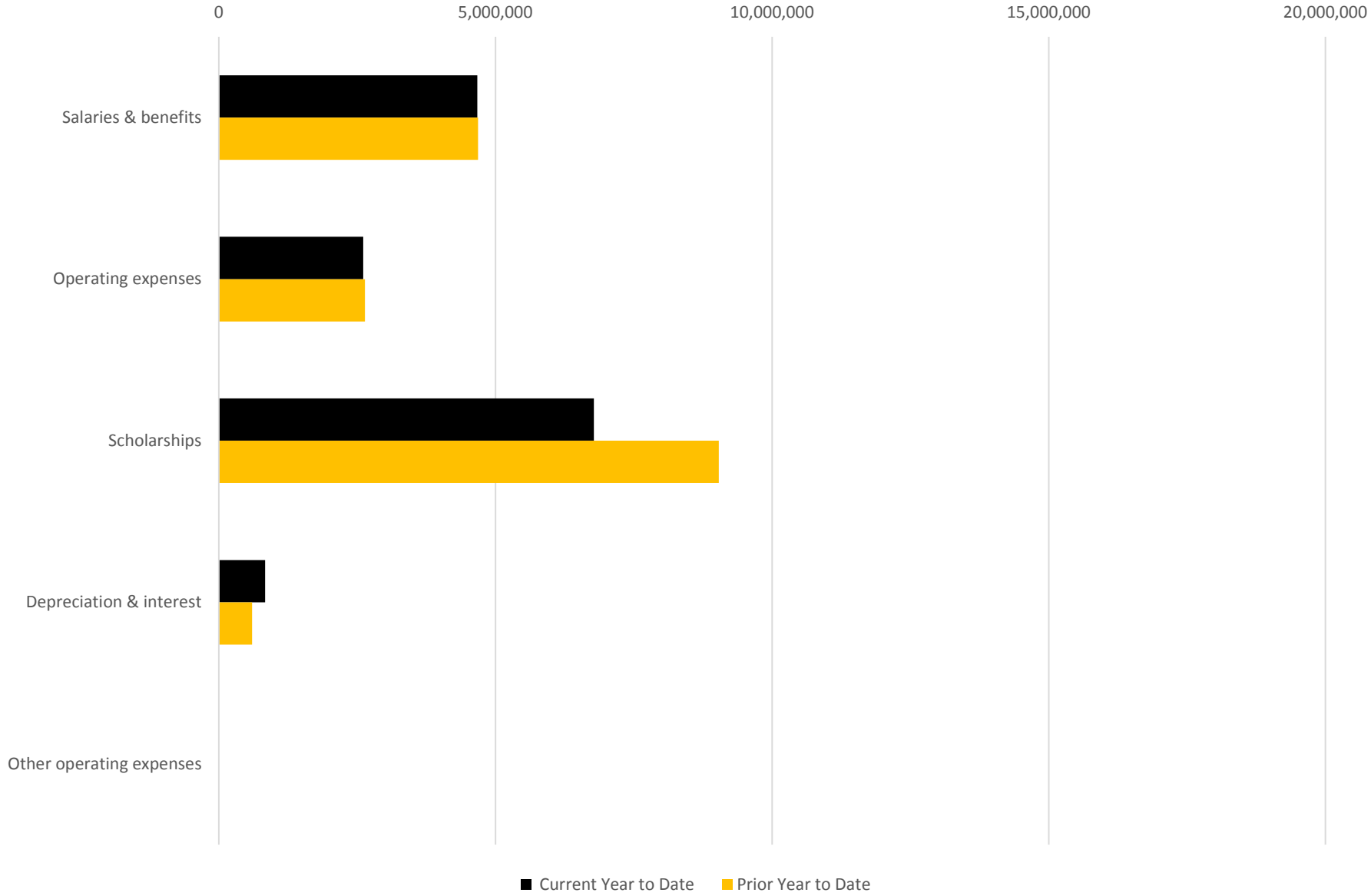
SECRETARY

APPROVAL DATE

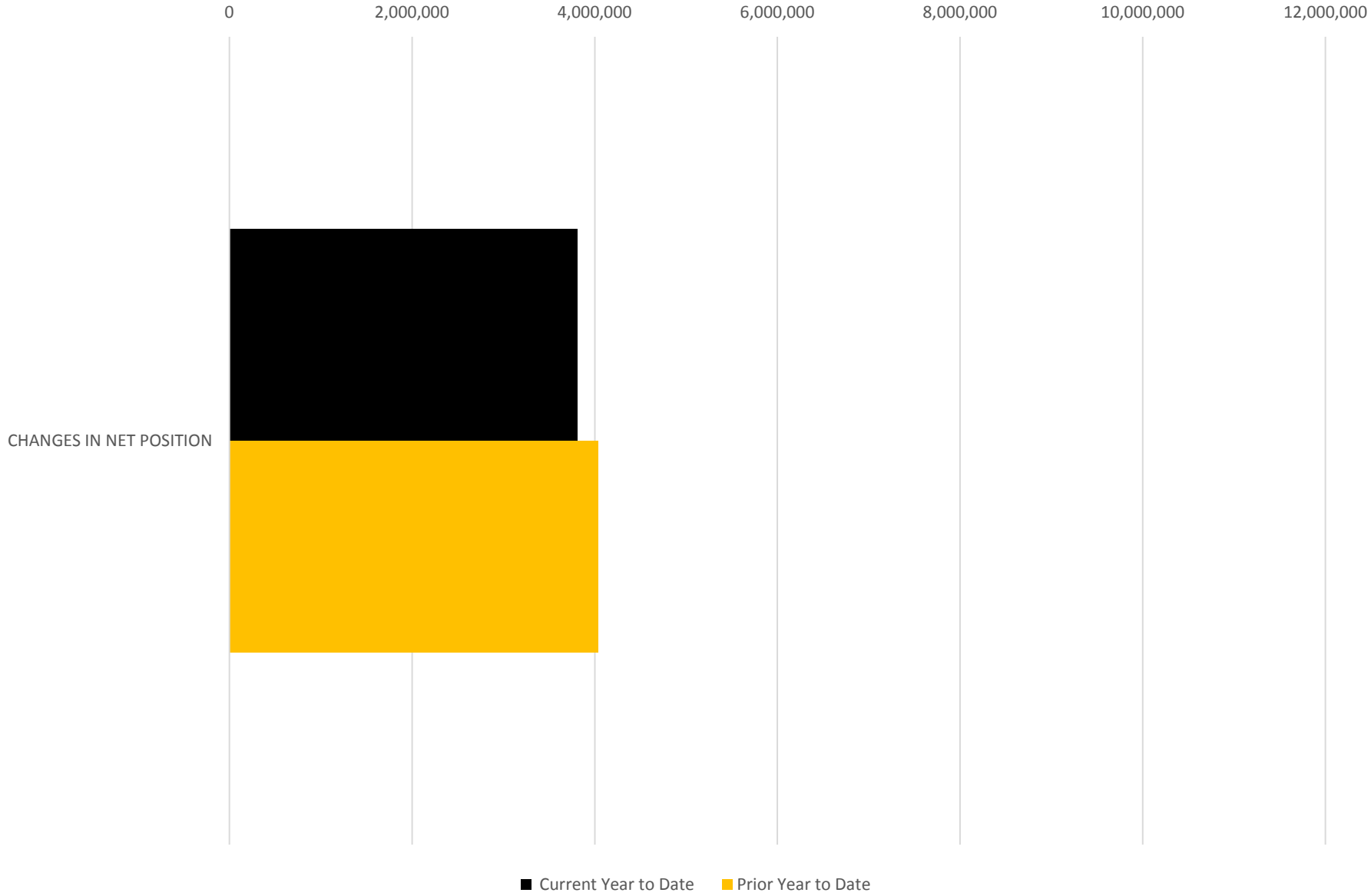
YTD Comparison to Previous Year 10/31/16



YTD Comparison to Previous Year 10/31/16



YTD Comparison to Previous Year 10/31/16



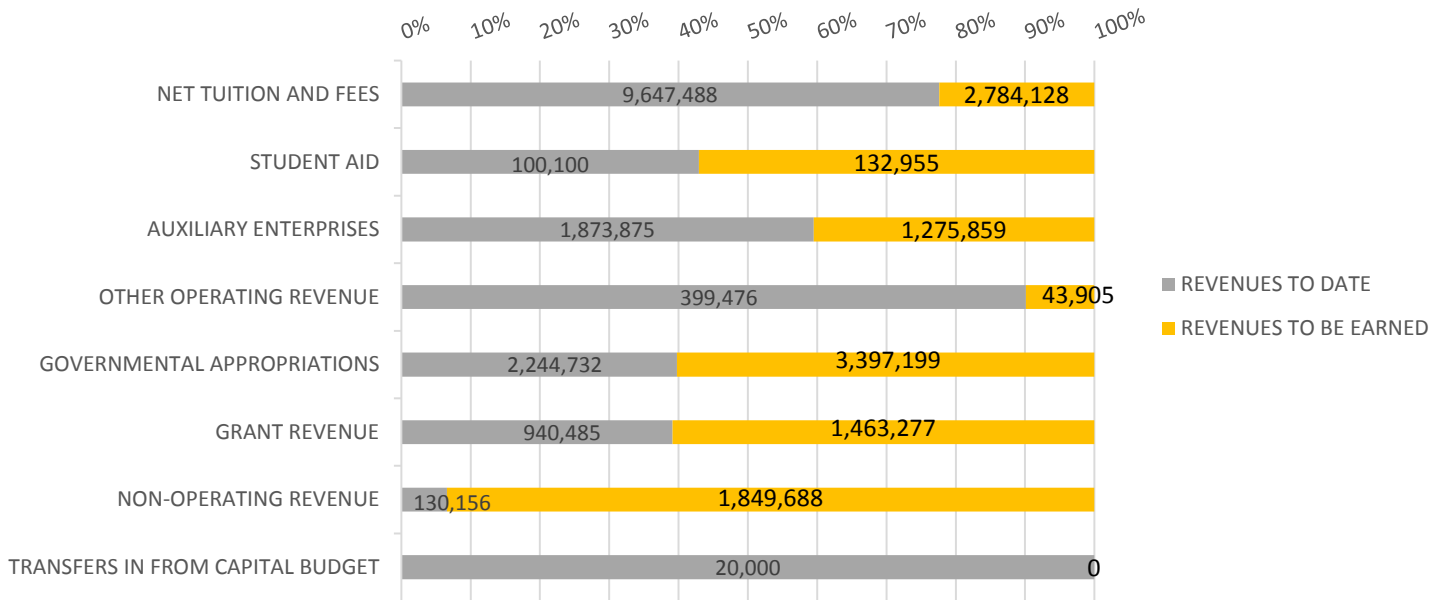
Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
October 31, 2016

ASSETS AND DEFERRED OUTFLOWS		LIABILITIES, DEFERRED INFLOWS AND NET POSITION	
CURRENT ASSETS			
Cash & Cash Equivalents	16,289,533	Accounts Payable	691,868
Student Account Receivables, net	5,303,238	Accrued Vacation	266,500
Property Tax Receivable	112,411	Student Deposits	49,252
Other Receivables	573,981	Deferred Tuition & Fees	0
Investments	43,725	Scholarships	(232,540)
Inventory	215,187	Total Current Liabilities	775,079
Prepaid Expenses	195,556	NON-CURRENT LIABILITIES	
Total Current Assets	22,733,631	Retirement Incentive Payable	0
NON-CURRENT ASSETS			
Land	5,490,786	Other Post Employment Benefits	13,013,510
Capital assets	55,954,568	Bonds, Notes and Leases Payable	23,615,191
Plus: Current year additions to capital assets	338,276.1	Accrued Interest	0
Accumulated Depreciation	(24,826,207)	Agency	159,967
Unamortized Bond Issue Costs	0	Total Non-Current Liabilities	36,788,667
Total Non-Current Assets	36,957,423	Total Liabilities	37,563,746
DEFERRED OUTFLOWS			
	5,262,107	DEFERRED INFLOWS	3,151,721
NET POSITION			
		Beginning Balance	20,424,595
		Changes in Net Position	3,813,098
		Total Net Position	24,237,693
TOTAL ASSETS AND DEFERRED OUTFLOWS	64,953,160	TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	64,953,160

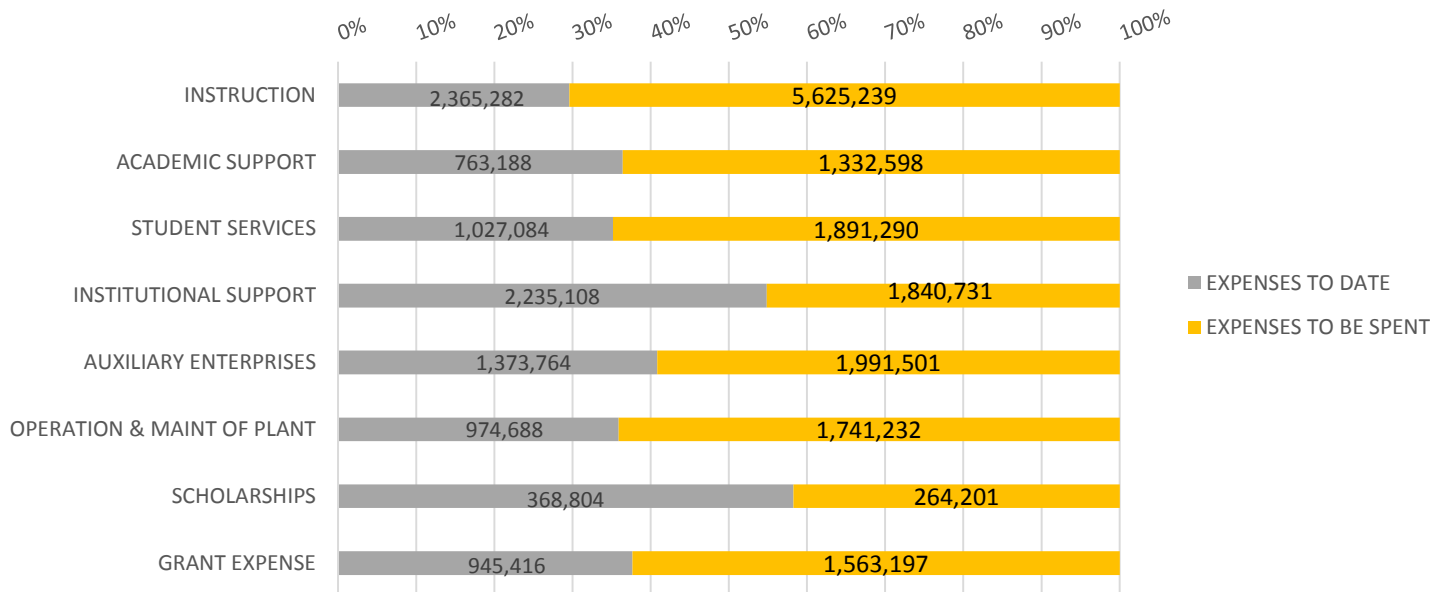
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
October 31, 2016

	July	August	September	October	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE								
Tuition & fees, net of bad debt allowance	5,585,994	676,368	(200,216)	1,791,517	7,853,663	8,512,776	(659,113)	(7.74)%
Student aid	252,605	25,788	4,444,091	1,400,990	6,123,474	8,259,652	(2,136,179)	(25.86)%
Sales & services - auxiliaries	741,981	574,855	71,761	169,911	1,558,508	1,611,676	(53,168)	(3.30)%
Other operating revenue	4,335	257,964	13,254	1,793	277,347	289,636	(12,289)	(4.24)%
Total Operating Revenue	6,584,915	1,534,976	4,328,890	3,364,211	15,812,992	18,673,740	(2,860,748)	(15.32)%
OPERATING EXPENSES								
Salaries & benefits	1,069,080	1,151,357	1,171,079	1,280,309	4,671,825	4,683,502	(11,678)	(0.25)%
Operating expenses	452,710	1,073,054	605,513	476,949	2,608,227	2,642,361	(34,135)	(1.29)%
Capital equipment	71	232,569	34,999	70,637	338,276	330,840	7,436	2.25%
Less: Transfer to capital assets	(71)	(232,569)	(34,999)	(70,637)	(338,276)	(330,840)	(7,436)	2.25%
Scholarships	342,096	56,812	4,864,242	1,514,328	6,777,479	9,038,461	(2,260,982)	(25.02)%
Depreciation & interest	112,216	164,052	24,325	536,977	837,570	599,365	238,205	39.74%
Other operating expenses	-	-	-	-	-	-	-	#DIV/0!
Total Operating Expenses	1,976,102	2,445,276	6,665,159	3,808,563	14,895,100	16,963,689	(2,068,589)	(12.19)%
NON-OPERATING REVENUE (EXPENSES)								
State appropriations (less 3% hold back)	439,786	439,786	439,786	439,786	1,759,144	1,601,756	157,388	9.83%
Federal grants	185,349	199,023	198,714	158,564	741,651	453,061	288,590	63.70%
State grants	71	197,510	63,984	13,882	275,447	152,498	122,949	80.62%
Other grants	-	-	-	-	-	-	-	#DIV/0!
Property taxes	33,138	19,772	21,466	7,225	81,601	78,370	3,231	4.12%
Investment earnings	9,281	3,845	5,606	4,237	22,968	22,357	611	2.73%
Gifts	-	(28,500)	2,844	40,051	14,395	23,792	(9,397)	(39.50)%
Gain (loss) on sale of assets	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Revenues (Expenses)	667,625	831,438	732,400	663,744	2,895,206	2,331,835	563,372	24.16%
CHANGES IN NET POSITION	5,276,438	(78,863)	(1,603,870)	219,392	3,813,098	4,041,886	(228,788)	(5.66)%

Budget to Actual Revenues 11/30/2016 (42%)



Budget to Actual Expenses 11/30/2016 (42%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
November 30, 2016
Fiscal Year Benchmark: 42%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE
				EARNED
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>	12,431,616	9,647,488	78%	2,784,128
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	233,055	100,100	43%	132,955
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	3,149,734	1,873,875	59%	1,275,859
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	443,381	399,476	90%	43,905
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	5,641,931	2,244,732	40%	3,397,199
GRANT REVENUE <i>State Grants, Federal Grants</i>	2,403,762	940,485	39%	1,463,277
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	1,979,844	130,156	7%	1,849,688
TRANSFERS IN FROM CAPITAL BUDGET <i>Sikeston Classroom budget transfer in from capital budget</i>	20,000	20,000	100%	0
TOTAL REVENUES	26,303,323	15,226,156	58%	11,077,167

NOTE: At 42% in the fiscal year, we have recognized a total of 58% of budgeted revenues. We have recognized 78% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2016 registration, fall 2016 registrations and the beginning of spring 2017 registrations. Auxiliary revenue is at 59% for the fall term. Other Operating Revenue is at 90% due to the receipt of the college's share of the Cape Partnership at the beginning of the fiscal year. Non-operating revenues are primarily taxes and are collected in January.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE
				SPENT
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	7,990,521	2,365,282	30%	5,625,239
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	2,095,786	763,188	36%	1,332,598
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	2,918,374	1,027,084	35%	1,891,290
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,075,839	2,235,108	55%	1,840,731
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	3,365,265	1,373,764	41%	1,991,501
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	2,715,920	974,688	36%	1,741,232
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	633,005	368,804	58%	264,201
GRANT EXPENSE <i>State Grants, Federal Grants</i>	2,508,613	945,416	38%	1,563,197
TOTAL EXPENSES	26,303,323	10,053,335	38%	16,249,988

NOTE: We have obligated 38% of our budgeted expenses at 42% into the new fiscal year. November payroll and credit card purchases ARE NOT INCLUDED in this report as they are not available at the time this report was prepared. Institutional Support (55%) includes several large annual software contracts that renew in July. Scholarships is up to 58% with the awarding of aid for fall.

CHANGES IN NET POSITION	0	5,172,821
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Three Rivers College
 Capital Budget - Unaudited
 November 30, 2016
 Fiscal Year Benchmark: 42%

	FUNDING SOURCES	SOURCES TO BE			
		BUDGET	SOURCES TO DATE	SOURCES TO DATE % EARNED	
RESTRICTED					
<i>Bond proceeds</i>		5,192,115	5,192,115	100%	
<i>Sports Complex FEMA/SEMA grant</i>		1,205,228	115,454	10%	
<i>State bonding proceeds</i>		1,772,500	244,141	14%	
UNRESTRICTED					
<i>General funds - prior year transfers in**</i>				0%	
<i>General funds - current year transfers in</i>			0	0%	
TOTAL FUNDING SOURCES		8,169,843	5,551,710	68%	
				2,618,133	
	USES OF FUNDS	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
FEMA/SEMA PROJECTS					
<i>Poplar Bluff Classroom</i>		0	0	0%	0
<i>Sikeston Classroom</i>		0	0	0%	0
<i>Sikeston Classroom budget transfer out to operating funds</i>		20,000	20,000	0%	0
<i>Sports Complex</i>		6,377,343	163,700	3%	6,213,643
FY17 CAPITAL PROJECTS					
<i>Campus projects</i>		1,424,000	57,641	4%	1,366,359
<i>Westover Administration Building remodel</i>		72,000	102,325	142%	(30,325)
<i>Crisp Technology Center repairs</i>		44,000	2,900	7%	41,100
<i>Tinnin Fine Arts Center repairs</i>		155,000	5,774	4%	149,226
<i>Academic Resource Commons upgrades</i>		70,000	75,501	108%	(5,501)
<i>Education Building remodel</i>		7,500	0	0%	7,500
TOTAL EXPENSES		8,169,843	427,841	5%	7,742,002
NET SURPLUS (DEFICIT)		0	5,123,869		

**HB19 Deferred Maintenance Appropriation
as of 11/30/16**

Category/Building	Name of Project	Budgeted Amount	Expended Amount	Amount Remaining
General Campus Projects				
	Parking lot lighting and repairs	650,000.00	50,490.64	599,509.36
	Windows	10,000.00		10,000.00
	Exterior doors	55,000.00	18,980.35	36,019.65
	Sidewalks	60,000.00	49,577.46	10,422.54
	Replace interior locks	40,000.00		40,000.00
General Campus Projects	Sub Total	815,000.00	119,048.45	695,951.55

Administration Building				
	HVAC Repair	18,000.00	8,135.64	9,864.36
	Electrical/HVAC	100,000.00	27,152.00	72,848.00
	Roof Repair	30,000.00		30,000.00
	Fire System	35,000.00	23,352.12	11,647.88
	Elevator	80,000.00	88,784.00	94.40
	Restroom upgrades	40,000.00		40,000.00
	Exterior paint	28,000.00		28,000.00
	Upgrade to 36 year old building	460,368.00	65,167.98	395,200.02
Administration Building	Sub Total	791,368.00	212,591.74	578,776.26

Crisp Center				
	Fire Detection	20,000.00		20,000.00
	New Roof	20,000.00	42,140.00	(22,140.00)
	Replace flooring	4,000.00		4,000.00
Crisp Center	Sub Total	44,000.00	42,140.00	1,860.00

**HB19 Deferred Maintenance Appropriation
as of 11/30/16**

Category/Building	Name of Project	Budgeted Amount	Expended Amount	Amount Remaining
Tinnin Center				
	Fire Detection	15,000.00		15,000.00
	Exterior paint	48,000.00		48,000.00
	HVAC Repair	10,000.00	6,300.00	3,700.00
	Upgrade to classrooms	100,000.00	38,006.00	61,994.00
Tinnin Center	Sub Total	173,000.00	44,306.00	128,694.00
Education Building				
	Remodel to create classrooms	7,500.00		7,500.00
Education Building	Sub Total	7,500.00	0.00	7,500.00
Academic Resource Commons				
	Windows	10,000.00		10,000.00
	Elevator repair	60,000.00	75,501.00	(15,501.00)
Academic Resource Common	Sub Total	70,000.00	75,501.00	(5,501.00)
Grand Total		1,900,868.00	493,587.19	1,407,280.81

**THREE RIVERS COLLEGE
CASH IN BANKS**

December 1, 2016

	<u>11/03/16</u>	<u>12/01/16</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	2,000.00	2,000.00
Petty Cash	200.00	200.00
Vending Machines	224.55	224.55
Business Office	2,088.00	2,088.00
<i>Total Cash Funds</i>	<u>4,512.55</u>	<u>4,512.55</u>
<i>General Accounts</i>		
Southern Bank - General Funds	4,915,274.47	4,385,325.89
Southern Bank - Credit Cards	121,114.32	360,913.50
<i>Total General Accounts</i>	<u>5,036,388.79</u>	<u>4,746,239.39</u>
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	6,408.16	6,497.58
Federal Clearing Account	-	-
Flexible Spending Account	10,679.74	9,926.78
<i>Total Restricted Accounts</i>	<u>17,087.90</u>	<u>16,424.36</u>
TOTAL CURRENT FUND	<u><u>5,057,989.24</u></u>	<u><u>4,767,176.30</u></u>
 HOUSING FUND		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	348,738.03	333,025.94
<i>Total General Accounts</i>	<u>348,738.03</u>	<u>333,025.94</u>
TOTAL HOUSING FUND	<u><u>348,738.03</u></u>	<u><u>333,025.94</u></u>

**THREE RIVERS COLLEGE
CASH IN BANKS**

December 1, 2016

PLANT FUND

Bank Accounts

Plant Fund - Southern Bank	1,689,817.67	1,689,817.67
<i>Total Bank Accounts</i>	1,689,817.67	1,689,817.67

Certificates of Deposit

Bank of Grandin #16126	138,505.77	138,505.77
Bank of Grandin #16103	102,272.03	102,272.03
People's Community Bank #8009219	1,283,474.13	1,283,474.13
Bank of Grandin #16234	1,238,096.41	1,238,096.41
<i>Total Certificates of Deposit</i>	2,762,348.34	2,762,348.34

TOTAL PLANT FUND	4,452,166.01	4,452,166.01
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AGENCY FUND

Bank Accounts

Agency Account - Southern Bank	201,580.89	224,400.50
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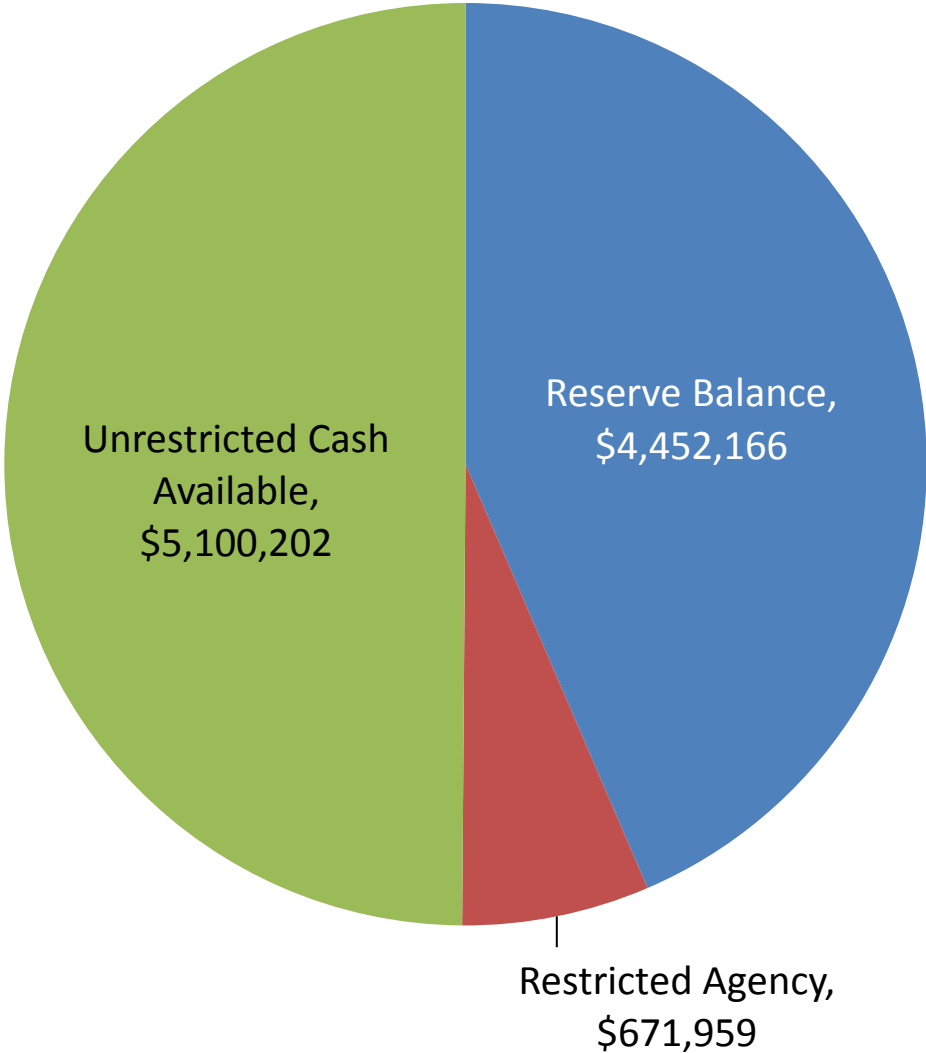
Certificates of Deposit

Restricted CD's & Savings	454,558.08	447,558.08
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TOTAL AGENCY FUND	656,138.97	671,958.58
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TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT

\$10, 224,327 AS OF 12/01/16



THREE RIVERS COLLEGE
CERTIFICATES OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF November 30, 2016

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
16126	Bank of Grandin	1.25	02/19/17	12 mths	138,505.77	Contingency
8009219	Peoples Community Bank	0.75	06/10/17	12 mths	1,283,474.13	Contingency
16234	Bank of Grandin	0.90	07/21/17	12 mths	1,238,096.41	Contingency
16103	Bank of Grandin	1.25	10/05/17	12 mths	102,272.03	Contingency
	Total Contingency Fund				<u>2,762,348.34</u>	
Total Plant Fund CD's					<u>\$ 2,762,348.34</u>	

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF November 30, 2016

21028354	US Bank of Poplar Bluff	0.40	12/03/91	12/03/16	2,310.00	C.T. McDaniel
10369	First Missouri State Bank	0.75	12/05/95	12/05/16	5,000.00	Helvey-Miller
451038849	US Bank of Poplar Bluff	0.40	12/08/99	12/08/16	1,110.00	C.T. McDaniel
451034787	US Bank of Poplar Bluff	0.50	06/09/97	12/09/16	1,000.00	Wm. D. Becker
2016012160	Commerce Bank	0.25	12/11/91	12/11/16	7,700.00	Bill Vinson
11129	First Missouri State Bank	0.75	12/12/96	12/12/16	6,131.36	Kim Mosley
43712	First Midwest Bank of P.B.	0.65	04/27/09	12/14/16	67,447.79	Holder-Rowland
10316	First Missouri State Bank	0.75	12/15/95	12/15/16	1,740.00	Arnold Duncan
5016847453	Commerce Bank	0.25	12/22/97	12/22/16	10,000.00	Harold Prim
110239662	Southern Bank	1.00	01/05/91	01/05/17	1,412.53	Bulow Mem.
2213401	First Midwest Bank of P.B.	0.75	01/08/98	01/08/17	10,000.00	Jerome Burford
21031513	US Bank of Poplar Bluff	0.25	01/19/95	01/19/17	12,868.64	Kim Mosley
1244701	First Midwest Bank of P.B.	1.40	02/08/85	02/08/17	3,000.00	Myra Hunt
352394707389	US Bank of Poplar Bluff	0.25	08/19/88	02/18/17	2,061.55	James Warren
63761112	US Bank of Poplar Bluff	0.25	02/23/89	02/22/17	2,500.00	A. Garner
451035909	US Bank of Poplar Bluff	0.25	02/23/98	02/23/17	1,500.00	Joda Bess
2224601	First Midwest Bank of P.B.	0.75	02/25/98	02/25/17	1,658.87	Missy Braden
21025365	US Bank of Poplar Bluff	1.00	03/05/90	03/05/17	5,000.00	Mack Whiteley
2136801	First Midwest Bank of P.B.	0.65	03/05/97	03/05/17	5,000.00	Thelma Jackson
63760768	US Bank of Poplar Bluff	1.24	03/06/89	03/05/17	6,468.04	Butler Co Co-op
20205	First Missouri State Bank	0.75	04/21/10	04/21/17	20,403.81	ICHE Scholarship
3568676067	US Bank of Poplar Bluff	0.25	05/01/01	05/01/17	11,026.79	Wm. D. Becker
21033372	US Bank of Poplar Bluff	0.25	05/01/96	05/01/17	1,000.00	Kim Mosley
9525	First Missouri State Bank	1.25	05/06/93	05/06/17	2,000.00	Carl Wiseman
1014001	First Midwest Bank of P.B.	1.00	11/06/89	05/06/17	5,000.00	Charlotte Stone
25103	First Midwest Bank of P.B.	0.75	05/14/99	05/14/17	5,000.00	Thelma Jackson
2016007496	Commerce Bank	0.45	05/14/90	05/14/17	3,835.00	Bill Vinson
21031218	US Bank of Poplar Bluff	0.25	05/15/94	05/15/17	2,192.00	Greg Starnes
423135367	Regions Bank	0.10	11/18/04	05/18/17	1,106.64	Betty Waldrop
21028105	US Bank of Poplar Bluff	0.25	05/22/91	05/22/17	29,782.32	Myrtle Rutland
21028106	US Bank of Poplar Bluff	0.25	05/22/91	05/22/17	20,000.00	Myrtle Rutland
7236	First Missouri State Bank	0.75	05/26/89	05/26/17	16,350.00	Jackie Watson
2016012267	Commerce Bank	0.25	06/04/92	06/04/17	2,350.00	Bill Vinson
423135383	Regions Bank	1.49	12/04/04	06/04/17	1,650.00	R. Couperus
5016848212	Commerce Bank	0.25	06/23/98	06/23/17	7,843.17	Louise Spradling
63760632	US Bank of Poplar Bluff	1.54	07/02/89	07/01/17	1,226.80	A. Garner
451028956	US Bank of Poplar Bluff	0.25	07/02/99	07/02/17	5,234.00	Wm. D. Becker

THREE RIVERS COLLEGE
CERTIFICATES OF DEPOSIT

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
21030291	US Bank of Poplar Bluff	0.25	07/07/93	07/07/17	1,405.00	Joshua Bowman
423137157	Regions Bank	1.24	01/14/85	07/14/17	2,500.00	Dr. Miller
2170801	First Midwest Bank of P.B.	1.65	07/11/97	07/30/17	10,925.00	Mabel Swindel
21024477	US Bank of Poplar Bluff	0.25	08/22/89	08/22/17	10,000.00	Myrtle Rutland
8036	First Missouri State Bank	0.75	08/23/90	08/23/17	4,000.00	Jackie Watson
1721901	First Midwest Bank of P.B.	0.65	08/25/92	08/25/17	3,000.00	Odd Fellows
110270576	Southern Bank	0.65	08/27/85	08/27/17	5,000.00	Belle Hinrichs
14776	First Missouri State Bank	0.75	08/28/02	08/28/17	5,000.00	Helvey-Miller
21023335	US Bank of Poplar Bluff	2.02	09/16/87	09/16/17	5,000.00	Mildred Lewis
218101	First Midwest Bank of P.B.	0.75	09/22/98	09/22/17	5,000.00	Jerome Burford
3568803469	US Bank of Poplar Bluff	0.25	09/26/00	09/26/17	9,674.10	Wm. D. Becker
423137249	Regions Bank	0.01	05/12/88	10/10/17	2,833.00	Combined Sch
423137256	Regions Bank	0.01	05/12/88	10/10/17	1,024.34	Fred Morrow
24325	First Midwest Bank of P.B.	0.65	10/15/99	10/15/17	10,324.77	Norman Gamblin
2197201	First Midwest Bank of P.B.	0.65	10/31/97	10/31/17	1,065.00	Gertrude Cox
23353	First Midwest Bank of P.B.	1.15	11/06/00	11/06/17	4,000.00	Coll. Achievement
451037941	US Bank of Poplar Bluff	0.40	11/16/98	11/16/17	17,800.00	Wm. D. Becker
451038829	US Bank of Poplar Bluff	0.40	11/17/99	11/17/17	15,469.82	Wm. D. Becker
2017004259	Commerce Bank	0.30	12/09/89	12/07/17	1,000.00	P.I. Church
5017843040	Commerce Bank	0.30	05/01/97	03/07/18	2,900.00	Miles Hays
2017004363	Commerce Bank	0.30	03/30/88	03/30/18	10,000.00	Myrtle Corbett
63760695	US Bank of Poplar Bluff	1.73	04/04/85	04/05/18	1,001.63	Lonnie Davis
2018004893	Commerce Bank	1.64	04/10/88	04/10/18	3,000.00	Myra C. Hays
2038701	First Midwest Bank of P.B.	1.00	05/16/96	05/16/18	5,000.00	Thelma Jackson
110260320	Southern Bank	0.85	06/02/86	06/02/18	1,000.00	Hulen Spencer
2019003547	Commerce Bank	1.69	07/08/90	07/08/18	4,000.00	P.C. Hays, Jr.
2012008906	Commerce Bank	0.70	05/11/81	11/11/18	4,526.11	P.C. Hays, Sr.
423137173	Regions Bank	0.15	12/09/85	12/09/18	5,000.00	Mary Hinrichs
110274305	Southern Bank	0.90	05/30/86	05/30/19	5,200.00	Mabel Swindel
2012008112	Commerce Bank	0.30	08/11/92	028/11/17	1,000.00	Myra C. Hays

Total Agency Fund CD's

\$ 447,558.08

Three Rivers College
 CD Report
 As of November 30, 2016

Investment CDs

CDs Maturing

Bank	Certificate Number	Maturity Date	Amount

Responses

Bank	Contact	Comment	Amount	

CDs Transferred

Endowment CDs Transferred to Endowment Trust
--

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
First Missouri State Bank	14259	Joda Bess	11/20/2016	5,500.00
US Bank	21032525	Joda Bess	11/22/2016	1,500.00
Total				7,000.00

THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Month of November 2016

Current Fund:	General Fund - Southern Bank	\$ 1,228,487.66
	Electronic Student Refunds - Higher One	<u>541,553.35</u>
	Total Current Fund	1,770,041.01
Housing Fund:	Rivers Ridge - Southern Bank	17,862.09
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>5,555.39</u>
	Grand Total	<u><u>\$ 1,793,458.49</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Financial Service Office. Approved by the Board of Trustees, this 14th day of December 2016.

_____ Chairman, Board of Trustees

_____ Secretary, Board of Trustees

**THREE RIVERS COMMUNITY COLLEGE
 BID REPORT
 AS OF DECEMBER 7, 2016**

Microscopes

Status: Closed
 Open Date: 10/21/2016
 Close Date: 11/2/2016
 Funding Source: Enhancement Grant
 Bids Submitted:

Visual Instrument Products	Springfield, MO
Parco	Westland, MI

 Bid Awarded: Visual Instrument Products \$19,200.00

Athletic Insurance

Status: Closed
 Open Date: 11/28/2016
 Close Date: 12/6/2016
 Funding Source: General Revenue
 Bids Submitted:

Arthur J Gallagher	Quincy, MA
K & K Insurance Group	Ft. Wayne, IN

 Bid Awarded: No
 Recommendation: Arthur J Gallagher

Lawn Mowing Services

Status: Open
 Open Date: 12/2/2016
 Close Date: 12/15/2016
 Funding Source: General Revenue
 Bids Submitted: N/A
 Bid Awarded: N/A

Telepresence Infrastructure

Status: Open
 Open Date: 12/5/2016
 Close Date: 12/13/2016
 Funding Source: Enhancement & DRA Grant
 Bids Submitted: N/A
 Bid Awarded: N/A

CONSIDERATION OF APPROVAL FOR ATHLETIC TEAMS INSURANCE

BACKGROUND INFORMATION

HISTORY

The College advertised for bids for both Basic Sports Accident and Catastrophic Sports Accident policies. Responses were received as follows:

Bidders Meeting Bid Specifications:

<u>Name of Broker</u>	<u>Company</u>	<u>Deductible</u>	<u>Basic Sports Accident Policy</u>	<u>Catastrophic Sports Accident Policy</u>
Arthur J Gallagher				
	National Guardian Life	\$0	\$ 86,257.00	
		\$1,000	\$ 78,149.00	
		\$2,500	\$ 70,789.00	
		\$5,000	\$ 67,174.00	
	United States Fire Insurance Company	\$0	\$ 87,500.00	
	QBE	\$0	\$ 93,306.00	
	Starr Indemnity	\$0	\$ 88,158.00	
	Arch Insurance Company	\$0	\$ 95,775.00	
	Catlin Insurance Company	\$0	\$ 96,522.00	
	AIG	\$0	\$ 98,250.00	
	Mutual of Omaha			\$5,608.00
K & K Insurance Group				
		\$0	\$ 112,143.00	
		\$500	\$ 88,220.00	
		\$1,000	\$ 79,099.00	
				\$3635.00

There were four companies that did not submit a bid, those companies include:

1st Agency
 AIP Student Insurance
 Cypress Risk Management
 Dissinger Reed

FINANCIAL IMPLICATIONS

Premiums for calendar year 2016 were \$98,943 for the Basic Sports Accident Policy and \$3,611 for the Catastrophic Policy, totaling \$102,554. Gallagher's total submitted insurance bid, with a zero deductible, would result in a \$10,689 annual savings.

Our current policy has a zero deductible and given that we see an average of 32 student athlete injuries per year the zero deductible option would be the most economically feasible.

ADMINISTRATIVE RECOMMENDATIONS

It is recommended that the College accept the Basic Sports Accident policy bid from Arthur J Gallagher through National Guardian Life with a zero deductible as well as their proposed Catastrophic Sports Accident policy through Mutual of Omaha.

December 2016 President's Report

- Construction Update
 - Libla Family Sports Complex
 - Lighting Project
 - Parking Lots
 - Sidewalks
 - Faculty offices
- Winner of the Christmas Card Contest
- DRA Grant
- TRET Scholarship Reception – November 18
- Fall Mass Casualty Training – November 22
- Christmas Tree Decorating
- Salvation Army Bell ringing – December 1
- Boy Scout Hackathon 2.0 – December 3
- Annual Employee Christmas Breakfast – December 9
- Nurse Pinning Ceremony – December 9
- Freshman Legislative Tour – December 15
- We are all in this together
 - Marsha Eaton – 16.5 years
 - Michelle Lane – 5 years
 - Kevin Hunsberger – 1.5 years

A G E N D A
Executive Session
Wednesday, December 14, 2016

I. Executive Session

1. Personnel and any other matters covered by RSMo Section 610.021
2. Real Estate/Property and other matters covered by RSMo Section 610.021.2
3. Legal and other matters covered by RSMo Section 610.021.1

II. Adjournment

Consideration of Personnel Action
Employment of Personnel
Instructor in Nursing

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

X Faculty

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Linda Calvert

POSITION TITLE: Instructor in Nursing

SALARY: \$48,118

FULL-TIME X PART-TIME: _____

9 months _____ 10 months X 11 months _____ 12 months _____

Other: _____

STARTING DATE: January 2, 2017

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AD	Mississippi County Community College Blytheville, AR	Nursing
BSN/BS	Southeast Missouri State University Cape Girardeau, MO	Nursing/Education
MSN	Walden University Baltimore, MD (online)	Nursing Education

EXPERIENCE

<u>01/2009 – present</u>	<u>Southeast Missouri Hospital College of Nursing & Allied Health; Cape Girardeau, MO</u>	<u>Nursing Faculty</u>
<u>2008 - 2009</u>	<u>Twin Rivers Regional Medical Center Kennett, MO</u>	<u>RN Staff</u>
<u>2006 – 2008</u>	<u>Clarkton Elementary Clarkton, MO</u>	<u>Teacher/Reading Coach</u>

(12/14/2016)

Consideration of Personnel Action
Employment of Personnel
Welcome Center Facilitator

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff – Replacement for Jennifer Wendler; resignation approved 09/21/2016

_____ Federal Program: _____

_____ Special Program _____

NAME: Gentry Mathias

POSITION TITLE: Welcome Center Facilitator

SALARY: \$9.23 per hour

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: November 21, 2016

QUALIFICATIONS:

Degree Ed. Institution Major

EXPERIENCE

03/2016 – present	Three Rivers College Poplar Bluff, MO	Part-time Facilitator
2007 – present	Self Employed Poplar Bluff, MO	Part-time Nanny
08/2013 – 03/2016	Three Rivers College Poplar Bluff, MO	Call Center

(12/14/2016)

Consideration of Personnel Action
Employment of Personnel
Welcome Center Facilitator

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff - Replacement for Jennifer Esquivel - transfer to Financial Aid

_____ Federal Program: _____

_____ Special Program _____

NAME: Alysia Musser

POSITION TITLE: Welcome Center Facilitator

SALARY: \$9.00/hour

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: November 21, 2016

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AA Certificate	Three Rivers College Poplar Bluff, MO	General Education

EXPERIENCE

<u>08/2015 - present</u>	<u>Three Rivers College</u> <u>Poplar Bluff, MO</u>	<u>Student Employee</u>
<u>08/2013 – 05/2015</u>	<u>Three Rivers College</u> <u>Poplar Bluff, MO</u>	<u>Student Employee</u>
<u>10/2003 – 10/2012</u>	<u>Gates Corporation</u> <u>Poplar Bluff</u>	<u>Product/Engineering Tech,</u> <u>Finisher/Business Assistant</u>

(12/14/2016)

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Assistant Network Administrator to Acting Network Administrator

BACKGROUND INFORMATION

HISTORY

Due to the resignation of Jesse Vaughn, the Network Administrator position became available. This position is critical to continued college operations and student support. In conjunction with GAR1010 College Reorganization, the President has recommended the appointment of Dustin Midyett to this temporary position of Acting Network Administrator. Mr. Midyett will assume the new duties effective December 6, 2016.

FINANCIAL IMPLICATIONS

This is a twelve-month, staff position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal temporary transfer of Dustin Midyett.

(12/14/2016)

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Direct, Tinnin Fine Arts Center to Department Chair, Languages, Education, & Fine Arts/Director
Tinnin Fine Arts Center

BACKGROUND INFORMATION

HISTORY

Due to the reorganization of the academic and career education structure, the Department Chair of Languages, Education, and Fine Arts position became available. This position combined some discipline areas and was advertised internally. Mr. Thompson interviewed for this position and was selected. In conjunction with GAR1010 College Reorganization, the President has recommended the appointment of Tim Thompson to this position. Mr. Thompson will assume the new duties effective January 2, 2017.

FINANCIAL IMPLICATIONS

This is a twelve-month, staff position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Tim Thompson.

(12/14/2016)

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time MLT Lab Assistant

BACKGROUND INFORMATION **HISTORY**

Ms. Carol Mondy has been employed part-time with the college as the MLT Lab Assistant since August 2013. She has submitted her resignation, effective December 16, 2016. Ms. Mondy previously retired from full-time service in August 2013.

FINANCIAL IMPLICATIONS

This is a part-time, institutionally funded staff position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Mondy's resignation and proceed with review of the position and the appropriate replacement process.

(12/14/2016)

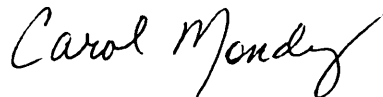
November 10, 2016

Dear Dr. Campbell,

Please accept this as my letter of resignation for the position of MLT Laboratory Assistant. My last day of employment will be December 16, 2016.

Thank you for the opportunity to work on a part-time basis for the last four years and feel a part of the college community again. I believe the MLT Department can be better served by having a proper laboratory assistant and the position I've filled managed by the department's current secretarial staff.

Again, I thank you for allowing me the opportunity to share in the best department on campus. Keep up the good work. You all will be greatly missed.

A handwritten signature in black ink that reads "Carol Mondy". The signature is written in a cursive, flowing style.

Carol Mondy,
MLT Laboratory Assistant

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Academic Records Clerk

BACKGROUND INFORMATION **HISTORY**

Ms. Jolene Sloan has been employed full-time with the college as the Academic Records Clerk since August 2016. She has submitted her resignation, effective November 18, 2016.

FINANCIAL IMPLICATIONS

This is a full-time, institutionally funded staff position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Sloan's resignation and proceed with review of the position and the appropriate replacement process.

(12/14/2016)

Kristina McDaniel

From: Jolene Sloan
Sent: Monday, November 14, 2016 2:26 PM
To: Wesley Payne
Cc: Melanie N. Hamann; Kristina McDaniel
Subject: Resignation

Dr. Payne,

My name is Jolene Sloan and I am the Academic Records Clerk in the Registrar's office. I am e-mailing you to submit my resignation effective November 18, 2016. I appreciate the opportunity to have worked for Three Rivers College.

Sincerley,

Jolene Sloan
Academic Records Clerk
Three Rivers College
2080 Three Rivers Blvd
Poplar Bluff, MO 63901
Email: jsloan@trcc.edu
Phone: 573-840-9665 ext 3736
Fax: 573-840-9058
trcc.edu

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CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Network Administrator

BACKGROUND INFORMATION **HISTORY**

Mr. Jesse Vaughn has been employed full-time with the college as the Network Administrator since September 2015, and with the college since January 2014. He has submitted his resignation, effective December 5, 2016.

FINANCIAL IMPLICATIONS

This is a full-time, institutionally funded staff position.

ADMINISTRATIVE RECOMMENDATION

Accept Mr. Vaughn's resignation and proceed with review of the position and the appropriate replacement process.

(12/14/2016)

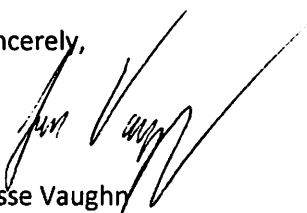
December 5, 2016

Dr. Wesley A. Payne
President
Three Rivers College
2080 Three Rivers Blvd.
Poplar Bluff, MO 63901

Dr. Payne,

Please accept this letter as my request for resignation from my position as Network Administrator with Three Rivers College, effective immediately. I would like to thank you as well as my colleagues for my time and opportunity here as I have grown immensely and will greatly miss the College.

Sincerely,


Jesse Vaughn

UPCOMING EVENTS

Registration for Spring continues through Jan. 13.

Freshman Legislators Tour, 8:30 am Dec. 15, Tinnin Fine Arts Center, Robert W. Plaster Free Enterprise Center, and Crisp Technology Center.

Winter Break, College closed Dec. 17-Jan. 1.

College reopens Jan. 2.

Convocation, 11:30 am Jan. 9, Bess Activity Center.

Martin Luther King Day, College closed, Jan. 16.

First day Spring Semester, Jan 17.

Board meeting, noon Jan. 18, Tinnin Board Room.

For the most current information on upcoming events, view the Calendar at www.trcc.edu.

RAIDERS ATHLETICS

Men's Basketball @ Bess Activity Center

Raiders vs. Southeastern Illinois, 7 pm Jan. 4.

Raiders vs. Mineral Area, 7 pm Jan. 7.

Women's Basketball @ Bess Activity Center

Lady Raiders vs. Mid-South, 2 pm Jan. 2.

Lady Raiders vs. Mineral Area, 5 pm Jan. 7.

For the most current information on Raiders athletics, visit raidersathletics.com.

MEDIA ADVISORY

Monday, November 16, 2016

FOR MORE INFORMATION:

Jonathan Atwood at (573) 840-9660

jatwood@trcc.edu

Three Rivers to Hold Mass Casualty Training

Three Rivers College will hold its bi-annual mass casualty training event on Tuesday, November 22 on the South Campus of Poplar Bluff Regional Medical Center on Pine Street. The training helps prepare students in participating programs be prepared for a mass casualty emergency such as a natural disaster or terrorist attack.

Students from several fields of study will participate in the training, including three classes of nursing, LPN, EMT, and Paramedic students. The training will also receive support from Poplar Bluff Regional Medical Center, Black River Medical Center, the VA Medical Center, local ambulance services, and Air Evac Lifeteam.

In keeping with the training's focus on realism, the students themselves will coordinate much of the event, with students serving in leadership and command/control positions. The college is also keeping the type of "disaster" under wraps, so that students have no chance to prepare beforehand.

Local news outlets are invited to attend, but will be treated according to crisis procedures while the training is active. Participating students and staff will not answer questions until the training is over, and reporters are asked not to disrupt the training while it is in progress. Reporters wishing to cover the event should contact Three Rivers Media Services at 573-840-9660 or email jatwood@trcc.edu beforehand.

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Members of the media should contact the Coordinator of Media Services before approaching Three Rivers staff member for questions or interviews. Communications office hours are 8 A.M. to 4 P.M. Monday through Friday.

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Three Rivers College Media Services

Three Rivers College

Email: news@trcc.edu

Phone: 573-840-9660

Fax: 573-840-9700

trcc.edu

Southeast's College of Education programs to expand in Poplar Bluff

Wednesday, November 30th 2016, 10:56 am CST

Written by Robbyn DeSpain, Asst. News Director

POPLAR BLUFF, MO (KFVS) –

Beginning in fall 2017, the Department of Elementary, Early and Special Education at Southeast Missouri State University will offer bachelor's degrees educational opportunities at Three Rivers College in Poplar Bluff, Missouri.

The expansion allows aspiring teachers in the local area an option to obtain their bachelor's degree in elementary education, early childhood education and exceptional child education, said Dr. Julie Ray, chair of the department.

"We are excited to provide more services and programs to aspiring teachers in the Poplar Bluff and surrounding areas," she said.

The partnership with Three Rivers allows students to complete their freshman and sophomore level courses at Three Rivers. Once students earn an associate degree at Three Rivers, they can complete their bachelor's degree from Southeast at the Poplar Bluff campus.

"Students will have the option of choosing Southeast while getting their course work complete in Poplar Bluff," she said. "This makes the ability to become a teacher from an accredited university more accessible for those students in that area."

The University's College of Education is accredited by the Council for Accreditation of Educator Preparation (CAEP), and the programs are recognized by the Association of Childhood Education International (ACEI), National Association for the Education of Young Children (NAEYC) and the Council for Exceptional Children (CEC).

Elementary education degree students receive certification to teach grades 1-6. The program also offers the opportunity to add on a middle school certification, grades 5-9, in one subject area of language arts, math, science or social studies.

Early childhood degree students receive certification to teach ages birth -3rd grade. The program also offers the opportunity to add on an elementary education certification, grades 1-6, with graduating students certified in both early childhood and elementary education.

Exception child degree students receive certification to teach students with exceptional learning needs in grades kindergarten-12. Similar to the early childhood degree, this program also offers the opportunity to add on an elementary education certification, grades 1-6, with students earning both certifications upon graduation.

Southeast provides future educators the tools to learn to use and integrate instructional technology with its EDvolution® One-to-One initiative. With this program, all education majors use an iPad in their course work and field experiences and graduate with the skills needed to teach in a 21st century classroom.

Having Southeast in Poplar Bluff also will allow local students to complete their required field-work experiences in the area they live, work and attend school, said Ray.

Southeast currently has a full-time advisor, Pauletta Burns, at Three Rivers' campus to help students transition from the community college. Southeast faculty will provide traditional on-site instruction and innovative extended learning systems such as ITV and web courses.

The expanded programs also offer more options for students to complete their coursework and fieldwork during the day as opposed to night classes, said Ray.

Congrats to Mo. Sports Hall of Fame inductees

Wednesday, November 23, 2016

Earlier this month, the Missouri Sports Hall of Fame held its enshrinement for its 2016 Class at the Show Me Center, marking only the sixth time it's been held away from its home in Springfield.

Each inductee -- 11 individuals, three programs and two title-winning teams -- had some connection to Southeast Missouri.

Three Rivers College basketball coach Gene Bess was given the Legend Award, the highest honor, and two of his national championship teams (1979 and 1992) were inducted. Joe Scott, a Poplar Bluff attorney and former Missouri basketball standout, received the President's Award. He and Bess had previously been inducted into the HOF.

Also inducted were: former Notre Dame soccer and basketball coach Brad Wittenborn, former Southeast Missouri State softball coach Lana Richmond, former Southeast track athlete Miles Smith, former Southeast football player Eddie Moss, the Capahas amateur baseball program, former Sikeston baseball player Blake DeWitt, former Gideon baseball player Mark Littell, former Charleston and New Madrid County Central basketball coach Lennies McFerren, former Ste. Genevieve football coach Bob Stolzer, the Scott County Central boys and girls basketball programs, the Valle Catholic football program and Sikeston graduate Dr. Rick Wright, who's worked for three professional teams in St. Louis.

Congratulations to each individual, team and program for this great accomplishment!

Sikeston man earns MCAA's Distinguished Alumni Award

Friday, November 25, 2016

SIKESTON -- To achieve success is to "tolerate the '---ing.'" That is, at least, how one southeast Missourian describes it.

Three Rivers College alumnus, Larry DeWitt, received the Missouri Community College Association's Distinguished Alumni Award at the Association's 52nd Annual Convention at the Hilton Convention Center in Branson.

"I don't think I deserve anything special," DeWitt said adding, "(TRC) is a great college," they provide more than just an education, they teach work skills and ethics.

MCAA's Distinguished Alumni Award is presented annually to individuals or businesses that have engaged in significant partnerships with their local community college to stimulate economic activity and support community college students and programs.

"Mr. DeWitt's story illustrates the impact a community college education can have on a person and on an entire community," said Dr. Wesley Payne, president of Three Rivers College. "We're proud to call him one of our alumni and grateful for the numerous ways he gives back to Three Rivers."

DeWitt graduated from Three Rivers in 1971, then went on to earn a bachelor's degree from Southeast Missouri State University in 1973. It was there that he discovered his love of horticulture.

DeWitt said he was always drawn to the "fruits of hard labor."

He explained, one just has to tolerate the '---ing,' whether it be study-"ing," garden"---ing," or landscap"---ing." Plenty of work may be involved, but to him, it's "no job.

"It's a wonderful industry for anyone to consider," said DeWitt. "I never considered any other career in my life."

Soon after graduating, DeWitt started his own landscaping business in Sikeston. Then in 1977 he began looking for an alternative to the plastic barriers used to prevent weeds. His solution was DeWitt's Weed Barrier, a woven product now used in more than 70 percent of commercial landscaping in the United States.

Today, the DeWitt Company has annual sales of about \$40 million and produces more than 800 products at a 300,000-square-foot, state-of-the-art manufacturing facility in Sikeston that employs more than 50 people.

DeWitt was instrumental in the creation and implementation of landscape plans at Three Rivers' main campus in Poplar Bluff and at Three Rivers-Sikeston. Not only has he donated time, expertise, products and equipment, he has convinced other companies and agencies to do the same.

DeWitt credits Three Rivers College with giving him the opportunity to pursue higher education and the confidence to create a career in the horticulture field he loves. DeWitt gives back to his roots because "they gave me a start in life," he said.

Because of Three Rivers' limited budget, these landscaping efforts might have been postponed or not done at all if not for DeWitt and his willingness to help.

"With Larry spearheading this project and getting items donated or at cost, Three Rivers has been able to proceed with major beautification efforts while still focusing our resources on the needs of our students and staff," said Missy Marshall, director of Three Rivers College--Sikeston.

MCCA's Distinguished Alumni Award is presented annually to exceptional individuals who have attended a Missouri community college. It is one of the most prestigious awards presented by the membership of the Association.

November 27, 2016

Daily American Republic

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POPLAR BLUFF, MISSOURI

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TRC HOSTS MASS CASUALTY EVENT

By PAT PRATT
Staff Writer

Three Rivers College future first responders and healthcare providers took their training to another level on Tuesday, participating in a mock mass casualty event at the south campus of Poplar Bluff Regional Medical Center that mimicked as closely as possible a real disaster.

Every two years students in the nursing, EMT and paramedic programs host the training to gain skills for dealing with a disaster, which, according to Three Rivers EMS coordinator Tami Cunningham, is designed to help students "think on their feet" in preparation for the real world.

"Whenever we are trying to talk to them in the classroom, it is a

See CASUALTY/A2



(Top) Paramedic crews transport the injured to the hospital during the reenactment.

(Middle) Rescue teams carry the body of victims into the hallways during the training.

(Right) Paramedics work diligently on rescuing those that were injured in a building.

November 27, 2016

Daily American Republic

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CASUALTY

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whole lot easier seeing it on the board and sitting in your seat. When you throw them into this situation, and they have 64 patients they have to deal with versus one-on-one in a classroom setting, yeah, we have kind of thrown them to the wolves today," she laughed.

Instructors, for this year's event, chose a mock building collapse. In the past, students have dealt with active shooter situations, tomadoses, earthquakes and other disasters. In keeping things as real as possible, students had no idea beforehand what the disaster would be or how things would unfold.

"We try to do something different every time to put the students in different scenarios," Cunningham said.

That lack of forewarn-

ing led to a chaotic scene during the first 30 minutes of the event. Advanced students served in many of the command positions, first responders and medics. Newer students, like TRC's Jodie Banks, played the role of injured persons or the recently deceased.

"It really helps. It puts you on the spot and helps you reiterate all you have learned. It's almost like testing your knowledge to see if you know what you're doing when you get out in the real world. The (classroom) board gives you the knowledge, but you really have to put two and two together in a situation like this," she said.

After receiving first aid at the scene patients were loaded into real ambulances, offering a bit of training for the many local, professional paramedics and EMTs who assisted. The event helped

those individuals meet yearly requirements as well, organizers said.

"They need this training once a year. They are required to do training hours every year and this is part of it," Cunningham said.

Those students who were "wounded" or "killed" were actually transported to Black River and Poplar Bluff Regional medical centers where they received additional "treatment."

"We have everything from pre-hospital, all the way to hospital personnel, people in the background you never even see. If not for the directors of these entities, we wouldn't have the facilities, we wouldn't have the one on one contact with these fields," Cunningham said.

For more information on the nursing and EMS programs at Three Rivers, visit trcc.edu on the web.

November 17, 2016

Daily American Republic

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THREE RIVERS COLLEGE

Trustees updated on construction

By **PAT PRATT**
Staff Writer

Three Rivers College trustees received updates on a number of campus construction projects during the board's monthly meeting Wednesday.

Architects with Dilie Traxel of Poplar Bluff spoke to trustees on the status of what is currently the college's biggest undertaking, the \$8.1 million Libla Family Sports Com-

plex, saying they met with contractors last week and now have a more accurate construction timetable.

Construction crews expect to have the concrete walls for the FEMA building – a storm-ready facility that is part of the sports complex and partially funded by a \$1.2 million federal grant – in place by Dec. 15. Following the erection of the wall, con-

See **TRC/A2**

November 17, 2016

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TRC

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tractors will begin work on the steel roofing structure.

College officials questioned the tight time frame, asking the architects if they thought the seemingly vast amount of work could indeed be complete in such a short time.

"Absolutely it is doable," said Dillie Traxel project manager Mike Polard. "There are a lot of factors that will tell us whether it will be done – it can be done. Part of the problem is just getting ample bodies and staff up on site from the subcontractors.

"I think they have to be aggressive. Dec. 15 isn't that far away. If they are going to hit that date, I would expect to see more bodies on site," he said.

The Libla Family Sports Complex, when complete, will feature in addition to the FEMA building, a 48,000-square-foot facility with 3,000 seats and locker rooms. The project is expected to be complete in the fall of 2017.

Several other projects focused on parking lots and sidewalks are currently in the works – part of the college's long-range plan. Cost estimates were unavailable as many components are

currently being bid on.

One project will revamp the one-way road mid-campus between the administration and the student center. The exit point onto the main parking lot will be reduced to a single lane to eliminate traffic confusion.

Another project will construct a roundabout on Herschel Bess Boulevard where the electronic sign is. The roundabout will help alleviate traffic congestion during peak hours and events, college officials said. A sharp bend on Herschel Bess Boulevard in front of the Tinnin Center also will be straightened.

Several campus sidewalks and faculty offices also will be improved in the months to come. New batting cages near the softball field recently were completed.

College officials gave kudos to Coach Gene Bess on being named a Legend by the Missouri Sports Hall of Fame. A statue of his bust has been placed on Legends row, which includes the likes of Stan Musial and George Brett, outside the hall located in Springfield. A feature on Bess and his accomplishments – as well as the 1979 and 1992 championship teams, which inducted – appeared in the sports section of the Nov. 6

edition of the Daily American Republic.

Key performance indicators – a set of standards on graduation and transfer rate, math, English, certification rate and affordability – all were met, officials said at the meeting. The indicators help college officials in the management and planning of the college's academic mission and showing compliance with state and federal standards.

Trustees voted to extend a training agreement with SRG Global Coatings for another year. Through the program TRC staff provide training onsite at the company's locations in order to keep the local workforce up to date with new technologies.

Kraft, Miles and Tatum CPA of Poplar Bluff presented the financial audit for fiscal 2016. The audit showed no irregularities in financial management and reflected the college is in a good financial standing.

Trustees honored three employees for their commitment to the institution; academic support coordinator Linda Bliss, 11 years of service; maintenance specialist Wayne Kearbey, one year of service; and associate business professor Martha Kirkman, 16 years of service.

A Gnome for Christmas

Wednesday, November 23, 2016

LAURA FORD Special to the DDD

At one time or another, most everyone has seen that tiny garden gnome figurine sitting in a neighbor's yard, or the traveling gnome from expedia.com. He could be described as the little man with the long white beard and sporting an elf-like hat. They are said to be of a fabled race of little people who live underground and guard large treasure holds.

On Thursday, a group of third, fourth, and fifth grade South Elementary students were once more entertained by the Imaginary Theatre Company in the play, "A Gnome for Christmas." The musical was presented by Three Rivers College and the Patrons of the Arts.

The children enjoyed the story written by Sarah Brandt, with music and lyrics by Stephen James Neale and directed by Alan Knoll. The Christmas musical was about a compassionate little gnome named Timmy, played by Charlie Barron, who lived in a forest near a farmhouse owned by a crotchety woman named Agatha Tode (Jeanitta Perkins), who often rented it to people. However, the magic gnome's job was to care for the farmhouse and those who lived within it. He was sad and lonely when the house was empty.

Timmy became especially excited when Leonard Bennett (Aaron Orion Baker), an inventor and his daughter, Lulu (Catherine Regan), moved into the house. Because the inventor had very little money, he made a deal with Tode, and they agreed he would fix up the house while he and his daughter lived in it. However, things do not go well and Tode threatens to evict the Bennetts close to Christmas, so Timmy decides to help but he is too shy to let them see him.

In the end, Timmy would find the courage and discover the importance of friendship, along with the value of working together. It brought a sparkle to the children's eyes and wide smiles on their faces.

The cast for the play: Leonard Bennett played by Aaron Orio Baker; Timmy, Charlie Barron; Agatha Tode and Frank played by Jeanitta Perkins; and Lulu Bennett played by Catherine Regan. The beautiful costumes were designed by Lou Bird and the set was designed by Scott Loeb; musical director, Stephen James Neale; stage manager, Dora Jane Trenbreath; Director of Education, Marsha Coplan; Associate Director of Education, Sarah Brand.

The play was sponsored by Cornerstone Drug Store; Glen Sain Chevrolet, Buick, Cadillac, and GMC; Kennett Business Women; and Kennett National Bank.

Upcoming plays by the Imaginary Theatre Production can be seen at the Tinnin Fine Arts Center at Three Rivers College, 2080 Three Rivers Boulevard in Poplar Bluff. For details visit trcc.edu/tinnin.



Photo provided Kathy Ballard (left), director Three Rivers College in Kennett stands with the sponsors of the Patron of the Arts play, "A Gnome for Christmas," seen at South Elementary Thursday. Pictured are Kim Morgan, South Elementary principal; Shannon Shipman, Glen Sain; Laura Ford, Business Women of Missouri; April Miller and Michael Scott, Cornerstone Pharmacy. (Kennett National Bank not pictured).