

**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 on the main campus in Poplar Bluff, Missouri, on Wednesday, January 23, 2013 at 12:00 p.m.

JANUARY 23, 2013

Those present included: Trustees: Randy Winston, chairman; Darren Garrison, vice chairman; Ben Ressel, treasurer; Randy Grassham, secretary; Phil Davis, member; Wilbur Thornton, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

Trustee Winston made a motion to approve the agenda. The agenda was unanimously approved with a second by Trustee Garrison.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on December 19, 2013 were unanimously approved as presented on a motion by Trustee Garrison and second by Trustee Ressel.

**APPROVAL OF MINUTES
OF NOVEMBER MEETING**

Charlotte Eubank reported the college's revenue and expenses as of December 31, 2012. The college is 50% into the fiscal year and has recognized 77% of budgeted revenue. Increased revenues are due to the increase in enrollment and Spring registration as of the end of December. Other operating revenue is up due to the Cape Girardeau Partnership for Higher Education revenue that was not budgeted. The college is on target for expenses at 51% of budget being spent.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT AND BUDGET
ADJUSTMENTS**

Charlotte Eubank presented budget adjustments that were detailed in a handout provided to the board.

Revenue adjustments included the inclusion of the Cape Girardeau Partnership, revenue from the LPN program and an increase to our tuition based on the current revenue. These revenues were not anticipated at the time of the budget approval process in June 2012.

Expense adjustments included expenses associated with the LPN program, savings from the reorganization of the Division of Learning, the salary adjustments that were approved by the Board at the December 2012 meeting and some miscellaneous expenses that were not included in the previously approved budget.

The December 2012 financial report and proposed Budget adjustments were unanimously approved on a motion by Trustee Ressel and a second by Trustee Garrison.

Dr. Payne reviewed Spring Convocation. The format was adjusted from an entire day to a noon meeting of the faculty and staff. All off-campus center personnel joined the meeting via webcast. This format allowed the faculty and staff to prepare for the students arrival on Tuesday. Dr. Stephenson reviewed the information that he presented in his PowerPoint presentation at the convocation.

PRESIDENT'S REPORT

Dr. Totty presented details relating to Spring Registration. We are reporting a 2% increase in head count on the first day of the semester as compared to 2012 census. Credit hour production is up 8.47%.

Dr. Stephenson discussed the Governor's visit and reviewed the lobbying efforts currently in place in Jefferson City. Community Colleges have strong support in the legislature for increased funding and support. Very positive environment.

Dr. Payne discussed the Ag Expo that is a joint venture with the college and the Missouri Extension Center. Dr. Jon Hagler and Senator Doug Libla were at the ribbon cutting ceremonies for the opening of the Expo.

Dr. Payne announced the next Patron of the Arts events. Celtic Nights will be held February 28.

Other special events include Homecoming on Feb 2, A passion for Service presentation with the Chamber on January 5 and Multicultural Week events the week of February 4.

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

Dr. Stephenson presented personnel changes. Motion to accept was made by Trustee Davis and seconded by Trustee Grassham. The motion was unanimously approved.

CONSIDERATION OF PERSONNEL ACTION

A motion was made by Trustee Davis to enter into executive session to discuss personnel, property 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

MOTION TO ENTER INTO EXECUTIVE SESSION

public governmental body when personal information about the employee is discussed or recorded.

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

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

There being no further business, the board unanimously approved to adjourn the meeting at 12:57p.m. on a motion by Trustee Davis and a second by Trustee Thornton.

ADJOURNMENT



RANDY WINSTON, CHAIRMAN

2/27/13

APPROVAL DATE



RANDY GRASSHAM, SECRETARY

2/27/13

APPROVAL DATE

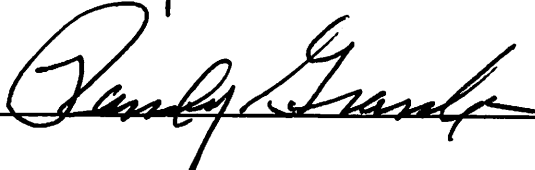
THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Month of JANUARY 2013

Current Fund:	General Fund - Southern Bank	\$ 1,415,947.19
	Electronic Student Refunds - Higher One	<u>35,136.24</u>
	Total Current Fund	1,451,083.43
Housing Fund:	Rivers Ridge - Southern Bank	8,345.99
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>3,446.40</u>
	Grand Total	<u><u>\$ 1,462,875.82</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Business Office. Approved by the Board of Trustees, this 27th day of February 2013.



Chairman, Board of Trustees



Secretary, Board of Trustees

**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 on the main campus in Poplar Bluff, Missouri, on Wednesday, February 27, 2013 at 12:00 p.m.

FEBRUARY 27, 2013

Those present included: Trustees: Randy Winston, chairman; Darren Garrison, vice chairman; Ben Ressel, treasurer; Randy Grassham, secretary; Phil Davis, member; Wilbur Thornton (via phone), member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

Trustee Winston asked the board members to add item IV.2 – Authorization to purchase Mobile Lab to the agenda. Trustee Garrison made a motion to approve the agenda as amended. The agenda was unanimously approved with a second by Trustee Ressel.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on January 23, 2013, were unanimously approved as presented on a motion by Trustee Garrison and second by Trustee Ressel.

**APPROVAL OF MINUTES
OF JANUARY MEETING**

Charlotte Eubank reported the college's revenue and expenses as of January 31, 2013. The college is 59% into the fiscal year and has recognized 88% of budgeted revenue. Increased revenues are due to the increase in enrollment and Spring registration. The college is on target for expenses at 61% of budget being spent.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT AND BUDGET
ADJUSTMENTS**

Dr. Stephenson introduced Cindy White and the students from CMU. Ms. White explained that with the partnership with CMU Sara Jones and Tiffanie Smith have successfully completed their bachelor's degrees in Music Education. Both are currently student teaching in area schools with graduation scheduled for May.

**INTRODUCTION OF CMU
MUSIC STUDENTS**

Dr. Maribeth Payne introduced Derrick Miller, Director of the ACHIEVE (Student Support Services) program and Sherry McDonald with the Educational Talent Search.

**INTRODUCTION OF TRIO
STAFF**

Mr. Miller outlined the program and reported that we have 250 participants with 60 students scheduled to graduate in 2013.

Ms. McDonald reported that Three Rivers College has been

providing services in Southeast Missouri for 20 years. This program encourages postsecondary education for students, grades 6 – 12.

Dr. Maribeth Payne reviewed the Strategic Planning Workshop that was held on February 1 at the Landing in Van Buren. It was a workshop for all of the budget and strategic managers on campus. Annual priorities for FY14 were established by the President and each of the cabinet members.

STRATEGIC PLANNING WORKSHOP

Dr. Totty reviewed the Homecoming festivities, announced the King and Queen and discussed the “Pink is the New Gold” t-shirts that were worn in support of breast cancer awareness month.

HOMECOMING 2013

Dr. Totty reviewed activities on campus in support of the Multicultural Month during February. These events were sponsored by the Multicultural Club and Student Government Association and included Live Black History Museum and a concert by the Kenyan band, Jabali Afrika.

MULTICULTURAL MONTH – FEBRUARY ACTIVITIES

Dr. Payne discussed the success of the Jazz festival that included concerts on February 14 and 16 with band clinics held for area high school students. Mike Goldsmith of Mineral Area College led the band clinics.

JAZZ FESTIVAL

Dr. Stephenson reviewed the attendees from the college during the MCCA Rally Day in Jefferson City. MCCA has built strong support with the General Assembly (Representatives and Senators) and the focus of the day was “Fair Share” supporting various initiatives that would alter the funding formula at the state level to provide for equity in splitting the budget between 2 and 4 year institutions.

RALLY DAY

Dr. Wesley Payne discussed Celtic Nights, February 28 and Hansel & Gretel: The Next Generation, March 2.

PATRONS OF THE ARTS

Dr. Stephenson reviewed the recent article in the Community College Journal that featured Dr. Stephenson as “The Evangelist” for community colleges. He discussed educating elected officials on the benefits of community colleges to lobby for more resources.

THE ADVOCATES (COMMUNITY COLLEGE JOURNAL)

Dr. Stephenson updated the Board that the construction for the ARC is on schedule. Over spring break, the library will move into the eastern part of the building to allow construction to continue in the current library room.

ARC CONSTRUCTION

Discussion on the upcoming region 16 Women’s Tournament that will be taking place on Three Rivers Campus. The first game is on Friday, March 1 with the winners playing on Saturday, March 2. Three Rivers Lady Raiders are in a very good position to win the tournament.

WOMEN’S TOURNAMENT BRACKETS

**ITEMS FOR DISCUSSION,
CONSIDERATION, & VOTE**

Dr. Stephenson presented personnel changes. Motion to accept was made by Trustee Garrison and seconded by Trustee Winston. The motion was unanimously approved.

**CONSIDERATION OF
PERSONNEL ACTION**

Dr. Payne presented the background and history information regarding the purchasing of the Mobile Skills training labs. Grant dollars will pay \$305,870 and we have budgeted the remaining \$167,290 for the purchase of the two labs and truck. The recommendation was made to proceed with the purchase after the final review of the bids. The request was made for the Board to authorize Dr. Stephenson to execute the contracts necessary in order to complete the purchase, not to exceed \$473,160. The motion was made by Trustee Davis with a second by Trustee Garrison. It was unanimously approved.

**MOBILE SKILLS TRAINING
LAB**

A motion was made by Trustee Davis to enter into executive session to discuss personnel, property 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.

**MOTION TO ENTER INTO
EXECUTIVE SESSION**

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

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

Trustee Garrison read the resolution and moved for the adoption of the resolution as presented. Trustee Ressel seconded the motion. The board was polled and the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Davis, yes; Trustee

**RESOLUTION TO ACCEPT
THE GIFT OF REAL ESTATE
FROM THE ROBERT SCOTT
MATTHEWS, JR.**

Garrison, yes; Trustee Ressel, yes; and Trustee Winston, yes.

REVOCABLE TRUST

There being no further business, the board unanimously approved to adjourn the meeting at 1:48p.m. on a motion by Trustee Davis and a second by Trustee Garrison.

ADJOURNMENT



RANDY WINSTON, CHAIRMAN

3/20/13

APPROVAL DATE



RANDY GRASSHAM, SECRETARY

3/20/13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, March 20, 2013 at 1:00 p.m.

MARCH 20, 2013

Those present included: Trustees: Darren Garrison, vice chairman; Ben Ressel, treasurer; Randy Grassham, secretary; Phil Davis, member; Wilbur Thornton, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary. Randy Winston, chairman; absent.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

Trustee Garrison advised the board that there was an amended agenda presented that added the Resolution authorizing the execution of a program and financing agreement for the purpose of retained jobs training program for Siegel-Robert (SRG-Global), INC. Trustee Ressel made a motion to approve the agenda as amended. The agenda was approved with a second by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on February 27, 2013, were approved as presented on a motion by Trustee Thornton and second by Trustee Garrison.

**APPROVAL OF MINUTES
OF FEBRUARY MEETING**

Charlotte Eubank reported the college's revenue and expenses as of February 28, 2013. The college is 67% into the fiscal year and has recognized 103% of budgeted revenue. Increased revenues are due to the increase in enrollment and Spring registration. The college is on target for expenses at 66% of budget being spent.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

The financial report was approved as presented on a motion by Trustee Davis and second by Trustee Ressel.

PRESIDENT'S REPORT

Dr. Payne reviewed the nomination process for this award. Students and Faculty can nominate an outstanding faculty member for this award. The winner this year is Paulette Alexander, faculty member in the Nursing and Allied Health program. Ms. Alexander has been with the college for 24 years and is a graduate of Three Rivers. She takes an individual interest in her students, helping them be successful in the nursing program and in their lives.

**MCCA TEACHING
EXCELLENCE AWARD-
PAULETTE ALEXANDER**

Dr. Totty presented the Phi Theta Kappa award winners for the year. Erica Chitwood and Ryan Ortego. Chitwood and Ortego are on the All-Missouri Academic Team. This honor is bestowed on the state's top community college students and is presented by the Missouri Community College Association.

**PTK AWARD WINNERS –
ERICA CHITWOOD AND
RYAN ORTEGO**

This was a landmark year for Three Rivers with Erica Chitwood being selected to represent the college on the Coca Cola Bronze All-Academic Team.

Dr. Stephenson discussed the recent partnership with Invensys Controls for a jobs skills training program. Leaders from Invensys Controls, Three Rivers College, West Plains and Willow Springs met on March 19 for a tour of the Invensys facility and to talk about the impact of the training on productivity and increased employment opportunities in southern Missouri.

INVENSYS TOUR

Dr. Payne presented that at the 4th Annual Spelling Bee competition held at the Tinnin Center on March 9, Jade Ray Samanta of Cape Girardeau won and will advance to the National Scripps Spelling Bee in Washington, DC.

**SCRIPTS SPELLING BEE
WINNER – JADE RAY
SAMANTA**

Dr. Stephenson discussed the success of our rodeo team. Keith Hall won the bull riding completion at the University of Arkansas March 14-16. This is the first time a member of our team has won at a regional rodeo. Keith is currently qualified to compete at the College National Finals Rodeo June 9 – 15 in Casper, WY.

RODEO TEAM

JAZZ FESTIVAL

The team will compete at regional rodeos in West Point, MS, March 21-23; Senatobia, MS, April 4 – 6 and Martin, TN, April 11-13.

Dr. Payne reviewed the upcoming Moscow Ballet company performing Swan Lake. This will be presented at the Tinnin Center on Monday, April 29 at 7pm.

PATRONS OF THE ARTS

**ITEMS FOR DISCUSSION,
CONSIDERATION, & VOTE**

Dr. Stephenson presented personnel changes. Motion to accept was made by Trustee Thornton and seconded by Trustee Davis. The motion was approved.

**CONSIDERATION OF
PERSONNEL ACTION**

Dr. Stephenson reviewed the proposed training program. He invited Bud Joyner to further explain.

**RESOLUTION AUTHORIZING
THE EXECUTION OF A
PROGRAM AND FINANCING
AGREEMENT FOR THE
PURPOSE OF CARRYING
OUT A RETAINED JOBS
TRAINING PROGRAM FOR
THE SIEGEL-ROBERT, INC.;**

Mr. Joyner explained that the training was for existing employees of the company that were being moved back to the West Plains facility from Mexico. The State awards money to companies that have made substantial investment in equipment and facilities where employees need additional training in order to operate new

equipment. Three Rivers College will receive 15% of the funds paid to the company for the administration of the program.

AND AUTHORIZING AND APPROVING CERTAIN DOCUMENTS AND ACTIONS RELATING THERETO

Motion was made by Trustee Ressel to adopt the resolution with a second by Trustee Thornton. Motion was approved.

A motion was made by Trustee Garrison to enter into executive session to discuss personnel, property 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.

MOTION TO ENTER INTO EXECUTIVE SESSION

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

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

There being no further business, the board unanimously approved to adjourn the meeting at 1:48p.m. on a motion by Trustee Ressel and a second by Trustee Davis.

ADJOURNMENT



RANDY WINSTON, CHAIRMAN

4/10/13

APPROVAL DATE



RANDY GRASSHAM, SECRETARY

4/10/13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, April 10, 2013 at 12:00 p.m.

APRIL 10, 2013

Those present included: Trustees: Randy Winston, chairman; Darren Garrison, vice chairman; Ben Ressel, treasurer; Randy Grassham, secretary; Phil Davis, member; Wilbur Thornton, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

Chairman Winston 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 Janine Heath as temporary secretary. The nominations were unanimously approved on a motion by Trustee Garrison and seconded by Trustee Davis.

**APPOINTMENT OF
TEMPORARY CHAIR AND
SECRETARY**

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

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

Trustee Winston nominated the following 2013-2014 Board of Trustees Slate of Officers: Darren Garrison, chairman; Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member; and Randy Winston, member. The nominations were unanimously approved with a second by Trustee Thornton.

The reorganization of the board of trustees was in accordance to the Public School Laws of Missouri and the rotation schedule as recorded in the April 15, 1992 Board of Trustee meeting.

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

The agenda as unanimously approved as presented on a motion by Trustee Ressel and a second by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on March 20, 2013, were approved as presented on a motion by Trustee Winston and second by Trustee Thornton.

**APPROVAL OF MINUTES
OF FEBRUARY MEETING**

Charlotte Eubank reported the college's revenue and expenses as of March 31, 2013. The college is 75% into the fiscal year and has recognized 95% of budgeted revenue. Increased revenues are due to the increase in enrollment. The college is on target for expenses at

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

80% of budget being spent. Trustee Davis questioned the increased expenses in Plant Maintenance. Dr. Stephenson explained that expenditures were directly attributable to the ARC remodel. The college is incurring no debt in with the ARC remodel. All monies are coming from fund balance.

The financial report was approved as presented on a motion by Trustee Ressel and second by Trustee Garrison.

PRESIDENT'S REPORT

Dr. Stephenson announced that within the proposed Senate budget there is \$150,000 designated by Senator Mike Cunningham for Three Rivers College to assist in funding the startup in Willow Springs.

SENATE BUDGET

Dr. Stephenson discussed the upcoming Commencement activities. The speaker, Mark Kennedy Shriver is the Executive Vice President of Save the Children Foundation. The chairman of the Regional Delta Authority, Mr. Chris Masingill, will join the stage party and introduce Mr. Shriver. There are activities being planned to provide an opportunity for the community to meet Mr. Shriver. Details will be announced after they are finalized.

COMMENCEMENT SPEAKER – MARK KENNEDY SHRIVER

Graduates participating in the commencement ceremony will receive an inaugural commencement medallion this year.

Dr. Stephenson announced that the lobby in the ARC is now open. Construction continues in the remainder of the building. The contracted completion date is May 12, 2013.

ARC UPDATE

Dr. Totty reported that our registration numbers are in line with historical numbers. There are several registration “walk-in” events scheduled with the area high schools. Students are individually paired with staff from the college to assist them in the registration process.

REGISTRATION FOR MAYMESTER, SUMMER, AUGMESTER AND FALL

Dr. Payne reported that on March 23 the college provided training for 43 firefighters from 9 departments throughout the region in Willow Springs.

FIRE TRAINING IN WILLOW SPRINGS

Dr. Payne reported that Three Rivers College hosted the April Superintendent's Luncheon. More than 40 area superintendents attended. The event was very successful and allowed us to continue to build relationships with the high schools.

SOUTHEAST MISSOURI SUPERINTENDENT'S LUNCHEON

Dr. Stephenson discussed the recent visit from Jason Smith, Republican candidate for US Representative/District 8 on April 3. Mr. Smith met with the administrators of the college and discussed the various initiatives and programs that are offered by Three

JASON SMITH VISIT

Rivers College.

Dr. Stephenson reviewed the recent SEMO tour, hosted by Doug Libla. Seven senators and representative from around the state conducted a tour of Southeast Missouri, visiting the college and several businesses located in the region. The legislators have a clear understanding of the inequities in funding based on the needs in the area and the programs that the college provides.

Dr. Payne discussed the upcoming Moscow Ballet presentation of Swan Lake. The show is on the verge of being sold out. All ticket holders are encouraged to be early.

Dr. Stephenson announced the upcoming ACE Award banquet to be held at the Aad Grotto on April 26. He encouraged all board members to attend.

The FY14 Board of Trustees meeting schedule was unanimously approved as presented with a motion by Trustee Winston and a second by Trustee Davis.

The FY14 College holiday schedule was unanimously approved as presented with a motion by Trustee Thornton and a second by Trustee Grassham.

Dr. Stephenson presented personnel changes. Motion to accept was made by Trustee Winston and seconded by Trustee Ressel. The motion was approved.

Dr. Stephenson introduced Meegie Wheat, Instructional Designer. Ms. Wheat is joining the college with much experience at the University of South Alabama. She will focus on improving on line class delivery to foster student engagement and strengthen Title III initiatives.

A motion was made by Trustee Davis to enter into executive session to discuss personnel, property 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

STATE LEGISLATORS VISIT TO THE CAMPUS

PATRONS OF THE ARTS

ACE AWARDS

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

CONSIDERATION OF AND APPROVAL OF THE FY14 BOARD MEETING SCHEDULE

CONSIDERATION OF AND APPROVAL OF THE FY14 COLLEGE HOLIDAY SCHEDULE

CONSIDERATION OF PERSONNEL ACTION

MOTION TO ENTER INTO EXECUTIVE SESSION

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 Winston. The Board was polled. The vote was as follows: Trustee Davis, yes; Trustee Grassham, yes; Trustee Thornton, yes; Trustee Garrison, yes; Trustee Ressel, yes; and Trustee Winston, yes.

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

Trustee Ressel made the motion to extend the contracts of the Cabinet members; Dr. Wesley Payne, Dr. Angela Totty, and Charlotte Eubank through June 30, 2015. The motion was unanimously approved with a second by Trustee Winston.

EXTENSION OF CABINET CONTRACTS

Trustee Winston made the motion to accept the donation of the building in Caruthersville, when presented, and authorized Dr. Stephenson to finalize all necessary documentation. The motion was unanimously approved with a second by Trustee Grassham.

ACCEPTANCE OF GIFT

Trustee Davis made the motion to authorize the administration to move forward with soliciting bids for auction of the Emerson building and contents. The motion was unanimously approved with a second by Trustee Winston.

EMERSON BUILDING, KENNETT, MO

There being no further business, the board unanimously approved to adjourn the meeting at 2:28 p.m. on a motion by Trustee Davis and a second by Trustee Thornton.

ADJOURNMENT



DARREN GARRISON, CHAIRMAN

5-15-13

APPROVAL DATE



BEN RESSEL, SECRETARY

5/15/13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, May 15, 2013 at 12:00 p.m.

MAY 15, 2013

Those present included: Trustees: Darren Garrison, chairman; Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member; Randy Winston, member and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

The agenda as unanimously approved as presented on a motion by Trustee Winston and a second by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on April 10, 2013, were approved as presented on a motion by Trustee Ressel and second by Trustee Grassham.

**APPROVAL OF MINUTES
OF APRIL MEETING**

Charlotte Eubank reported the college's revenue and expenses as of March 31, 2013. The college is 83% into the fiscal year and has recognized 98% of budgeted revenue. Increased revenues are due to the increase in enrollment. Ms. Eubank explained that the increased expenses in Plant Maintenance were directly attributable to the ARC Remodel. The college is incurring no debt with the ARC remodel. All monies are coming from fund balance.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Charlotte Eubank presented the proposed budget adjustments with planned revenue increases of \$2,072,383 and increased expenses of \$1,620,205. The remaining \$452,178 will be transferred to the capital budget for contribution to the ARC renovation.

Chairman Garrison questioned if the summer revenues were reflected in the proposed adjustments. Charlotte Eubank confirmed that they were.

Chairman Garrison requested a presentation of the proposed Softball building at the next board meeting.

The financial report was approved as presented on a motion by Trustee Winston and second by Trustee Thornton.

PRESIDENT'S REPORT

ACE AWARDS

Dr. Stephenson discussed the recent ACE Awards celebration recognizing Achievement, Contributions, and Excellence at Three Rivers. The Center Directors received the President's Impact award. The Vanguard Award, recognizing individual within the community that have provided support throughout the year, was awarded to Zora Mulligan, Danny Whiteley, Ben Traxel and Allen Brooks. The ACE Awards winners were:

Student Engagement:	Jeff Kropp
Newcomer:	Nick Libla
Innovative Educator – Adjunct:	Larry Carney
Innovative Educator – Faculty:	David Palmer
Outstanding Student Support:	Bill Hampton
Community Impact:	Michelle Reynolds
Distinguished Support Staff:	Wendy Spradling
Distinguished Professional Staff:	Cole Allen
Distinguished Faculty Member:	Paulette Alexander

Jake Baehr received a special award for the 10 years as Rocky Raider. Dr. Stephenson explained that we are changing our approach with Rocky Raider and will have more than one individual assuming these duties so that the college could be represented at multiple events at one time.

HONORING TOP STUDENTS

Dr. Payne discussed our recent Student Excellence Awards, honoring the top students in academics and involvement. The excellence awards were presented to 5 students in the Honor Societies; 16 students in the Academic Instruction; 20 students in Career Education; 4 Center; 9 in Student Success; and 150 Who's Who recipients.

STUDENT EXCELLENCE AWARDS

Dr. Payne announced that the college had the largest induction into PTK this year, with 72 students being inducted. Our membership is now at 108.

PTK INDUCTION

Dr. Payne discussed the recent Art Show and announced Matthew Roberts placed 1st and Tim Edmundson placed 2nd.

STUDENT ART AWARDS

Dr. Payne announced that Derek Vaughn and Susie Rennick competed in the DECA international competition. Susie Rennick won silver.

DECA INTERNATIONAL COMPETITION

Dr. Payne reviewed the recent Mass Casualty Training in our Nursing and Allied Health programs. More than 70 students, working with local EMT and emergency response teams received hands on training. Dr. Payne informed the board that the college is going to expand the training to twice a year. One training day in the fall and one in the spring. Dr. Stephenson announced that the

MASS CASUALTY TRAINING EVENT

fall training will be an active shooter training on campus.

Dr. Payne reported that the Merchant Showcase, a partnership between DECA and the Poplar Bluff Chamber of Commerce was a success. More than 1,500 people attended the one-day event.

MERCHANT SHOWCASE

Dr. Payne discussed the regional competition for high school industrial technology programs, hosted by Three Rivers College. This year had 244 entries from 12 area schools. The Best School award was Chaffee High School and the Best in Show was Breanna Towner of Van Buren.

INDUSTRIAL TECHNOLOGY FAIR

Dr. Payne informed the board that the Music Department presentation this year was Schoolhouse Rock Live Too. There were 4 shows with more than 600 people being entertained. Originally there were 3 shows schedule. We received a call from one area school a day before the show was scheduled for performance announcing that they were on their way for the play. Cindy White went into action and coordinated an additional performance to accommodate these students.

MUSIC DEPARTMENT MUSICAL

Dr. Totty discussed the installation of the new windscreens for the baseball and softball fields. With the addition of these windscreens, the college is now showcasing the honors and awards for these two teams.

UPGRADES TO BASEBALL AND SOFTBALL FIELDS

Dr. Stephenson reported that the Sikeston Center helped the Sikeston Jaycees staff at the annual Crawfish Festival.

COMMUNITY INVOLVEMENT

SIKESTON JAYCEES CRAWFISH FESTIVAL

Dr. Payne reported that the center in Kennett is very involved with the community at the newly created Community Garden.

KENNETT COMMUNITY GARDEN

Dr. Payne reported that our education students volunteer this year at the Special Olympics.

SPECIAL OLYMPICS

Dr. Payne reported that our PTK Honor Society held a clothing drive for the Haven House. This is the first year that PTK has been involved in a community event.

PTK CLOTHING DRIVE

STUDENT ACTIVITIES

Dr. Totty announced the first annual Car Club Car Show. It was held on the same day as the Merchant Showcase and was very successful. Plans are to continue this event.

CAR CLUB CAR SHOW

Dr. Totty reported that the 17th Annual Poetry Night was a success. It was held in the newly renovated section of the ARC.

POETRY NIGHT

Dr. Totty reported that the Multicultural Club held a luncheon showcasing various dishes from each of the cultures. The Club also

MULTICULTURAL CLUB LUNCHEON

attended the Memphis in May event in Memphis, TN.

Dr. Totty reported that the SGA sponsored a Blitzball/laser tag event. Blitzball is similar to paint ball using small soft balls instead of paint.

SGA BLITZBALL

Dr. Stephenson reminded the board that the 2013 Commencement will be May 19 with Mark Shriver as the speaker. This year the college will present a commemorative commencement medallion to each candidate participating in the ceremony.

COMMENCEMENT REMI
NDER

Dr. Stephenson introduced Rob Tomlinson, Director of Physical Plant; Amber Spears, Administrative Assistant/Physical Plant; and Lee Ann Wesemann, Cashier to the board.

INTRODUCTION OF
PERSONNEL

Dr. Stephenson presented Randy Winston with an award recognizing his leadership as Chairman of the Board 2012-2013.

AWARD PRESENTATION TO
RANDY WINSTON

Dr. Stephenson recommended the naming of the building housing the Academic Resource Commons to be the Lambert C. Drury Academic Resource Commons in appreciation of the Drury family's support of Three Rivers College and the students the college serves. The gift from the Drury family (the Pear Tree Inn) resulted in revenues to the college of \$530,000. The resolution was unanimously approved as presented on a motion by Trustee Ressel and a second by Trustee Thornton.

ITEMS FOR DISCUSSION,
CONSIDERATION, & VOTE

CONSIDERATION AND
APPROVAL OF RESOLUTION
OT NAME THE LAMBERT C.
DRURY ACADEMIC
RESOURCE COMMONS

Charlotte Eubank discussed the process undertaken in obtaining bids for the banking services. She personally met with or spoke with representatives from the local banks in preparation for letting the bids to ensure all banks were aware that we were in the bidding process. There were two bids received. Southern Bank and First Midwest Bank of Poplar Bluff. Based on a thorough review of bids and the financial implications for the college, it is recommended that the college accept the bid from Southern Bank for the period July 1, 2013 thru June 30, 2016.

CONSIDERATION OF AND
APPROVAL OF SELECTION
OF BANKING SERVICES BID

Motion to accept the Southern bid was made by Randy Winston with a second from Phil Davis. The board was polled with the following results: Trustee Garrison, yes; Trustee Grassham, yes; Trustee Ressel, abstain; Trustee Davis, yes; Trustee Thornton, yes; Trustee Winston, yes. The motion was approved with five yes and one abstain.

Dr. Payne discussed the bidding process for the copier needs at the college. Our current leasing contract will expire June 2013. It is the recommendation of the administration to purchase replacement

CONSIDERATION OF AND
APPROVAL OF COPIER
SERVICES BID

copier rather than enter into another lease program. The requested maintenance agreement in the bid included all consumables with the exception of paper and staples. The new technology that is available will allow for the college to securely print and to track all copies to individual employees for billing purposes. After the review of the bids, it is the recommendation of the administration that the college accepts the bid from Shelton Business Machines for the purchase of the copiers and service only maintenance agreement. Dr. Stephenson commended Steve Atwood for his diligence in research and thorough analysis of the college copier needs, bid specs, and review of bids.

Motion to accept the Shelton Business Machines bid was made by Trustee Winston with a second by Trustee Thornton. The motion was unanimously approved.

Dr. Stephenson presented the background for the bid. Our current bulbs and ballast are no longer made and must be obtained from a secondary market, resulting in a higher cost to the college. Anticipated energy savings from the new technology is approximately \$50,000 annually. There is a further savings of \$60,000 in labor if the college personnel perform the installation of the new product. It is the recommendation of the administration that the college accepts the bid from Voss Lighting for the 25-watt lighting solution and request college maintenance personnel perform the installation.

CONSIDERATION OF AND APPROVAL OF LIGHTING CONVERSION BID

Motion to accept the Voss Lighting bid and have the maintenance personnel perform the installation was made by Trustee Davis with a second by Trustee Garrison. The motion was unanimously approved.

Dr. Payne presented the background for the need to replace the audio system in the Tinnin Center. It is the first of a three-part need. The rigging and curtains also need to be replaced and these bids will be forthcoming. The system will provide substantially higher quality than our existing system and place the college within professional industry standards that will be more acceptable to the talent that the college hosts throughout the year. It is the recommendation that the college accept the Unity Pro Audio Video bid.

CONSIDERATION OF AND APPROVAL OF AUDIO COMPONENTS BID FOR TINNIN CENTER

Motion to accept the Unity Pro Audio Video bid was made by Trustee Winston with a second by Trustee Thornton. The motion was unanimously approved.

Dr. Stephenson presented personnel changes. Motion to accept was made by Trustee Ressel and seconded by Trustee Davis. The motion was approved.

CONSIDERATION OF PERSONNEL ACTION

Chairman Garrison asked the administration and board members if

MOTION TO ENTER INTO

there was business to conduct in an Executive Session. As there was no business to be conducted, the board did not enter into Executive Session.

EXECUTIVE SESSION

There being no further business, the board unanimously approved to adjourn the meeting at 12:46 p.m. on a motion by Trustee Winston and a second by Trustee Davis.

ADJOURNMENT



DARREN GARRISON, CHAIRMAN

6-24-13

APPROVAL DATE



BEN RESSEL, SECRETARY

6-24-13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, June 24, 2013 at 12:00 p.m.

JUNE 24, 2013

Those present included: Trustees: Darren Garrison, chairman; Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member; Randy Winston, member and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

The agenda as unanimously approved as presented on a motion by Trustee Winston and a second by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on May 15, 2013, were approved as presented on a motion by Trustee Ressel and second by Trustee Winston.

**APPROVAL OF MINUTES
OF MAY MEETING**

Charlotte Eubank reported the college's revenue and expenses as of May 31, 2013. The college is 92% into the fiscal year and has recognized 94% of budgeted revenue. Increased revenues are due to the increase in enrollment. Our expenses are at 83% of our budgeted expenses. This results in a change to net assets of \$3,056,185.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Trustee Garrison asked where we expected to be at the end of June as compared to budget. Charlotte indicated that we should end the year with a \$1,600,000 surplus.

Dr. Stephenson informed the board that the cabinet members began retrenching expenditures in May in order to maximize the surplus. He saluted the college budget managers for their good work. Trustee Garrison agreed. He stated that it was nice to have the expenditures under control and the college in such a good financial position.

The financial report was approved as presented on a motion by Trustee Davis and second by Trustee Thornton.

PRESIDENT'S REPORT

Dr. Stephenson reported that the college had a record number of degree candidates – 700 with 350 students participating in the graduation. The college gave Three Rivers College medallions for

COMMENCEMENT

the first time this year and the medallions were well received by the candidates for graduation.

Dr. Stephenson informed the board that the college received national coverage due to Mark Kennedy Shriver agreeing to be our guest speaker. We gained a strong advocate in Washington DC due to the relationship that was built between the college and Mr. Shriver.

Dr. Stephenson reported on the recent event with SRG in celebration of an \$800,000 workforce training grant. SRG manufactures chrome-coated grills for many automobile companies. The new grant is the second largest contract in which the college has engaged. Governor Jay Nixon along with SRG's Senior Vice President, Richard Cummings, joined in the celebration.

SRG GLOBAL EVENT

Dr. Payne discussed the graduation of class 182 from the academy. This academy is the largest in the state. There were 28 graduates from this program and was well attended.

MSATA GRADUATION

Dr. Stephenson reported that through a partnership with the City of Dexter, the college received directional signs from MODOT on highway 60. The city of Dexter paid 50% of the cost.

DEXTER HIGHWAY SIGN

Dr. Stephenson was invited on the USDA trade mission to Turkey. The invitation came through Dr. Hagler's office and Three Rivers College was the only two-year institution that was represented on the trip. There were presentations from 72 different companies and institutions from Turkey. Dr. Stephenson discussed his concentration on precision AG programs, student exchange and program articulation, and that he lobbied throughout the week to get support for the recently submitted DOL grant.

USDA – U.S.-TURKEY AGRIBUSINESS TRADE MISSION

Dr. Payne introduced the team that attended the recent HLC Academy to present the work of the past 5 years in developing a student learning outcomes assessment system. This was the final presentation to the academy and we now have a certificate of completion. This is another milestone in continuing to build our continuous improvement strategic planning initiative.

HLC ASSESSMENT ACADEMY

There is a formal HLC visit scheduled for November 18 and 19 to the college. This visit will evaluate our improvements from the last visit. There were issues with the strategic planning and assessment/outcomes from the prior report. These items have been addressed and the expectation is that the visit will be positive from all aspects.

Dr. Stephenson reported that the annual board retreat was held last week in Sikeston. He invited the board members to comment. Trustee Davis enjoyed meeting the community leaders from Sikeston. Trustee Thornton also commented on the enthusiasm of

BOARD RETREAT

the community members. Dr. Stephenson informed the board that the city of Sikeston has approved close to \$400,000 dollars to build and install the traffic light at the new entrance.

Charlotte Eubank presented the proposed FY14 Budget. The tuition numbers reflect FY12 enrollment numbers – a conservative estimate. The state core allocation increased more than \$200,000 due to redesign of the funding formula that reflects the increased headcount. Ms. Eubank pointed out that the challenges encountered in the current budget process were 1) Increases in salaries and benefits as approved by the board; 2) increases in our health insurance premiums; 3) increased expenses due to increased growth; 4) deferred expenses relating to maintenance items on campus.

**CONSIDERATION AND
APPROVAL OF PROPOSED
FY14 BUDGET**

The proposed budget is separated into two areas; 1) Operating budget of \$23, 884,026 and 2) Capital Budget of \$10,462,787.

The operating budget covers the recurring expenses associated with the daily activities of the college.

- 56% - Salaries and Wages
- 34% - Operating Expenses
- 6% - Scholarships
- 2% - Capital
- 2% - Depreciation

The capital budget funds the following projects

- Poplar Bluff classroom Building
- Eastern Campus
- Kennett Safe Room
- Kennett Center remodel
- Softball Building
- New entry – Poplar Bluff Campus
- Renovation of Westover Administration Building and Bess Activity Center
- Tinnin Fine Arts Roof Replacement
- Willow Springs Center

After an open discussion with the board and administration, the motion was made to accept the FY14 Budget as presented by Trustee Thornton with a second by Trustee Davis. The board was polled with the following results: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes. The motion was unanimously passed.

Dr. Stephenson presented the lease for the Student Housing buildings from the Three Rivers Building Corporation. This is an annual renewal.

CONSIDERATION OF AND APPROVAL OF RENEWAL OF BUILDING CORPORATION LEASE

Trustee Davis made the motion to renew the lease with a second by Trustee Grassham. The motion was unanimously approved.

Charlotte Eubank presented the background information for the bids. Four (4) companies were contacted and one responded with a bid for auction services. After discussion by the board Trustee Davis made the motion to table the discussion until the next board meeting.

CONSIDERATION OF AND APPROVAL OF AUCTION SERVICES BID FOR THE EMERSON BUILDING

Due to scheduling conflicts in January with the MCCA meeting it was requested to move the January Board of Directors meeting to January 22.

CONSIDERATION OF AND APPROVAL OF RESCHEDULING THE JANUARY BOARD MEETING

Motion to change the date was made by Trustee Ressel with a second by Trustee Davis. The motion was unanimously approved.

Dr. Stephenson presented the acceptance of employment and resignations. Trustee Winston made the motion to accept the personnel actions as presented with a second by Trustee Grassham. The motion was unanimously approved.

CONSIDERATION OF PERSONNEL ACTION

Chairman Garrison asked the administration and board members if there was business to conduct in an Executive Session. As there was no business to be conducted, the board did not enter into Executive Session.

MOTION TO ENTER INTO EXECUTIVE SESSION

Trustee Garrison reviewed the NJCAA response to be sent by the administration in order to have scholarships reinstated. Through the efforts of the administration and the booster club, we will have 3 of our 6 men's basketball scholarships reinstated effective July 1 and the 2 baseball scholarships reinstated.

Trustee Winston informed the board that there has been a request for the college to offer our field for free in order to host the first annual Spring Softball tournament.

There being no further business, the board unanimously approved to adjourn the meeting at 12:45 p.m. on a motion by Trustee Winston and a second by Trustee Thornton.

ADJOURNMENT


DARREN GARRISON, CHAIRMAN

7-17-13
APPROVAL DATE


BEN RESSEL, SECRETARY

7/17/13
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The annual board retreat of the Board of Trustees was held in the Boardroom of the Montgomery Bank Building in Sikeston, Mo, on Wednesday, June 19, 2013, at 9:35 a.m.

JUNE 19, 2013

Those present included: Trustees: Randy Winston, member; Darren Garrison, vice chair - absent; Ben Ressel, secretary; Randy Grassham, vice chairman – absent; Phil Davis, treasurer; Wilbur Thornton, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, Vice president for student success; Charlotte Eubank, chief financial officer; and Janine Heath, recording secretary. Guest: Ben Gordon, project technician for college; Jonathan Atwood, coordinator of media services and Donna Farley, Daily American Republic.

ATTENDANCE

Randy Winston called the board meeting to order. Mr. Thornton delivered the invocation.

CALL MEETING TO ORDER

**ITEMS FOR DISCUSSION,
CONSIDERATION AND VOTE**

Charlotte Eubank presented the bid details outlining the results of the custodial bid. Dr. Stephenson explained that we began outsourcing these services in 2010 and that MMMM has served as our independent contractor since that time. The recommendation from the administration is to accept Bid Option #4 from Mitch Murch's Maintenance Management (MMMM) company, which represents an annual savings of \$19,045. There was discussion as to whether or not the services that were being delivered by MMM were satisfactory to the administration. Ms. Eubank explained that there were some issues but language will be put into the contract to ensure that issues going forward will be addressed in a timely manner. In addition, the contract will call for the implementation of regularly scheduled meetings with the management of MMMM, Director of Purchasing, and Director of Physical Plant.

**CONSIDERATION AND
APPROVAL OF SELECTION
OF CUSTODIAL BID**

Motion to accept Bid Option #4 was made by Trustee Ressel with a second from Trustee Davis. The voting was as follows: Trustee Davis, yes; Trustee Garrison, absent; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, absent.

Dr. Stephenson gave an update on the 2013 Legislative Session Summary. He pointed out that Trustee Thornton assisted MCCA Presidents/Chancellors Chair Debbie Goodall in presenting the budget for the state's community colleges to the House Budget Committee. Several House and Senate Bills that would have impacted community colleges were proposed into legislation but

PRESIDENT'S UPDATE

failed to make it to vote. They are: Higher Education Funding Formula changes; Scholarship Eligibility Changes; and Bonding for Capital Projects. Most likely, the bills will be considered in the next session.

Dr. Wes Payne and Dr. Maribeth Payne, along with a group of faculty, attended the HLC Assessment Academy for presentation of our Learning Outcomes. Three Rivers College received a certificate of completion as well as a letter from the review committee stating that we have made tremendous improvement in the last three years and completed the requirements of the Assessment Academy.

Dr. Stephenson briefed the trustees on the proposed softball clubhouse and that there will be a more detailed review during the budget presentation at the regular meeting on Monday, June 24.

Dr. Stephenson informed the board that a grant application was submitted to the Department of Labor on June 18 for \$2,750,000 for program expansion needs in advanced manufacturing and precision agriculture. The college employed Tom Miller and Associates to assist in the preparation of the grant application.

Dr. Stephenson began his FY14 focus with a salute to the President's Cabinet for accepting and meeting the challenges of 2012-2013.

PRESIDENT'S FY14 FOCUS

Dr. Stephenson distributed an updated college organizational chart and briefly described each division's functional responsibilities as they related to the overall operations of the college.

Dr. Stephenson reviewed the Missouri General Revenue Collections for FY13 and reported that there was a 10.4% increase over FY12. He further noted that Missouri added 4,600 jobs in May. The seasonally adjusted unemployment rate for May stood at 7.6% - the 45th consecutive month that Missouri's unemployment rate was lower than the national rate. The overall budget picture shows that the continued growth in the economy will keep revenue production on track; revenue growth for FY14 is projected at 3.1%; and that Governor Nixon's priorities include expanding A+ Scholarships statewide and provide more funding for higher education tied to improved outcomes.

Dr. Stephenson presented the Budget/State Appropriation comparison showing the growing gap between budgeted revenues and state appropriation. State appropriations have dipped from FY2010 to FY14 by 6% while the budgeted revenues of the college have grown by 33.3%. State contribution per student is \$1,433 per student at Three Rivers College and \$6,961 at Truman. MCCA is working on correcting the inequity between the four-year and two-year sector.

Dr. Stephenson reviewed the FY13 Accomplishments of the Three Rivers Endowment Trust.

- Family Campaign - 98% participation in 2012
 - Board of Trustees – 100% participation
 - Endowment Trust Board – 83% participation
 - Community Campaign – over \$883,000
-
- The college received 3 property donations.
 - New Endowed Scholarships - \$172,321
 - Scholarships Awarded in FY13 - \$32,971

The Inaugural Alumni Golf Tournament is scheduled for June 28, 2013, at Westwood Hills Country Club.

Dr. Stephenson presented the Executive Focus for FY14.

- Property & Facilities Development
 - Poplar Bluff Campus
 - Eastern Campus
 - Kennett Site Planning – Emerson
- Fund Raising & Friend Raising
 - Entire 15-county Service Area
 - Alumni
- Continue Effective Budget Development & Management
 - Impeccable Audits
 - Expenditures tied to Budgeting and Planning
 - Development of Multi-year Tuition/Fee Analysis and Plan
 - Review the mission and vision of the college, national, state, and local economic indicators, and college budget needs for the purpose of developing a revenue projection system that facilitates college advancement.
- Personnel Development
 - Growing Leaders Among Us
 - Innovation/Creativity
 - Health & Wellness
 - Empowerment w/Accountability
- External Grant Procurement
 - US Department of Agriculture
 - US Department of Education
 - US Department of Labor
 - US Department of Health and Human Services
 - Private Foundations
- Executive Leadership and Advocacy
 - Future proofing college operations
 - Presenting the Community College message to all constituents
 - Chair-elect of Presidents/Chancellors Council within MCCA
 - Representing the college in the FY14 MO General Assembly session

- Building Washington DC relationships for influence & impact

Dr. Stephenson explained that community colleges are innovative and agile in meeting economic and workplace needs and that we are now the largest and fastest-growing segment of U.S. Higher Education. 52% of new nurses are educated at Missouri's community colleges. Evidence suggests that each year of credit at a community college is worth almost as much, in terms of increased earnings potential, as a year at a four-year college. Three Rivers College growth is 50% over 2008.

Dr. Payne presented the FY14 Divisional Priorities for Learning. Those priorities are: 1) improve academic quality; 2) increase student achievement; 3) increase faculty capacity; 4) increase the quality and use of technology; 5) improve collaboration with student success; 6) increase educational opportunities; 7) improve communication; 8) increase/improve learning assessment.

FY14 DIVISIONAL PRIORITIES

Dr. Totty presented the FY14 Divisional Priorities for Student Success. Those priorities are: 1) communication; 2) collaboration with the division of learning; 3) focus on recruitment and retention of first year students; 4) assessment; 5) student leadership and involvement; 6) campus safety and student wellness; 7) infrastructure.

Charlotte Eubank presented the FY14 Divisional Priorities for Financial Services. Those priorities are; 1) improve communication and collaboration with other college divisions; 2) assessment; 3) cost reduction; 4) promote an environment of compliance; 5) support the campus master plan; 6) technology.

Charlotte Eubank led discussion on the proposed FY14 operating budget and the proposed capital budget. Mrs. Eubank explained the assumptions and methodology for preparing the budget, challenges with the budget, and timeline these events took place. The proposed operating budget is \$23.9 million and the proposed capital budget is \$10.5. Mrs. Eubank illustrated the projected revenue by source and proposed expenditures by function and natural class. Salary increases and cost of living adjustments will be visited mid-year to ensure revenues are on target with projections. Discussion followed. Funding sources for the proposed capital budget are SEMA/FEMA grants, bonds and FY13 savings.

FY14 BUDGET PRESENTATION

Trustee Winston asked about the NJCAA results. Dr. Totty will have a draft of the requested response at the Monday, June 24 regular board meeting. Trustee Winston stated that as long as the booster club remains compliant with NJCAA regulations we need to move forward. Trustee Ressel stated that there was a good partnership between the administration, booster club and board in

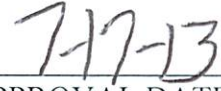
GENERAL DISCUSSION

accomplishing the reinstatement of the scholarships.

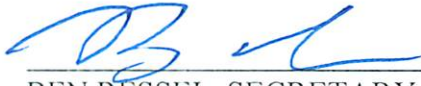
There being no further business, the board adjourned the meeting at 1:00 p.m. with the departure of Trustee Winston resulting in the loss of a quorum. **ADJOURNMENT**



DARREN GARRISON, CHAIRMAN



APPROVAL DATE



BEN RESSEL, SECRETARY



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 on the main campus in Poplar Bluff, Missouri, on Wednesday, July 17, 2013 at 12:00 p.m.

JULY 17, 2013

Those present included: Trustees: Darren Garrison, chairman; Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member (via conference call); Randy Winston, member and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success (via conference call); Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Garrison delivered the invocation.

INVOCATION

Trustee Winston added "Discussion of Athletic Budget to include athletic Insurance" to the agenda. A date change to the Tax Levy meeting was made correcting the date of the meeting to August 28, 2013. The amended agenda as unanimously approved as presented on a motion by Trustee Davis and a second by Trustee Grassham.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on June 19, 2013 were unanimously approved as presented on a motion by Trustee Davis and second by Trustee Grassham.

**APPROVAL OF MINUTES
OF JUNE RETREAT
MEETING**

The minutes of the meeting on June 24, 2013 were unanimously approved as presented on a motion by Trustee Ressel and second by Trustee Grassham.

**APPROVAL OF MINUTES OF
JUNE BOARD MEETING**

Charlotte Eubank reported the college's revenue and expenses as of June 30, 2013. Preliminary results for FY13 were reported as a change in net assets of \$4,105,732. This is due to increased revenues of 3% and a savings to the operational expenses of \$2,588,471. There were transfers to the capital budget of \$2,717,770 which result in a net asset change after transfers of \$1,387,862. The financial report was unanimously approved as presented on a motion by Trustee Winston and second by Trustee Davis.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Trustee Winston congratulated Charlotte Eubank on the completion of her Master's Degree.

PRESIDENT'S REPORT

Dr. Payne reported that there were 34 in the 1st graduating class of the Three Rivers PN Program. The college oversees the PN

**GRADUATION OF THE FIRST
PN CLASS**

programs at the Career Technical Centers in Kennett and Hayti. The program generated revenue above the cost of the program at the end of the first year and is therefore appears to be a viable program that the college intends to continue.

Dr. Stephenson reported that the Three Rivers Endowment Trust held a fund-raising golf tournament in June. There was a shrimp boil for lunch with the tournament taking place in the afternoon. There were 24 teams with 28 hole sponsors. The tournament netted \$13,000+. Emily Parks and the staff were congratulated on an event well planned and executed. The expectation is to try to double the turnout next year.

Dr. Stephenson discussed the recent plant tour with Unilever. During the tour there was a discussion of employee training and retention and assistance that Three Rivers could provide for the corporation. Clovis Delwiche (the plant manager) is very supportive of Three Rivers and our workforce training programs and has requested a gift from the company for the development of the Eastern Campus.

Dr. Stephenson reported that the Eastern Campus Groundbreaking will take place on August 15 at 10am. The cranes arrived today to begin the site preparation. All are invited to attend.

Dr. Stephenson announced that the college is partnering with the City of Kennett to relocate the center to the former ACS building. This will increase the space from 10,000 square feet to 17,000 square feet and will allow for expansion of our classroom and lab space.

Dr. Stephenson also reported that we are partnering with Scott County High School to offer evening classes to relieve overcrowding at the Center at Sikeston. We are also conducting Saturday classes to serve more students.

Dr. Stephenson informed the board that the current Conflict of Interest policy must be re-adopted and resent to the state each year. There are no changes to the existing policy, the board just needs to re-adopt. Trustee Winston made the motion to confirm and Trustee Thornton seconded. The motion was passed unanimously.

Trustee Davis made the motion to remove this item from the table. Trustee Ressel reported that he had toured the property with an independent consultant to determine if we should proceed with the auction or if there was a better solution. The consultant estimated that the building and content would value in the \$500,000 range. Trustee Ressel asked the board if they would consider selling the building and property as is. Trustee Davis responded that the Emerson Corporation had the building on the market for a long period of time with no interest generated. Recommended to contact commercial realtors to gather information for the August Board

1ST ANNUAL THREE RIVERS GOLF TOURNAMENT

UNILEVER/GOOD HUMOR-BREYERS PLANT TOUR

EASTERN CAMPUS GROUNDBREAKING

KENNETT UPDATE

SIKESTON UPDATE

CONSIDERATION AND APPROVAL OF COLLEGE POLICY BPO343

CONSIDERATION OF AND APPROVAL OF RENEWAL OF AUCTION SERVICES BID FOR THE EMERSON BUILDING

| Meeting.

Dr. Stephenson presented the slate of officers for FY14 for approval. The board unanimously approved the proposed officers on a motion by Trustee Ressel and a second by Trustee Davis.

**CONSIDERATION OF AND
APPROVAL OF PROPOSED
OFFICERS OF THE
BUILDING CORPORATION**

On a motion by Trustee Winston and a second by Trustee Garrison the board unanimously approved the date of August 28, 2013 at 11:45am for the Tax Levy Meeting.

**CONSIDERATION AND
APPROVAL OF THE SPECIAL
TAX LEVY BOARD MEETING
DATE**

Dr. Stephenson recognized Brian Orr with Toth and Associates and thanked him for the efforts that have been made with SEMA/FEMA to obtain grant money for this project.

**DISCUSSION OF STUDENT
ACTIVITY/EVENT CENTER**

Dr. Stephenson presented the current design of the building and explained the following:

- The proposed Event Center is projected to comfortably seat 2,000 spectators with stadium-type (seatback) chairs
- The total projected cost is \$8.8 million, based upon a substantive review of proposed materials, finishes, equipment, furnishings, etc.
- Addition of 500 more seats would require the facility to be increased in size by 8,000 sq. ft. and would cost an additional \$1 million dollars.

Dr. Stephenson reviewed the funding plan for the building. He shared comments from Greg Bricker regarding the third bonding project. In order for George K. Baum to proceed with this issue, private donation funding must be accessible in the amount necessary to complete the building, after the SEMA/GRANT and existing bond and college dollars are used..

Trustee Winston stated that he would like to see donations made before any funding is contributed from the college. Trustee Davis stated that the board was in agreement that the building should be built, however the board needs to make sure that the community is involved and fully participates in the funding.

Trustee Ressel asked about the rising interest rate and should we make the decision sooner rather than later.

Trustee Garrison stated that he believed the college could up the bond issue by \$1 million comfortably. He also indicated that possibly the college could contribute some from the general fund. He stated that we should move forward with the event center.

Allen Brooks, with the Endowment Trust board stated that he and the TRET board understands that donations need to be made and that the Endowment Trust is actively working to get this done.

Dr. Stephenson indicated that Emily Parks will work with the college's Communication Department to develop a specialized publication for the event center.

Trustee Winston made the motion with a second from Trustee Ressel to move into executive session. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

Trustee Garrison led the discussion regarding insurance requirements for the athletes. He stated that he thought the board had agreed not to require primary insurance when the Secondary Athletic Injury policy was renewed. Trustee Davis stated that he was concerned as to whether or not the athletes would have the money to pay for the primary. Dr. Totty stated that our insurance was a secondary policy only. She also shared that the majority of the community colleges required that the athlete/athlete's family/legal guardian possess primary care insurance. Trustee Ressel stated that he found it hard to believe that other colleges required this coverage.

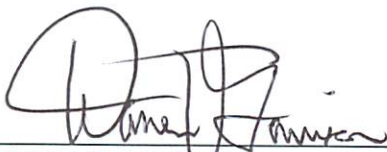
Trustee Garrison requested that we contact the insurance company to see if we can remove the requirement of primary insurance from the policy. He also requested that the information that is given the student athletes be brought to the August meeting. Further discussion will happen during the August meeting.

There being no further business, the board unanimously approved to adjourn the meeting at 2:27 p.m. on a motion by Trustee Davis and a second by Trustee Winston.

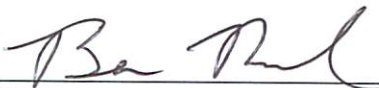
**MOTION TO ENTER INTO
EXECUTIVE SESSION**

**DISCUSSION OF ATHLETIC
BUDGET TO INCLUDE
ATHLETIC INSURANCE**

ADJOURNMENT



DARREN GARRISON, CHAIRMAN



BEN RESSEL, SECRETARY

8-28-13

APPROVAL DATE

8/28/13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, August 28, 2013 at 12:00 p.m.

AUGUST 28, 2013

Those present included: Trustees: Darren Garrison, chairman; Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member; Randy Winston, member and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

Trustee Ressel requested that the considerations of Personnel Action be moved to after the executive session and that the Board vote separately on each individual. Trustee Grassham added "Consideration of matters of real estate for proposed main entrance" to the agenda directly following the President's Report. The amended agenda was unanimously approved as presented on a motion by Trustee Thornton and a second by Trustee Winston.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on July 17, 2013, were unanimously approved as presented on a motion by Trustee Winston and second by Trustee Davis.

**APPROVAL OF MINUTES OF
JULY BOARD MEETING**

Charlotte Eubank reported the college's revenue and expenses as of July 31, 2013. At one month or 8% into the fiscal year the college has recognized 27% of the budgeted revenues. The revenues include fall registration through the end of July but do not include any activity in August. Expenses are at 5% of the budgeted expenses. The financial report was unanimously approved as presented on a motion by Trustee Ressel and second by Trustee Winston.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Dr. Stephenson reported that the ARC is open and very busy with students in fall classes. The transitional labs and classrooms have provided the appropriate space and support for our updated curriculum in the transition courses.

PRESIDENT'S REPORT

OPENING OF THE ARC

Dr. Stephenson reported that our head count has reached a plateau. This is in part driven by the reduction in the number of graduating high school students and the limited number of seats that exist in the transitional labs. He assured the board that due to the budget

REGISTRATION UPDATE

numbers being based on registration numbers from FY12 the financial stability of the college is being maintained. The college has added an additional recruiter in order to provide more effective representation throughout our service area.

Dr. Totty reported that the “Welcome Back” in housing was held August 18 and that Dr. Stephenson and Dr. Payne were the guest chefs. The evening provided fellowship, food, music and fun for all of the returning students in housing.

HOUSING “WELCOME BACK BARBECUE

Dr. Payne announced the delivery of the Mobile Skills Training Labs on August 15 and August 21. These labs will allow us to quickly and flexibly respond to the training needs of area manufactures. The ribbon cutting is being planned for September 25 at 11 am.

MOBILE SKILLS TRAINING LAB

Dr. Stephenson discussed the groundbreaking ceremony for the Eastern Campus. The local support in the Sikeston community was remarkable and resulted in standing room only at the event. It was a celebration of the start of a new era of higher education in Southeast Missouri.

EASTERN CAMPUS GROUNDBREAKING

Dr. Stephenson updated the board on the Fall Convocation that was held on August 12 to kick off the fall semester. Updates were presented to Faculty and staff on the Campus Master Plan expansions; celebration of the recognition as being one of the top 10 safest campuses; planning around the increasing funding gap; the focus on continuous improvement; online course improvements; streamlining advising through technology; solid fiscal footing for the college; and the campus-wide emergency notification system.

FALL CONVOCATION

Trustee Thornton commented that it was the best convocation he had ever attended. He also commented on the breakout sessions and reported that the sessions that he attended were excellent.

Dr. Payne announced that Jack Armor was successful in getting a “pumper” truck donated by the Butler County Fire Protection District that will allow us to enhance our fire training classes.

FIRE TRUCK DONATION

Dr. Totty reported that the off –campus centers and Poplar Bluff campus held open houses for prospective students in August. Representatives of educational programs and student services participated providing campus/center tours and providing the opportunity for registration and completion of financial aid applications. 81% of the individuals who attended enrolled in fall semester.

POPLAR BLUFF OPEN HOUSE

Dr. Stephenson reported that Marty Michael with Key Drug hosted a press conference with Governor Jay Nixon to discuss state funding and healthcare. The College Administration was invited and participated with the Governor in the event.

GOVERNOR JAY NIXON VISIT TO KEY DRUG

Dr. Stephenson attended a meeting with state representatives and Dr. Dobbins (SEMO) in Kennett to discuss the impact of HB253 on education funding.

MEETING WITH STATE REPRESENTATIVES AND DR. DOBBINS, SEMO

Dr. Payne informed the board that the first class of Paramedics have graduated and passed their certification exams. The class started with 6 students and 6 students successfully completed the program.

PARAMEDIC GRADUATION

Dr. Payne presented the 2013-2014 Patrons of the Arts season. There will be 8 shows including 3 children's productions. This season the children's productions have expanded to include performances in Dexter and Sikeston. Season tickets are \$40 for the non-children's shows and \$50 for all shows.

PATRONS OF THE ARTS

Chuck Stratton reviewed the emergency notification system that is being installed on the Poplar Bluff campus. This system is integrated with the city notification system. Chief Stratton and Jack Armor have worked together to update the procedures for campus safety and protection.

EMERGENCY NOTIFICATION SYSTEM

Dr. Stephenson wished Trustee Davis a happy birthday for his upcoming birthday.

Dr. Stephenson recognized Dr. Richard Camp, the donor of the land for the new entrance to the campus. Dr. Stephenson also thanked Mark Richardson for his participation in completing this transaction.

RECOGNITION OF DR. RICHARD CAMP

Chairman Garrison read the resolution to receive the donation from Quapaw Properties and to authorize Dr. Stephenson to execute the transfer of deed to the city in order to begin the construction of the new main entrance into the campus. Mark Richardson stated that there were several individuals who worked diligently on the project including Allen Brooks, Emily Parks with the Endowment Trust, and Billy Cobb with Smith & Co. Construction is expected to begin in December with a completion date of June 2014.

CONSIDERATION OF MATTERS OF REAL ESTATE FOR PROPOSED MAIN ENTRANCE

Trustee Davis made the motion to accept the resolution with a second by Trustee Thornton. The board was polled as follows: Trustee Davis, yes; Trustee Grassham, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Winston, yes.

Charlotte Eubank presented the options of auctioning the Emerson building and contents or selling the property as is. Discussion continued as to whether or not the market has improved from the previous attempt to sell the building. The cost of the auction was discussed allowing us to retain the property and benefit from the proceeds of selling the building.

UPDATE AND DISCUSSION ON THE EMERSON BUILDING

Dr. Stephenson made the recommendation to auction the building, clear the property, and then place the vacant property on the market for sale.

Trustee Winston made the motion to proceed with the auction and then contract with a commercial real estate agent to list the property. Trustee Davis seconded the motion. The board was polled as follows: Trustee Garrison, yes; Trustee Davis, yes; Trustee Grassham, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Winston, yes.

Dr. Stephenson opened the discussion regarding the requirement that all athletic students carry primary insurance allowing the college policy to be a secondary coverage. He stated that the board book contained a detailed history of previous actions taken regarding athletic insurance and that the administration would not make a recommendation on this matter. However, he did state that he personally believed in a position of shared responsibility rather than entitlement in this matter.

**CONSIDERATION AND
DISCUSSION OF STUDENT
ATHLETIC INSURANCE**

Trustee Garrison stated that the athletic insurance is a cost of doing business and that the college should cover injuries at all costs. He stated that the board members are in agreement that the primary coverage should rest with the college.

Dr. Totty informed the board that she is investigating options for the athletes for monthly payments through their college accounts. Trustee Garrison felt that this was a good alternative to a onetime payment.

Trustee Winston and Trustee Ressel are in agreement that we should recommend to the athletes that they carry private insurance but not require it.

Trustee Ressel made the motion to “recommend” instead of “require” our athletes to have primary insurance. The motion was seconded by Trustee Davis. The board was polled as follows: Trustee Davis, yes; Trustee Grassham, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Winston, yes.

Dr. Payne presented the new policies that define our Curriculum Development, Definition of a Credit Hour and Credits for Non-Traditional Learning students. Tom Mickes has reviewed the policies and has provided his written approval.

**DISCUSSION AND
CONSIDERATION OF
COLLEGE POLICY: ISP6210,
ISP6110, ISP6111**

Trustee Winston made the motion to adopt the policies with a second by Trustee Davis. The motion was unanimously approved.

Dr. Stephenson informed the board that the ribbon cutting for the Academic Resource Commons and the Mobile Training Lab Units is being held on September 25. In order to eliminate the need for

**DISCUSSION REGARDING
CHANGE OF DATE OF
SEPTEMBER MEETING**

the board members to travel to Poplar Bluff twice the administration is recommending moving the board meeting to the 25th.

Trustee Winston made the motion to change the date of the September board meeting to September 25 at 1pm with a second by Trustee Thornton. The motion was unanimously approved.

Trustee Winston made the motion with a second from Trustee Davis to move into executive session. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

MOTION TO ENTER INTO EXECUTIVE SESSION

The following individuals were presented for employment:

CONSIDERATION OF PERSONNEL ACTION

Tabitha Pierce – Administrative Assistant/Public Safety. Trustee Ressel made a motion to accept with a second by Trustee Davis. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

Dr. Leslie Forester – Instructor in Life Science. Trustee Ressel made a motion to accept with a second by Trustee Davis. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

William Mark Poor – Instructor in English. Trustee Winston made a motion to accept with a second by Trustee Garrison. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

Charles Edward Norton II – Instruction in Civil/Construction Engineering. Trustee Davis made a motion to accept with a second by Trustee Thornton.

The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, abstain; Trustee Grassham, yes.

Alice Faye Sanders – Instructor in Teacher Education. Trustee Davis made a motion to accept with a second by Trustee Grassham. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

Sherrie Newman – Instructor in Nursing. Trustee Davis made a motion to accept with a second by Trustee Winston. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

Trustee Thornton made a motion to accept all resignations with a second by Trustee Davis. The board was polled as follows:
Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes;
Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

Trustee Winston made a motion to accept all retirements with a second by Trustee Grassham. The board was polled as follows:
Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes;
Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

There being no further business, the board unanimously approved to adjourn the meeting at 1:55 p.m. on a motion by Trustee Winston and a second by Trustee Ressel.

ADJOURNMENT



DARREN GARRISON, CHAIRMAN

9-25-13

APPROVAL DATE



BEN RESSEL, SECRETARY

9/25/13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, September 25, 2013 at 1:00 p.m.

SEPTEMBER 25, 2013

Those present included: Trustees: Darren Garrison, chairman; Randy Grassham, vice-chairman, absent; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member; Randy Winston, member, absent; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Garrison delivered the invocation.

INVOCATION

The agenda was unanimously approved as presented with a motion by Trustee Davis and a second by Trustee Thornton.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on August 28, 2013, were unanimously approved as amended on a motion by Trustee Ressel and second by Trustee Davis.

**APPROVAL OF MINUTES OF
AUGUST BOARD MEETING**

The minutes of the Tax Levy meeting on August 28, 2013, were unanimously approved on a motion by Trustee Davis and a second by Trustee Ressel.

**APPROVAL OF TAX LEVY
MINUTES**

Charlotte Eubank reported the college's revenue and expenses as of August 31, 2013. At 17% into the fiscal year the college has recognized 32% of the budgeted revenues. The revenues include fall registration and are currently at 56% of total budget. Expenses are at 12% of the budgeted expenses. The financial report was unanimously approved as presented on a motion by Trustee Thornton and second by Trustee Ressel.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Dr. Stephenson announced that the college has been awarded a \$2.75 million grant from the Department of Labor. This grant will allow the college to create new workforce training programs including advance manufacturing, advanced welding and precision agriculture. This grant is the largest in Three River College history. It was developed in partnership with community employers. A special thanks was given to our many partners and advocates and the college's Government Relations Impact Team comprise of the president, center directors, and Michelle Reynolds.

PRESIDENT'S REPORT

DOL GRANT

The college has applied for a \$500,000 grant through the USDA's RUS grant program to upgrade our ITV equipment and another

grant application has been submitted for state funds in the amount of \$150,000 for our Nursing and Allied Health grants.

Dr. Stephenson informed the board that the new billboard for the Eastern Campus is installed. This will increase the visibility of the campus.

**EASTERN CAMPUS
BILLBOARD**

Dr. Totty reported that the Meet the Raiders Night held on September 9 was the largest attended ever. The athletes were introduced to the community; there were contests, food and fun for all.

MEET THE RAIDERS NIGHT

Dr. Stephenson reported that the college hosted a recent MCCA Executive Council meeting to welcome the new DHE Coordinating Board Member, Doug Kennedy. The Council members, along with Zora Mulligan, Executive Director of MCCA, discussed funding, strategic planning and advocacy with Mr. Kennedy.

**MCCA EXECUTIVE COUNCIL
MEETING**

Teresa Johnson announced that Dr. Stephenson was awarded the Pacesetter Award for District 5 on Sunday, September 22 at the annual meeting. This award is for visionary leadership by college presidents/chancellors. Dr. Stephenson is now eligible for the national award that will be announced in the spring at the national NCMPR meeting.

**NCMPR DISTRICT 5
PACESETTER AWARD**

Charlotte Eubank introduced Cammy Halcumb and Will Cooper, who updated the board on the status of the Fixed Asset System. The new system tracks all physical inventory. It allows the college to have a database of the inventory, fulfills audit requirements and reduces loss and theft. Cammy reported that we have completed approximately 90% of the existing equipment and have started inventorying all equipment that is received at the college.

FIXED ASSET SYSTEM

Dr. Stephenson reported that he and Kristina McDaniel attended a meeting with our insurance broker to discuss the impact of the Health Reform Act. There will be a negative impact on Three Rivers College, adding an additional 15% increase in benefit costs that include ACA costs, fees, and taxes. This is approximately an additional \$185,000 for FY14 that was not part of the budget.

HEALTH CARE

Trustee Davis made the motion with a second from Trustee Thornton to move into executive session. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, absent; Trustee Grassham, absent.

**MOTION TO ENTER INTO
EXECUTIVE SESSION**

Trustee Thornton made a motion to accept all employment actions with a second by Trustee Davis. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, absent; Trustee Grassham,

**CONSIDERATION OF
PERSONNEL ACTION**

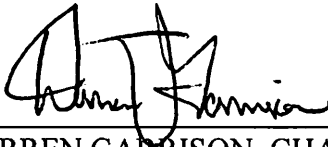
absent.

Trustee Davis presented a motion to accept the resolution to allow Missouri Natural Gas an easement for installation of a gas line to support our Fire Training classes. With a second by Trustee Ressel the board was polled for approval. Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, absent; Trustee Grassham, absent.

**RESOLUTION TO ALLOW
GASLINE EASEMENT**

There being no further business, the board unanimously approved to adjourn the meeting at 2:10 p.m. on a motion by Trustee Ressel and a second by Trustee Davis.

ADJOURNMENT



DARREN GARRISON, CHAIRMAN

10-16-13

APPROVAL DATE



BEN RESSEL, SECRETARY

10/16/13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, October 16, 2013 at 12:00 p.m.

OCTOBER 16, 2013

Those present included: Trustees: Darren Garrison, chairman; Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member, via conference line; Randy Winston, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

The agenda was unanimously approved as presented with a motion by Trustee Winston and a second by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on September 25, 2013, were unanimously approved on a motion by Trustee Ressel and second by Trustee Grassham.

**APPROVAL OF MINUTES OF
SEPTEMBER BOARD
MEETING**

Charlotte Eubank reported the college's revenue and expenses as of September 30, 2013. At 25% into the fiscal year the college has recognized 37% of the budgeted revenues. The revenues include fall registration which is currently at 54% of total budget. Expenses are at 19% of the budgeted expenses. The financial report was unanimously approved as presented on a motion by Trustee Winston and second by Trustee Davis.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Dr. Stephenson reported that the college hosted a breakfast for state legislators who had joined Senator Libla on an agribusiness tour of Southeast Missouri. Several of our alumni joined us for the breakfast and discussed how Three Rivers College had helped them achieve their education and career goals. Dr. Stephenson informed the board that 93% of students that start in community colleges will return home after their education.

PRESIDENT'S REPORT

**SENATE AGRICULTURE
COMMITTEE BREAKFAST**

Dr. Totty updated the board on the recent Raider Madness night. This is the first official day of practice and was well attended. Trustee Thornton served as announcer for the event. The first scheduled game will be on November 1 with the team participating in the 1st Midwest Bank Tournament.

RAIDER MADNESS

Dr. Payne reported that the college hosted state legislators for lunch prior to a public hearing on Chronic Waste Disease in Deer and Elk. There were several legislators in attendance as well as several staff members from the college.

CDW HEARING

Dr. Payne reviewed the upcoming Patrons of the Arts shows. Monday, October 28 at 7:00pm Dailey and Vincent will return to the Tinnin Center. They are currently the number 1 blue grass band in the nation.

PATRONS OF THE ARTS SHOWS

Dr. Stephenson discussed the upcoming MCCA Convention. It will be held on October 30 – November 1 in St. Louis. We have eight members of the Three Rivers staff presenting workshops at the convention as well as Trustee Thornton who will be presenting a workshop for new trustees. The convention provides opportunity to share and network with other community colleges in Missouri.

MCCA CONVENTION

Dr. Totty announced the Halloween Safe Zone that will be held on October 31 in the Tinning Fine Arts Center. The college partners with PBRMC and River Radio to provide a safe, fun alternative to trick-or-treating.

HALLOWEEN SAFE ZONE

Dr. Stephenson reported that on October 22 at 4pm there will be an official MOU signing with Three Rivers College and Missouri State University in Willow Springs for the new center.

SMU PARTNERSHIP – WILLOW SPRINGS

Dr. Stephenson announced that the second funding cycle for Caring for Missourians will be made available by the governor's office very soon. The college will be seeking funding to start the LPN to RN bridge program in Kennett.

CARING FOR MISSOURIANS

Dr. Stephenson reported that the administration is progressing through the interviews with candidates for the Dean of Workforce Development/Career Education. There are six candidates in the pool at this time. Skype interviews are being conducted with the goal that three of these individuals will be brought to the campus for face to face interviews. This position will be responsible, in part, for the development of the programs proposed in the recently awarded DOL grant.

DEAN OF WORKFORCE DEVELOPMENT

Charlotte Eubank presented the FP-3110 college policy for approval by the board. The policy formalizes our current procedures and ensures compliance with the Internal Revenue Service regulation for income inclusion/exclusion.

ITEMS FOR CONSIDERATION

CONSIDERATION AND APPROVAL OF COLLEGE POLICY FP-3110

Trustee Ressel made the motion to adopt the policy and with a second by Trustee Davis. The motion was unanimously approved.

Trustee Winston made the motion with a second from Trustee Grassham to move into executive session. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

MOTION TO ENTER INTO EXECUTIVE SESSION

Trustee Winston made the motion to adopt the resolution to accept the Wright Construction Bid for the construction of the Eastern Campus with a second by Trustee Ressel. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

RESOLUTION TO ACCEPT WRIGHT CONSTRUCTION BID FOR THE EASTERN CAMPUS

Trustee Thornton made a motion to accept all employment actions with a second by Trustee Ressel. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

CONSIDERATION OF PERSONNEL ACTION

There being no further business, the board unanimously approved to adjourn the meeting at 1:03p.m. on a motion by Trustee Winston and a second by Trustee Davis.

ADJOURNMENT



~~DARREN GARRISON, CHAIRMAN~~

Randy GRASSHAM - VICE CHAIRMAN



BEN RESSEL, SECRETARY

11/13/13

APPROVAL DATE

11/13/13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, November 13, 2013 at 12:00 p.m.

NOVEMBER 13, 2013

Those present included: Trustees: Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member; Randy Winston, member; Darren Garrison, chairman, absent; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

The agenda was unanimously approved as presented with a motion by Trustee Ressel and a second by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on October 16, 2013, were unanimously approved on a motion by Trustee Winston and second by Trustee Davis.

**APPROVAL OF MINUTES OF
OCTOBER BOARD MEETING**

Charlotte Eubank reported the college's revenue/expense status as of October 31, 2013. At 33% into the fiscal year the college has recognized 46% of the budgeted revenues. The revenues include fall registration that is currently at 69% of total budgeted tuition/fees. Expenses are at 24% of the budgeted expenses.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Ms. Eubank updated the board on the capital budget and informed them that we had started projects and the college was making expenditures to cover the costs.

Ms. Eubank also presented the bid review (i.e., capital projects) outlining all bids that had been opened and what had been awarded.

Ms. Eubank distributed the FY13 Operating Budget Amendment Proposal as of October 2013. She reviewed each line with explanation as to the adjustment.

The financial report was unanimously approved as presented on a motion by Trustee Winston and second by Trustee Thornton.

PRESIDENT'S REPORT

Dr. Stephenson updated the board on the recent Commissioner and Assistant Commissioner of DHE visit. Dr. Russell and Dr. Monhollan joined Dr. Stephenson, the cabinet members and various members of the staff and faculty for breakfast, a round table discussion on academic programs, and a brief tour of the ARC and

DHE COMMISSIONER VISIT

Mobile Training Labs. Dr. Stephenson remarked that he scheduled a visit for them on campus every other year to keep them updated.

Dr. Stephenson congratulated Trustee Thornton on his Trustee Leadership award at the annual MCCA Convention. Other award winners were Jill Bock for the Distinguished News Media award, Paulette Alexander for Senior Service, Amber Adams for Student Leadership and Senator Doug Libla and Representative Steve Cookson for Distinguished Legislator award. Three Rivers College had six staff members present workshops at the convention.

MCCA CONVENTION

Dr. Totty reported that there were 2500 plus visitors to our Halloween Safe Zone. The event was ended early due to severe weather but she was pleased with the turnout.

HALLOWEEN SAFE ZONE

Dr. Stephenson informed the board that the college hosted a breakfast with Senator Libla, Chief Justice Russell and Judge Breckenridge of the Missouri Supreme Court, and several other legislators from the area for breakfast and a discussion of the college's mission and vision and future plans.

MO SUPREME COURT TOUR

Dr. Stephenson and the other cabinet members met with representatives from Drury University to discuss articulation agreements and bachelor completion options.

DRURY UNIVERSITY VISIT

Dr. Stephenson updated the board on the activities surrounding the main entrance. The final approval has been given by the city of Poplar Bluff and TDD Boards for the \$1.3 million project. Construction is planned to start in December with completion in June of 2014.

MAIN ENTRANCE UPDATE

Dr. Stephenson reported that there was a recent meeting with the general managers of KFVS and KAIT. College representatives present our mission/vision and the dialog provided us with insight into the manner in which the college can improve its notification of special events and news stories to each station.

KFVS/KAIT MEDIA VISIT

Dr. Stephenson presented the first President's Leadership Academy with the goal of mentoring, coaching, and teaching, the next wave of Three Rivers College leaders. The first meeting was a discussion of individual strengths and weaknesses and the importance of working together as in collaboration with colleagues throughout the organization. The second was focused on team building on a ropes challenge course. There are 15 members who were selected out of 26 applications.

PRESIDENT'S LEADERSHIP ACADEMY

Dr. Payne discussed the upcoming show, The Velveteen Rabbit which will be showing in Sikeston, Dexter and Poplar Bluff.

PATRONS OF THE ARTS

ITEMS FOR CONSIDERATION

Trustee Ressel read the resolution calling for the election of two seats in sub-district 1 on April 8, 2014. The motion was made to adopt the resolution by Trustee Winston with a second by Trustee Davis and was unanimously approved.

**CONSIDERATION OF
RESOLUTION CALLING FOR
TRUSTEES ELECTION**

Charlotte Eubank informed the board that the current policy will expire in January and that we are advertising for RFP's starting on November 15. The bids will be tallied and the results presented at the December board meeting.

**DISCUSSION OF ATHLETIC
INSURANCE UPCOMING BID
CYCLE**

Trustee Winston made the motion with a second from Trustee Grassham to move into executive session. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, absent; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

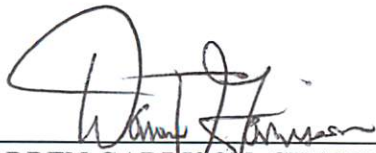
**MOTION TO ENTER INTO
EXECUTIVE SESSION**

Trustee Winston made the motion to adopt the resolution to accept the Olympus Construction Bid for the construction of the Poplar Bluff Classroom Building with a second by Trustee Ressel. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, absent; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

**RESOLUTION TO ACCEPT
OLYMPUS CONSTRUCTION
BID FOR THE POPLAR
BLUFF CLASSROOM
BUILDING**

There being no further business, the board unanimously approved to adjourn the meeting at 1:00p.m. on a motion by Trustee Winston and a second by Trustee Davis.

ADJOURNMENT



DARREN GARRISON, CHAIRMAN

12/18/13

APPROVAL DATE



BEN RESSEL, SECRETARY

12/18/13

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 on the main campus in Poplar Bluff, Missouri, on Wednesday, December 18, 2013 at 10:00 a.m.

DECEMBER 18, 2013

Those present included: Trustees: Darren Garrison, chairman; Randy Grassham, vice-chairman; Ben Ressel, secretary; Phil Davis, treasurer; Wilbur Thornton, member; Randy Winston, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president for learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

ATTENDANCE

Trustee Grassham delivered the invocation.

INVOCATION

The agenda was unanimously approved as amended with a motion by Trustee Winston and a second by Trustee Davis.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on November 13, 2013, were unanimously approved on a motion by Trustee Ressel and second by Trustee Winston.

**APPROVAL OF MINUTES OF
NOVEMBER BOARD
MEETING**

The minutes of the meeting on November 18, 2013 with the HLC Representatives, were unanimously approved on a motion by Trustee Grassham and second by Trustee Winston.

**APPROVAL OF MINUTES OF
NOVEMBER HLC MEETING**

Charlotte Eubank reported the college's revenue/expense status as of November 30, 2013. At 42% into the fiscal year the college has recognized 55% of the budgeted revenues. The revenues include fall registration that is currently at 84% of total budgeted tuition/fees. Expenses are at 30% of the budgeted expenses.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Ms. Eubank updated the board on the capital budget and informed them that we had started projects and the college was making expenditures to cover the costs.

The financial report was unanimously approved as presented on a motion by Trustee Thornton and second by Trustee Ressel.

**ITEMS FOR DISCUSSION,
CONSIDERATION & VOTE**

Dr. Stephenson introduced Mr. Steve Austin with Kraft, Tatum and Miles for the presentation of the annual audit. Mr. Austin reviewed the Independent Audit Report informing the board that the audit resulted in an unmodified opinion, there were no material weaknesses in internal control and did not disclose any noncompliance items. The college continues to be a low-risk auditee. Mr. Austin also reported that a positive change in the college's net asset position of \$4.2 million.

**CONSIDERATION OF
ADOPTION OF THE ANNUAL
AUDIT**

Trustee Winston thanked the audit team stating that the college has shown great improvement in the six years that he has been on the board. He appreciates the leadership from Dr. Stephenson and Charlotte Eubanks' diligence to ensure that we are in compliance.

Trustee Thornton made the motion to accept the audit with a second by Trustee Ressel. The board was polled as follows: Trustee David, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

Charlotte Eubank presented the bids received for the 2014 Student Athletic Insurance. Five companies were contacted and two returned bids. Gallagher Koster returned a bid for \$48,803.00 and Mitchell Insurance returned a bid for \$56,225.00.

**CONSIDERATION OF
ATHLETIC INSURANCE**

Gallagher Koster proposal included a coverage period of 104 weeks and zero deductible per injury as compared to Mitchell Insurance of 52 weeks and \$1,000 deductible.

Upon recommendation of the administration Trustee Winston made the motion to accept Gallagher Koster's proposal. The motion was seconded by Trustee Ressel and was unanimously approved.

Trustee Winston made the motion with a second from Trustee Thornton to move into executive session. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

**MOTION TO ENTER INTO
EXECUTIVE SESSION**

Dr. Stephenson made the recommendation to permanently hire Aaron Powell as Coordinator of Housing; Guy Nicholson as Finish Carpenter and Michelle Lane as Assistant Coordinator, Dexter Center. He also recommended approval of hiring Dr. Brenda Russell as Dean of Career Education and Workforce Development; Jessie Vaughn as Assistant Network Administrator; and Joel Wood as Project Technician. The resignation of Sherrie Newman, nursing faculty, was presented.

**CONSIDERATION OF
PERSONNEL ACTION**

Trustee Ressel made the motion to accept the personnel actions with a second from Trustee Davis. The board was polled as follows: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Ressel, yes; Trustee Winston, yes; Trustee Grassham, yes.

There being no further business, the board unanimously approved to adjourn the meeting at 11:00a.m. on a motion by Trustee Winston and a second by Trustee Davis.

ADJOURNMENT



DARREN GARRISON, CHAIRMAN



APPROVAL DATE



BEN RESSEL, SECRETARY



APPROVAL DATE