

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Thursday, January 21, 2010, at 12:30 p.m.

JANUARY 21, 2010

Those present: Trustees Marion L. Tibbs, vice chairman; Wilbur L. Thornton, secretary; Randy D. Winston, treasurer; Randy Grassham, member; and Stephen C. Cookson, member; college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, interim chief financial officer; and Danetta Norris, recording secretary. Absent was Chairman Bill G. Hollida.

ATTENDANCE

Vice Chairman Tibbs welcomed those in attendance and called the meeting to order. The Agenda for this meeting was approved as presented on a motion by Trustee Winston and second by Trustee Thornton.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the regular meeting on December 16, 2009, was approved as presented on a motion by Trustee Thornton and second by Trustee Grassham.

**APPROVAL OF MINUTES
OF DECEMBER MEETING**

President Stephenson reported on several items in his report. The proposed board meeting dates for 2010 include: February 18 (Thursday) at 12 noon; March 11 (Thursday) at 12 noon; April 15 (Thursday) at 6:30 p.m.; May 20 (Thursday) at 6:30 p.m.; and June 17 (Thursday) at 6:30 p.m.

PRESIDENT'S REPORT

Proposed Board Meeting Dates

Kristina McDaniel gave an update on the Chief Financial Officer search. There are 11 applicants with completed files, and interviews are scheduled to begin next week.

Update on CFO Search

Mr. Hosenev gave an update on Winter-09 and Spring-10 enrollment. Winter Session 2009: credit hours are up 31 percent; with head-count up 20 percent. Spring Session 2010: credit hours are up 18 percent; with head-count up 17 percent.

**Enrollment Update for Winter-
09 and Spring-10 Sessions**

Dr. Stephenson stated there will be an increase in the PSRS/PEERS contributions for FY11, which will have a significant impact on the FY11 budget.

**PSRS & PEERS Contribution
FY-11**

Dr. Payne stated the college has been in need of a controlled access system. We are currently working with the Rite Group to install a system that will improve our control of campus safety and security. The new system will provide around-the-clock monitoring of the entry and exit of all buildings. The project should be complete in approximately one month.

Controlled Access System

Shawn Westbrooks introduced TRCC's newest campus police officer, Adam Huber. The TRCC police force is now comprised of three full-time officers, one full-time dispatcher, and one part-time dispatcher, providing for 24/7 coverage of the campus community. Mr. Westbrooks also stated that within the year our officers will begin teaching post-certified courses at Three Rivers.

Police Department Update

Dr. Stephenson stated Kim Shackelford and Amanda Reynolds will be the next TRCC participants in the Gateway Leadership Program sponsored by the Poplar Bluff Chamber of Commerce. (Dr. Stephenson was recently elected to the Board of Directors of the Poplar Bluff Chamber of Commerce.)

**Participants in Gateway
Leadership Program**

**Financial Update / Missouri
Higher Education Sector**

Dr. Stephenson gave a financial update of the higher education sector. With state core allocations being cut, an increase in insurance and retirement costs increasing from 11%-15%, and the largest retirement incentive payout to date, the college could experience a 3% reduction (\$450,000) in the FY11 Budget. There is a great need to continue an aggressive posture regarding the acquisition of external funding.

Upcoming events include: Ag Expo, January 22-23, 2010 at the Black River Coliseum; Title IX Review with Helen Grant, January 25-27, 2010 on campus; Annual Bootheel Business & Industry Day, January 29, 2010 at the Malden Community Center; Poplar Bluff Chamber of Commerce Annual Banquet, February 20, 2010 at the Black River Coliseum at 6:00 p.m.; Annual TRCC Jazz Festival, February 11-13, 2010 in the Tinnin Fine Arts Center; Scripps Spelling Bee Competition, February 20, 2010 in the Tinnin Fine Arts Center; ACBSP (Association of Collegiate Business Schools & Programs) Team of Site Evaluators, February 28 – March 3, 2010 on campus; NASA Workshops “The Solar System and Beyond”, March 10-12, 2010 on campus.

Disbursements totaling \$903,002.89 as listed on the check register for the month of December were given unanimous approval for payment on a motion by Trustee Winston and second by Trustee Thornton – all in favor.

At the December board meeting it was suggested this item be discussed again at the January board meeting. Trustee Thornton made a motion to table the discussion again until the February 18, 2010 board meeting. Trustee Grassham seconded the motion – all in favor.

Three Rivers Community College hereby agrees to provide Hannibal-LaGrange College for their sole usage classroom number 203, located at the TRCC Center in Sikeston under special terms and regulations. This is for 23 sessions and a total cost of \$2,875.00. Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Grassham to accept this agreement.

The Missouri State Auditor recommends that the college review the budget regularly throughout the fiscal year and made adjustments as necessary. Interim CFO Charlotte Eubank presented the proposed adjustments to the Board noting a small increase in projected revenues over expenses.

Following discussion by the trustees and with the recommendation by the President, unanimous approval was given on a motion by Trustee Winston and second by Trustee Grassham to accept the budget adjustments.

The Missouri State Auditor recommended that the college periodically solicit competitive bids for banking services and enter into a written agreement with its depository bank. Missouri Statute 110.070 (Bids for Depositaries – Publication of Notice) requires that bids for Depositaries must be awarded for a period of no more than four years. The college advertised for bids to provide banking services for the primary operating bank account of the college for the next three fiscal years. Bidders meeting bid specifications, and selected for interviews included: Southern Bank, U.S. Bank, and Commerce Bank. Following discussion by the trustees and with the recommendation by the President, unanimous approval was given on a motion by Trustee Cookson and second by Trustee Grassham to accept Southern Bank.

Upcoming Events

DISBURSEMENTS ACCOUNTS PAYABLE

BUILDING CORPORATION MEMBERSHIP (Discussion only)

TRCC Center at Sikeston Facilities Usage Agreement – Spring 2010

CONSIDERATION OF ACCEPTANCE OF FY10 BUDGET ADJUSTMENTS

CONSIDERATION OF APPROVAL OF SELECTION OF BANK BID

Jerry L. Peck recently donated five acres of land (on Highway 67) and one Lot in Tomaro Oaks subdivision (excess value of \$100,000.00). Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Thornton and second by Trustee Cookson to accept the donation of real property.

**CONSIDERATION OF
ACCEPTANCE OF
DONATED PROPERTY**

It is recommended that the TRCC Board of Trustees accept the proposed agreement of the Cape Girardeau County Partnership to expand access to lower division courses, certificates, and associate degree programs in the region with the understanding that any new associate degree proposals offered through the Partnership would be submitted to the CBHE for approval through the regular program approval process. All postsecondary educational providers in the region have expressed a commitment to identifying additional opportunities for addressing gaps identified in the needs analysis. In addition, Partnership members are committed to expand access to and success in postsecondary training and completion of formal certificate and associate degree programs. Following discussion by the trustees and with the recommendation by the President, unanimous approval was given on a motion by Trustee Winston and second by Trustee Thornton to enter into a partnership with Cape Girardeau County.

**CONSIDERATION OF
CONTRACT FOR CAPE
COUNTY COMMUNITY
COLLEGE PARTNERSHIP**

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Grassham. The Board was polled; the vote was as follows: Trustee Randy Grassham, yes; Trustee Thornton, yes; Trustee Cookson, yes (the left for a meeting out-of-town); Trustee Tibbs, yes; and Trustee Winston, yes. Trustee Hollida, absent.

Following the executive session, Trustee Winston moved to enter into the regular board meeting; Trustee Thornton seconded the motion. The Board was polled; the vote was as follows: Trustee Randy Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; and Trustee Winston, yes. Absent were Trustee Cookson and Trustee Hollida.

PERSONNEL ACTION:

Following discussion by the trustees and with the recommendation by the President, unanimous approval was given on a motion by Trustee Winston and second by Trustee Grassham on the following personnel action:

Acceptance of Retirement

Ms. Betty VanderBol, Malden Campus Facilitator

VanderBol

Mr. Ronald Rains, Industrial Technology Instructor / Retirement Incentive Request (Note: Mr. Rains, a tenure faculty member, is eligible for the Retirement Incentive as established by policy of the Board of Trustees.)

Rains

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Thursday, February 18, 2010, at 12:07 p.m.

FEBRUARY 18, 2010

Those present: Trustees Bill Hollida, chairman; Marion L. Tibbs, vice chairman; Wilbur L. Thornton, secretary; Randy D. Winston, treasurer; Randy Grassham, member; and Stephen C. Cookson, member; college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, interim chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Hollida welcomed those in attendance and called the meeting to order. The Agenda for this meeting was approved as presented on a motion by Trustee Tibbs and second by Trustee Thornton.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the regular meeting on January 21, 2010, was approved as amended on a motion by Trustee Tibbs and second by Trustee Winston. Trustee Tibbs made a motion to have Trustee Cookson's written statement removed from the minutes and placed onto the next board meetings agenda for approval. The Board was polled; the vote was as follows: Trustee Randy Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; Trustee Hollida, yes; and Trustee Cookson, no.

**APPROVAL OF MINUTES
OF JANUARY MEETING**

The minutes of the executive session meeting on January 21, 2010, was approved as presented on a motion by Trustee Tibbs and second by Trustee Winston – all in favor.

**APPROVAL OF
EXECUTIVE SESSION
MINUTES OF JANUARY
MEETING**

Disbursements totaling \$628,153.82 as listed on the check register for the month of January were given unanimous approval for payment on a motion by Trustee Tibbs and second by Trustee Winston – all in favor.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

President Stephenson reported on several items in his report. Larry Tinker discussed the installation of new wide screen televisions for multimedia presentations. Cole Allen discussed the specifics of the technological advances.

PRESIDENT'S REPORT

**BOARD ROOM/
TECHNOLOGY
ENHANCEMENTS**

Dr. Stephenson announced TRCC has been awarded \$215,000 in Congressionally-awarded grant from Rep. JoAnn Emerson for FY10. The college is awaiting official notification from Rep. Emerson's office. Dr. Stephenson also reported he submitted an appropriations request for FY11 to Senator Kit Bond's for over \$400,000.

**CONGRESSIONALLY-
AWARDED GRANT**

Dr. Stephenson also announced he recently submitted a grant for Governor Nixon's *Training for Tomorrow* initiative. The grant requests approximately \$800,000 for enhancement of nursing and health science, fire science, and law enforcement programs.

Dr. Stephenson recently had a meeting with Rick Sliger from Butler County's emergency management system. The county has offered a portal specifically

**EMERGENCY
MANAGEMENT SYSTEM**

for TRCC's use to notify employees and students of emergencies regarding the college. The service will be provided to the college at no cost.

Dr. Stephenson reported an anonymous \$25,000 donation was made to the TRCC baseball team for the purpose of a new scoreboard.

DONATION OF BASEBALL SCOREBOARD

Dr. Stephenson presented Chairman Hollida with an American flag. Former TRCC student, CPT Jay D. Patton, donated the flag to TRCC for his appreciation of the hard work and dedication the faculty and staff provided during his attendance; and the flag was flown in an OH-58D Kiowa Warrior Scout/Attack Helicopter of A Troop 1 Squadron 230th Air Cavalry Regiment under the 10th Aviation Brigade 10th Mountain Division in direct support of the 1st Cavalry Division on September 11, 2009, during Operation Iraqi Freedom. The flag will on permanent display with CPT Patton's signed certificate in the board room.

FLAG DONATION

Police Chief Shawn Westbrooks and the three TRCC officers were introduced and modeled their new police uniforms for the Board of Trustees. The officers are Adam Huber, Bill Cagle, and Michelle Madsen. They are responsible for the safety and security of the TRCC campus. The TRCC police department will be applying for various grants and be an authorized provider of POST training.

INTRODUCTION OF TRCC POLICE OFFICERS

Dr. Stephenson recognized Coach Bess for 1100 wins and other career successes. Coach Bess was presented with a special trophy for his accomplishments at the prior week's ballgame. Coach Bess thanked the group for their support.

RECOGNITION OF COACH GENE BESS

INTRODUCTION OF NEW EMPLOYEE

Dr. Stephenson introduced a new employee, Cory Halaychik. He is the new Circulation Reference Librarian.

Halaychik

Dr. Stephenson provided the Trustees with a revised comprehensive organizational chart for TRCC and stated individual department organizational charts will be distributed at a future board meeting.

REVISED TRCC ORGANIZATIONAL CHART

Mark Sanders announced the 1st Annual Southeast Missouri Regional Spelling Bee hosted by Three Rivers Community College will be held on Saturday, February 20. The forty-four elementary, middle school and high school contestants will represent sixteen schools from eleven southeast Missouri counties. Of the sixteen schools, two were parochial and one private. The spelling bee finals will be broadcast live on ESPN during Memorial Day weekend. Mr. Sanders also recognized and thanked various sponsors of the event.

SCRIPPS SPELLING BEE UPDATE

Dr. Wesley Payne reported there is a full-load fall schedule drafted for the Cape Girardeau Community College. There is an upcoming meeting scheduled for discussion and implementation of TRCC admission and financial aid standard processes. Dr. Payne also announced Governor Nixon has signed an executive order to transfer the A+ Program to the Department of Higher Education, effective August 2010.

UPDATE ON CAPE CENTER

Trustee Tibbs inquired about phone traffic regarding the Cape Center and Dr. Payne reported a steady influx of inquires and that TRCC is hosting a

webpage dedicated to the center and all other pertinent information.

Dr. Maribeth Payne presented the progress of TRCC's strategic plan and explained how the plan's themes align with curriculum development and the budgeting process. The timeline for plan completion is Fall 2010 and will be utilized for forward planning.

UPDATE OF STRATEGIC PLAN

Dr. Stephenson reported the FY11 budget will have a decrease in state allocations of \$250,000 to \$300,000 with employee healthcare premiums rising approximately 11%. He reported if summer enrollment increases, according to the trends of Fall 2009 and Spring 2010, the revenues from summer enrollment will help the college build the contingency account according to auditor's suggestions.

FY11 BUDGET

Dr. Stephenson announced he has visited several high schools in the TRCC service area. Schools included in the first four visits are: Advance, Cape Girardeau Central, Chaffee, Doniphan, Jackson, Naylor, Neelyville, Notre Dame, Oran, Scott County (Kelly High School), Twin Rivers, and Zalma. These school visits will continue through April 2010.

UPCOMING EVENTS School Visits

William (Buddy) White updated the Board on the success of the 19th Annual TRCC Jazz Festival. Over 200 musicians participated in this three-day event, with students from Charleston High School, Dexter High School, North County High School, Poplar Bluff Junior High, Poplar Bluff Senior High, and Sikeston High School. Mr. White thanked Ron Horton from Arkansas State University in Jonesboro, AR for his help at the festival, the TRCC Patrons of the Arts for their support, and Robert Abney, TRCC employee, for his assistance during the event.

Jazz Festival

Trustee Thornton acknowledged the success and talent of all the musicians.

Dr. Stephenson informed the Board that Jerry Murphy donated a building to TRCC for unrestricted use and discussed several options of use for the building. Mr. Murphy is a TRCC graduate and is dedicated to the mission of the college.

Donation of Building

Dr. Stephenson called attention to a recent article in the Daily American Republic about sixteen TRCC students being hired by Poplar Bluff Regional Medical Center. The hospital is an advocate and strong supporter of the college and contributes approximately \$75,000 annually to the nursing program.

Nursing Students Hired at PBRMC

Dr. Stephenson encouraged all Trustees to attend the upcoming MCCA Trustee-Administrative/Professional Staff Spring Conference and discussed the importance of their representation at the event. The event will be held May 26-28 at Lake Ozark, MO.

MCCA Trustee-Administrative/Professional Staff Spring Conference

Mr. Jason Hosenev announced there will be another sports Hall of Fame meeting to discuss the research and plans for an inductee ceremony in Fall 2010.

TRCC Sports Hall of Fame

With the anonymous donation for a new baseball scoreboard, Three Rivers Community College proposed to name the field after longtime baseball coach, Roger Pattillo. Trustee Cookson made a motion to approve naming the field, *Roger Pattillo Baseball Field*. Trustee Hollida seconded the motion – all in

ADOPTION OF RESOLUTION FOR PROPOSED NAMING OF BASEBALL FIELD

favor. Once the resolution was approved, Dr. Stephenson announced plans to have a dedication ceremony with invited guests to include Coach Pattillo's family. The event will be held in March or April 2010.

Dr. Larry Kimbrow submitted a letter of resignation to Dr. Devin Stephenson requesting to be removed from TRCC's Building Corporation Board. Dr. Stephenson suggested Steve Halter, President of Poplar Bluff Chamber of Commerce. Other board members are: Randy Winston, Bill Swafford, Charlotte Eubank, and Dr. Stephenson

**BUILDING
CORPORATION
MEMBERSHIP**

Trustee Thornton made a motion to approve Mr. Halter as a new Building Corporation board member. Trustee Tibbs seconded the motion – all in favor.

Charlotte Eubank discussed an exclusive benefit plan. This is an exclusive benefit not offered to all employees and currently one former employee was on the plan. Mrs. Eubank suggested the plan be terminated due to the fact it excluded participation of all TRCC. Trustee Tibbs made a motion to approve termination of the nontrustered retirement plan. Trustee Winston seconded the motion – all in favor.

**CONSIDERATION OF
TERMINATING
EXCLUSIVE BENEFIT –
GOV 410(A)
NONTRUSTEED
RETIREMENT PLAN**

Jim Schmersahl presented and distributed to the trustees an independent auditor's report conducted by Schmersahl Treloar & Company. Mr. Schmersahl reported the audit had been appropriately planned and executed rendering a "clean opinion." He state the college had qualified as a low-risk auditee.

**CONSIDERATION OF
ANNUAL AUDIT REPORT**

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Thornton to accept the annual audit report.

Dr. Stephenson read the revised communications policy to the board and pointed out that the updated regulation that was attached in the appendix is an information item.

**CONSIDERATION OF
ADOPTION OF REVISED
POLICY**

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Tibbs to accept the revised college communications policy.

College Communications

Dr. Wesley Payne discussed the proposed memorandum of understanding with Poplar Bluff High School. The agreement will allow Three Rivers to increase the number of dual enrollment courses so that a student can fully complete the general education requirement for the state of Missouri and obtain 42-hours of college credit while still in high school. The tuition cost will be distributed 1/3 cost to PBHS, 1/3 to student, and 1/3 cost to TRCC. Once MOU is approved, it will be a model to be replicated in other schools in TRCC service area. Dr. Stephenson stated this was a great recruiting tool for the college.

**CONSIDERATION OF
MOU WITH POPLAR
BLUFF SCHOOLS**

With the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Thornton to accept the MOU as presented.

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Tibbs on the following personnel action:

**CONSIDERATION OF
PERSONNEL ACTION**

Acceptance of Resignation
Sherrie Newman, Nursing Instructor

Newman

Grant Formal Employment Status
Steven Bass, Custodian
Richard Crouse, Coordinator for Nursing and Allied Health
Carl McNeal, Custodian

Bass
Crouse
McNeal

A motion was made by Trustee Tibbs to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

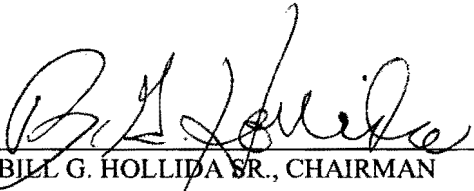
EXECUTIVE SESSION'

The motion to enter into executive session was seconded by Trustee Grassham. The Board was polled; the vote was as follows: Trustee Randy Grassham, yes; Trustee Thornton, yes; Trustee Cookson, yes; Trustee Tibbs, yes; and Trustee Winston, yes; and Trustee Hollida, yes.

Following the executive session, Trustee Winston moved to enter into the regular board meeting; Trustee Tibbs seconded the motion. The Board was polled; the vote was as follows: Trustee Randy Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Cookson, Trustee Hollida and Trustee Winston, yes.

There being no further business, the meeting was adjourned on a motion by Trustee Thornton and second by Trustee Winston, with unanimous approval.

ADJOURNMENT



BILL G. HOLLIDA SR., CHAIRMAN

03/24/10
APPROVAL DATE



WILBUR L. THORNTON, SECRETARY

03/24/10
APPROVAL DATE

Employment of Personnel

Timothy Ray Cox, Custodian

Adam Hager, Campus Police Officer

Corey Halaychik, Circulation / Reference Librarian

DeAndre Prater, Temporary Faculty / Lab Assistant – Industrial
Technology

Cox

Hager

Halaychik

Prater

There being no further business, the meeting was adjourned on a motion by
Trustee Thornton and second by Trustee Grassham, with unanimous approval.

ADJOURNMENT



BILL G. HOLLIDA SR., CHAIRMAN

02/18/10
APPROVAL DATE



WILBUR L. THORNTON, SECRETARY

02/18/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, March 24, 2010, at 7:07 p.m.

MARCH 24, 2010

Those present: Trustees Bill Hollida, chairman; Marion L. Tibbs, vice chairman; Wilbur L. Thornton, secretary; Randy Grassham, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, interim chief financial officer; and Heather Kilbreath, recording secretary. Randy D. Winston, treasurer, arrived at 7:13 p.m. Trustee Stephen C. Cookson was absent.

ATTENDANCE

Chairman Hollida welcomed those in attendance and called the meeting to order. The Agenda for this meeting was amended to remove Item 3 #1 from the agenda and approved as presented on a motion by Trustee Tibbs and second by Trustee Thornton. The Board was polled, the vote was as follows: Trustee Randy Grassham, yes; Trustee Wilbur Thornton, yes; Trustee Bill Hollida, yes; Trustee Tibbs, yes. Trustees Randy Winston and Steve Cookson were absent.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the regular meeting on February 18, 2010, were unanimously approved on a motion by Trustee Tibbs and second by Trustee Winston.

**APPROVAL OF MINUTES
OF FEBRUARY MEETING**

Disbursements totaling \$621,115.88 as listed on the check register for the month of February were unanimously approved for payment on a motion by Trustee Thornton and second by Trustee Grassham.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

President Stephenson reported Representative Allen Icet (the House Budget Chair) visited the TRCC campus on Friday, March 12 to discuss Missouri's budget status and to tour the campus. There was media coverage of the event and Representatives Gayle Kingery and Billy Pat Wright attended the event.

**PRESIDENT'S REPORT
REP ICET CAMPUS VISIT
& BUDGET UPDATE**

Buddy White reported that on March 16 there was a district music festival of large bands and choir ensembles on campus. TRCC hosted 15 high school bands and 10 choir ensembles. On March 27 the college will host another music festival for high school soloists and small ensembles. Together the events are projected to bring over 1,000 high school students from surrounding areas to the campus. TRCC has hosted this event for more than ten years.

**CONCERT BAND &
DISTRICT MUSIC
FESTIVALS**

Dr. Stephenson demonstrated the newly framed U.S. flag and certificate that was donated to the college by former student, CPT Jay D. Patton. CPT Patton donated the flag to TRCC for his appreciation of the hard work and dedication the faculty and staff provided during his attendance; and the flag was flown in an OH-58D Kiowa Warrior Scout/Attack Helicopter of A Troop 1 Squadron 230th Air Cavalry Regiment under the 10th Aviation Brigade 10th Mountain Division in direct support of the 1st Cavalry Division on September 11, 2009, during Operation Iraqi Freedom.

FLAG DONATION

Dr. Carol Swain Lewis reported that the Phi Theta Kappa All-Missouri Academic Honors Luncheon would be held on March 25 in Jefferson City. TRCC will be represented by two students: Michelle Wyatt, All-Missouri

**PTK ALL-MO ACADEMIC
HONORS LUNCHEON**

Academic Second Team, and Ben Smith, All-Missouri Academic Third Team.

Bud Joyner reported that on March 6, Butler County and the City of Poplar Bluff Fire Departments held their regional fire school on campus. The all-day training simulated structural fires, jaws of life rescues and swift water rescues. The fire school trained fire fighters from twelve different fire departments from the surrounding area such as Kennett, Greenville, Bunker, and Perryville. TRCC fire science students also participated in the training.

Dr. Stephenson welcomed and congratulated the TRCC men's basketball team – the *National NJCAA Division I Runners-Up*. Coach Gene Bess thanked the coaching staff and appreciated the diversity the team brings to the campus and to the classroom. Coach Brian Bess introduced the assistant coaches and announced a banquet was to be held in the team's honor on April 12 at the First Baptist Church in Poplar Bluff. Coach Brian Bess also introduced the basketball team. Assistant Coach Will Durden thanked the Board of Trustees and the TRCC administration, faculty, and staff for their support throughout the 2009-10 season.

Bud Joyner reported Tech Prep has conducted two career fairs this semester. The career fair held in Malden hosted 412 students, 30 employers, and 6 high schools. The career fair held in Kennett for the Dunklin/Pemiscot area hosted 675 students, 25 employers, and 12 schools. These career fairs give students the opportunity to visit with employers to learn the type of training/education that is required for employment.

Dr. Stephenson reported that TRCC has been awarded \$747,050 for Governor Jay Nixon's *Training for Tomorrow* initiative. TRCC partnered with the Butler County Commission to secure this grant. Dr. Wesley Payne reported the grant would increase capacity in the healthcare and public safety programs.

Dr. Payne also reported TRCC has been awarded \$500,000 for a GIS/GPS program and \$150,000 for a Green Diesel Technology Program. Both grant awards were from WIRED funds. Dr. Stephenson and Dr. Payne had recently met with individuals from Dexter about the development of a Workforce Development Center in that area. TRCC was awarded \$338,000 through the WIRED funds for this center, along with cooperation and funding from the Stoddard County Development Foundation.

Dr. Stephenson reported that he and Chris Adams had visited Greenville, Van Buren, Clearwater, and East Carter high schools. Chris Adams reported they had visited a total of 21 high schools this semester with more dates scheduled. The visits have garnered positive feedback from the schools' administrators and counselors.

Dr. Stephenson asked the Board to consider moving the June Board meeting date to another day due to *The Wilderness Outcry*. This matter will be discussed and voted on at the April meeting.

Dr. Stephenson introduced Mr. Darren Garrison to the Board. Mr. Garrison will be replacing Trustee Bill Hollida, who has served on the Board for 18 years.

POPLAR BLUFF REGIONAL FIRE SCHOOL & FIRE TRAINING UPDATE

RECOGNITION OF TRCC RAIDERS MEN'S BASKETBALL TEAM

TECH PREP CAREER FAIR UPDATE

TRAINING FOR TOMORROW GRANT UPDATE

HIGH SCHOOL VISIT UPDATE

RESCHEDULING OF JUNE MEETING

INTRODUCTION OF NEW BOARD MEMBER Darren Garrison

PAST EVENTS
Scripp's Spelling Bee

Dr. Stephenson commended Mark Sanders and the humanities department for their hard work with the 1st Annual Southeast Missouri Regional Spelling Bee hosted. The event was held in February and was a tremendous success. The spelling bee was held at the college on Feb. 20 with 44 students from 16 area elementary and middle schools qualifying for this year's spelling bee.

Summer Johnston, a seventh-grader from Advance School, was the winner and will compete at the national Scripp's Spelling Bee competition in Washington, D.C., May 29-30

Homecoming

Dr. Stephenson reported that Neal E. Boyd, season three winner of "America's Got Talent," sang the national anthem at Three Rivers' Homecoming game and performed at half-time. Also at half-time, Dr. Stephenson introduced his Administrative Team. The Homecoming Court was introduced and Ben Smith was crowned King and Samantha Aldrich was Homecoming Queen.

NASA Workshops

Dr. Wesley Payne reported Three Rivers brought John Weis of the Marshall Space Flight Center to campus on March 11 – 12 for Moon Rocks workshops and a lecture on "The Solar System and Beyond." 67 area teachers participated in the Moon Rocks Workshops and now can use NASA-collected moon rocks in their classrooms as teaching tools. More than 150 people attended the lecture. Dr. Payne recognized and thanked Dr. Kathleen Prejean and Barb Stiriz from TRCC and Karen Lovette, the Central Methodist University coordinator, for their outstanding work with the NASA Workshops.

Dr. Stephenson announced their will be an Administrative Planning Retreat on April 16 at the Poplar Bluff Chamber Community Room and that he would like the Trustee's to attend all or part of the Retreat if they could work it into their schedules. He also announced that Chris Singleton, analyst for ESPN's Baseball Tonight, would be the guest speaker for May Commencement and Representative JoAnn Emerson would also be present.

UPCOMING EVENTS

Dr. Stephenson presented the Board with proposed policy revisions for Admissions, Leave, Authorized Types of Leave, Travel, Worker's Compensation, Debts to College, and Disability Services for Students. Dr. Wesley Payne stated there had not been an admissions policy prior to the one proposed. Trustee Winston suggested the changes for the policies should be highlighted or footnoted so that changes from previous policy could be easily recognized.

**CONSIDERATION OF
ADOPTION OF REVISED
POLICY**

**Admissions, Leave,
Authorized Types of Leave,
Travel, Worker's
Compensation, Debts to
College, and Disability
Services for Students**

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Tibbs to accept the revised college policies as presented.

Dr. Stephenson presented the Board with a proposed FY11 Holiday Schedule and Academic Calendar. Dr. Stephenson announced the new summer hours were Monday through Thursday from 7 a.m. to 6 p.m. The college will observe these hours from May 28 through July 30.

**CONSIDERATION FOR
APPROVAL OF FY11
HOLIDAY SCHEDULE
AND ACADEMIC
CALENDAR**

With the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Tibbs to approve the holiday schedule and calendar as presented.

A motion was made by Trustee Tibbs to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Grassham. The Board was polled; the vote was as follows: Trustee Randy Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Hollida, yes. Trustee Cookson was absent.

Following the executive session, Trustee Tibbs moved to enter into the regular board meeting; Trustee Grassham seconded the motion. The Board was polled; the vote was as follows: Trustee Randy Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Hollida, yes; and Trustee Winston, yes. Trustee Cookson was absent.

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Thornton on the following personnel action:

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Retirement

Cynthia Richardson, English Instructor
Dr. Hugh Hammond, English Instructor

**Richardson
Hammond**

Hiring Personnel

Sandy Ficke, Nursing Instructor
Mark Hopper, HVAC Maintenance Technician

**Ficke
Hopper**

Trustee Randy Winston made motion to extend Dr. Devin Stephenson's employment contract with Three Rivers Community for one year effective through June 30, 2013. Dr. Stephenson is currently contracted through June 2012. The motion was seconded by Trustee Thornton and unanimous approval was given to extend the president's contract by one year.

CONSIDERATION OF EXTENDING PRESIDENT CONTRACT

Trustee Randy Winston made motion to extend the employment contracts of Dr. Wesley Payne, vice-president of learning, and Jason Hosenev, vice president of student success, for two years effective through June 30, 2012. Dr. Payne and Mr. Hosenev are currently on one-year contracts, which will be extended to two years. The motion was seconded by Trustee Tibbs and unanimous approval was given to extend the vice presidents' contract by two years.

CONSIDERATION OF EXTENDING VICE-PRESIDENT CONTRACTS

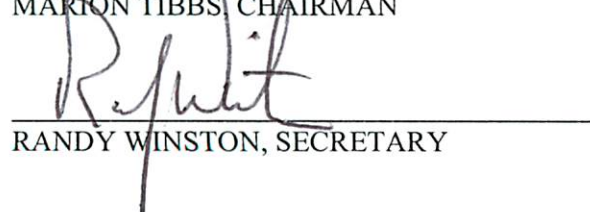
There being no further business, the meeting was adjourned on a motion by Trustee Tibbs and second by Trustee Thornton, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

04/14/10
APPROVAL DATE



RANDY WINSTON, SECRETARY

04/14/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, April 14, 2010, at 12:00 p.m.

APRIL 14, 2010

Those present: Trustees Bill Hollida, chairman; Marion L. Tibbs, vice chairman; Wilbur L. Thornton, secretary; Randy Winston, treasurer; Randy Grassham, member; Steve Cookson, member; Phil Davis; Darren Garrison; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, interim chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Hollida welcomed those in attendance and called the meeting to order. Chairman Hollida read the following statement: "We hereby certify that the election held in Sub-Districts Two and Three were held on April 6, 2010, in such sub-district, the following trustees were elected to serve terms of (6) six years each, all in accordance with the provisions of the Missouri Comprehensive Act of 1978 and Sections 178.810 to 178.850 of the Public School Laws of Missouri: SUB-DISTRICT NO. 2 – Randy Grassham 903 votes and Gene Oakley 641 votes; SUB-DISTRICT NO. 3 – Phil Davis 1,229 votes and Darrel R. Reed 994 votes."

**CERTIFICATION OF
ELECTION RESULTS**

Certification of election results was unanimously approved on a motion by Trustee Cookson and second by Trustee Thornton.

Chairman Hollida orally administered the *Oath of Office* to each incoming new board of trustee member.

OATH OF OFFICE

"Do you (Randy Grassham) solemnly affirm that you will support the Constitution of the United States and the Constitution of Missouri, and that you will faithfully and impartially discharge the duties of college trustee in and for the Three Rivers Community College District, Sub-District No. 2, State of Missouri, to the best of your ability, according to law, so help you God.

Do you (Phil Davis) solemnly affirm that you will support the Constitution of the United States and the Constitution of Missouri, and that you will faithfully and impartially discharge the duties of college trustee in and for the Three Rivers Community College District, Sub-District No. 3, State of Missouri, to the best of your ability, according to law, so help you God.

Do you (Darren Garrison) solemnly affirm that you will support the Constitution of the United States and the Constitution of Missouri, and that you will faithfully and impartially discharge the duties of college trustee in and for the Three Rivers Community College District, Sub-District No. 4, State of Missouri, to the best of your ability, according to law, so help you God."

After the new board of trustee members was sworn in, they took their predecessor's seat.

Dr. Stephenson presented Trustee Hollida and Trustee Cookson with plaques from Three Rivers Community College and thanked them both for their service to the college and to its communities.

**PRESENTATION OF
PLAQUES**

Chairman Hollida called for nominations for temporary chairman and temporary secretary for the purpose of reorganizing the board of trustees. Dr. Devin Stephenson was nominated as temporary chair and Heather Kilbreath as temporary secretary. The nominations were unanimously approved on a motion by Trustee Cookson and second by Trustee Tibbs.

**APPOINTMENT OF
TEMPORARY CHAIR AND
SECRETARY**

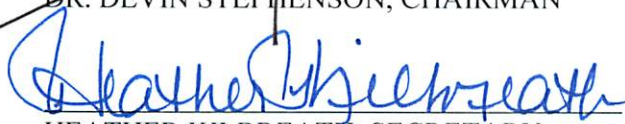
There being no further business, the meeting was adjourned at 12:10 p.m. on a motion by Trustee Cookson and second by Trustee Thornton, with unanimous approval.

ADJOURNMENT



DR. DEVIN STEPHENSON, CHAIRMAN

05/20/10
APPROVAL DATE



HEATHER KILBREATH, SECRETARY

05/20/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, April 14, 2010, at 12:10 p.m.

APRIL 14, 2010

Those present: Trustees Marion L. Tibbs, member; Wilbur L. Thornton, member; Randy Grassham, member; Randy Winston, member; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hoseney, vice president for student success; Charlotte Eubank, interim chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Temporary Chairman Stephenson called the regular meeting to order. The Agenda for this meeting was amended to add consideration of architect for the master plan under Roman numeral VI, item 9, and was approved as presented on a motion by Trustee Thornton and second by Trustee Winston. The Board was polled, the vote was as follows: Trustee Randy Grassham, yes; Trustee Wilbur Thornton, yes; Trustee Phil Davis, yes; Trustee Marion Tibbs, yes; Trustee Darren Garrison, yes; and Trustee Randy Winston, yes.

**APPROVAL OF BOARD
MEETING AGENDA**

Temporary Chairman Stephenson asked for nominations for reorganizing the board of trustees.

**RESEATING OF NEW BOARD
AND ELECTION OF
OFFICERS**

Trustee Winston made a motion to reorganize the board according to the Public School Laws of Missouri and the rotation schedule as recorded in the April 15, 1992 Board of Trustee meeting. The motion was followed by a second by Trustee Tibbs and was unanimously approved by the board. The 2010-2011 normal rotation of the board is as follows: Marion Tibbs, chair; Wilbur Thornton, vice chair; Randy Winston, secretary; Randy Grassham, treasurer; Phil Davis, member; and Darren Garrison, member.

After the reorganization was complete, Trustee Tibbs assumed the duties of chairman.

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Thornton. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Davis, yes; and Trustee Garrison, yes.

Following the executive session, Trustee Thornton moved to enter into the regular board meeting; Trustee Davis seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

The minutes of the regular meeting on March 24, 2010, were unanimously approval on a motion by Trustee Winston and second by Trustee Davis.

**APPROVAL OF MINUTES
OF MARCH MEETING**

Disbursements totaling \$4,261,394.60 as listed on the check register for the month of March were unanimously approved for payment on a motion by Trustee Thornton and second by Trustee Winston.

DISBURSEMENTS ACCOUNTS PAYABLE

PRESIDENT'S REPORT

President Stephenson reported TRCC will hold an Administrative Planning Retreat on Friday, April 16. The purpose of meeting is to discuss new budgeting procedures, policy/regulations updates, and supervisory training.

ADMINISTRATIVE PLANNING RETREAT

President Stephenson reported TRCC received the Training for Tomorrow grant that will benefit the college's healthcare and fire safety programs. As part of the grant, TRCC partnered with the Butler County Commission. President Stephenson introduced and thanked the commission for their partnership. Those introduced were Ed Strenfel, presiding commissioner, and Don (Butch) Anderson, commission. County Commissioner. Jeff Darnell was not present.

TRAINING FOR TOMORROW

Dr. Wesley Payne reported a group of individuals from TRCC attended the annual accreditation meeting in Chicago, Illinois, on April 9 through April 13. He updated the board on the benefits to the meeting and its impact on TRCC.

HIGHER LEARNING COMMISSION MEETING

Coach Burkey, baseball coach, announced a special pre-game ceremony on Sunday, May 2 at 11:45 a.m. The TRCC baseball field will be renamed and dedicated to Coach Roger Pattillo. The Pattillo family will be present at the event. Coach Burkey invited all in attendance at the board meeting to come to ceremony and stay for the baseball game.

BASEBALL FIELD DEDICATION

Cindy White, instructor of music, reported the music department will be presenting their spring musical. This year's musical *Alexander and the Terrible, Horrible, No Good, Very Bad Day*, which is based on a children's book. TRCC students have been hosting these musicals for over ten years to over 1800 elementary students. There are five daytime performances that are free to the elementary students and one night performance for the general public that costs \$5 per person.

TRCC MUSIC DEPARTMENT PERFORMANCE

Julie Becker, instructor of business, reported six Phi Beta Lambda members to the State Leadership Conference March 26th and 27th. Three of the six members placed in the top three in their event and are qualified to attend the National Leadership Conference in Nashville in July. One of the three also placed in the top five in their second event and another member placed in the top five in one of her events. The students placing the top five and their events are: Adam Shelton – 1st place in Help Desk; Tyler Davidson – 3rd place in Network Concepts; Paula Howell – 1st place in Business Communication and 4th place in Management Concepts; and Delores Murray – 5th place in Business Communication. Each student competed in two events. The other two students who attended but did not place in the top five in either of their respective events were Dustin Birdwell and Sarah Mattingly. These students competed with other community college students, as well as, juniors and seniors from four-year universities such as Mizzou and Evangel.

PBL STATE LEADERSHIP CONFERENCE

Kathern Harris reported the TRIO/Talent Search program serves over 1000 students from grades 6-8 and some high school students and their services include counseling, tutoring, cultural events, etc. The program receives over \$350,000 in federal funding each year and the talent search staff helps student make life changing decisions and encourages them to continue their education after high school.

TALENT SEARCH UPDATE

Dr. Martha Kirkman, interim director of student support services, introduced her staff, Beth Godwin-Fox and Gabe Thompson. Mrs. Godwin-Fox reported their department serves over 250 students and receive \$1.4 million in grant awards for a five-year period. Their services include tutoring for math and English, provide campus trips to four-year universities, and conduct student seminars on study skills, financial aid, and time management.

STUDENT SUPPORT SERVICES UPDATE

Dr. Kirkman reported that Sherry Green and she are coordinators for the annual merchants showcase. The showcase will be on Friday, April 23 and Saturday, April 24 in the Bess Activity Center. Merchant booths include retail, health services, churches, financial services, and home improvement. The showcase benefits student in the following areas: organizational skills, leadership, networking, management, and communication skills. TRCC benefits from this event by increasing the number of campus visitors, showcasing student abilities, and relationship building with the community. Profits from the event help support the scholarship program and provide funding for Marketing Management Association leadership conference, community service projects and career development conferences.

MERCHANTS SHOWCASE UPDATE

President Stephenson reported Chris Adams, Marcia Fields and he recently visited Poplar Bluff High School and has received positive feedback from the visit. This is the first step in the administration rebuilding a professional relationship with the Poplar Bluff school district's administration, faculty, staff, and students.

PAST EVENTS High School Visit to Poplar Bluff High School

Will Norwood, president of student senate, reported the student senate hosted an ice cream social for the TRCC administration to mingle with students. Mr. Norwood reported more activities such as these are scheduled.

Ice Cream with Administration

President Stephenson announced the Administrative Planning Retreat on April 16 at the Poplar Bluff Chamber Community Room and that he would like the Trustee's to attend all or part of the Retreat if they could work it into their schedules. He also announced that Chris Singleton, analyst for ESPN's Baseball Tonight, would be the guest speaker for May Commencement.

UPCOMING EVENTS

President Stephenson reported the Missouri Senate is predicting \$275 million in budget cuts due to the slow economy. TRCC is projected to receive a \$385,000 reduction in state funding which would bring the college back to its FY02 state allocation. With a current operating budget of \$17.8 million and the projected budget cuts, Dr. Stephenson is working to get external money to help offset the state funding shortfalls.

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE STATE OF MISSOURI ECONOMY & IMPACT ON FY11 BUDGET

President Stephenson proposed Friday, June 11 as the date for board retreat. The board will decide on a date at the May board meeting.

SCHEDULE BOARD OF TRUSTEES RETREAT: *iMAP* – *Moving Ahead Progressively*

President Stephenson presented the Board with proposed policy revisions for Equal Opportunity and Civil Rights. Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Grassham to accept the revised college policies as presented.

CONSIDERATION OF ADOPTION OF REVISED POLICY

Equal Opportunity and Civil Rights

President Stephenson reported the college had applied and received a \$215,000 Congressionally-directed appropriation. Dr. Stephenson requested approval to use these funds to upgrade the current information management system that has not been updated since the 1980s. Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Garrison and second by Trustee Grassham to authorize use of Congressionally-directed funds be used to upgrade Datatel.

CONSIDERATION OF CONTRACT TO UPGRADE DATATEL INFORMATION MANAGEMENT SYSTEM

President Stephenson requested the June board meeting be rescheduled due to an upcoming community event that may interfere with the board meeting. The vote was tabled until the May board meeting.

CONSIDERATION TO RESCHEDULE JUNE BOARD MEETING

President Stephenson presented a calendar for FY11 board meetings. No vote was taken on the matter.

CONSIDERATION OF 2010- 2011 BOARD MEETING DATES

President Stephenson requested an affiliate organization, the Three Rivers Endowment Trust, be covered under the college's current insurance policy through MUSIC. Another affiliate organization, the Three Rivers Community College Foundation, is already covered under the same policy.

CONSIDERATION OF INSURANCE COVERAGE FOR THREE RIVERS ENDOWMENT TRUST

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Thornton and second by Trustee Winston to authorize insurance coverage for the Three Rivers Endowment Trust.

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Davis on the following personnel action:

CONSIDERATION OF PERSONNEL ACTION

Grant Formal Status
Bill Cagle, TRCC Campus Police Office
Michelle Madsen, TRCC Campus Police Office

**Cagle
Madsen**

Two architectural firms presented to the board of trustees for the purpose of becoming the architect for the TRCC master campus plan. The firms presenting were Dille & Traxel of Poplar Bluff and Kromm, Rikimaru, & Johansen of St. Louis. Following the presentations and discussion, Trustee Randy Winston made motion select Dille & Traxel as the master plan architect. The motion was seconded by Trustee Thornton and unanimous approval was given by the board.

CONSIDERATION OF ARCHITECT FOR TRCC MASTER PLAN


There being no further business, the meeting was adjourned at 2:58 p.m. on a motion by Trustee Winston and second by Trustee Davis, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

05/20/10
APPROVAL DATE



RANDY WINSTON, SECRETARY

05/20/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Thursday, May 20, 2010, at 12:00 p.m.

MAY 20, 2010

Those present: Trustees Marion L. Tibbs, chairman; Wilbur L. Thornton, vice chair; Randy Grassham, treasurer; Randy Winston, secretary; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, interim chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Tibbs called the regular meeting to order. The agenda for the meeting was unanimously approved as presented on a motion by Trustee Winston and seconded by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on April 14, 2010, were unanimously approval on a motion by Trustee Grassham and second by Trustee Davis.

**APPROVAL OF MINUTES
OF APRIL MEETING**

Disbursements totaling \$1,421,222.48 as listed on the check register for the month of April were unanimously approved for payment on a motion by Trustee Thornton and second by Trustee Grassham.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

President Stephenson distributed a handout from the Missouri Department of Higher Education delineating the steps that the Missouri Department of Higher Education is using to position itself for the challenges of the future.. Dr. Stephenson discussed how the college's strategic plan is closely aligned with the Missouri's higher education initiatives.

PRESIDENT'S REPORT

**MDHE IMPERATIVES OF
CHANGE**

President Stephenson introduced Marcia Fields and Chris Adams. They presented Dr. Kathy Prejean with the first annual Compass Award. Dr. Prejean was given the award because she has continually gone above and beyond the call to aid in relaying educational opportunities with enthusiasm to any and all potential Three Rivers students.

**LEADING BY EXAMPLE
AWARD**

Dr. Prejean reported how the science department was utilizing HB22 funding for adding technology, new equipment, and supplies to their classrooms to create a better learning environment.

HB22 FUNDING

President Stephenson reported summer 2010 enrollment was up 30%

SUMMER ENROLLMENT

President Stephenson recognized the 2009-2010 TRCC Softball Team. Jason Hosenev introduced Coach Jack Childress who thanked the group and introduced his assistant coach, Christa Childress, and his team. This marked a record season of wins of 43/16 for the Lady Raiders.

**SOFTBALL TEAM
RECOGNITION**

Dr. Wesley Payne introduced Gordon Johnston and Corey Halaychik from the library. They reported the results from a recent survey the library conducted and discussed their future goals for the library to become a center for emerging technology. They will utilize HB22 funds to begin the renovation process.

**RUTLAND LIBRARY
UPDATE**

President Stephenson reported the 62nd Annual Industrial Technology District Contest was held on April 27 -28, 2010. There were 239 entries and 11 schools participated in the event. Awards included: 60 senior high state qualifiers, 11 junior high state qualifiers, Best of Show: Justin Warren (Senior from Van Buren), TRCC Scholarship: Justin Warren (Senior from Van Buren), and Best School: Chaffee High School. Participating schools were Bunker, Chaffee, Clearwater, East Carter, Lesterville (New to contest), Potosi, Southern Reynolds, Valley, Van Buren, Viburnum, and West County.

INDUSTRIAL TECHNOLOGY FAIR UPDATE

President Stephenson introduced the members of newly formed Three Rivers Endowment Trust. Dr. Stephenson introduced members in attendance: Dr. E.T. Hansbrough, Steve Boyers, Allen Brooks, Doug Libla, Scott Matthews, Dr. Ken McVey, Dr. Marty Michel, Chris Williams, and Brad Barwick, executive director. Members not present were Richard Brumitt, Michael Hackworth, Dr. Ronnie Webb, and William Swafford. Dr. Hansbrough addressed the group and informed them of the trust's first fundraising event on May 21, 2010.

THREE RIVERS ENDOWMENT TRUST INTRODUCTIONS

President Stephenson discussed the property donation by the Matthews family. The donation was for a tract of land (approximately 40 acres) in Sikeston. Dr. Stephenson presented Scott Matthews with a presidential medallion for his family's generous contribution to TRCC.

SIKESTON ANNOUNCEMENT UPDATE

President Stephenson announced Chris Singleton, analyst for ESPN's Baseball Tonight, would be the guest speaker for May Commencement on May 21.

UPCOMING EVENTS

President Stephenson reported the board retreat would be focused on the vision for FY11 and the reshaping of the college and its budget.

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE

President Stephenson proposed TRCC make its website available to the endowment trust and foundation as a venue to promote each entity.

SCHEDULE BOARD OF TRUSTEES RETREAT

"In the spirit of transparency, the Administration recommends that all of following elements be included on the website for each organization: Articles and Bylaws of the organization, all minutes of regular and special meetings, financial statements, complete annual audits, including findings and recommendations, list of active board members and officers, and staff (designated as paid/volunteer), and an annual report highlighting each organizations accomplishment in fulfilling its purpose. The Administration recommends that the Board of Trustees approve the request for inclusion of all recommended elements of the Three Rivers Endowment Trust and the Three Rivers Community College Foundation on the college website."

CONSIDERATION OF WEBSITE PRESENCE/ACCESS FOR ENDOWMENT TRUST AND FOUNDATION

Trustee Winston inquired if Dr. Stephenson had been contacted by the foundation or attended any meetings thus far. Dr. Stephenson responded "no."

Without further discussion and upon recommendation from President Stephenson the board unanimously approved website access for the trust and foundation with a motion by Trustee Davis and seconded by Trustee Winston.

Jason Hosenev reported the college brought in a professional evaluator to review TRCC Title IX (athletic) programs. Athletic Director Gene Bess and coaches/assistant coaches presented their plan to become Title IX compliant.

**TITLE IX COMPLIANCE
PROPOSALS BY TRCC
ATHLETIC DEPARTMENT**

A motion was made by Trustee Davis to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Thornton. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Davis, yes; and Trustee Garrison, yes.

Following the executive session, Trustee Winston moved to enter into the regular board meeting; Trustee Davis seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Davis on the following personnel action:

**CONSIDERATION OF
PERSONNEL ACTION**

Grant Formal Status
Tim Cox, Custodian

Cox

Acceptance of Resignation
Keith Aldridge, Assistant Bookstore Manager
Richard Crouse, Nursing/Allied Health Coordinator

**Aldridge
Crouse**

With a recommendation by President Stephenson, the board unanimously approved payment to Poplar Bluff Regional Medical Center for lease holder improvements for use of their south campus for TRCC’s healthcare programs with a motion by Trustee Winston and seconded by Trustee Thornton.

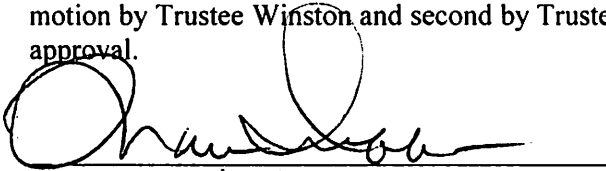
**APPROVAL OF HB22
FUNDS FOR LEASE
HOLDER IMPROVEMENT**

With a recommendation by President Stephenson, the board unanimously approved the lease agreement between TRCC and Dexter Chamber of Commerce for the use of their building for educational purposes with a motion by Trustee Winston and seconded by Trustee Garrison.

**ACCEPTING LEASE ON
DEXTER CHAMBER OF
COMMERCE BUILDING**


There being no further business, the meeting was adjourned at 2:32 p.m. on a motion by Trustee Winston and second by Trustee Davis, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

07/27/10
APPROVAL DATE



RANDY WINSTON, SECRETARY

07/27/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, June 30, 2010, at 12:05 p.m.

JUNE 30, 2010

Those present: Trustees Marion L. Tibbs, member; Wilbur L. Thornton, vice chair; Randy Grassham, treasurer; Randy Winston, secretary; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, interim chief financial officer; and Heather Kilbreath, recording secretary. Absent was Darren Garrison, member.

ATTENDANCE

Chairman Tibbs called the regular meeting to order. The agenda for the meeting was unanimously approved as presented on a motion by Trustee Thornton and second by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

**ITEMS FOR DISCUSSION,
CONSIDERATION & VOTE**

President Stephenson presented a balanced FY11 budget of \$18,821,938 to the board for approval. Dr. Stephenson led discussion about zero-based budgeting, its link to the strategic plan, and pointed out that through the proposed FY11 budget, the college would contribute \$500,000 to contingency fund in FY11. Upon recommendation of the President Stephenson, the board unanimously approved the FY11 budget with a motion by Trustee Thornton and seconded by Trustee Winston.

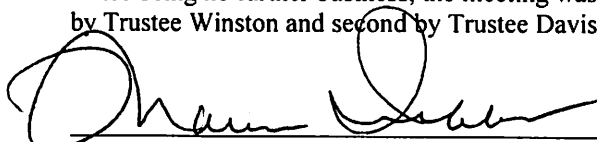
**CONSIDERATION OF
ADOPTION OF FY11 BUDGET**

President Stephenson presented a cooperative agreement between Three Rivers Community College and Southeast Missouri State University for a reverse transcript option endorsed by the Coordinating Board of Higher Education. Upon recommendation by President Stephenson, the board unanimously approved the agreement with a motion by Trustee Grassham and seconded by Trustee Winston.

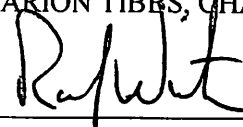
**CONSIDERATION OF
COOPERATIVE
AGREEMENT FOR REVERSE
TRANSFER LEADING TO
THE ASSOCIATE OF ARTS
DEGREE**

There being no further business, the meeting was adjourned at 12:21 p.m. on a motion by Trustee Winston and second by Trustee Davis, with unanimous approval.

ADJOURNMENT


MARION TIBBS, CHAIRMAN

07/27/10
APPROVAL DATE


RANDY WINSTON, SECRETARY

07/27/10
APPROVAL DATE

BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE
Board Planning Retreat

The special meeting of the Board of Trustees was held at the river home of Trustee Randy Grassham in Doniphan, Missouri, on Wednesday, June 9, 2010, at 9:00 a.m.

JUNE 9, 2010

Those present: Trustees Marion L. Tibbs, chairman; Wilbur L. Thornton, vice chair; Randy Grassham, treasurer; Randy Winston, secretary; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, interim chief financial officer; Jackie Henry, and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Tibbs welcomed those in attendance and called the meeting to order. The agenda for this meeting was approved as presented on a motion by Trustee Winston and seconded by Trustee Thornton.

**APPROVAL OF BOARD
MEETING AGENDA**

President Devin Stephenson presented an overview of the day's events; presented news articles regarding higher education budget cuts; reported the college had reached a settlement with former president Dr. John Cooper and the insurance company would cover all settlement costs; and reported Southeast Missouri State University and Three Rivers Community College had agreed upon a reverse transcript option leading to an associate of arts degree.

**iMAP – *Moving Ahead
Progressively***

President Stephenson presented his presidential priorities for FY11 and led discussion about those priorities and the college's strategic plan.

**VISION OF THREE RIVERS
COMMUNITY COLLEGE
AND PRESIDENT'S
PRIORITIES**

Dr. Wesley Payne presented the organizational reshaping of his department that focuses on learning, efficiency, accountability, and need. He also led discussion about the reorganization and its positive impact on students and the college.

**REORGANIZATION OF
LEARNING**

Jason Hosenev presented the reorganization and refocus of student success. Mr. Hosenev led discussion on how these changes would increase retention and graduation rates and create a stronger, more student friendly environment.

**REORGANIZATION OF
STUDENT SUCCESS**

Charlotte Eubank presented the reorganization of financial services and led discussion regarding external funding sources, donations, and status of various projects.

**REORGANIZATION OF
FINANCIAL SERVICES**

Charlotte Eubank distributed handouts and presented to the board an unbalanced FY11 budget. Mrs. Eubank and cabinet members led discussion about the zero-based budget process, budget hearings, and the process for balancing the budget. A balanced budget would be presented at the June 30, 2010, board meeting.

FY11 BUDGET DISCUSSION

Jason Hosenev distributed a handout and led discussion on the college's proposal to become compliant with Title IX regulations.

**TITLE IX COMPLIANCE
PROPOSAL**

Dr. Payne distributed financial and general operational information about the early childhood development center and led discussion about the decision to close the early childhood development center.

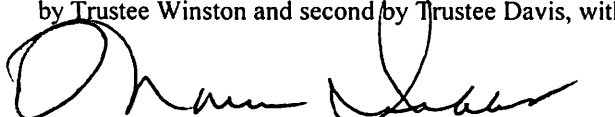
**DISCUSSION OF EARLY
CHILDHOOD
DEVELOPMENT CENTER**

President Stephenson briefed the board on the administration's plan to introduce various employee fellowship opportunities, professional development, and employee recognition programs throughout FY11.

**iTEAM – Training,
Encouragement, Appreciation,
Memory-Making**


There being no further business, the meeting was adjourned at 4:16 p.m. on a motion by Trustee Winston and second by Trustee Davis, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

07/27/10
APPROVAL DATE



RANDY WINSTON, SECRETARY

07/27/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Tuesday, July 27, 2010, at 12:00 p.m.

JULY 27, 2010

Those present: Trustees Marion L. Tibbs, chairman; Wilbur L. Thornton, vice chair; Randy Grassham, treasurer; Randy Winston, secretary; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, interim chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Tibbs welcomed Pastor Greg Kirk to deliver the opening prayer for the board meeting. Each month a pastor from an area ministry will be invited to deliver prayer before the board meeting.

PRAYER

Chairman Tibbs called the regular meeting to order. The agenda for the meeting was unanimously approved as presented on a motion by Trustee Winston and seconded by Trustee Thornton.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of meetings on May 20, June 9 and June 30, 2010, were unanimously approved on a motion by Trustee Winston and second by Trustee Thornton.

**APPROVAL OF MINUTES
OF MAY AND JUNE
MEETINGS**

Disbursements totaling \$2,642,903.24 as listed on the check register for the month of May and June were unanimously approved for payment on a motion by Trustee Davis and second by Trustee Garrison.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

President Stephenson distributed the comprehensive FY11 budget to board members. Dr. Stephenson also distributed a profit and loss spreadsheet for TRCC's off-campus centers. Discussion followed with Trustee Winston noting the amount of rent paid for the Sikeston location and Trustee Garrison requesting that the profit and loss statements be included in FY11 budget book and displayed appropriately on the website. Chairman Tibbs noted that it was evident that investing in the creation of the TRCC off-campus centers was a wise decision by the Board of Trustees.

**PRESIDENT'S REPORT
FY11 COMPREHENSIVE
BUDGET**

President Stephenson introduced Dr. Wesley Payne who reported to board members that TRCC was reaccredited by the Association of College Business Schools and Programs (ACBSP). This accreditation shows the college's commitment to teaching excellence and quality improvement. Dr. Payne thanked Dr. Helena Ruhl and Candace Ransom for their hard work and accomplishment. It was also noted that TRCC was the only community college in Missouri to have achieved accreditation with ACBSP.

ACBSP UPDATE

President Stephenson introduced Coach Jack Childress, Head Coach of Women's Softball. The team just completed the winningest softball season in TRCC history with a record of 43-16. Coach Childress recapped their first annual All-Star Softball event - the team's first fundraiser that featured top softball players from Arkansas and Missouri. Coach Childress plans to make the event larger next year and use it as a recruiting tool. It also provides more

**REGOGNITION OF TRCC
ALL STAR SOFTBALL
EVENT**

exposure to the college and a creates a small boost to the local economy.

President Stephenson announced that the library is currently being renovated and Dr. Wesley Payne explained the need for the renovation and the benefits once it is completed. The library will become the *Academic Resource Commons* or *ARC*. The facility will provide the following services: library, technology services, and academic support (tutoring and Student Support Services). The *ARC* will become the dynamic learning environment in an inviting and convenient location on campus. The first floor will consist of the library and second floor will be for collaborative learning purposes.

ACADEMIC RESOURCE COMMONS UPDATE

President Stephenson announced that the area of student success in the Bess Activity Center was also being renovated and Mr. Jason Hosenev explained the need and benefits of the construction. Mr. Hosenev reported Phase 1 was currently underway, which involves constructing a *Welcome Center*, new food court area, new advising offices, and relocation of the vice president's office. The renovation will create a one-stop shop for meeting student needs and provide for demonstration of a "student first" approach to the delivery of services.

STUDENT SUCCESS UPDATE

President Stephenson announced that he and various community leaders recently traveled to Jefferson City to meet with Dr. Jon Hagler, Director of the Department of Agriculture. The group secured the promise of \$435,000 for the Poplar Bluff Industrial Park Bypass project.

INDUSTRIAL PARK BYPASS

President Stephenson announced there are several bid proposals in various stages at the college, including athletic travel, document imaging, and Pear Tree property. The bidding process has saved the college over \$53,000 annually for custodial services and \$2000 annually and 18% in fuel charges for waste removal services.

BID PROPOSAL UPDATE

President Stephenson announced Fall Convocation will be a two-day event on August 9 and August 10. Fall classes begin on Monday, August 16.

UPCOMING EVENTS

Trustee Thornton requested we stay with meeting dates initially approved by the Board. Discussion followed with a consensus from the group to make every attempt to adhere to the monthly board meeting schedule as closely as possible.

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE

DISCUSSION OF BOARD MEETING DATES

President Stephenson reported that the president's cabinet had written and reviewed the proposed policies and that each had been vetted by the college attorney. Upon recommendation for approval by Dr. Stephenson, the policies received unanimously approval on a motion by Trustee Winston and second by Trustee Grassham.

CONSIDERATION OF ADOPTION OF COLLEGE POLICIES: ADA AND REASONABLE ACCOMODATIONS AND DISPOSAL OF SURPLUS PROPERTY

A motion was made by Trustee Grassham to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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

EXECUTIVE SESSION

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.

The motion to enter into executive session was seconded by Trustee Davis. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Davis, yes; and Trustee Garrison, yes.

Following the executive session, Trustee Davis moved to enter into the regular board meeting; Trustee Grassham seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

Chairman Tibbs reported the board voted and unanimously approved the following items during the executive session:

- Acceptance of Land Donation in Sikeston, MO by the Matthews Family
- Transfer of Sikeston Property donated by Matthews family to the Three Rivers Endowment Trust
- Renaming the new Sikeston site as the *Matthews Family Campus at Sikeston*
- Lease Agreement of Pear Tree Inn hotel lobby to Three Rivers Endowment Trust for use as License Bureau office

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Grassham on the following personnel action:

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Hiring

Matthew G. Thomas, Graphic Designer
Michael Willis, Instructor of Nursing
Gary D. Pride, Public Safety Institute Curriculum/Lab Coordinator

**Thomas
Willis
Pride**

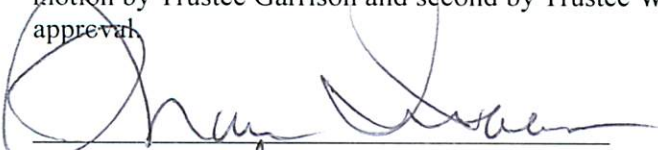
Acceptance of Resignation

Michele Weimer, Instructor of Industrial Technology
Michael Keith Burson, Instructor of Medical Laboratory Technology
Kristy Johnson, Instructor of Nursing
Barry Short, Registration Specialist/Assistant Baseball Coach

**Weimer
Burson
Johnson
Short**

There being no further business, the meeting was adjourned at 1:53 p.m. on a motion by Trustee Garrison and second by Trustee Winston, with unanimous approval.

ADJOURNMENT


MARION TIBBS, CHAIRMAN

08/25/10
APPROVAL DATE


RANDY WINSTON, SECRETARY

08/25/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, August 25, 2010, at 12:15 p.m.

AUGUST 25, 2010

Those present: Trustees Marion L. Tibbs, chairman; Wilbur L. Thornton, vice chair; Randy Grassham, treasurer; Randy Winston, secretary; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Tibbs called the regular meeting to order. Trustee Winston made a motion to move executive session to the end of the meeting. Following a second by Trustee Garrison, the agenda for the meeting was unanimously approved as amended.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of meetings on July 27, 2010, were unanimously approved on a motion by Trustee Winston and second by Trustee Thornton.

**APPROVAL OF MINUTES
OF JULY MEETING**

Disbursements totaling \$1,458,764.48 as listed on the check register for the month of July were unanimously approved for payment on a motion by Trustee Winston and second by Trustee Garrison.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

PRESIDENT'S REPORT

President Stephenson distributed a reference book on board of trustee governance printed by the American Association of Community Colleges to each board member.

President Stephenson introduced Cheri Ramsey, Three Rivers Cheer Coach and Mrs. Ramsey reported the team had great tryouts and a good cheer team this year. Three cheer team members are certified UCA instructors and will participate as instructors at various camps. Three Rivers' cheer team participated in a cheer camp this summer and won several trophies against other two-year and four-year teams. Mrs. Ramsey thanked Dr. Stephenson and the Board of Trustees for their support of this freshman team.

**UPDATE ON
CHEERLEADING
PROGRAM**

President Stephenson introduced Coach Jeff Walk, Women's Basketball Head Coach, and Coach Walk presented the board with a letter of appreciation for their support of the women's basketball program. Coach Walk reported he will soon have two new assistant coaches on staff and discussed the talents of each new coach. The team will consist of seven new freshman players and five returning sophomore players. Coach Walk reported he held basketball camps this summer over two-days with eight teams and eighty participants. The camps generated \$1,020 of revenue for the Lady Raiders' agency account to support their basketball program during FY11.

**UPDATE ON LADY
RAIDERS BASKETBALL
PROGRAM**

President Stephenson reported he recently attended Governor Nixon's Higher Education Summit with Trustee Tibbs. Dr. Stephenson presented information from that conference including the economic forecast and the governor's four areas of focus for higher education. The elements are attainment, academic program review, cooperation and collaboration, and funding.

**REPORT OF MISSOURI
ECONOMY &
GOVERNOR'S HIGHER
EDUCATION GOALS**

President Stephenson introduced Dr. Wesley Payne, Vice President for Learning. In an effort to gain external funding, Dr. Payne reported the college had submitted a grant application for the Department of Education's Title III program. The purpose of the grant would be to establish an academic support center that would provide greater services for students and help faculty with redesigning courses.

**DEPT OF EDUCATION
TITLE III GRANT
APPLICATION**

President Stephenson distributed copies of several Sunshine request and other information requests and letters from Scott, Kidwell, & Scott. Since responding to such requests requires efforts from various employees, many hours of research time, and document preparation expenses, Dr. Stephenson reported that, effective immediately, the college would charge an appropriate fee for future requests.

**REQUESTS FOR
INFORMATION**

President Stephenson introduced Jason Hosenev, Vice President for Student Success. Mr. Hosenev distributed a letter from the Department of Education that stated Three Rivers' repayment for noncompliance of Title IV regulations was \$67,907. Mr. Hosenev commended Regina Morris for her diligence in researching and assisting with the institution's response. Dr. Stephenson and Trustee Winston thanked Mr. Hosenev and his staff for their efforts in resolving this matter.

UPDATE ON TITLE IV

President Stephenson introduced Charlotte Eubank, Chief Financial Officer. Mrs. Eubank reported the college's budget to actual revenue is up \$1,052,939 and the expenses were within budgeted amounts. Dr. Stephenson reported Mrs. Eubank would present revenue vs. expense quarterly reviews to the board in the future.

**UPDATE ON BUDGET
AND AUDIT**

Mrs. Eubank stated auditors would be on campus the last two weeks in September and the auditors will perform an exit interview with the board upon completion of their work.

President Stephenson presented photos of the new Three Rivers' police bicycle and paint scheme for the police car. Dr. Stephenson announced Chief Bill Cagle and Gary Pride have been making successful connections with law enforcement and fire fighting organizations throughout the region.

**UPDATE ON CAMPUS
POLICE DEPARTMENT**

President Stephenson presented photos of recent renovations to the campus. The renovations included a new security system for the library and repainted gym floor in the Bess Activity Center. Trustee Winston stated Ron Johnson, former Three Rivers' athlete who played on the 1973 national tournament team, painted the original Rocky Raider on the gym floor. Photos were also shown of the renovations to the student success area for the Bread Company Plus, new student Welcome Center, and Advising Center.

**UPDATE ON CAMPUS
RENOVATIONS**

President Stephenson reported Fall 2010 enrollment numbers: headcount is 3719 – up 5.23% and credit hours are 42,017 – up 12+% from last fall semester. Mrs. Eubank reported all students have paid for their classes, have secured a payment plan, or are receiving financial aid.

**UPDATE ON FALL
ENROLLMENT**

Dr. Payne distributed a handout and reported on the Connect 9 pre-school summer workshop for teachers. Dr. Payne presented several photos from the teacher workshop and stated the NASA workshop was the most popular.

**UPDATE OF CONNECT 9
AND PATRON OF THE
ARTS**

Dr. Payne is the new coordinator of the Patron of Arts program and announced the new 2010-2011 schedule. He briefly described each show and explained the intent to broaden the scope of performances.

President Stephenson briefly described upcoming campus events.

President Stephenson distributed a letter from Dr. E.T. Hansbrough and Dr. Stephenson recommended that Dr. Hansbrough's Securities Portfolio be transferred from college ownership to the Three Rivers Endowment Trust. The board unanimously approved transferring the Portfolio to the endowment trust on a motion by Trustee Winston and second by Trustee Garrison.

The board unanimously approved tabling the following policies until the September board meeting: alcohol/drug-free workplace, code of ethics, conflicts of interest, employee benefits, harassment, payroll deductions, and suspension or termination on motion by Trustee Davis and second by Trustee Winston.

The outside employment policy was presented to board and Trustee Garrison led discussion on the policy. Following discussion, the policy was tabled until the next board meeting. Dr. Stephenson stated the policy would be modified to comply with the Board's preferences.

The board unanimously approved the student discipline and student code of conduct policies as written. The motion was made by Trustee Garrison and second by Trustee Grassham.

A motion was made by Trustee Grassham to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

The motion to enter into executive session was seconded by Trustee Davis. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston; yes; and Trustee Davis, yes; and Trustee Garrison, yes.

UPCOMING EVENTS

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE

CONSIDERATION OF TRANSFER OF SECURITIES PORTFOLIO

CONSIDERATION OF ADOPTION OF COLLEGE POLICIES:

Alcohol/Drug-free Workplace,
Code of Ethics, Conflicts of
Interest, Employee Benefits,
Harassment, Payroll
Deductions, and Suspension or
Termination

Outside Employment

Student Discipline and Student
Code of Conduct

EXECUTIVE SESSION

Following the executive session, Trustee Thornton moved to enter into the regular board meeting; Trustee Garrison seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Grassham on the following personnel action:

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Hiring

Bomani Spell, Director of Student Support Services
Sheronda Powell, Assistant Women's Basketball Coach/Housing Liaison
Marisol Arenivas, Director of Housing
Joseph Scarano, Student Services Specialist/Assistant Baseball Coach
Robert Jansen, Bookstore Manager
Gregory Snell, Instructor of English
Heather Davis, Instructor of Nursing
Drew Bates, Campus Police Officer

**Spell
Powell

Arenivas
Scarano
Jansen
Snell
Davis
Bates**

Grant Formal Status

Megan Keathley, Coordinator of News and Web Services
Mark Hopper, HVAC Maintenance Technician

**Keathley
Hopper**

Notification of Retirement

Kathern Harris, Director of Educational Talent Search

Harris

Acceptance of Resignation

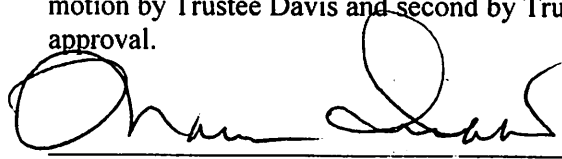
Penelope Davis-McGath

Davis-McGath

Trustee Winston requested Kristina McDaniel, Director of Human Resources, to discuss the college's hiring process. Trustee Garrison requested the hiring process be posted on the website. Copies of the hiring process will be presented at the next board meeting.

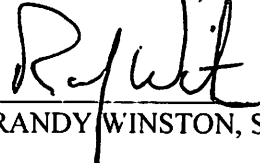
There being no further business, the meeting was adjourned at 2:37 p.m. on a motion by Trustee Davis and second by Trustee Grassham, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

09/22/10
APPROVAL DATE



RANDY WINSTON, SECRETARY

09/22/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, September, 2010, at 12:03 p.m.

SEPTEMBER 22, 2010

Those present: Trustees Marion L. Tibbs, chairman; Wilbur L. Thornton, vice chair; Randy Grassham, treasurer; Randy Winston, secretary; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosoney, vice president for student success; Charlotte Eubank, chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Tibbs welcomed Dr. Bill Vail to deliver the invocation. Dr. Bill Vail is the pastor of First Baptist Church in Poplar Bluff.

INVOCATION

Chairman Tibbs called the regular meeting to order. The agenda for the meeting was unanimously approved as presented on a motion by Trustee Garrison and seconded by Trustee Thornton.

**APPROVAL OF BOARD
MEETING AGENDA**

Before the meeting proceeded, Chairman Tibbs read the following statement, "I would like to avoid any potential conflict of interest in personnel action. Benjamin Gordon is the nephew of my son-in-law. I will abstain from any votes or actions where he is involved and ask that this statement be made a part of the minutes."

**CHAIRMAN TIBBS
CONFLICT OF INTEREST
STATEMENT**

The minutes of meetings on August 25, 2010, were unanimously approval on a motion by Trustee Winston and second by Trustee Grassham.

**APPROVAL OF MINUTES
OF AUGUST MEETING**

Disbursements totaling \$1,454,233.79 as listed on the check register for the month of August were unanimously approved for payment on a motion by Trustee Garrison and second by Trustee Grassham.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

PRESIDENT'S REPORT

President Stephenson announced the MCCA Fall Conference will be held November 3 through November 5 in St. Louis and asked trustees coordinate travel arrangements and conference registration with Heather Kilbreath.

**MCCA FALL
CONFERENCE**

President Stephenson announced the MCCA Awards Committee selected two of the college nominations to receive an award. Stan Cunningham, math instructor, will receive the Senior Faculty Service Award during the opening session of the convention on November 3. Mr. Cunningham thanked the college for the honor and looked forward to using this experience to connect with his students.

**MCCA AWARD WINNERS
Stan Cunningham**

Tim Krakowiak, from the Daily American Republic, will receive the News Media Award on November 4 at the luncheon session of the convention. Mr. Krakowiak stated he has enjoyed working with the college over the past few years.

Tim Krakowiak

President Stephenson announced the Communication Department would receive a Medallion Award at the National Council for Marketing and Public Relations Conference on September 26 for the design of the Three Rivers Endowment Trust logo. Teresa Johnson and Megan Keathley will represent

**AWARD RECOGNITION
FOR THREE RIVERS
ENDOWMENT TRUST
LOGO**

the college at the conference.

President Stephenson reported the college will received a \$563,940 grant for broadband technology. Dr. Wesley Payne explained the Broadband Technology Opportunities Program (B-TOP) grant will create computer labs in Poplar Bluff, Sikeston, Malden, and Kennett. There will be total of 130 computers installed in the four locations. The goals of the grant are to bring high-speed Internet access into rural areas and provide the public with expanded education opportunities. The computer labs will serve as one-stop technology hubs for small business development, education, job searches, social networking, research and personal enrichment. President Stephenson stated the college submitted an enhancement grant that would help create computer labs in Wayne, Ripley, and Carter counties.

B-TOP GRANT

President Stephenson announced the college received \$64,000 worth of safety training equipment from Tyson, Dexter Fire Department, and Butler County Community Resource Council (CRC). Tyson donated nine self-contained breathing apparatuses (SCBAs). The fire department donated six SCBAs, fire retardant and other equipment. Butler County CRC donated two breathalyzers – this equipment will be used to train criminal justice students and the Three Rivers Police Department.

FIRE SCIENCE DONATIONS IN DEXTER

President Stephenson announced the Poplar Bluff Chamber of Commerce held a successful Health Fair on September 11 at the Bess Activity Center. The health fair brought more than 400 people to campus for screenings, demonstrations, and information.

HEALTH FAIR SPONSORED BY POPLAR BLUFF CHAMBER OF COMMERCE

Dr. Payne reported the Three Rivers Jazz Band directed by Buddy White performed at the 9/11 Memorial Service at the Black River Coliseum. Cindy White will perform with the Delta Symphony Orchestra on October 17 at Arkansas State University in Jonesboro, AR and on October 30 at Lyon College in Batesville, AR. Cindy and Buddy White will perform with the Heartland Wind Ensemble on October 7 at Southeast Missouri State University in Cape Girardeau. The Three Rivers Symphonic Band and Choir will have a concert on December 7 at the Tinnin Fine Arts Center.

JAZZ BAND

President Stephenson announced three new employees were hired for the athletic department in August and Jason Hosenev introduced each new member. Sheronda Powell is the new assistant women's basketball coach and assistant housing liaison. Marisol Arenivas is the assistant women's basketball coach and housing director. Joe Scarano is the assistant men's baseball coach and student services specialist.

INTRODUCTION OF NEW ATHLETIC DEPARTMENT PERSONNEL

Joe. Scarano announced the baseball team was currently in the middle of their fall season and the next home game is October 17. Spring training this year will be in Clearwater, FL. During training the team will play two games with the Phillies lower-A team. October 9 will be a big recruiting day for the 2010-11 class.

INTRODUCTION OF BASEBALL TEAM

President Stephenson announced Meet the Raiders Night was held on September 13. Jason Hosenev reported all athletic teams and coaches were introduced to the community and it was a booster club sponsored event.

MEET THE RAIDERS NIGHT

Jason Hosenev reported more than 1,000 students participated in the first mandatory new student orientation and of that group 933 were surveyed as

UPDATE ON STUDENT ACTIVITES

why they chose Three Rivers. The results were: 22% chose TRCC for its location and programs of study availability; 20% chose TRCC for its affordability; and 18% chose TRCC due to advice from parents/relatives, friends, HS counselors/teachers; 15% chose TRCC for its small class sizes and academic support; 12% chose TRCC for recruitment activities; 8% for housing and student organizations; and 5% for the athletic tradition and reputation.

Mr. Hosenev also reported the student success division has a new student activity goal. Their goal is to have 35% of student actively involved on campus – currently only 5% is involved. The division has recently added Zumba, a student organization fair, video gaming café, Field Day, and intramural sports.

President Stephenson announced the new season for Patrons of the Arts begins on September 25. Dr. Wesley Payne announced “The Great Kaplan” is the first show of the new performance season. It will be followed by “Bayanihan Philippine National Company” on October 9, “The Nutcracker” on November 13, “Voices of Lee” on December 10, and “Swing Sisters” on December 18. This year tickets will be available for purchase online by visiting the Three Rivers website.

President Stephenson announced Three Rivers College had been selected as the host site for the 2010 Missouri Strategic Initiative for Economic Growth, Southeast Regional Planning Team Forum. The forum will be held on September 23 and Governor Nixon will be present to address the group.

President Stephenson reported since the last board meeting the college had received more Sunshine requests. Dr. Stephenson stated the college would request fees unless the Board objected. The fees would include, but not be limited to, ten cents per page for copying fees plus the expenses associated with employees’ time copying, plus an additional administration fee where personnel and senior-level administrators were required to conduct research and prepare documents. With no objections by the Board, the college will apply these fees to all information requests.

President Stephenson presented the FY11 Advisory Committee lists to the Board. The lists include all career education and teacher education programs. The Board unanimously approved the career education and teacher education advisory committee members on motion by Trustee Winston and second by Trustee Thornton.

Dr. Stephenson distributed a draft list of presidential advisory committee member list for review and asked that all suggestions and/or comments be submitted to Heather Kilbreath.

The Board unanimously approved following policies: alcohol/drug-free workplace, bidding, code of ethics, employee benefits, harassment, payroll deductions, and suspension or termination on motion by Trustee Winston and

PATRONS OF THE ARTS

UPCOMING EVENTS

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE

DISCUSSION OF SUNSHINE REQUEST FEES

CONSIDERATION OF APPROVAL OF FY11 ADVISORY COMMITTEES

CONSIDERATION OF ADOPTION OF COLLEGE POLICIES:

Alcohol/Drug-free Workplace,
Bidding, Code of Ethics,
Employee Benefits,

second by Trustee Garrison.

Harassment, Payroll
Deductions, and Suspension or
Termination

A motion was made by Trustee Garrison to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Grassham. The Board was polled. The vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Davis, yes; and Trustee Garrison, yes.

Following the executive session, Trustee Winston moved to enter into the regular board meeting; Trustee Garrison seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

Chairman Tibbs announced the Board unanimously approved charging the college to draft a bid proposal for Pear Tree building contents and razing.

BIDDING

Chairman Tibbs requested the college update the Board about all products/services being bid out by college. Trustee Garrison inquired about the college’s preference to local businesses. President Stephenson pointed to specific language in the bid policies addressing local businesses.

Chairman Tibbs abstained from voting on personnel action. Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Thornton on the following personnel action:

**CONSIDERATION OF
PERSONNEL ACTION**

Acceptance of Hiring

Rod Hackwith, Allied Health Coordinator
Ben Gordon, Technology & Computer Services Technician

**Hackwith
Gordon**

Grant Formal Status

Corey Halaychik, Circulation/Reference Librarian

Halaychik

There being no further business, the meeting was adjourned at 1:45 p.m. on a motion by Trustee Winston and second by Trustee Grassham, with unanimous approval. **ADJOURNMENT**



MARION TIBBS, CHAIRMAN

9/22/10

APPROVAL DATE



RANDY WINSTON, SECRETARY

9/22/10

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

(SPECIAL SESSION FOR BID OPENING)

The Trustees entered into Executive Session at 3:10 p.m. on Wednesday, September 1, 2010.

SEPTEMBER 1, 2010

Those present included: Trustees: Wilbur Thornton, vice chair; Randy D. Winston, secretary; Darren Garrison, member; Phil Davis, member; and college administrator: Dr. Devin Stephenson, president and Heather Kilbreath recording secretary. Randy Grassham, treasurer, arrived after meeting began. Marion L. Tibbs, chairman, was absent.

ATTENDANCE

Trustee Thornton called the meeting to order. Trustee Garrison made the motion to enter into executive session permissible under guidelines of MO Rev. Statute 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.

Trustee Winston seconded the motion. The Board was polled; the vote was as follows: Trustee Thornton, yes; Trustee Winston, yes; Trustee Davis, yes; and Trustee Garrison, yes. Trustees Grassham and Tibbs were absent.

There was one bid proposal for the Pear Tree restaurant. The board discussed various options for the hotel property.

Bid Opening for the Pear Tree Inn

The board unanimously accepted the bid proposal from Mr. Herman Styles of Colton's for the restaurant building and approximately 33,000 sq. ft. of property with a bid price of \$273,900 on a motion by Trustee Garrison and second by Trustee Winston. The Board was polled; the vote was as follows: Trustee Thornton, yes; Trustee Winston, yes; Trustee Davis, yes; and Trustee Garrison, yes. Trustees Grassham and Tibbs were absent.

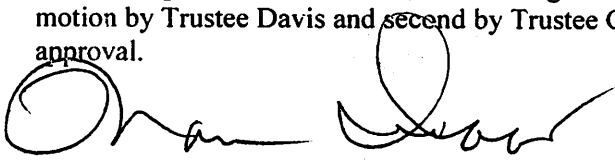
Following the executive session, Trustee Winston moved to enter into the regular board meeting at 3:35 p.m.; Trustee Garrison seconded the motion. The Board was polled; the vote was as follows: Trustee Thornton, yes; Trustee Winston, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Randy Grassham, yes. Trustee Tibbs was absent.

ENTER INTO REGULAR SESSION

Upon entering into regular session, Trustee Thornton announced the board accepted the only bid for the Pear Tree Inn restaurant and designated property submitted by Herman Styles.

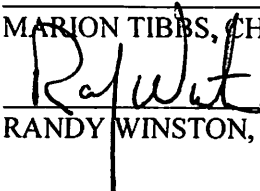
There being no further business, the meeting was adjourned at 3:36 p.m. on a motion by Trustee Davis and second by Trustee Grassham, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

09/22/10
APPROVAL DATE



RANDY WINSTON, SECRETARY

09/22/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, October 20, at 12:00 p.m.

OCTOBER 20, 2010

Those present: Trustees Marion L. Tibbs, chairman; Wilbur L. Thornton, vice chair; Randy Grassham, treasurer; Randy Winston, secretary; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Tibbs welcomed Dr. Ron Webb to deliver the invocation. Dr. Webb is the pastor of Mount Calvary Powerhouse Church in Poplar Bluff.

INVOCATION

Chairman Tibbs called the regular meeting to order. Chairman Tibbs requested an item be added to agenda prior to President's Report. Appointment of new Three Rivers Endowment Trust representative was added before Agenda Item IV. The agenda for the meeting was unanimously approved as amended on a motion by Trustee Garrison and seconded by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of meeting on September 22, 2010, were unanimously approved on a motion by Trustee Winston and second by Trustee Grassham.

**APPROVAL OF MINUTES
OF OCTOBER MEETING**

Disbursements totaling \$3,197,372.01 as listed on the check register for the month of September were unanimously approved for payment on a motion by Trustee Winston and second by Trustee Grassham.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

Dr. Stephenson distributed the quarterly report and Charlotte Eubank gave a synopsis of the report. Mrs. Eubank stated the college was ahead of projected revenues. Trustee Winston requested that future quarterly reports to include prior year budget amounts for comparison purposes.

Chairman Tibbs appointed Wilbur Thornton to be the new Board of Trustees Representative for the Three Rivers Endowment Trust. Trustee Thornton will assume the role of Board Chairman upon rotation of the Board in April 2011.

**APPOINTMENT OF
THREE RIVERS
ENDOWMENT TRUST
REPRESENTATIVE**

President Stephenson distributed copies of the basketball poster with photos of both Raider and Lady Raider basketball players and each team's game schedule for 2010-11.

PRESIDENT'S REPORT
**2010-11 BASKETBALL
POSTER**

President Stephenson reported on his recent accreditation visit to Leech Lake Tribal College in Minnesota. This was the first visit as a peer evaluator for Dr. Stephenson as part of the Higher Learning Commission.

**HIGHER LEARNING
COMMISSION AUDIT IN
MINNESOTA**

President Stephenson reported the college hosted the 8th District Congressional Debate on October 13 for all four Congressional District candidates: Larry Bill, Congresswoman Jo Ann Emerson, Tommy Sowers, and Rick Vandeven. The event brought over 400 people to the Three Rivers' campus. Students were encouraged to attend and were able to speak directly

**UPDATE ON 8TH DISTRICT
DEBATE**

to each candidate. The debate was webcast on the college's website and during the time of the debate the college's server capacity was maxed out.

President Stephenson reported the college hosted the 2010 Missouri Strategic Initiative for Economic Growth – Southeast Regional Economic Development Forum. The forum gathered information from specially invited community and workforce development leaders about the region's economic development needs. Governor Nixon briefly addressed the group during the forum – this marked the governor's third visit to Three Rivers within a one year period.

UPDATE ON ECONOMIC FORUM

President Stephenson reported the college held its first *iTEAM* event on October 13 for professional and support staff. The purpose of the meeting was to show the administration's appreciation for everyone's hard work and celebrate accomplishments. The event included a talent show by faculty, fellowship, and development of the college's core values.

UPDATE ON *iTEAM* "PEPPIN' IT UP"

President Stephenson announced the college's Forestry Club participated in Timberfest on October 8 and 9. Dr. Mary Lou Brown introduced Zephyr Jamison, Forest Club past president. Mr. Jamison thanked the Board and Administration for their support and announced several club members placed first, second, and third in multiple events. Dr. Stephenson stated the citizens of Ripley County appreciated the students' and college's involvement in the annual event.

UPDATE ON TIMBERFEST AT DONIPHAN, MO

Dr. Wesley Payne reported the Health Science Center would be the name of the college's South Campus facility which will house all health and human service programs. The facility is currently being renovated to accommodate each program's needs and is on track for classes to begin in January 2011. The health center is a partnership between Three Rivers Community College and Poplar Bluff Regional Medical Center.

UPDATE ON SOUTH CAMPUS FACILITY FOR HEALTH & HUMAN SERVICES PROGRAMS

President Stephenson announced *The Return – A Beatles Tribute* will be held on October 23 at 7 p.m. at the Rogers Theater. This event is sponsored by Three Rivers, Poplar Bluff Chamber of Commerce and Southern Bank.

UPDATE ON "THE RETURN" – A BEATLES TRIBUTE SPONSORED BY THREE RIVERS AND POPLAR BLUFF CHAMBER

Dr. Payne reported tickets for all Patrons of the Arts performance could be purchased online through the college's website. Concessions are also available before and during intermission. Dr. Payne also announced the following performances:

- *The Nutcracker* – November 13 at 3 p.m. and 7 p.m.
- *Voices of Lee* – December 10 at 7 p.m.
- *Swing Sisters* – December 18 at 7 p.m.

UPDATE ON PATRONS OF THE ARTS

President Stephenson announced the following upcoming events:

- Raider basketball games – November 5 at 7 p.m. and November 6 at 7 p.m.
- Lady Raiders basketball games – November 1 at 6:30 p.m. and November 10 at 5 p.m.
- Halloween Safe Zone – October 30 from 5 p.m. to 8 p.m.
- Registration for Spring and Winter Session – opens November 10
- *Animals in Science* – multi-media show by NASA on November 12 at 6:30 p.m.

UPCOMING EVENTS

**ITEMS FOR DISCUSSION,
CONSIDERATION & VOTE**

**REVIEW AND
DISCUSSION OF
COLLEGE MASTER PLAN**

President Stephenson unveiled a draft master plan for the college and distributed copies of the plan to each board member. Dr. Stephenson introduced the college's architect, Ben Traxel of Dille & Traxel, LLC. Mr. Traxel reviewed plan, the college's needs, and possible phases to the plan. The architect demonstrated 3-D models of a proposed new event center along with future parking areas, greenways, and roadways.

Once the architect's presentation was concluded, Dr. Stephenson led the discussion and asked for comments from Board members. Chairman Tibbs reiterated this master plan is integral to the college's accreditation. Dr. Stephenson added it would also become a part of the college's strategic plan.

This item was requested to be added to the November Board agenda for further discussion.

President Stephenson announced the college was in the final stages of grant approval process for a \$3.4m grant for a new event center in Poplar Bluff and \$705,000 grant for a classroom facility on the new Matthew Family Sikeston campus. Brian Orr of Toth & Associates explained the grant was for the construction of two "safe" buildings: one on the Poplar Bluff campus and one on the Sikeston campus. The grant would cover Phase 1 of the master plan and is a 75/25 grant opportunity which requires the college to match 25% of the cost to the state's 75% contribution.

**DISCUSSION OF SEMA
GRANT OPPORTUNITY**

Mr. Orr described the various services his company will provide for the grant and the process of getting the plan approved by the state and through public forums. Mr. Orr distributed a floor plan of the proposed event center and Dr. Stephenson distributed a proposal for the new event center. The proposed center will serve a number of audiences and create a revenue stream for the college. It will be a 2200 seat state-of-the-art arena and will be home to Raider basketball, a training facility, athletic department offices, green rooms for entertaining special guests, corporate boxes, digital scoreboards and video screens, concession stand, Three Rivers Team Store, ticket office, indoor walking track and large commons/foyer area. This facility will allow the college to bid on regional high school tournaments including, but not limited to, basketball, volleyball, wrestling, and gymnastics. Other possible tournaments could include karate/martial arts tournaments and forensics competitions.

Mr. Orr stated once the grant is approved and accepted by the Board there would be a timeline of 30 months to complete SEMA expenditures. Discussion followed about a 12 month process planning and raising the capital funds for the building and 18 months for the construction. Dr. Stephenson announced he will begin marketing the new facility and would schedule meetings with capital fundraising companies who specialize in this type of fundraising.

**CONSIDERATION OF
ADOPTION OF COLLEGE
POLICIES:**

The Board unanimously approved following policies as presented: conflicts of interest and records retention on motion by Trustee Garrison and second by Trustee Davis.

Conflicts of Interest and
Records Retention

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Grassham on the following personnel action:

**CONSIDERATION OF
PERSONNEL ACTION**

Acceptance of Hiring

Deana Carter, Business Office Assistant
Deanna Whitlow, Cashier
Krystal Williams, Cashier
Tonya Webb, Coordinator of Student Financial Services
Emily Parks, Director of Development

**Carter
Whitlow
Williams
Webb
Parks**

Acceptance of Resignation

Rod Hackwith, Coordinator of Allied Health

Hackwith

A motion was made by Trustee Thornton to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Grassham. The Board was polled. The vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Davis, yes; and Trustee Garrison, yes.

Following the executive session, Trustee Garrison moved to enter into the regular board meeting; Trustee Thornton seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

Chairman Tibbs announced upon recommendation by Dr. Stephenson, the board unanimously approved a 1.5% increase to the base salary of all pay scales effective January 1, 2011, on a motion by Trustee Thornton and a second by Trustee Winston.

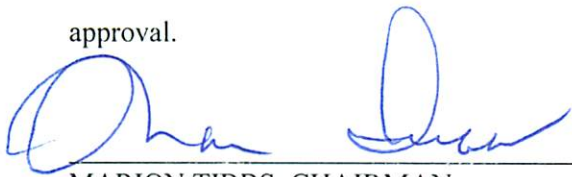
SALARY INCREASE

The board was polled: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Grassham, yes.

There being no further business, the meeting was adjourned at 3:30 p.m. on a motion by Trustee Thornton and second by Trustee Garrison, with unanimous

ADJOURNMENT

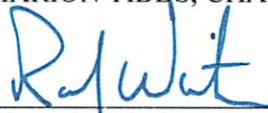
approval.



MARION TIBBS, CHAIRMAN

10/17/10

APPROVAL DATE



RANDY WINSTON, SECRETARY

10/17/10

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, November 17, 2010, at 12:02 p.m.

NOVEMBER 17, 2010

Those present: Trustees Marion L. Tibbs, chairman; Wilbur L. Thornton, vice chair; Randy Grassham, treasurer; Randy Winston, secretary; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Mr. Jason Hosenev, vice president for student success; Charlotte Eubank, chief financial officer; and Heather Kilbreath, recording secretary.

ATTENDANCE

Chairman Tibbs welcomed Pastor Richard Triplett to deliver the invocation. Mr. Triplett is the pastor of First Church of God in Poplar Bluff.

INVOCATION

Chairman Tibbs called the regular meeting to order. The agenda for the meeting was unanimously approved as presented on a motion by Trustee Davis and seconded by Trustee Grassham.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of meeting on October 20, 2010, were unanimously approved on a motion by Trustee Winston and second by Trustee Thornton.

**APPROVAL OF MINUTES
OF NOVEMBER MEETING**

Disbursements totaling \$2,366,393.05 as listed on the check register for the month of October were unanimously approved for payment on a motion by Trustee Thornton and second by Trustee Garrison.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

President Stephenson distributed updated brochures for *Building Partnerships*, Three Rivers Endowment Trust, and *Fasts Facts*.

**PRESIDENT'S REPORT
UPDATED MARKETING
MATERIALS**

Dr. Stephenson announced Delta Corp has offered 1,200 acres of pasture and forest land on Black River for use of the college's forestry club, Triple Creek Cutters, and the forestry program.

**LAND FOR FORESTRY
CLUB**

Dr. Stephenson introduced the college's new advertising campaign and showed the television ads to board members. The purpose of the ads is to promote the college and the new online degree.

NEW TV AD CAMPAIGN

Dr. Stephenson announced the college Annual Report will be released on November 23 which will depict the college's accomplishments for the past year. The report will be followed by another publication called *Transitions*.

2010 ANNUAL REPORT

Dr. Stephenson announced *The Gift* will go on sale mid-November and all the proceeds will benefit the college's scholarship fund. *The Gift* is a CD of piano Christmas classics performed by Dr. Stephenson. The cost is \$15 each and will be sold in the Three Rivers Bookstore and at other college events.

***THE GIFT* – CHRISTMAS
CLASSICS CD**

Dr. Stephenson reported the MCCA Annual Convention was held on November 3-5, 2010. Governor Jay Nixon told MCCA that community colleges are "essential" to job growth in the state of Missouri. Stan Cunningham, math instructor, received a Senior Faculty Service Award. Daily American Republic's Tim Krakowiak was honored with a News Media Award. Trustee Wilbur Thornton was elected to the MCCA Board of

**2010 ANNUAL MCCA
CONVENTION**

Directors. Aaron Smothers received an Outstanding Student Leadership Award.

The 2nd Annual Legislative Brunch and Roundtable will be held on December 17, 2010; at 9:30 a.m. Senator Rob Mayer and Representative Steven Tilley will both be present. All legislators from the college's service area have been invited. The purpose of the meeting is to brief them on Three Rivers, the college's funding issues, and engage in conversation on the upcoming legislative agenda.

2ND ANNUAL LEGISLATIVE BRUNCH & ROUNDTABLE

Dr. Stephenson reported Senator Mayer held a Jobs Summit on November 16 at the Black River Coliseum. Senator Mayer is the new President Pro Tem of Missouri Senate. The summit explored ways to improve Missouri's economy. Representatives from Three Rivers attended to promote the role of community colleges and workforce development.

SEN. MAYER'S JOBS SUMMIT

Dr. Stephenson announced the college will be interviewing three capital fundraising companies during the month of December. The three companies are: Dini Partners, Clements Group, and American City Bureau.

CAPITAL FUNDRAISING INTERVIEWS

Dr. Stephenson briefed board members about two recent President's Advisory Meetings that were held in Malden and Sikeston and discussed the outlook for each center and its community.

PRESIDENT'S ADVISORY MEETINGS

Jason Hosenev reported the college and River Radio hosted Halloween Safe Zone on October 30, 2010. The event drew over 2,700 trick or treaters with 12 local businesses and 6 college organizations helping with the event.

2010 HALLOWEEN SAFE ZONE

Jason Hosenev introduced the newly elected Student Government officers. They are: Paul Vanpraag, president; Aron McCormick, vice president; Aaron Smothers, vice president for programming; Jaymeey Hatfield, secretary/treasurer; Bobbie Kuper and Tobias Voice, programmers; Bob Amendola, parliamentarian; and Frank Kiwon, Robert Hatfield, and James Hancock, senate members at large.

2010-11 STUDENT GOVERNMENT

Air Evac honored nursing student, Breana Bader, for saving the life of Robert McCoy when he had a heart attack at her family's farm in Campbell. The local newspaper, DAR, and local television station, KFVS-12, was present for the occasion.

NURSING STUDENT HONORED

Jason Hosenev reported several employees from financial aid took a road trip to other community colleges around Missouri to discuss topics such as document imaging and streamlining processes.

FINANCIAL AID ROAD TRIP

Bob Jansen reported the progress being made in the Bookstore since his arrival. Mr. Jansen announced a new point-of-sale system will be installed and operational on November 17, which will help automate bookstore procedures and decrease student wait time. A full e-commerce website will be unveiled in the spring semester.

BOOKSTORE UPDATE

Dr. Wesley Payne reported on the several musical performances by the music department and music instructors, Buddy and Cindy White. Dr. Payne also announced upcoming Patron of the Arts performances.

MUSIC DEPARTMENT PATRONS OF THE ARTS UPDATE

President Stephenson announced the following basketball games and invited board members to the Employee Christmas Breakfast on December 10 at 8:30 a.m.

UPCOMING EVENTS

The Board unanimously approved a resolution for the Pear Tree restaurant on motion by Trustee Davis and second by Trustee Winston.

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE

CONSIDERATION OF RESOLUTION FOR PEAR TREE RESTAURANT

“Be it resolved that Dr. Devin Stephenson, President, is hereby authorized by the Board of Trustees, to execute any and all documents pertaining to a contract for the sale of real estate to Handcut Steaks of Poplar Bluff, Inc. on behalf of Three Rivers Community College.”

The Board unanimously approved the purchase of a new college vehicle for Dr. Stephenson on motion by Trustee Winston and second by Trustee Thornton. The president’s current vehicle will become a fleet vehicle for cabinet members to use for business travel.

CONSIDERATION OF VEHICLE PURCHASE

The Board unanimously recognized the proposed campus master plan presented during the October 17, 2010, meeting as the starting point for the college’s new master plan. The motion was made by Trustee Garrison and second by Trustee Davis.

COLLEGE CAMPUS MASTER PLAN

President Stephenson led discussion about the Three Rivers Event Center and stated an alternative to building the event center would be the construction of a new classroom building.

CONSIDERATION OF APPROVAL OF SEMA GRANT

The Board unanimously approved the college proceed with the SEMA grant to construct a “safe room” on both the Poplar Bluff and the Matthews Family Campus in Sikeston on motion by Trustee Thornton and second by Trustee Winston. This approval will allow Dr. Stephenson to execute the grant and proceed with capital fundraising campaigns.

CONSIDERATION OF ADOPTION OF COLLEGE POLICIES:

The Board approved the following policy as presented: Absences from College on motion by Trustee Winston and second by Trustee Thornton. The Board was polled. The vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston; yes; and Trustee Davis, yes; and Trustee Garrison, no.

Absences from College

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Garrison and second by Trustee Davis on the following personnel action:

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Hiring

Lori Armes, Administrative Assistant to Chief Financial Officer
Cynthia Gray, Merchandise Coordinator
Kimberly Hickson, Campus Center Facilitator – Kennett
Melinda Turner, Campus Center Facilitator – Kennett
Samantha Gerecke, Lab Assistant
Sherry McDonald, Secretary II/Health & Human Services

**Armes
Gray
Hickson
Turner
Gerecke
McDonald**

Grant Formal Status

Drew Bates, Campus Police Officer
Matthew Thomas, Graphic Designer

**Bates
Thomas**

Acceptance of Resignation

Chrisandra Harris

Harris

A motion was made by Trustee Thornton to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Grassham. The Board was polled. The vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Davis, yes; and Trustee Garrison, yes.

Following the executive session, Trustee Thornton moved to enter into the regular board meeting; Trustee Garrison seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

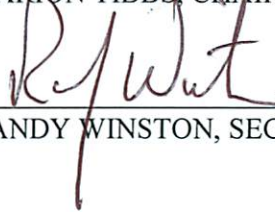
There being no further business, the meeting was adjourned at 3:47 p.m. on a motion by Trustee Garrison and second by Trustee Tibbs, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

12/15/10
APPROVAL DATE



RANDY WINSTON, SECRETARY

12/15/10
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE
(SPECIAL SESSION)**

The special meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Tuesday, November 30, at 7:04 p.m.

NOVEMBER 30, 2010

Those present included: Trustees: Marion L. Tibbs, chairman; Wilbur Thornton, vice chair; Randy D. Winston, secretary; Randy Grassham, treasurer; Darren Garrison (via telephone), member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Jason Hosenev, vice president for student success; Charlotte Eubank, chief financial officer; Ben Traxel, architect; and Heather Kilbreath, recording secretary.

ATTENDANCE

Ben Traxel distributed handouts of a proposed classroom building for the college master plan and led discussion. This classroom will be approximately 50,000 square feet and can be constructed using the current SEMA grant or with a future grant. This project could be selected with an estimated total construction cost of \$6.5 million.

College Master Plan

President Stephenson stated Dr. Richard Camp would donate the land for the college's entrance if the college would agree to bring sewer to Dr. Camp's property, which would cost approximately \$42,000. He also reported Shelby Road and Three Rivers Boulevard have been designated by MoDOT as connectors to federal highways which would make the new entrance eligible for federal funding.

Shelby Road Entrance

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Thornton. The Board was polled. The vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Davis, yes; and Trustee Garrison, yes.

Following the executive session, Trustee Davis moved to enter into the special board meeting; Trustee Thornton seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; and Trustee Davis, yes. Trustee Winston was absent.

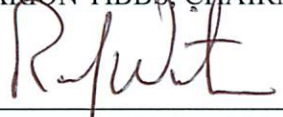
There being no further business, the meeting was adjourned at 8:09 a.m. on a **ADJOURNMENT** motion by Trustee Davis and second by Trustee Grassham, with unanimous approval.



MARION TIBBS, CHAIRMAN

12/15/10

APPROVAL DATE



RANDY WINSTON, SECRETARY

12/15/10

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, December 15, at 10:11 a.m.

DECEMBER 15, 2010

Those present included: Trustees: Wilbur Thornton, vice chair; Randy D. Winston, secretary; Randy Grassham, treasurer; Darren Garrison, member; Phil Davis, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Jason Hosenev, vice president for student success; Charlotte Eubank, chief financial officer; Kathy Swan, coordinating board of higher education member; Dr. David Russell, commissioner/Missouri department of higher education; and Heather Kilbreath, recording secretary. Marion L. Tibbs, chairman, was absent. Others present in the gallery were Three Rivers Police Chief Bill Cagle and Rick Hux, coordinator for the Southeast Missouri University Malden Center.

ATTENDANCE

Trustee Grassham delivered the invocation for the meeting.

INVOCATION

Trustee Tibbs was absent due to a medical procedure so Vice-Chair Thornton served as Chairman of the meeting.

**APPROVAL OF BOARD
MEETING AGENDA**

Vice-Chair Thornton called the meeting to order. Trustee Winston requested to move the executive session after the president's report and enter into a special open session with Dr. David Russell and Kathy Swan. The agenda for the meeting was unanimously approved as amended on a motion by Trustee Winston and seconded by Trustee Garrison.

President Stephenson discussed the successful history of Three Rivers College in providing educational opportunities throughout Southeast Missouri for the past 40+ years. He also gave a report on the outstanding ceremony that took place the day before when college officials, local citizens, and the Three Rivers Endowment Trust dedicated an historical marker at the original location of the college, now occupied by Southern Bank.

**Historical Marker
Ceremony**

President Stephenson introduced the two guests from the Missouri Department of Higher Education and the Coordinating Board of Higher Education: Dr. David Russell, Commissioner and Kathy Swan, CBHE Member.

**Higher Learning
Commission**

Vice-Chair Thornton requested that the guests address the Board and provide their wise counsel to a situation created by officials of Southeast Missouri State University. Dr. Russell thanked the Board for the invitation and opened discussion regarding Dr. Ken Dobbins', president of Southeast Missouri University, latest endeavor to bring an associate of applied science nursing degree to Kennett, Missouri, with the aid of Arkansas State University from Jonesboro, Arkansas, without

first offering this partnership to Three Rivers.

The Board, Commissioner, and President Stephenson discussed the history of Three Rivers and Southeast, Missouri Department of Higher Education public policy, the board's concern about Dr. Dobbin's trustworthiness, mediation between the two educational institutions, and the need to keep this matter out of public arena.

Following discussion, Dr. Russell and Ms. Swan individually addressed the college board of trustees and college administration with their advice and final comments.

President Stephenson stated Dr. Russell would be invited campus at another time later this year to tour the campus, the Dexter Center, and the Nursing and Allied Health Center.

The meeting was suspended at 11:17 a.m. for a lunch break on a motion by Trustee Davis and second by Trustee Grassham, with unanimous approval.

LUNCH BREAK

Vice-Chair Thornton reconvened the meeting at 12:25 p.m. and welcomed all in attendance.

The minutes of meeting on November 17, 2010, were unanimously approved on a motion by Trustee Davis and second by Trustee Garrison.

**APPROVAL OF
MINUTES
OF NOVEMBER
MEETING**

Disbursements totaling \$2,103,371.29 as listed on the check register for the month of November were unanimously approved for payment on a motion by Trustee Winston and second by Trustee Garrison.

**DISBURSEMENTS
ACCOUNTS PAYABLE**

Charlotte Eubank stated the cash balance in the financial report was a snapshot in time and that there was a significant difference from November's report due to student aid refund money being received and payments not yet distributed. Ms. Eubank also noted there was \$3.6 million in the college's plant (or reserve) fund. This plant fund balance was \$3.1 million in October 2010 and \$3.3 million in November 2010.

PRESIDENT'S REPORT

President Stephenson reported that employees enjoyed their annual Christmas breakfast on December 10, 2010. At this event, Dr. Stephenson presented retiring English instructor, Cynthia Richardson, with resolutions from the Missouri House of Representatives and Senate honoring her years of service.

**EMPLOYEE
CHRISTMAS
BREAKFAST**

President Stephenson reported *The Gift* CD had sales of \$3,210 to date. The CD is a compilation of Christmas classics performed by Dr. Stephenson. All proceeds from sales will benefit a scholarship fund. The cost per CD is \$15 and is sold at the Three Rivers Bookstore, Patrons of Arts performances, Jewelers Bench, and Home Accents.

***THE GIFT* CD REVENUE
REPORT**

On December 14, 2010, there was a Historical Marker Dedication Ceremony held on the Southern Bank downtown property. Endowment Trust Chairman, Dr. E.T. Hansbrough, and Board of Trustee Chairman, Marion Tibbs, unveiled the marker during the ceremony. This marks the site of Three Rivers' first building in downtown Poplar Bluff; and the marker was a project of the Three Rivers Endowment Trust.

HISTORICAL MARKER DEDICATION CEREMONY

The 2nd Annual Legislative Brunch will be held on December 17, 2010. All legislators from the area are invited and will be briefed on Three Rivers and higher education funding issues. In addition, legislators will be given the opportunity to engage in conversation on MCCA's legislative agenda.

UPDATE ON LEGISLATIVE BRUNCH

President's Advisory Committee meetings were held for Butler County at the Tinnin Center, Southeast Butler County at Twin Rivers High School, Southwest Butler County at Neelyville High School, and Wayne County at the *Fishing Hole*. These committees were expanded to include more community leaders from our service areas. Feedback from these meetings includes support of equity in all athletic programs, appreciation for relationship and partnership building, and the desire to meet with Dr. Stephenson more often. Meetings for Ripley, Carter and Dunklin (Kennett) counties have been scheduled in coming weeks.

UPDATE ON PRESIDENT'S ADVISORY MEETINGS

Three Rivers' Medical Laboratory Technician recently went through an accreditation review. The program was received full accreditation with no deficiencies noted. The accreditation team reported the following areas of strength: administration supports program; faculty dedicated to students; excellent support from advisory committee members, clinical affiliates, and graduates; and excellent student lab. Dionne Thompson is the Med Lab instructor and program coordinator. Three Rivers' Med Lab program is one of only four programs in Missouri.

MED LAB TECHNICIAN PROGRAM ACCREDITATION

Coach Jeff Walk demonstrated the new Three Rivers Athletic website, which is linked to the college's website. The website contains YouTube videos, upcoming athletic events, sports stories, photos, game stats, and provides a revenue stream to support the athletic department budget and operations.

NEW ATHLETIC WEBSITE

Chief Bill Cagle of Three Rivers Police Department reported they are currently working on an Emergency Action Plan for the college, which will consist of online training, training exercises, and safety poster notification. Safety programs will be presented to both employees and students. The police department is working on projects such as campus community watch, employee/student escort service, behavioral intervention team, crime prevention committee, and police department advisory board. The department currently has three commissioned officers, two non-commissioned officers, and the campus is patrolled 24/7. On average, the department receives 350-450 calls per month; 55 reports since August 26, 2010; and 23 of those reports were related to housing. The officers work during ballgames and other special events. The patrol car is marked and equipped for emergency use. There is also

POLICE DEPARTMENT REPORT

a bicycle for patrol use.

Marisol Arenivas, Housing Director, and Sheronda Powell, Housing Liaison, reported they have identified various maintenance issues such as smoke detectors missing batteries or unplugged, empty fire extinguishers, and poor living conditions such as filthy carpet, holes in wall, light fixtures exposed and water damage. To remedy these issues, Ms. Arenivas and her staff will conduct monthly health and safety inspections. As a result of these inspections, the college has reconnected and replaced batteries in smoke detectors; replaced fire extinguishers with new ones; and painted and removed old carpeting from apartments. Additionally, a daily duty maintenance log is being kept. Housing has a total of 183 beds with 3 people on a waiting list and has had sixteen programs and/or activities in the fall semester with an overall resident participation of 283. Each resident assistant is responsible for one weekly activity (social, educational, academic, diversity, or spirituality) and one significant program per semester.

Upcoming *Patrons of Arts* programs include *Swing Sisters* on December 18; *Back to the Future* on January 22; and *The Comedy of Errors* on February 5.

President Stephenson announced Bill Hampton has been hired as the Coordinator of the Dexter Center and Ann Matthews as the Assistant Coordinator. This is the newest off-campus center and is located at 515 Market Street. Classes are scheduled to begin on January 18. The center is a collaborative effort with Stoddard County Learning Center, Stoddard County Development Authority, Dexter Chamber of Commerce, and City of Dexter. The center will offer day and evening general education classes, house the Green Diesel Technology program, house Medical Coding Program, and provide a full complement of student services including registration, advising and financial aid assistance.

President Stephenson introduced Jim Schmersahl of Schmersahl, Treloar & Company, the college's independent auditor. Mr. Schmersahl distributed the draft audit and led the audit review. He reported that the bookstore increased revenues by \$73,000; and instructional expenses increased due to the increase of credit hours. He indicated that the internal financial controls of the Booster Club continued to be an issue. Mr. Schmersahl also suggested that the Board of Trustees look into raising tuition.

The Board unanimously approved the adoption of the annual audit report on motion by Trustee Winston and second by Trustee Garrison.

HOUSING REPORT

UPCOMING PATRONS OF ARTS EVENTS

UPDATE ON DEXTER CENTER

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE

CONSIDERATION OF ADOPTION OF ANNUAL AUDIT REPORT

Upon the recommendation by legal counsel and recommendation by President Stephenson, the Board unanimously approved the resolution for property lease for the Sikeston (Matthews) property on a motion by Trustee Winston and second by Trustee Grassham. The lease will generate total revenue of \$4,940, which is 38 acres at a \$130 per acre. Rent will be paid two payments as follows: \$2,470 due January 3, 2011, and \$2,470 due July 1, 2011.

CONSIDERATION OF RESOLUTION FOR PROPERTY LEASE

The resolution reads as follows:

“The following resolution was passed at a duly convened meeting of the Board of Trustees of Three Rivers Community College on the 15th day of December, 2010.

Be it resolved that Dr. Devin Stephenson, President, is hereby authorized by the Board of Trustees, to execute any and all documents pertaining to a contract for the lease of real estate for the purpose of farmland on behalf of Three Rivers Community College.

I, Wilbur Thornton, as chairman of the Board of Trustees of Three Rivers Community College and Dr. Devin Stephenson, president of Three Rivers Community College hereby certify that this resolution (a) has been duly recorded in the minute book and approved by appropriate vote by the trustees of the college (b) is in force, and (c) does not in any way exceed the objects or powers of the trustees of Three Rivers Community College.”

Dr. Wesley Payne reported an ad hoc committee had been formed to research and recommend a new personnel evaluation program. The committee will make a final presentation to the President’s Cabinet. There will be two evaluation programs: one for professional staff/support staff and one for faculty. The professional/support staff evaluation program will be implemented in Spring 2011, and faculty evaluation program will be implemented in Fall 2011. Trustee Garrison indicated that his preference would be to incorporate incentives or raises in the evaluation systems.

UPDATE ON COLLEGE PERSONNEL EVALUATION PROCESS

Charlotte Eubank distributed a detailed listing of annual expenditures for the E.K. Porter building and led discussion. The information included work orders, custodial services and accounts payable records.

DISCUSSION OF BUILDING EXPENDITURES

DISCUSSION AND CONSIDERATION OF INSURANCE PREMIUMS

Kristina McDaniel stated the college had been assessed an additional \$80,000 to keep the GMET Insurance Trust solvent. President Stephenson and Mrs. McDaniel led discussion about insurance options. Following discussion, Dr. Stephenson requested the board’s permission to pursue other health insurance opportunities for college employees.

Health Insurance

The Board approved by consensus Dr. Stephenson's request.

The Board unanimously approved the payment of the E.K. Porter Building insurance premium by the college on a motion by Trustee Garrison and second by Trustee Davis.

Emily Parks reported a committee of individuals from the Endowment Trust, Sikeston and Poplar Bluff President's Advisory Committee, and the college interviewed three capital fundraising companies: American City Bureau, Clements Group, and Dini Partners. Mrs. Parks stated the consensus of the committee was to select American City Bureau for the upcoming capital campaign projects in Poplar Bluff and Sikeston. American City could start immediately and would take twelve weeks to complete the feasibility study. President Stephenson reported the Endowment Trust had already endorsed American City and would raise the money for the feasibility study. The feasibility study will be presented to the Trust and the Board at some time in March 2011. Then the two entities would employ American City to continue the fundraising campaign and the fee structure would be negotiated at that time.

American City Bureau is a full-service firm with over 97 years of success and has completed nearly 10,000 philanthropic services and raised billions of dollars for those campaigns. The company is headquartered in Chicago, Illinois. Strengths include strong partnerships, previous success in Sikeston, fundraising philosophy, and development study structure and time frame.

Following discussion and recommendation by President Stephenson, the Board unanimously approved the endorsement of American City Bureau and Endowment Trust funding the feasibility study on a motion by Trustee Winston and second by Trustee Davis.

Charlotte Eubank distributed handouts and, along with President Stephenson, led discussion about tuition increase scenarios. Over 80% of Three Rivers students receive a Pell grants. Summer is traditionally the semester tuition increases take effect. Trustee Garrison requested the college explain the reason for increasing tuition, which is an estimated \$700,000 decrease to state core allocation. The Board agreed to consider the proposal and to take action in January when more information was available regarding the FY12 state core allocation.

The Board approved the following policy as presented: Social Media Policy on motion by Trustee Garrison and second by Trustee Grassham.

Property Insurance

CONSIDERATION OF CAPITAL FUNDRAISING CAMPAIGN

REVIEW OF PREVIOUSLY APPROVED TUITION PLAN & CONSIDERATION OF FY 12 TUITION/FEEES

CONSIDERATION OF ADOPTION OF COLLEGE POLICIES:

Social Media Policy

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Garrison and second by Trustee Winston on the following personnel action:

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Hiring

William Dougherty III, Administrative Assistant for Financial Aid

Thomas Brian Newman, Campus Police Officer

**Dougherty
Newman**

Grant Formal Status

Sheronda Powell, Assistant Women’s Basketball Coach/Housing Liaison

Ben Gordon, Technology and Computer Services Specialist

Powell

Gordon

Acceptance of Resignation

Drew Bates, Campus Police Officer

Melanie Thomas, English Instructor

Bates

Thomas

President Stephenson reviewed the current list of bid proposals. There were five bids awarded to Missouri companies of which four were in the college’s service area and the largest bid was to a company within the college’s taxing district.

BID PROPOSALS

A motion was made by Trustee Davis to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 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.

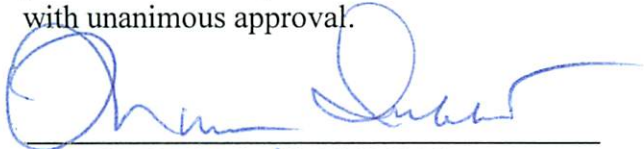
EXECUTIVE SESSION

The motion to enter into executive session was seconded by Trustee Grassham. The Board was polled. The vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, absent; Trustee Winston; yes; and Trustee Davis, yes; and Trustee Garrison, yes.

Following the executive session, Trustee Garrison moved to enter into the regular board meeting; Trustee Davis seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, absent; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

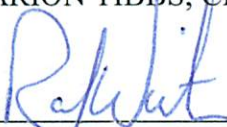
There being no further business, the meeting was adjourned at 3:03 p.m. on a motion by Trustee Garrison and second by Trustee Tibbs, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

APPROVAL DATE



RANDY WINSTON, SECRETARY

APPROVAL DATE