

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Administration Building at Clearwater High School in Piedmont, Missouri, on Wednesday, January 18, 2017.

DECEMBER 14, 2016

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

ATTENDANCE

Invocation was delivered by Trustee Darren Garrison.

INVOCATION

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

**APPROVAL OF BOARD MEETING
AGENDA**

The minutes of the board meeting on December 14, 2016 were approved on a motion by Trustee Garrison and a second by Trustee Schalk.

**APPROVAL OF MINUTES OF THE
DECEMBER BOARD MEETING**

Chairman Williams and Trustee Garrison thanked the staff at the High School for the opportunity to conduct the meeting in their facility.

**CLEARWATER HIGH SCHOOL AND
THREE RIVERS DIRECTOR,
PIEDMONT**

Claudia Horn, Director, Three Rivers Piedmont led the discussion on the success of the classes that are offered in Piedmont. Ms. Horn actively recruits at the area high schools providing students with a local alternative to taking classes and not having to drive into Poplar Bluff.

Course offerings and times were discussed. The possibility exists that classes may be offered during the day via ITV if a classroom can be identified in an area that can be secured from the high school population.

Ms. Horn discussed the possibility of having a separate building for the college in Piedmont. Dr. Payne explained that in order to financially support a separate location we would have to have a consistent enrollment of 100 students per semester.

Debbie Hand, Superintendent and Teresa Smith, High School Principle spoke to the board about the Dual Credit program and

requested additional classes for the students and how that might be accomplished. Dr. Mary Lou Brown indicated that she would meet with both and discuss the needs and opportunities.

Charlotte Eubank reported the preliminary December numbers as well as the November comparison to last year.

CONSIDERATION OF COLLEGE FINANCIAL REPORT

As of the end of December we have recognized 66% of our budgeted revenues. We have obligated 48% of our budgeted expenses at 50% into the fiscal year.

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Ms. Eubank reviewed the current bid report. She presented the bids for Lawn Mowing services at the Poplar Bluff campus. The college's recommendation is to accept the bid from Moss Family Mowing Service for a term of one year with an option of two one-year renewals by agreement of both parties under the same terms and conditions.

Trustee Schalk made the motion with a second by Trustee Garrison to accept the financial report including the recommendation for approval of the recommendation to contract with Moss Family Mowing Service. The board was polled as follows: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

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

PRESIDENT'S REPORT

Dr. Payne gave an update of all current projects:

CONSTRUCTION UPDATE

Libla Family Sports Complex: Progress is being made in the FEMA building. The walls are in place and the roof decking has begun.

Lighting Project: The project is fundamentally complete. The city has removed all old light poles and wires.

Parking Lots and Campus Sidewalks: We continue with the value engineering of the project in order to provide the services necessary and stay within our budget.

Three Rivers was fortunate to be included in the recent Freshman

FRESHMAN LEGISLATIVE TOUR

Legislative tour. The college used the time to focus on what we do. Several industry partners spoke briefly about the influence and assistance that the college provides to their employees and businesses. The remainder of the tour was spent allowing the legislators to participate in hands on instruction in our mobile labs, driving simulator and shooting simulator. The finale was the fire students participating in a drill to extinguish an open fire. Trustee Richardson stated that it was a great experience and that all of the legislators were impressed with the presentation.

Dr. Payne reviewed the progress that we are making with the farm. All fields have been bush hogged in preparation for the spring hay crop. Ozark Border partnered with us to place the light poles for the arena.

Dr. Brown led the Spring Convocation lunch to kick off spring 2017 semester. She challenged the faculty and staff to talk with two students every day as we walk around campus. Creating a friendly environment should assist in our retention of students.

Classes started on the 17th of January for the spring semester. Due to the weather conditions on Friday the 13th, the decision was made to extend registration through Friday, January 20 in an attempt to increase the enrollment.

The staff has been data mining our records and are reaching out to students that have attended and are very close to graduation but have failed to return. Trustee Garrison mentioned that the possibility of taking a similar exhibition as was given the legislators to the local high schools might be a boost to the enrollment. This would demonstrate to students that there are many opportunities for education.

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

Dr. Payne reviewed the changes to the policy were to align the wording of the reference with the new college regulation.

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

FARM OPERATIONS

SPRING CONVOCATION

SEMESTER STARTUP

RETENTION EFFORTS

EXECUTIVE SESSION

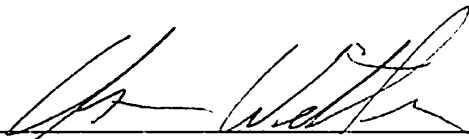
CONSIDERATION AND APPROVAL OF COLLEGE POLICY SP 2115 DISABILITY SERVICES FOR STUDENTS

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

CONSIDERATION AND APPROVAL
OF PERSONNEL ACTIONS AND
ASSOCIATED DOCUMENTS

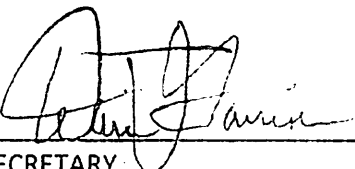
There being no further business, Trustee Grassham made the motion to adjourn and with a second by Trustee Featherston the board was polled as follows: Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

ADJOURNMENT



CHAIRMAN

2/15/17
APPROVAL DATE



SECRETARY

2/15/17
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room in the Tinnin Fine Arts Center, Poplar Bluff, Missouri on Wednesday, February 15, 2017.

FEBRUARY 15, 2016

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

ATTENDANCE

Invocation was delivered by Trustee Eric Schalk.

INVOCATION

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

**APPROVAL OF BOARD MEETING
AGENDA**

The minutes of the board meeting on January 18, 2017 were approved on a motion by Trustee Garrison and a second by Trustee Schalk.

**APPROVAL OF MINUTES OF THE
JANUARY BOARD MEETING**

Charlotte Eubank reported the preliminary January numbers as well as the December comparison to last year.

**CONSIDERATION OF COLLEGE
FINANCIAL REPORT AND
PROPOSED BUDGET
AMENDMENTS**

As of the end of January we have recognized 78% of our budgeted revenues. We have obligated 55% of our budgeted expenses at 58% into the fiscal year.

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Ms. Eubank reviewed the proposed budget amendments for approval. These adjustments to the budget represent approximately three quarters of the current revenue shortfall for FY2017. The administration will continue to work with budget managers in an effort to save the remaining \$437K in order to preserve our current reserve balance.

Trustee Schalk made the motion with a second by Trustee Garrison to accept the financial report including the recommended budget amendments. The motion unanimously passed.

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

PRESIDENT'S REPORT

Ben Traxel with Dille Traxel updated the board on the current projects:

CONSTRUCTION UPDATE

Libla Family Sports Complex: FEMA walls and floor are 100% complete. Roof supports are being installed in preparation for the pouring of the deck. All material are on site. 45% of the foundation and walls for the arena are complete and 75% of the footings are done. Steel for the building is scheduled to arrive on March 6.

Parking Lots and Campus Sidewalks: Continue to work with the contractor on value engineering.

Westover Lower Level: Plans should be to the Maintenance department by the end of next week. Construction can then begin.

Sikeston roof issues: Water testing has been completed. As soon as the report is received, the repair work will begin.

The 32nd Ag Expo was held on January 20 and 21 at the Black River Coliseum. This is an annual event sponsored by the Three Rivers Ag Club and the Butler County Extension Council. There were 118 booths, various education programs and children events. An estimated 5,000 people attended.

AG EXPO

13 students traveled to Jefferson City for the Three Rivers Week in the Capitol. The students met all of our legislators and were given the grand tour by Mr. Kyle Aubuchon, Senator Libla's chief of staff. Both Senator Libla and Speaker of the House Richardson spent a great deal of time with the students explaining how the government works and answering questions. This will be the structure that the college will follow in future years.

MCCA WEEK IN THE CAPITOL

The college hosted the annual FBLA conference. 20 area schools were represented with over 100 students participating.

FBLA

Dr. Maribeth Payne explained that the retreat is the kickoff for the college planning and budgeting season for the upcoming year. There are several workshops planned after the retreat for additional instruction in using the tools available for planning.

STRATEGIC PLANNING RETREAT

The Raider Reunion is a celebration of our Alumni, co-hosted by the Office of Development and the Booster Club. Trustee Williams congratulated us on the flow of the registration for the alumni.

RAIDER REUNION

Mr. Buddy White presented the 26th annual Jazz Festival. We host the second oldest in the state. There were 10 jazz bands from high schools and Jr-high schools across the district with approximately 220 students participating.

3 RIVERS JAZZ FESTIVAL AND ALL DISTRICT JAZZ BAND

Mr. Tim Thompson reported on the recent performance of Jerry Finnegan's Sister. The female lead was played by a high school student from Piedmont with the male lead from the Three Rivers student body.

JERRY FINNEGAN'S SISTER – CENTER STAGE

The Endowment Trust awarded \$6,000 to various instructors and programs based on the grant applications received. This grant process has been established to fund items that will assist in instruction but not approved in the college budgeting process. Biology, Math, Tutoring and Learning, Ag & Forestry and Academic Services all applied for and received funds to assist in their projects.

ENDOWMENT TRUST GRANTS

The next children's show will be February 19 at the Tinnin Center

A THOUSAND CRANES – PATRONS OF THE ARTS

The MOU signing will be February 23 in the Board Room at the Tinnin Center. This Mentoring program will assist TRC students that have declared their pathway to SEMO in smoothing the way.

SEMO MOU SIGNING FOR THE MENTORING PROGRAM

Grease the musical will be the next Center Stage show. The R-1 High School music director is working with Mr. Thompson on the production of the show. March 9 – 12 and 17-19 are the dates for the production.

GREASE THE MUSICAL – CENTERSTAGE

Bob Jansen, Director, Retail Operations: Mr. Jansen has been with the college for 6 years. His favorite thing about working here is the freedom he has been given to use his experience to help the college. Mr. Jansen is most proud of the creations of the Meal Plan Card. Dr. Payne congratulated Bob on his innovative ways to meet the student's needs through the meal plan card.

WE ARE ALL IN THIS TOGETHER

Lee Ann Wesemann, Student Accounts Specialist: Ms. Wesemann has been with the college for 4 years. Her favorite thing about working here is the sense of camaraderie with your fellow employees. Ms. Wesemann is most proud of helping students shape their educational career. Dr. Payne congratulated Ms. Wesemann on her great attitude when dealing with the students. Most of the time Lee Ann is dealing with student problems and she handles it with professionalism and a smile.

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

EXECUTIVE SESSION

Trustee Williams left the meeting. Trustee Schalk assumed the Chairman's role.

The college ensures complete compliance with the Higher Learning Commission supporting appropriately qualified instructors. This policy codifies the required credentials.

CONSIDERATION AND APPROVAL OF COLLEGE POLICY IP 6120 FACULTY CREDENTIALING

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

This is a change to the existing policy to add a paragraph regarding the review of each position on a case by case basis determining if the position is deemed to be certified under the Public School Retirement System (PSRS) of Missouri.

CONSIDERATION AND APPROVAL OF COLLEGE POLICY PP PAYROLL DEDUCTIONS

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

This codifies the board's authorization to participate in and maintain eligibility in financial aid programs that assist eligible students to attend college.

CONSIDERATION AND APPROVAL OF COLLEGE POLICY SP 2710 FINANCIAL AID PROGRAMS

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

Dr. Payne explained that the employee addition was a grant funded position. With great regret, he announced the retirement of Dr. Mary Lou Brown.


CONSIDERATION AND APPROVAL OF PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

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


yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, absent.

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

ADJOURNMENT


CHAIRMAN

3/22/17
APPROVAL DATE


SECRETARY

3/22/17
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room in the Tinnin Fine Arts Center, Poplar Bluff, Missouri on Wednesday, March 22, 2017.

MARCH 22, 2017

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

ATTENDANCE

Invocation was delivered by Trustee Randy Grassham

INVOCATION

Trustee Schalk moved to amend the agenda removing agenda item number VI.5. With a second by Trustee Garrison the motion and agenda was approved.

**APPROVAL OF BOARD MEETING
AGENDA**

The minutes of the board meeting on February 15, 2017 were approved on a motion by Trustee Garrison and a second by Trustee Schalk.

**APPROVAL OF MINUTES OF THE
FEBRUARY BOARD MEETING**

Charlotte Eubank reported the Budget to Actual revenues as of the end of February pointing out that the budget reflects the adjustments approved at the February meeting.

**CONSIDERATION OF COLLEGE
FINANCIAL REPORT AND
PROPOSED BUDGET
AMENDMENTS**

As of the end of February we have recognized 868% of our budgeted revenues. We have obligated 67% of our budgeted expenses at 67% into the fiscal year.

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Ms. Eubank reviewed proposed budget amendments for approval. These adjustments to the budget that represent the additional \$437K of shortfall reported at the February meeting. The FY2017 operating budget is now balanced.

Congratulations were given to the staff and faculty by Trustee Garrison for the efforts from the employees to assist in finding the funds to balance the current budget.

Trustee Garrison made the motion with a second by Trustee Schalk to accept the financial report including the recommended budget amendments. The motion unanimously passed.

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

PRESIDENT'S REPORT

Ben Traxel with Dille Traxel updated the board on the current projects:

CONSTRUCTION UPDATE

Libla Family Sports Complex: The exterior of the FEMA structure is completely finished. The inside construction is approximately 75% completed. The building is on track for completion by the April 17 due date.

95% of the arena footings have been completed. Steel is on the job and the construction will begin the first part of April.

Parking Lots and Campus Sidewalks: Valued engineering has been completed and the contracts are signed. Work will begin the first part of April. Completion date is the end of the summer break.

Working with the Boys and Girls club the college has organized two outings for the afternoon programs. The first was a Crime Lab scenario and the second was Nursing/MLT Lab tour. Both were successful based on the feedback from the students and administration.

BOYS & GIRLS CLUB OUTINGS

Continuing to build pathways for our students to continue their education, a MOU was signed with SEMO for a mentoring program. Any student that declares that their plan is to continue their educational program at SEMO will be assigned to the representative who will work with the student and TRC to make sure that all classes taken by the student will transfer eliminating any unnecessary expense and time to the student.

MENTORING PROGRAM MOU SIGNING

Michelle Reynolds reported that the Trivia night this year was a success and raised \$2,800 to be used for immediate needs as well as going toward the endowment of the scholarship started last year.

TRET TRIVIA NIGHT

Mark Sanders reported on the 8th Annual Spelling Bee held at the college on February 25. The winner of the contest goes to Washington, D.C. for the national completion. There were over 100 contestants. Miss Emily King from Cooter was the finalist.

REGIONAL SPELLING BEE

In partnership with the Highway Patrol and Divine Holiness Church, the outreach program helps children from Caruthersville that are in need. TRC provides scholarships for the students that want to

CARUTHERSVILLE OUTREACH PROGRAM

come to college and the Highway Patrol! assists the students interested in entering law enforcement.

Tim Thompson reported that there were large crowds at all 7 of the performances. Several high school students from the district were in the play and that resulted in broad community support.

The Second City is an impromptu company based out of Chicago. The majority of the Saturday Night Live performers once worked with Second City.

Everyone is invited to attend the Eat Wings, Raise Money event being held in Poplar Bluff and Sikeston on April 3. If you present a coupon 10% of your food bill we be given to the Endowment Trust.

Casey Julian, Assistant Director, Housing: Mr. Julian has been with the college for 1.5 years. His favorite thing about working here is being part of a college with a student-first attitude. Mr. Julian is most proud of helping housing students mature and achieve their goals. Dr. Payne congratulated Casey on a job well done. He is the perfect match to Laura Milligan, Director, Housing. His relationships with the students helps him guide them in a positive way.

Anita Freeman, Executive Assistant, CFO: Ms. Freeman has been with the college for 16 years. Her favorite thing about working here is appreciating how the little details affect the bigger picture. Ms. Freeman is most proud of improving the college's financial record keeping. Dr. Payne thanked Anita for her contribution to the Financial Services area. She quietly works and makes sure things get done. She is a valuable member of the team.

Alice Faye Sanders, Instructor, Teacher of Education: Ms. Sanders has been with the college for 3.5 years. Her favorite thing about working at the college is the positive relationships with students. Ms. Sanders is most proud of receiving national recognition for instructional design from Quality Matters. Dr. Payne congratulated Faye on her dedication to the students and the college. She received the highest score on her presentation of the Teacher Education Program to Quality Matters.

The board did not enter into Executive Session

This is a new policy that outlines the current procedures in place for establishing Student Course Load.

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

CENER STAGE: GREASE THE MUSICAL

UPCOMING EVENT: THE SECOND CITY

UPCOMING EVENT: EAT WINGS, RAISE FUNDS

WE ARE ALL IN THIS TOGETHER

EXECUTIVE SESSION

CONSIDERATION AND APPROVAL OF COLLEGE POLICY IP 6105 STUDENT COURSE LOAD

Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

There were minor language changes to the existing policy.

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

Initial approval of the policy. There are two changes to prior board approved tuition rates.

- Addition of counties that border the college service area in Arkansas, Tennessee, Kentucky and Illinois to be extended out of district tuition instead of out of state tuition. This changes a previous board decision in 1983 which included only Clay and Greene counties in Arkansas which at the time were the only bordering counties to the then existing service area.
- Clarification of “families” of active military and veterans to receive in-district tuition regardless location of residence.

In changing the out of district counties and including neighboring states this should encourage enrollment from those counties.

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

As required by policy the College is seeking approval for travel outside of the United States. The trip is for one of the ETS employees and is fully funded by the grant.

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

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

**CONSIDERATION AND APPROVAL
OF COLLEGE POLICY PP 4330
SHARED SICK LEAVE**


**CONSIDERATION AND APPROVAL
ON COLLEGE POLICY SP 2215
STUDENT RESIDENCY**

**CONSIDERATION AND APPROVAL
FOR TRAVEL OUTSIDE THE
CONTIGUOUS UNITED STATES**

**CONSIDERATION AND APPROVAL
OF PERSONNEL ACTIONS AND
ASSOCIATED DOCUMENTS**

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

ADJOURNMENT



CHAIRMAN



APPROVAL DATE



SECRETARY



APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room in the Tinnin Fine Arts Center, Poplar Bluff, Missouri on Wednesday, April 19, 2017.

APRIL 19, 2017

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

ATTENDANCE

Invocation was delivered by Trustee Darren Garrison.

INVOCATION

Chairman Williams called for nominations for temporary Chairman and temporary Secretary for the purpose of reorganizing the Board of Trustees.

**TEMPORARY APPOINTMENT OF
CHAIR AND SECRETARY**

Trustee Richardson nominated Dr. Wesley Payne as temporary Chairman and Janine Heath as temporary Secretary to the Board of Trustees. Trustee Featherston made the motion to cease nominations and that Dr. Wesley Payne be elected as temporary Chairman and Janine Heath be elected as temporary Secretary by acclamation. Trustee Schalk seconds the motion. The motion carried unanimously.

In accordance with the Public School Laws of Missouri, the board of Trustees shall organize by the election of the chairman and vice chairman, a secretary and a treasurer following the rotation adopted at the April 15, 1992 board meeting.

**ROTATION OF THE BOARD AND
ELECTION OF FY18 BOARD OF
TRUSTEE OFFICERS**

Temporary Chairman Payne calls for the nomination of the 2017-2018 Board of Trustees Slate of Officers. The slate is as follows:

Chairman:	Schalk (1-C)
Vice-Chairman:	Garrison (4)
Secretary:	Grassham (2)
Treasurer:	Richardson (1-A)
Member:	Featherston (3)
Member:	Williams (1-B)

On a motion by Trustee Garrison and a second by Trustee Williams the nomination was unanimously approved.

A brief break was taken to reseal the board members.

BREAK

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

APPROVAL OF BOARD MEETING AGENDA

The minutes of the board meeting on March 22, 2017 were approved on a motion by Trustee Williams and a second by Trustee Grassham.

APPROVAL OF MINUTES OF THE FEBRUARY BOARD MEETING

Charlotte Eubank reported the Budget to Actual revenues as of the end of February pointing out that the budget reflects the adjustments approved at the February meeting.

CONSIDERATION OF COLLEGE FINANCIAL REPORT

As of the end of March we have recognized 91% of our budgeted revenues. We have obligated 78% of our budgeted expenses at 75% into the fiscal year.

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Trustee Garrison made the motion with a second by Trustee Featherston to accept the financial report. The motion unanimously passed.

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

PRESIDENT'S REPORT

Ben Traxel and Mike Pollard, with Dille Traxel updated the board on the current projects:

CONSTRUCTION UPDATE

Libla Family Sports Complex: The SEMA/FEMA closeout with the state is scheduled for tomorrow, April 20. Trustee Williams congratulated Mr. Pollard on his efforts to bring in the project on time. The focus for Huffman Construction will now be completing the arena. Bids are ready to go out for the floor, seating and scoreboard. Dille Traxel will provide an updated time line for the arena at the May meeting.

Parking Lots and Campus Sidewalks: Continue to wait for the weather to begin the project.

Dr. Payne recognized Coach Bess for his award of Coach of the Year in Region 16. This has been a great season for the team both on and off of the court.

MEN'S BASKETBALL UPDATE

Dr. Payne recognized Coach Walk for his award of Coach of the Year in Region 16. Congratulated the coaching staff on the excellent season for the Lady Raiders.

Buddy and Cindy White reviewed the recent band festival. 1150 students attended on March 25 and 715 attended on April 1. All TRC music students assisted with the competition.

Teresa Johnson announced to the board that Ms. Kaitlynn Johnson received 2nd place in the NCMPR National Competition for the Poetry Slam poster. This is the second award in this category that Ms. Johnson has received.

Dr. Payne reviewed the recent ribbon cutting for the Batting Cages thanks to the Gronski's, the booster club and the TRET board for their contributions to the project.

Ms. Nicole Sifford reviewed the recent MOMATYC conference held on campus. This is the second time to TRC to host this convention. There were 50 math faculty from around the state in attendance. Positive comments from the attendees on all of the improvements to the campus.

Will Cooper discussed the recent ribbon cutting for the University Center. The message that we are promoting is that students can earn a 4 year degree and never leave home.

Dr. Payne discussed the current spring rodeo season. Callie Stanhope and Roy Lee are on point to go to the National Final rodeo if they continue to perform.

Dean Whitlow reviewed the recent F.I.R.S.T. open house. There has been 51 students to date to complete the program and 19 have obtained nation credentials.

Dr. Hoggard congratulated Enoch Richardson for the Student Leadership Award. The individuals receiving this award are nominated by staff and faculty because of their representation of the college.

There were two students from TRC that received Phi Theta Kappa awards. Enoch Richardson and Alexis Green are both on the All American team this year. Ms. Green will be graduating with a 4.0 GPA.

The Teacher in Excellence award goes to Mr. Andrew Rivetti this year. This award is a recognition from his peers of his work done in the class room throughout the semester.

WOMEN'S BASKETBALL UPDATE

MSHSAA BAND FESTIVALS

POETRY SLAM POSTERS WINS NATIONAL COMPETITION

BATTING CAGES RIBBON CUTTING

MOMATYC SPRIND CONFERENCE

UNIVERSITY CENTER OPEN HOUSE

RODEO UPDATE

F.I.R.S.T. OPEN HOUSE IN SIKESTON

STUDENT LEADERSHIP AWARD

PHI THETA KAPPA AWARDS

TEACHER IN EXCELLENCE AWARDS

There are several upcoming events in the next month:

Enchanted Birdhouses – this is a fundraiser for the art department
Life, Love, Loss, and Renewal – A music event featuring TRC students and the Methodist Church Choir
Russian National Ballet – Swan Lake
Charlie and Company
Student Art Exhibition
Colors! – Symphonic and Jazz band concert
You're A Good Man Charlie Brown

UPCOMING EVENTS

Margaret Orlando, Assistant Professor, Speech Communication: Ms. Orlando has been with the college for 9 years. Her favorite thing about working here is teaching night/fast track classes for students with jobs and families. Ms. Orlando is most proud of being about to create a friendly culture in her classroom. Dr. Payne congratulated Ms. Orlando for her willingness to volunteer and her involvement with TRET and the various fundraisers.

WE ARE ALL IN THIS TOGETHER

Valjeane Burge, Secretary, ACHIEVE Program: Ms. Burge has been with the college for 3 years. Her favorite thing about working here is the satisfying feeling of fetching our students achieve success. Ms. Burge is most proud of watching students graduate who were unsure about college. Dr. Payne congratulated Ms. Burge on her contribution to the ACHIEVE program. She is the glue that holds the department together.

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

EXECUTIVE SESSION

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

DISCUSSION, CONSIDERATION AND APPROVAL OF THE FY18 BOARD OF TRUSTEES MEETINGS

Trustee Featherston made the motion to approve the holiday schedule as presented. On a second by Trustee Grassham, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

DISCUSSION CONSIDERATION AND APPROVAL OF THE FY18 COLLEGE HOLIDAY SCHEDULE

Dr. Payne explained that this is the blanket policy that forms the umbrella that governs the faculty. On a motion to approve by Trustee Garrison and a second by Trustee Richardson, the board

DISCUSSION CONSIDERATION AND APPROVAL OF COLLEGE

was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

POLICY IP 6710 FACULTY RIGHTS AND RESPONSIBILITIES

Dr. Payne explained that this is a standard policy for public institutions. It outlines the rules in the event that there is a financial crisis. On a motion to approve by Trustee Richardson and a second by Trustee Grassham, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY GAP 1150 – FINANCIAL EXIGENCY

Ms. Eubank explained that this policy provides the framework for the purchasing regulations. On a motion to approve by Trustee Garrison and a second by Trustee Grassham, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

DISCUSSION CONSIDERATION AND APPROVAL OF COLLEGE POLICY FP 3801 PURCHASING

Ms. Eubank explained that this policy provides the framework for the account of physical assets. On a motion to approve by Trustee Featherston and a second by Trustee Williams, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY FP 3601 COLLEGE PROPERTY

Mr. David Weiss, John Cochran and Sara Smothers with the MEHG the proposed plan was reviewed. This will require the college to leave the SEMO consortia and join MEHG. The coverage is more comprehensive with this group and at a reduced rate to the college.

DISCUSSION, CONSIDERATION AND APPROVAL OF THE FY18 EMPLOYEE HEALTH INSURANCE CONTRACT

On a motion by Trustee Garrison to approve the proposal accepting the colleges move to the MEHG group and maintain the current HRA plan and a second by Trustee Williams, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

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

CONSIDERATION AND APPROVAL OF PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

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

ADJOURNMENT

Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes;
Trustee Garrison, yes; Trustee Schalk, yes.



CHAIRMAN

5/17/17
APPROVAL DATE



SECRETARY

5/17/17
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room in the Tinnin Fine Arts Center, Poplar Bluff, Missouri on Wednesday, May 17, 2017.

MAY 17, 2017

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

ATTENDANCE

Invocation was delivered by Trustee Gary Featherston.

INVOCATION

Trustee Featherston made a motion to approve the agenda with the addition of item 6.4 – Discussion, Consideration and Vote on a resolution requesting that highway corridors from the Arkansas-Missouri line to Sikeston be designated as a future interstate. On a second by Trustee Garrison, the motion was unanimously approved.

**APPROVAL OF BOARD MEETING
AGENDA**

Trustee Featherston then moved to move all voting items to the front of the agenda as shown on the proposed amended agenda. On a second by Trustee Garrison, the motion was unanimously approved.

The minutes of the board meeting on April 17, 2017 were approved on a motion by Trustee Featherston and a second by Trustee Garrison.

**APPROVAL OF MINUTES OF THE
APRIL BOARD MEETING**

Charlotte Eubank reported the Budget to Actual revenues as of the end of March. As of the end of April we have recognized 94% of our budgeted revenues. We have obligated 83% of our budgeted expenses at 83% into the fiscal year.

**CONSIDERATION OF COLLEGE
FINANCIAL REPORT**

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Trustee Garrison made the motion with a second by Trustee Featherston to accept the financial report. The motion

unanimously approved.

Dr. Payne explained that the current policy must be re-adopted every two years and resubmitted to the Ethics Commission. On a motion by Trustee Garrison and a second by Trustee Featherston, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, absent; Trustee Garrison, yes; Trustee Schalk, yes.

This is the initial approval of the policy and revises our current practice to improve the benefits to the students. On a motion by Trustee Garrison and second by Trustee Featherston, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, absent; Trustee Garrison, yes; Trustee Schalk, yes.

This is the initial approval of the policy and outlines the requirements for classes offered. This is a reflection of current practices. On a motion by Trustee Garrison and a second by Trustee Featherston, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, absent; Trustee Garrison, yes; Trustee Schalk, yes.

Trustee Schalk explained that this resolution is to support of highway designations for Highway 60 and 67 to become part of the I-57 Interstate corridor. On a motion by Trustee Featherston and second by Trustee Garrison, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, absent; Trustee Garrison, yes; Trustee Schalk, yes.

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

Trustee Richardson and Trustee Williams left the meeting.

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

Libla Family Sports Complex: The crane is on site and the construction company is beginning to move steel.

SEMA/FEMA Closeout: We successfully met the deadline with the State. In addition to the original funds, the State has approved to cover the FEMA construction costs over the original amount. They

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY BP 0343 CONFLICT OF INTEREST

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY IP 6101 ACADEMIC FRESH START

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLIC IP 6104 MINIMUM CLASS SIZE

DISCUSSION, CONSIDERATION AND APPROVAL OF THE RESOLUTION REQUESTING THAT HIGHWAY CORRIDORS FROM THE ARKANSAS-MISSOURI STATE LINE BE DESIGNATED AS A FUTURE INTERSTATE

CONSIDERATION AND APPROVAL OF ALL PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

PRESIDENT'S REPORT

CONSTRUCTION UPDATE

have approved an additional \$258,000.

Parking lots and campus sidewalks: The construction has started on the hill for the installation of the new sidewalk system. Parking lots will begin after commencement. The project is to be completed by fall semester.

Mark Eriksson was recognized for his contribution to the statewide initiative to revamp remedial education. He worked diligently to develop best practices and creation of student learning outcomes.

EXCELLENCE IN MATH INSTRUCTION

Dr. Payne congratulated Coach Null for achieving Coach of the Year for Region 16. This is Coach Null's first year in Region 16 and ended the year with a 30-26 record.

SOFTBALL UPDATE

Tim Thompson updated the board on the recent concert held at the United Methodist Church. It was a community based performance and all feedback has been extremely positive.

LIFE, LOVE, LOSS AND RENEWAL

Dr. Mairead Ryan-Anderson presented information to the board regarding the recent PTK induction. There were 77 students inducted at the ceremony bringing our total participation to 133.

PHI THETA KAPPA INDUCTION

Gregory Snell explained that both the Student Film Festival and Big G's Open Mike Poetry Slam are part of the national Humanities Week. There were 24 student entries for the films. The Confluence theme this year was celebrating the 150th birthday of Laura Ingalls Wilder. 35 individuals contributed works for the book.

STUDENT FILM FESTIVAL AND BIG G'S OPEN MIC POETRY SLAM

Dr. Dolly Clements (Robert W. Plaster's daughter) officially dedicated the building on April 27.

PLASTER RIBBON-CUTTING & DEDICATION

Mr. Thompson said the music department concert was well attended.

CHARLIE AND COMPANY

Dr. Martha Kirkman updated the board on the 38th annual event. It was well attended with 55 vendors participating and 700 attendees. It is both a community and instructional event.

MERCHANTS SHOWCASE

The flood forced a reduction in performances. There were two performed by our music students with the proceeds being donated to the Salvation Army for flood relief.

YOU'RE A GOOD MAN, CHARLIE BROWN

Todd Allen explained that the ACHIEVE graduation included the ETS department as well. The student organization GO FAR raised funds to cover the entire event. There were 75 graduating students that were honored.

ACHIEVE GRADUATION

Dr. Mary Lou Brown explained that this event is honoring students that were nominated by the faculty as excelling in their discipline.

STUDENT EXCELLENCE AWARDS

Dr. Payne announced that Mr. Stan Berry was the recipient of this years Distinguished Alumni Award. Mr. Berry chose scholarships as his area of emphasis.

DISTINGUISHED ALUMNI CELEBRATION

Upcoming events:

UPCOMING EVENTS

Retirees Reception – May 17
Academic Excellence Reception – May 19
Commencement 2107 – May 19
Downtowners Reception – May 24
TRET Golf Tournament – June 16

Kevin Crafford, Assistant Network Administrator: Mr. Crafford has been with the college for 2.5 years. His favorite thing about working here is the close-knit family atmosphere. Mr. Crafford is most proud of being part of a team that can complete any task put before them. Dr. Payne congratulated him on always being responsive to the calls and approaching all issues with a smile and helpful manor.

WE ARE ALL IN THIS TOGETHER

Todd Allen, Director, ACHIEVE Program: Mr. Allen has been with the college for 17 years. His favorite thing about working here is working with students, improving the community. Mr. Allen is most proud of ACHIEVE program participants beating national graduation and transfer rates. Dr. Payne congratulated Mr. Allen for his efforts in the program. It is now a vibrant and vital part of the college.

Heather Cornman, Coordinator, Early Childhood Development: Ms. Cornman has been with the college for 8.5 years. Her favorite thing about working here is sharing the importance of early childhood development. Ms. Cornman is most proud of hearing how her classes have helped teachers in the classroom. Dr. Payne congratulated here on her fabulous job of turning the students into care givers for the children.

Executive Session was not called.

There being no further business, Trustee Garrison made the motion to adjourn and with a second by Trustee Featherston the motion passes.



CHAIRMAN



SECRETARY

EXECUTIVE SESSION

ADJOURNMENT

6/21/17
APPROVAL DATE

6/21/17
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room in the Tinnin Fine Arts Center, Poplar Bluff, Missouri on Wednesday, June 21, 2017.

JUNE 21, 2017

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

ATTENDANCE

Invocation was delivered by Trustee Gary Garrison.

INVOCATION

Trustee Garrison made a motion to approve the agenda. On a second by Trustee Featherston, the motion was unanimously approved.

**APPROVAL OF BOARD MEETING
AGENDA**

The minutes of the board meeting on May 17, 2017 were approved on a motion by Trustee Richardson and a second by Trustee Garrison.

**APPROVAL OF MINUTES OF THE
MAY BOARD MEETING**

Charlotte Eubank reported the Budget to Actual revenues as of the end of April. As of the end of May we have recognized 99% of our budgeted revenues. We have obligated 92% of our budgeted expenses at 92% into the fiscal year.

**CONSIDERATION OF COLLEGE
FINANCIAL REPORT**

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Ms. Eubank then reviewed the current bid report.

Trustee Garrison made the motion with a second by Trustee Grassham to accept the financial report. The motion unanimously approved.

Representatives from the two banks that submitted bids for the banking services contract for the next four years.

BANK BID PRESENTATIONS

Mr. Willcut with People's Bank presented the information as submitted. He included the strong points of the bank to include

that it is privately owned and located in small towns throughout Southeast Missouri. In order to accommodate the off campus locations he proposed the use of a courier service to pick up deposits on a daily bases at each of the locations. The On-Line Management system for the bank will be up and running on July 1.

Ms. Kim Capps and Mr. Matt Funke presented the Southern Bank bid. Ms. Capps pointed out that Southern has branches in the towns of all of our off site locations which would allow deposits on a daily basis. Mr. Funke stressed that one of the reasons that Southern wants to do business with the college is that we provide education for quality personnel that the bank can choose from to hire.

Both parties responded to transition question agreeing that if there was a transition from Southern to People, this transition would take 60-90 days.

Chairman Schalk thanked them for taking the time to present the proposals to the board.

PRESIDENT'S REPORT

Dr. Payne informed the board that the steel for the Libla Sports Arena is in being erected. The box is taking shape and construction is moving along.

CONSTRUCTION UPDATE

The parking lot and sidewalk repair is also moving along. Weather has been a bit of an issue but the work is getting completed to provide a better pathway between the buildings.

There were 4 retirees this year. Dr. Mary Lou Brown, Joyce Rehkop, Jeff Walk and Donna Carpenter. The college held a reception for them on May 17.

RETIREES RECEPTION

The Pinning Ceremony for the nursing students provide a personal touch to graduation. The student selects the individuals that will actually affix the pin during the event.

NURSE PINNING CEREMONY

Commencement was held on May 19. More than 350 graduates participated in the ceremony and there were over 600 degrees conferred. There were over 2600 individuals in attendance. Stan Berry, the Distinguished Alumni for 2017 was the keynote speaker. Dr. Payne credited the success of the graduation to the leadership of Ms. Tracy King.

COMMENCEMENT

On May 24, the "Downtowners" were honored with a plaque that will be permanently displayed in the Administration area located in the Westover Building. The "Downtowners" is the group of

DOWNTOWNERS RECEPTION

individuals that worked and taught at the college prior to moving to the currently location.

The golf tournament was very successful this year netting around \$10,000 in profit.

The Raider Run, Walk and Wag will be held in Dexter on July 8. TRC Day at the Ballpark is on Saturday, July 29.

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

This is the initial approval of the policy. This policy outlines the processes for research students and other entities requesting information from the college.

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

Initial approval of the policy. Will guide the method the college uses to transfer in credit from another institution.

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

Initial approval of the policy.

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

Initial approval of the policy.

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

TRET GOLF TOURNAMENT

UPCOMING EVENTS

EXECUTIVE SESSION

ITEMS FOR DISCUSSION, CONSIDERATION AND VOTE

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY GAP 1160- INSTITUTIONAL REVIEW BOARD

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY IP 6102 – TRANSFER CREDIT

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY IP 6510 – DISTANCE LEARNING

DISCUSSION, CONSIDERATION AND APPROVAL OF COLEGE POLICY ITP 8210 – DATA SECURITY

Initial approval of the policy.

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

Initial approval of the policy.

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

Todd Allen, Director of ACHIEVE is requesting approval for a training trip with the DOE to Puerto Rico. This trip is fully grant funded.

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

Dr. Payne and Charlotte Eubank provided an overview of the budget as presented to the Board in May via email and was discussed in the Special Closed Session in the a.m.

The board members congratulated Ms. Eubank and Dr. Payne along with the staff for the work involved in trimming the budget to bring it into balance.

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

Trustee Garrison read the resolution of the Board of Trustees authorizing the conveyance of real estate by caption only.

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

People's Bank and Southern Bank submitted proposals for the college banking services for the next four years. During discussions, the bids were revised to reflect more current numbers. The recommendation is to proceed with Southern Bank at the revised rate of 1.5 and retaining the bank branch on

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY ITP 8202 – ELECTRONIC COMMUNICATION

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICY ITP 8203 – DISASTER RECOVERY

DISCUSSION, CONSIDERATION AND APPROVAL FOR TRAVEL OUTSIDE THE CONTIGUOUS UNITED STATES

DISCUSSION, CONSIDERATION AND APPROVAL OF THE FY2018 COLLEGE BUDGET

DISCUSSION, CONSIDERATION AND APPROVAL FOR CONVEYANCE OF REAL PROPERTY

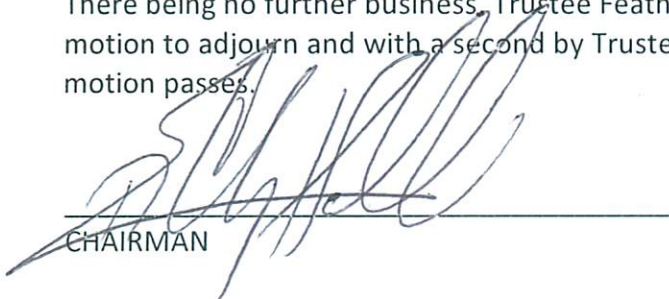
DISCUSSION, CONSIDERATION AND APPROVAL OF BANKING SERVICES CONTRACT FOR THE COLLEGE

campus.

On a motion to approve by Trustee Featherston and a second by Trustee Grassham, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, no; Trustee Grassham, yes; Trustee Garrison, no; Trustee Schalk, yes.

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

There being no further business, Trustee Featherston made the motion to adjourn and with a second by Trustee Garrison the motion passes.



CHAIRMAN



SECRETARY

**CONSIDERATION AND APPROVAL
OF ALL PERSONNEL ACTIONS AND
ASSOCIATED DOCUMENTS**

ADJOURNMENT

7/19/17
APPROVAL DATE

7/19/17
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room in the Tinnin Fine Arts Center, Poplar Bluff, Missouri on Wednesday, July 19, 2017.

JULY 19, 2017

Those present included: Trustees: Eric Schalk, chairman; Darren Garrison, vice-chairman; Randy Grassham, secretary; Dr. Amber Richardson, treasurer; Gary Featherston, member; Chris Williams, member, arrived late; and college administrators: Dr. Wesley Payne, president; Charlotte Eubank, chief financial officer; Dr. Justin Hoggard, Dean of Instruction; Ann Matthews, Dean of Student Services; Janine Heath, recording secretary.

ATTENDANCE

Invocation was delivered by Trustee Gary Featherston

INVOCATION

Trustee Garrison made a motion to approve the agenda. On a second by Trustee Featherston, the motion was unanimously approved.

**APPROVAL OF BOARD MEETING
AGENDA**

The minutes of the board meeting on June 21, 2017 were approved on a motion by Trustee Garrison and a second by Trustee Richardson.

**APPROVAL OF MINUTES OF THE
JUNE BOARD MEETING**

Charlotte Eubank reported the Budget to Actual revenues as of the end of June. As of the end of June we have recognized 102% of our budgeted revenues. We have obligated 99% of our budgeted expenses at 100% into the fiscal year.

**CONSIDERATION OF COLLEGE
FINANCIAL REPORT**

At this point a breakeven year is being projected. Ms. Eubank was congratulated on controlling expenses in order to get to breakeven given the Governor's withholds and declining revenues.

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Ms. Eubank then reviewed the current bid report.

Trustee Richardson made the motion with a second by Trustee Grassham to accept the financial report. The motion unanimously approved.

Dr. Payne updated the board as follows:

PRESIDENT'S REPORT

Mike Pollard with Dille Traxel updated the board on the progress of the Libla Sports Arena. Construction is currently behind schedule however all efforts are being made to catchup to the original time line. It is expected that the roof will be on the building within 5 weeks. Currently the estimated completion by the contractor is the first part of February. Given the amount of owner items that need to be installed, estimated occupancy date is sometime in April. The board asked if we were anticipating hosting any basketball games in the facility, Mr. Pollard indicated that this would probably not happen. The college is currently negotiating the new completion date with the contractors.

CONSTRUCTION UPDATE

The sidewalk and parking lot project is moving along. The critical elements should be completed by August 7 with the other work being complete within 2 months.

This was a fundraising event held in Dexter. The Endowment Board cleared approximately \$1,200 at the event.

RAIDER RUN, WALK AND WAG

The staff at the Dexter Center were registering students during the Run, Walk and Wag event.

ON-THE-GO ENROLLMENT RUSH

The Foreigner, a Center Stage Production will be held July 20 – 23. This will be Tim Thompson last official event at the college.

UPCOMING EVENTS

The TRC Day at the park will be on July 29th, 6:15pm game

Fall Convocation will be held on Monday, August 7. All faculty will return to work.

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

EXECUTIVE SESSION

Minor revisions to the existing policies and associated regulations to include all types of harassment. With these changes it is no longer necessary to have GAP 1240 – Harassment and the associated regulation.

ITEMS FOR DISCUSSION, CONSIDERATION AND VOTE

DISCUSSION, CONSIDERATION AND APPROVAL OF COLLEGE POLICIES GAP 1210, PP 4850. SP 2130

Revised Policies

- GAP 1210 Civil Rights
- PP 4850 Employee Grievance
- SP 2130 Student Grievance

Associated Regulations

PR 4850 Employee Grievance

SR 2130 Student Grievance

New Regulations for clarification of the Title IX process

PR4840 Title IX for Employees

SR 2120 Title IX for Students

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

This building will allow the current operations of the Cape College Center to move from the current location at the Technical Center to a separate center. The administration recommends authorizing Dr. Payne to execute the lease and associated documents.

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

At the June 21, 2017 meeting of the Three Rivers Community College Building Corporation new members and officers were elected. According to the Bylaws of Three Rivers Community College Building Corporation, Article III Item #3, each member/director of the Building Corporation shall be approved by the Board of Trustees of Three Rivers College.

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

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

CONSIDERATION AND APPROVAL OF LEASE BETWEEN CAPE GIRARDEAU SCHOOL DISTRICT #3 AND SOUTHEAST MISSOURI STATE UNIVERSITY AND THREE RIVERS COLLEGE FOR THE CAPE COLLEGE CENTER

CONSIDERATION AND APPROVAL OF THREE RIVERS COMMUNITY COLLEGE BUILDING CORPORATION MEMBERS AND FY18 SLATE OF OFFICERS

CONSIDERATION AND APPROVAL OF ALL PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

ADJOURNMENT

There being no further business, Trustee Featherston made the motion to adjourn and with a second by Trustee Richardson the motion passes.



CHAIRMAN

8/23/17

APPROVAL DATE



SECRETARY

8/23/17

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room in the Tinnin Fine Arts Center, Poplar Bluff, Missouri on Wednesday, August 23, 2017.

AUGUST 23, 2017

Those present included: Trustees: Eric Schalk, chairman; Darren Garrison, vice-chairman; Randy Grassham, secretary; Dr. Amber Richardson, treasurer; Gary Featherston, member; Chris Williams, member; and college administrators: Dr. Wesley Payne, president; Charlotte Eubank, chief financial officer; Dr. Justin Hoggard, dean of instruction; Ann Matthews, dean of student services; Janine Heath, recording secretary.

ATTENDANCE

Invocation was delivered by Trustee Gary Featherston

INVOCATION

Trustee Williams made a motion to approve the agenda. On a second by Trustee Grassham, the motion was unanimously approved.

**APPROVAL OF BOARD MEETING
AGENDA**

The minutes of the board meeting on July 19, 2017 were approved on a motion by Trustee Richardson and a second by Trustee Garrison.

**APPROVAL OF MINUTES OF THE
JULY BOARD MEETING**

Charlotte Eubank reported the Budget to Actual revenues as of the end of July. As of the end of July we have recognized 30% of our budgeted revenues. We have obligated 6% of our budgeted expenses at 8% into the fiscal year.

**CONSIDERATION OF COLLEGE
FINANCIAL REPORT**

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Ms. Eubank then reviewed the current bid report.

Trustee Garrison made the motion with a second by Trustee Richardson to accept the financial report. The motion unanimously approved.

Dr. Payne updated the board as follows:

PRESIDENT'S REPORT

Libla Family Sports Complex: Increased activity at the job site. One half of the roof is in place on the main building and FEMA is being painted.

CONSTRUCTION UPDATE

Parking Lots and Campus Sidewalks: Main portion are complete. The next step is to move to the top of the hill. Positive feedback on the new sidewalks. (0% complete with the parking lot. Final sections will be after the sidewalks are complete.

The event netted approximately \$1,700. Beautiful weather day.

This is the day that all employees come together to begin the semester.

Buffalo Wild Wings provided the food. Pepsi provided the water. The students seemed to enjoy.

7% down in credit hour production. Due to the mix of in and out of district students, the budgeted numbers appear to have been met.

All faculty are back to join the staff taking care of the students.

Patrons of the Arts Season Kickoff was Thursday, August 17. Thanks were made to last year's sponsors and the 2017-2018 season was announced. There will be an increase in ticket prices to \$15.

Dr. Paul Larson provided a seminar prior to the eclipse explaining the event. Over 150 students, staff and community members attended the seminar.

Missouri and the Great War: The college is partnering with the Missouri Humanities Council to bring the exhibit to the college. It will be here from August 31 to October 20 in the Tinnin Gallery.

Run 4 the Arts: September 9 starting at the Tinnin Fine Arts Center. The proceeds from this event will go to fund a Fine Arts scholarship.

Meet the Raiders: September 11, Bess Activity Center. Joint function between the college and the Booster Club. Dinner at 6pm - \$5 with the event beginning at 7pm.

Brick Oven Pizza Night: On September 12, Brick Oven Pizza will give up to 50% of the sales for the day to the TRET board for scholarships. Everyone was encouraged to participate in the event.

Suzanne Davis, Outreach Specialist, ETS: Ms. Davis has been with the college for 15 years. Her favorite thing about working at the college is working with first-generation students. She is post proud of helping the students ETS serves achieve their goals. Dr.

TRC AT THE BALL PARK

FALL CONVOCATION 2017

HOUSING WELCOME PARTY

ENROLLMENT NUMBERS

FIRST WEEK OF CLASSES

PATRONS OF THE ARTS KICKOFF

ECLIPSE VIEWING PARTY

UPCOMING EVENTS

WE'RE ALL IN THIS TOGETHER

Payne congratulated Suzanne on her ready smile and fast pace. She is demonstratively happy doing what she does.

Liz Deken, Professor, Industrial Technology: Ms. Deken has been with the college for 20 years. Her favorite thing about working at the college is making a difference in the lives of people in the area. She is most proud of being an advocate for career education in the region. Dr. Payne congratulated Liz on her involvement in the College. If it is happening, Liz is involved.

David Wooldridge, Mail Services/Receiving Agent: Mr. Wooldridge has been with the college for 2 years. His favorite thing about working at the college is the relationships he has built at Three Rivers. He is most proud of working in a team atmosphere towards a common goal. Dr. Payne explained that anything coming into the college or going out goes through David's department. He congratulated David on the great improvement in performance of the mail room since he has been here.

Trustee Garrison led the discussion regarding all of the great things that Bill Hollida did for the college. "He will be missed."

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

EXECUTIVE SESSION

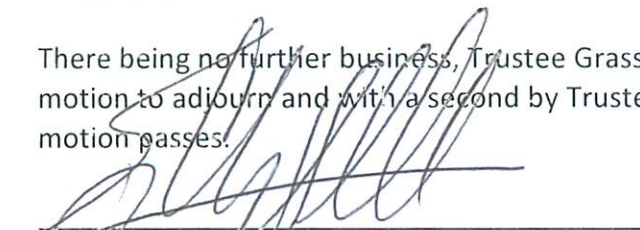
Trustee Richardson and Trustee Williams left the meeting during Executive Session.

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

CONSIDERATION AND APPROVAL OF ALL PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

There being no further business, Trustee Grassham made the motion to adjourn and with a second by Trustee Featherston the motion passes.

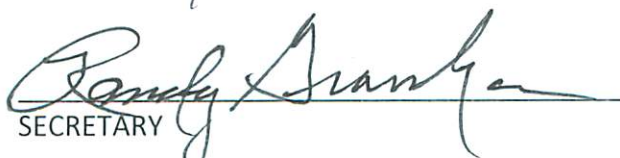
ADJOURNMENT



CHAIRMAN



APPROVAL DATE



SECRETARY



APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. in the Board Room in the Tinnin Fine Arts Center, Poplar Bluff, Missouri on Wednesday, September 20, 2017.

SEPTEMBER 2017

Those present included: Trustees: Eric Schalk, chairman; Darren Garrison, vice-chairman; Randy Grassham, secretary; Dr. Amber Richardson, treasurer; Gary Featherston, member; Chris Williams, member (late arrival); and college administrators: Dr. Wesley Payne, president; Charlotte Eubank, chief financial officer; Dr. Justin Hoggard, dean of instruction; Ann Matthews, dean of student services; Janine Heath, recording secretary.

ATTENDANCE

Invocation was delivered by Trustee Darren Garrison

INVOCATION

Trustee Garrison made a motion to approve the agenda. On a second by Trustee Featherston, the motion was unanimously approved.

**APPROVAL OF BOARD MEETING
AGENDA**

The minutes of the board meeting and tax levy meeting on August 23, 2017 were approved on a motion by Trustee Garrison and a second by Trustee Richardson.

**APPROVAL OF MINUTES OF THE
AUGUST BOARD MEETING AND
TAX LEVY MEETING**

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

EXECUTIVE SESSION

Trustee Williams made the motion to amend the agenda to add a discussion item on the appeal by Sandra Ward prior to the financial report. With a second by Trustee Featherston, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

AMENDMENTS TO THE AGENDA

Trustee Garrison made the motion to affirm the decision of the College President and officially terminate Sandra Ward's employment. With a second by Trustee Featherston, the board was polled as follows: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

**CONSIDERATION, DISCUSSION
AND VOTE ON PERSONNEL
ACTION WITH MS. SANDRA
WARD**

Trustee Williams left the meeting.

Charlotte Eubank reported the Budget to Actual revenues as of the end of August. As of the end of August we have recognized 54% of our budgeted revenues. We have obligated 15% of our budgeted expenses at 17% into the fiscal year.

CONSIDERATION OF COLLEGE FINANCIAL REPORT

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Ms. Eubank then reviewed the current bid report. The Athletic Teams Travel has been bid and it is the recommendation of administration that the bid be awarded to Four Winds Travel, LLC for the 2017-2018 year.

Trustee Garrison made the motion with a second by Trustee Richardson to accept the financial report and approve the travel bid. The board was polled as follows: Trustee Williams, absent; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

Dr. Payne updated the board as follows:

PRESIDENT'S REPORT

Libla Family Sports Complex: The roof is basically finished and the sheathing is being completed on the face of the building. The construction is moving toward having the building dry in order to begin the interior work.

CONSTRUCTION UPDATE

Parking Lots and Campus Sidewalks: Many positive comments on the portions of the sidewalks that have been completed. The sidewalks are moving rapidly to completion. The paving project is moving along. The asphalt in the housing parking lot will be replaced at the same time the round-about is being paved.

This was the second run which supports scholarships for Arts Education. It was a successful event, netting approximately \$3,200.

RUN 4 THE ARTS

This event showcases all team members in the Athletic Department. There were estimated 150 community members at the event. Mr. Paul Duckett provided the food – a big thanks for his continued support. It was a great kick-off for the coming year.

MEET THE RAIDERS

Brick Oven Pizza donated 50% of all proceeds during this event. There was a large turnout and we are looking forward to working with them again.

BRICK OVEN PIZZA NIGHT

This is a team building activity for the entire athletic department. Work is completed in the morning, a devotional at lunch and then play and relax in the afternoon.

ATHLETIC WORKDAY AT THE FARM

Ms. Kristina McDaniel applied for and received a grant of \$500 to improve one of our lactation rooms in the off campus sites. We continue to apply for these grants in order to upgrade all of our rooms.

LACTATION SUPPORT MINI GRANT

POTA – Golden Sounds of the Platters – September 21 at 7pm. This is the kick-off event for the Patrons season for 2017-2018.

UPCOMING EVENTS

TRET - Fulfilling Dreams Scholarship Reception – September 28 at 3pm in the Tinnin Center. Donors are invited to meet the recipient of their scholarship.

Fall Break – October 5-6. The college will be closed.

POTA – Chinese Acrobats -- October 12 at 7pm.

October Board Meeting – October 18 will be held in Doniphan at the Career Center.

Liz Deken, Professor, Industrial Technology presented the Environmental/Occupational Safety and Health Technology (EOSH) program. It is an AAS, Two year degree program with a one year and 2 short term certificates embedded in the program. This program prepares graduates to work with federal, state, and/or local environmental and occupational regulatory programs.

PROGRAM PRESENTATION - EOSH

Graduates are split 50/50 between:

Safety technology: compliance issues, worker's compensation, monitoring, training, and recordkeeping in addition to many other requirements.

Environmental technology: water, wastewater, air solid waste, hazardous waste and other environmental programs.

The program continues to be refined in order to meet the industry partners' needs. Most students that opt into this program are non-traditional students. The estimated starting salary after completion is \$28,000/year.

Dr. Payne outlined the requested changes to BP 0120 – Regional Accreditation Status informing the board that this was a name change to the accrediting body only.

CONSIDERATION AND APPROVAL OF COLLEGE POLICIES

GAP 1310 – College Communications: This policy provides clarification and better alignment with the Communication Regulations.

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

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

There being no further business, Trustee Featherston made the motion to adjourn at 1:30pm and with a second by Trustee Richardson the motion passes.



CHAIRMAN



SECRETARY

**CONSIDERATION AND APPROVAL
OF ALL PERSONNEL ACTIONS AND
ASSOCIATED DOCUMENTS**

ADJOURNMENT

10/18/17
APPROVAL DATE

10/18/17
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE**

The regular meeting of the Board of Trustees began at 12:00 p.m. at the Current River Career Center, Doniphan, Missouri on Wednesday, October 18, 2017.

OCTOBER 18, 2017

Those present included: Trustees: Eric Schalk, chairman; Darren Garrison, vice-chairman; Randy Grassham, secretary (absent); Dr. Amber Richardson, treasurer (absent); Gary Featherston, member; Chris Williams, member; and college administrators: Dr. Wesley Payne, president; Charlotte Eubank, chief financial officer; Ann Matthews, dean of student services; Edie Dilbeck (for Janine Heath), recording secretary.

ATTENDANCE

Invocation was delivered by Trustee Gary Featherston.

INVOCATION

Trustee Garrison made a motion to approve the agenda. On a second by Trustee Featherston, the motion was unanimously approved.

**APPROVAL OF BOARD MEETING
AGENDA**

Trustee Garrison made the motion to approve the agenda with the correction to Trustee Garrison giving the invocation at the September meeting. With a second by Trustee Williams, the motion was unanimously passed.

**APPROVAL OF SEPTEMBER 2017
MINUTES**

Charlotte Eubank reported the Budget to Actual revenues as of the end of September. As of the end of September we have recognized 36% of our budgeted revenues. We have obligated 25% of our budgeted expenses at 25% into the fiscal year.

FINANCIAL REPORT

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the projects that are approved on the Appropriation.

Trustee Featherston made the motion with a second by Trustee Williams to accept the financial report. The motion was unanimously approved.

Dr. Payne updated the board as follows:

PRESIDENT'S REPORT

Libla Family Sports Complex: Work continues on the building. Very close to finishing the outer portion and moving into the interior portion of the construction

CONSTRUCTION UPDATE

Parking Lots and Campus Sidewalks: The sidewalk portion is quickly coming to conclusion. Work continues on the paving project and the construction of the roundabout.

Club Rush was conducted on September 20. All student clubs and organizations set up booths in the Academic Quad, providing information to students on the benefits of joining. Over 500 students visited the booths.

CLUB RUSH

ETS once again hosted the Extravaganza for local high school students to visit the campus. Over 100 students participated.

ETS EXTRAVAGANZA

During the Raider Preview days, showcasing Three Rivers to local students, over 650 students attended.

PREVIEW DAYS

The second annual Fulfilling Dreams Scholarship Reception allowed the donors of the scholarships to meet the students receiving the awards.

**FULFILLING DREAMS
SCHOLARSHIP RECEPTION**

Raider Madness launched the Raider basketball game. Over 150 local residents came out to see the first legal practice of the season.

RAIDER MADNESS

Dexter Trivia Night: October 24 at the Hidden Trails Country Club in Dexter.

UPCOMING EVENTS

Excursions: TRC music department presents a musical journey to the high seas on October 26 at the Tinnin Fine Arts Center.

Once Upon a Mattress: The first Center Stage production of the season. November 2 – 5 at the Tinnin Fine Arts Center.

Kennett Trivia Night: November 9 at the Kennett Country Club.

An Evening with Mark Twain: The Patrons of the Arts second performance of the season. November 16 at the Tinnin Fine Arts Center.

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

EXECUTIVE SESSION

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

**CONSIDERATION AND APPROVAL
OF ALL PERSONNEL ACTIONS AND
ASSOCIATED DOCUMENTS**

Schalk, yes.

There being no further business, Trustee Featherston made the motion to adjourn at 12:49pm and with a second by Trustee Featherston the motion passes.



CHAIRMAN



SECRETARY

ADJOURNMENT

11/15/17
APPROVAL DATE

11/15/17
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE**

November 15, 2017

The regular meeting of the Board of Trustees began at 12:00 p.m. at the Board Room in Tinnin Center on Wednesday, November 15, 2017.

CALL TO ORDER

Those present included: Trustees: Eric Schalk, chairman; Darren Garrison, vice-chairman; Randy Grassham, secretary; Dr. Amber Richardson, treasurer; Gary Featherston, member; Chris Williams, member (absent); and college administrators: Dr. Wesley Payne, president; Charlotte Eubank, chief financial officer; Dr. Justin Hoggard, dean of instruction; Ann Matthews, dean of student services; Janine Heath, recording secretary.

ATTENDANCE

Trustee Darren Garrison delivered the invocation.

INVOCATION

Trustee Garrison made a motion to approve the agenda. On a second by Trustee Richardson, the motion passed unanimously.

**APPROVAL OF BOARD
MEETING AGENDA**

Trustee Grassham made the motion to approve the October minutes. With a second by Trustee Richardson, the motion passed unanimously.

**APPROVAL OF OCTOBER
2017 MINUTES**

Charlotte Eubank reported the Budget to Actual revenues as of the end of October. As of the end of October, we have recognized 48% of our budgeted revenues. We have obligated 31% of our budgeted expenses at 33% into the fiscal year.

FINANCIAL REPORT

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the approved projects on the Appropriation.

Trustee Garrison made the motion with a second by Trustee Richardson to accept the financial report. The motion passed unanimously.

Dr. Payne updated the board as follows:

PRESIDENT'S REPORT

Libla Family Sports Complex: The construction

CONSTRUCTION UPDATE

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continues to move forward. Masonry on the inside of the building should begin this week. The first part of the initial grading will begin as soon as the weather permits.

Parking Lots and Campus Sidewalks: The project is close to completion. The construction continues on the top of the hill. There is a vast difference in the appearance of the campus.

First Floor Remodel: The remodel to the Student Services and Financial Services area on the first floor of the Westover building is moving quickly. The maintenance department is performing the construction work, allowing the college to stretch the dollars received from HB19 is doing the work.

Each year the baseball team conducts an exhibition game while in costume. The softball team joined this year to celebrate the holiday. It is a student development opportunity in team building.

The Music Department performed their first recital of the year.

Center Stage launched their season with Once Upon a Mattress. Performers were from the college, local high schools and the community.

The first Trivia night held in Kennett Netted around \$1700 for the Endowment trust.

Our annual event honoring our nations' veterans.

The Assessment and Program Review to Improve Learning team presented their project with HLC. Dr. Maribeth Payne outlined the project and introduced the team members. Dr. Hoggard, Dr. Lauder, Dr. Foster, Nicole Sifford and Michelle Lane have been working on the assessment project for the last three years. Dr. Hoggard explained that this was a team project to demonstrate that we serve the mission of the college. The review included Program Review, Institutional outcomes and assessment, and sustainability. Significant findings included a modality issue with TV instruction and critical thinking.

HOME RUN DERBY

EXCURSIONS

ONCE UPON A MATTRESS

KENNETT TRIVIA NIGHT

VETERANS CELEBRATION

A.P.R.I.L. COMMITTEE DEBRIEF

- POTA – an Evening with Mark Twain -- November 16
- People's Community Bank Thanksgiving Tournament – November 23 – 25
- Lady Raider's Classic Tournament – December 1 – 2
- POTA – SIX – December 7 at 8pm
- Employee Christmas Breakfast – December 8
- Christmas Break – December 16 – January 1

UPCOMING EVENTS

Dr. Leslie Gragg – Assistant Professor, Life Science: Dr. Gragg has been with the college for 6 years. Her favorite thing about working at the college is working together as a team with our employees. Dr. Gragg is most proud of assisting students on their path to academic success. Dr. Payne congratulated Dr. Gragg on her involvement at the college. She is always willing to be involved no matter the request.

WE ARE ALL IN THIS TOGETHER

Cammy Halcumb – Director, Procurement Services & Risk Management: Ms. Halcumb has been with the college for 4.5 years. Her favorite thing about working at the college is the family and team atmosphere. Ms. Halcumb is most proud of the relationships built with faculty and staff across our multiple locations. Dr. Payne congratulated Ms. Halcumb on a great job. She is the first contact with something happens to ensure that our process support our insurance coverage.

Alex Jameson – Financial Aid Specialist: Mr. Jameson has been with the college for 1 year. His favorite thing about working at the college is working with our friendly faculty and staff. Mr. Jameson is most proud of the increase in positive reviews Financial Aid has gotten since starting his position. Dr. Payne explained that Mr. Jameson started his career as a student and then moved to full time employment. He is the individual that calls the names at graduation and has participated in several of the Center Stage productions. He is not shy about becoming involved in the college.

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

EXECUTIVE SESSION

Trustee Garrison made the motion to adopt the resolution calling for the April 2018 election, and that Janine Heath be appointed as the election authority as outlined in the November 2017 board book on pages 27 through 34. With a second by Trustee Richardson, the board was polled as follows: Trustee Williams, absent; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

CONSIDERATION AND APPROVAL OF RESOLUTION CALLING FOR TRUSTEES ELECTION

Trustee Featherston made the motion to adopt the audit as presented to the Audit Committee. With a second by Trustee Grassham the board was polled as follows: Trustee Williams, absent; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

CONSIDERATION AND ADOPTION OF ANNUAL AUDIT

Charlotte Eubank reviewed the changes to FP 3104 – Banking and Cash Management explaining that there is an added section for students with credit balances. She also reviewed the changes to FP 3105 – Risk Management explaining that there was a change to the language to define how the college insures property. Dr. Hoggard explained that this is the initial approval of IP 6107 – College Catalog.

CONSIDERATION AND APPROVAL OF COLLEGE POLICIES

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

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

CONSIDERATION AND APPROVAL OF ALL PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

There being no further business, Trustee Garrison made the motion to adjourn at 1:45pm and with a second by Trustee Grassham, the motion passed.



CHAIRMAN



SECRETARY

ADJOURNMENT



APPROVAL DATE



APPROVAL DATE

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