

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, January 19, at 12 noon.

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

Trustee Grassham delivered the invocation for the meeting.

Chairman Tibbs called the meeting to order. Trustee Thornton requested the following items be removed from the agenda: Item V.4. Discussion of Transfer Process of Endowed Scholarships from College to Endowment Trust and Item V.6. Discussion of Booster Club Media Guide. The agenda for the meeting was unanimously approved as amended on a motion by Trustee Thornton and seconded by Trustee Garrison.

The minutes of meeting on December 15, 2010, were unanimously approved on a motion by Trustee Winston and second by Trustee Thornton.

Disbursements totaling \$957,439.16 as listed on the check register for the month of December were unanimously approved for payment on a motion by Trustee Winston and second by Trustee Davis.

Charlotte Eubank stated the college is meeting its revenue goals as projected in its 2010-2011 Budget.

Jason Hosenev distributed handouts and led discussion about Spring 2011 enrollment. Spring 2011 headcount is 3,710 which is a 6.8% increase over Spring 2010. The Fall 2010 headcount after Census was 3,719. Spring 2011 credit hours are 39,780 which is a 9.8% increase over Spring 2010. Mr. Hosenev stated work flow has been streamlined which resulted in reduced student wait time and more one-on-one time between the advising staff and students.

President Stephenson reported Spring Convocation the most informative convocation to date. Dr. Stephenson delivered his State of the College Address followed by division updates by each vice-president. The recently completed College Core Values were

JANUARY 19, 2011

ATTENDANCE

INVOCATION

**APPROVAL OF BOARD
MEETING AGENDA**

**APPROVAL OF
MINUTES
OF NOVEMBER
MEETING**

**DISBURSEMENTS
ACCOUNTS PAYABLE**

**PRESIDENT'S REPORT
UPDATE ON SPRING
2011 ENROLLMENT**

**UPDATE ON SPRING
CONVOCATION**

distributed to all employees. Those Core Values are: Commitment to learning, Hardworking, Honesty and Integrity, Quality, and Respect.

Emily Parks reported the college held its second legislative brunch on December 17. Ten of the fourteen legislators from the college's service area attended the event, as well as Senator Rob Mayer, Senate President Pro Tem, and Representative Steve Tilley, Speaker of the House. The college also awarded the first Three Rivers Legislative Advocacy Awards to Senators Jason Crowell and Rob Mayer.

President Stephenson reported the college hosted a visit from Delta Regional Authority's Federal Commissioner Chris Masingill on January 13. Dr. Stephenson and several Three Rivers' employees privately met with Mr. Masingill to discuss partnerships and other opportunities for the college.

Dr. Wesley Payne reported a ribbon cutting ceremony was held on February 9 for the new Three Rivers Center at Dexter. Community leaders from Dexter were present at the event as well as Senator Rob Mayer and Representatives Kent Hampton and Billy Pat Wright. At the event Dr. Stephenson presented President's Medallions to Janet Coleman and Julian Steiner for their efforts in opening the Center at Dexter.

President Stephenson reported Congresswoman JoAnn Emerson, along with Senator Rob Mayer, visited the Center at Dexter on January 17 and met with college administration to discuss the college's needs, programs offered at Dexter, and future partnership opportunities.

President Stephenson reported the President's Advisory Committee for Dunklin County in Kennett was held on January 14. Many community leaders attended including Mayor Roger Wheeler and Representative Kent Hampton. During that meeting, Dr. Stephenson asked for help from the committee to find a new location for the Center at Kennett to accommodate growing demand.

Following this advisory meeting, Dr. Stephenson and college administration met with local doctors and other medical personnel regarding the need for a nursing program in Kennett. It was decided that an extensive needs analysis should be conducted and various phase in plans were discussed for the nursing program.

Dr. Wesley Payne reported the next two Patrons' performances were *Back to the Future* on January 22 and *The Comedy of Errors* on February 5.

Chairman Tibbs led discussion about changing the February meeting to February 23 due to Dr. Stephenson attending a conference and the

2ND ANNUAL LEGISLATIVE BRUNCH & ROUNDTABLE

CHRIS MASINGILL VISIT

DEXTER CENTER RIBBON CUTTING

CONGRESSWOMAN JOANN EMERSON VISIT TO DEXTER CENTER

UPDATE ON PRESIDENT'S ADVISORY MEETINGS

UPDATE ON KENNETT NURSING PROGRAM DISCUSSIONS

UPCOMING PATRON OF THE ARTS PERFORMANCES

ITEMS FOR DISCUSSION, CONSIDERATION & VOTE

CONSIDERATION OF CHANGING BOARD

March meeting to be moved to March 23 so American City Bureau could present the findings from the two capital fundraising development studies to both the Board of Trustees and Three Rivers Endowment Trust.

**MEETING DATES FOR
FEBRUARY & MARCH**

The Board unanimously approved the new meeting dates of February 23 and March 23 on a motion by Trustee Grassham and second by Trustee Garrison.

The Board unanimously approved the adoption of a corporate resolution for transfer of Dr. Tuma stock on a motion by Trustee Garrison and second by Trustee Thornton. This resolution allows current college personnel access to the stock portfolio information.

**CONSIDERATION OF
ADOPTION OF
CORPORATE
RESOLUTION**

The resolution reads as follows:

“**CORPORATE RESOLUTION: RESOLVED**, as of this date, January 19, 2011, that the duly appointed officers listed below, or any one of them acting in their capacity as an officer of **Three Rivers Community College** are hereby authorized to (i) act on behalf of the Corporation with regard to any and all stocks, bonds, or other securities now or hereafter registered in the name of the corporation, (ii) buy, sell, convey or transfer ownership of any Securities now or hereafter registered in the name of the Corporation, and (iii) execute any documents relating to the permitted activities described in the (i) and (ii) above.

<u>Title</u>	<u>Name</u>
President	Dr. Devin Stephenson
Chief Financial Officer	Charlotte Eubank
Corporate Treasurer	Randy Grassham
Corporate Secretary	Randy Winston

I, Randy Winston, the undersigned, do hereby certify that I am duly elected, qualified and acting Secretary of **Three Rivers Community College**, a corporation organized and existing under the laws of the State of **Missouri**, and do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Trustees of the Corporation, as of the 19th day of January, 2011, at which quorum was present and voting throughout, or by unanimous written consent, and that same has not been repealed or amended, and remains in full force and effect and does not conflict with the bylaws of said Corporation.

WITNESS my authorized signature as Secretary of the Corporation.”

Upon the recommendation by legal counsel and recommendation by President Stephenson, the Board unanimously approved the transfer of endowed scholarship from the college to the Endowment Trust on a motion by Trustee Winston and second by Trustee Grassham.

**CONSIDERATION OF
TRANSFER OF
ENDOWED
SCHOLARSHIP**

In a letter dated January 10, 2011, Mrs. Mary Anna Johnson, spokesperson and contact person for the Harry and Ida Blue

Scholarship Fund, “ask that the funds currently held by Three Rivers Community College be transferred to the Three Rivers Community College Endowment Trust, combined with the funds given in the name of Dr. John Blue's Trust, and that the fund be named and referred to as the "Blue Family Scholarship Fund".”

Teresa Johnson distributed handouts and presented the new college’s new branding strategy which positions Three Rivers as the “community college of southeast Missouri.”

The presentation included the following information: A brand is a company's face to the world and represents how a company is perceived by its customers. A brand is the company's name, logo, colors and typography that extend throughout an organization's communications.

Three Rivers developed a Visual and Identity Standards Manual that creates a unified look and voice for communication materials and strengthens the college brand by giving Three Rivers a consistent, high quality image. Branding is not static – the brand images evolve over time.

The college is using the marketing phrase: *Three Rivers College, The Community College of Southeast Missouri*. This marketing phrase positions Three Rivers as a regional institution, serving all of Southeast Missouri, not just the Poplar Bluff community. This phrase makes a strong statement: There is no need to create a new community college in Southeast Missouri. Three Rivers is already providing community college services for the entire region. Establishes that Three Rivers is not just a choice but is THE choice for higher education in our region.

Other Missouri community colleges taking this same marketing direction are: Crowder College, East Central College, Jefferson College, Mineral Area College, and North Central Missouri College.

Following the presentation and discussion, Chairman Tibbs complimented the communication department on the new marketing strategy.

(Note: According to Board Policy 0110 College Name and Identification Codes, the college is organized under the authority of the state legislature and exercises powers delegated directly and indirectly by the Missouri State Legislature, as authorized by Missouri Statute, Section 178.770. The official name of the district shall be The Community College District of Three Rivers, Missouri. The College shall be known as Three Rivers Community College.

President Stephenson reported Governor Nixon recently met with the MCCA Presidents and Chancellors to discuss the state of Missouri’s economy. The Governor stated that he is proposing community college state allocations would only be cut by 7% for FY12. Dr. Stephenson saluted Governor Nixon for his efforts and support for higher

REVIEW OF MARKETING STRATEGY FOR NEW LOGO AND STANDARDS MANUAL

CONSIDERATION OF ADOPTION OF FY12 TUITION/FEEES

education.

Following that discussion, President Stephenson and Charlotte Eubank handed out a tuition increase proposal for in-state and out-of-state tuition only.

Following discussion and upon recommendation from President Stephenson in accordance with the MCCA Presidents and Chancellors' agreement, unanimous approval was given on a motion by Trustee Winston and second by Trustee Thornton to raise in-state by \$5 and out-of-state tuition by \$10 per credit hour effective FY12. The Board was polled. The vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston; yes; and Trustee Davis, yes; and Trustee Garrison, no.

Charlotte Eubank led discussion about the college's second quarter financial summary. Mrs. Eubank reported the majority of the non-operating revenue will be collected within the next few months. She also reported the grant revenue was slightly ahead of schedule but grant expenditures were over budget because reimbursements occur in arrears projection.

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

Acceptance of Hiring

Tim Thompson, Director of Fine Arts Center

**2ND QTR FINANCIAL
SUMMARY FOR FY11**

**CONSIDERATION OF
PERSONNEL ACTION**

Thompson

Grant Formal Status

Deana Carter, Business Office Assistant

Krystal Williams, Cashier

Gary Pride, Public Safety Institute Curriculum/Lab Coordinator

Carter

Williams

Pride

Acceptance of Resignation

Heather Davis, Nursing Instructor

Patricia Dodd, Administrative Assistant, Student Services

Davis

Dodd

A motion was made by Trustee Garrison to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

EXECUTIVE SESSION

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

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

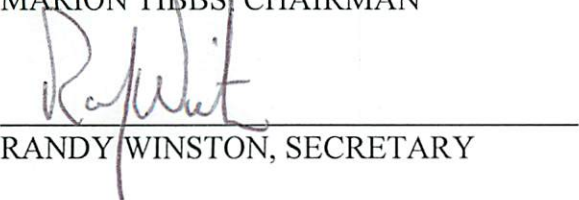
There being no further business, the meeting was adjourned at 1:54 p.m. on a motion by Trustee Grassham and second by Trustee Thornton, with unanimous approval.

ADJOURNMENT



MARION TIBBS, CHAIRMAN

03/23/11
APPROVAL DATE



RANDY WINSTON, SECRETARY

3/23/11
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, February 23, at 12 noon.

FEBRUARY 23, 2011

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

ATTENDANCE

Dr. Ronnie Webb delivered the invocation for the meeting.

INVOCATION

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

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of meeting on January 19, 2011, were unanimously approved on a motion by Trustee Thornton and second by Trustee Garrison.

**APPROVAL OF MINUTES
OF JANUARY MEETING**

Charlotte Eubank stated that the current operating fund showed \$4.6 million revenues over expenses and the college added another \$200,000 to Contingency Fund.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

An abbreviated check register for the March meeting will be inserted into all Trustee board books. President Stephenson saluted employees and the CFO for their excellent management of the budget. Chairman Tibbs stated excellent job to Dr. Stephenson for selecting the quality team at the college.

The February Financial Report was unanimously approved with Trustee Garrison's motion and second by Trustee Grassham.

PRESIDENT'S REPORT

President Stephenson reported the President's Advisory Committee for Ripley County met in Doniphan on January 26. Trustee Davis stated several people told him they were impressed with Dr. Stephenson and the direction in which the college was going.

**UPDATE ON PRESIDNET'S
ADVISORY MEETINGS
(RIPLEY AND CARTER
COUNTIES)**

Dr. Stephenson reported the President's Advisory Committee for Carter County met on the same day in Van Buren to discuss the vision of the college.

President Stephenson reported Commencement activities are sponsored through the Three Rivers Endowment Trust. The reception will be by invitation only at 2pm Sunday, May 22 at Gamma Healthcare. The return on investment will be tremendous for the Endowment Trust. Trustee Davis complimented Dr. Stephenson on getting the speaker. Dr. Stephenson thanked David Libla of Mid-Continent Nail for his help in securing Mike Huckabee as the Commencement speaker.

UPDATE ON COMMENCEMENT/SPEAKER AND ACTIVITIES

President Stephenson reported 35 staff and faculty members participated in the annual Administrative Planning Retreat at University Forest. The purpose of the meeting was to update budget managers on college improvements, showcase examples of effective goal setting, and provide information on planning and zero-based budgeting.

UPDATE FROM PLANNING RETREAT

Dr. Stephenson announced Budget Hearings will begin on April 25.

Emily Parks discussed the visit Dr. Stephenson and she had with Dr. Mark Blue and family during their recent trip to Washington for a legislative conference. John Robert Blue willed \$236,000 to the college. This endowed scholarship contribution will be added to the Harry and Ida Blue Scholarship. Dr. Mark Blue and his family shared photos of John and Harry Blue.

UPDATE ON VISIT WITH DR. MARK BLUE

President Stephenson and Emily Parks participated in the 2011 ACCT Legislative Summit in February. They met with Senators Roy Blunt and Claire McCaskill, as well as Congressional Representative JoAnn Emerson to discuss the future plans of Three Rivers College.

UPDATE ON ACCT LEGISLATIVE CONFERENCE

Dr. Stephenson stated Rep. JoAnn Emerson will be attending graduation and will be introducing Governor Mike Huckabee.

Dr. Stephenson reported Emily Parks will be coordinating a meeting of trustees to go to Washington in October for 3 days to discuss about rural higher education and the needs of Three Rivers College.

On February 26, 2011, Three Rivers hosted the 2nd annual Southeast Missouri Spelling Bee. Mark Sanders reported there are 274 national Spelling Bee sponsors but Three Rivers is the only community college to send participants. The Spellers came from all over our 15-county service area. The event was presented in part by the Three Rivers Endowment Trust and several other corporate sponsors. This event is completely sponsored by donations and no college funds were used. The winner will be going to Washington, D.C on June 1-2.

UPDATE ON SCRIPPS SPELLING BEE

President Stephenson directed Trustees to a letter from the City of Sikeston regarding the annexation of the Matthew's property. The City of Sikeston will annex the property donated to Three Rivers and will also provide access to city utilities and police protection.

UPDATE ON SIKESTON ANNEXATION

Dr. Wesley Payne discussed the College's credit hour production and stated the in-district and out-of-district tuition was almost evenly split. He stated out-of-state tuition from students in contiguous counties counts toward the out-of-district tuition. The credit hour production was as follows:

REPORT ON CREDIT HOUR PRODUCTION

	Fall 2010	%	Spring 2010	%	Fall 2009	%	Spring 2009	%
Out-of-District	19,035	47.1	16,268	44.9	16,447	43.8	14,127	44.6
Out-of-State	1,051	2.6	682	1.9	762	2.03	844	2.7
In-District	20,327	50.3	19,269	53.2	20,310	54.1	16,688	52.7
Total	40,413	100	36,219	100	37,519	100	31,659	100

Emily Parks reported she is currently scheduling 40 interviews for the Poplar Bluff development study for February 28- March 11. There are 15 confirmed interviews thus far. The results will be reported by American City Bureau at the March 23 Board meeting.

UPDATE ON CAPITAL FUNDRAISING CAMPAIGN

Mrs. Parks reported the Sikeston Campaign had been postponed for 45 days. Sikeston community leaders are very excited about the opportunity but need to be educated on the difference between a one structure center verses a campus. There is a Sikeston Bus Tour scheduled for March 10 and 11 with two 47-passenger buses rented for the event.

Jason Hosenev reported the Three Rivers Campus Police Department is providing Active Shooter Training which covered safety procedures, lock down procedures, life-saving tactics and behaviors to watch. Approximately 40 faculty and staff attended the meeting. There will also be training for students. Trustee Garrison requested information on the next training session so that Clearwater's resource officer could attend. The next scheduled training dates are March 21, April 18, and May 11.

UPDATE ON ACTIVE SHOOTER TRAINING

Mr. Hosenev and Campus Police started a Behavioral Intervention team for students and will work with counselor Todd Allen.

Emily Parks gave an update on the 2011 MCCA Rally Day on March 30 in Jefferson City. The college has invited 50 individuals to the legislative reception on March 29. Dr. Stephenson invited and encouraged all Trustees to attend. Trustees Tibbs and Thornton stated they will in attend the event.

MCCA 2011 RALLY DAY

Andy Carter from Ellsinore and Manda Reynolds of Three Rivers presented results from a Rodeo Forum held on February 22. Average number of members on a college rodeo team is 10 people but there can be 30 students on a team. Dr. Stephenson has solicited names for an advisory committee. The Sikeston Jaycees have already committed their support and assistance with our rodeo team.

UPDATE ON FOCUS GROUP DISCUSSION OF COLLEGE RODEO CLUB/TEAM

Mr. Carter is working on commitments for financial support and livestock/equipment such as practicing arenas, bucking stock, and horse stalls.

DeAndre Prater and Manda Reynolds are co-sponsors of the college's Skills USA Team which has 12 members. Seven of those members will participate at the state competition at Linn Tech. The events include culinary, graphic communications (2), engineer technology (3), leadership essay and oral speech/resumes. As membership increases, they will start fundraising.

President Stephenson reported a record usage of college facilities. Over 10,000 people have attended Tinnin Center events from September 2010 to December 2010. The college has hosted numerous high school sporting events in the Bess Activity Center. Since there is no custodial service on weekends, the college is doing its best to keep up with the demands of these activities.

Dr. Wesley Payne reported the college hosted the high school FBLA District Conference and will host the event again next year. There were 10 different high schools that came to our campus. Puxico will be the lead school in FY12.

Dr. Wesley Payne stated that the nursing accreditation visit was the most positive accreditation visit he has experienced. The preliminary report will be distributed in 6-8 weeks and he expects a very good report.

Dr. Payne is in contact with OCEDA for an analysis in Kennett. Dr. Steve Pu, of Twin Rivers Medical Center in Kennett, stated the last thing the Kennett community wanted was another failed nursing program. The nursing program that recently closed had been funded by an \$800,000 grant and closed after 3 years.

Dr. W. Payne reported Jazz Fest brought over 200 high school and junior high students to the Three Rivers Campus and included performances from the Jazz Alliance and Dr. E. Ron Horton of Arkansas State University in Jonesboro, AR. Arkansas State and Central Methodist University are feeder schools for music students.

The Patrons of the Arts season is coming to an end with only 3 more performances. Dailey and Vincent, An Evening with Mark Twain, and Hank Williams Revisited.

President Stephenson provided handouts and proposed a moderate out-of-district tuition increase, which is in line with a moderate increase approved in January for in-district and out-of-state tuitions. The adoption of a \$10 increase to out-of-district tuition increase was unanimously approved upon a motion by Trustee Garrison and

UPDATE ON SKILLS USA EVENT

FACILITY USAGE AND MANAGEMENT

UPDATE ON FBLA EVENT

UPDATE ON NURSING PROGRAM IN POPLAR BLUFF AND KENNETT

UPCOMING MUSIC DEPARTMENTS EVENTS

UPCOMING PATRONS OF THE ARTS PERFORMANCES

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

ADOPTION OF FY12 OUT OF DISTRICT TUITION

second by Trustee Davis.

The adoption of a Board and College policy for confidentiality of student records was unanimously approved upon a motion by Trustee Davis and second by Trustee Grassham.

**CONSIDERATION OF
ADOPTION OF BOARD AND
COLLEGE POLICY**

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

**CONSIDERATION OF
PERSONNEL ACTION**

Acceptance of Hiring

Jackie Henry, Administrative Assistant, Welcome Center
Hillary Speer, Administrative Assistant, Development

**Henry
Speer**

Grant Formal Status

Deanna Whitlow, Cashier
Kim Hickson, Facilitator, Kennett Center
Melinda Turner, Facilitator, Kennett Center
Cindy Gray, Merchandise Coordinator

**Whitlow
Hickson
Turner
Gray**

A motion was made by Trustee Garrison to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

**MOTION TO ENTER INTO
EXECUTIVE SESSION**

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

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

Trustee Garrison recommended approval of Dr. Stephenson to negotiate a contract with Kevin Williams on demolition of the Pear

**PEAR TREE
BIDDING/DEMOLITION**

Tree Inn and to contact Drury Inc. on first right of refusal. The board unanimously approved this motion by Trustee Garrison and second by Trustee Davis.

There being no further business, the meeting was adjourned at 2:42 pm.

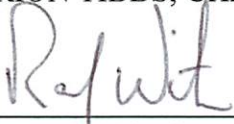
ADJOURNMENT



MARION TIBBS, CHAIRMAN

3/23/2011

APPROVAL DATE



RANDY WINSTON, SECRETARY

3/23/11

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, March 23, at 9:05 a.m.

MARCH 23, 2011

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

ATTENDANCE

Guests present were: Dr. E.T. Hansbrough, chairman of Three Rivers Endowment Trust; Scott Matthews, Endowment Trust member; Doug Libla, Endowment Trust member; Natalie Riley, Endowment Trust member; Steve Boyers, Endowment Trust member; Mike Hackworth, Endowment Trust member; Allen Brooks, Endowment Trust member; Dr. Marty Michel, Endowment Trust member; Ben Thies, Endowment Trust member; Dr. Ron Webb, Endowment Trust member; Emily Parks, director of development; John Biggins, owner, American City Bureau; Teresa Johnson, director of marketing; Mark Richardson, college attorney; Steve Halter, Poplar Bluff Chamber of Commerce president; and Ben Gordon, technology.

President Stephenson welcomed John Biggins of American City Bureau and special guest from the Three Rivers Endowment Trust to the meeting.

**WELCOME &
INTRODUCTIONS**

A motion was made by Trustee Thornton to enter into a special executive session permissible under guidelines of MO Rev. Statute Section 610.021.14 Records which are protected from disclosure by law; and Section 610.021.21 Credit card numbers, personal identification numbers, digital certificates, physical and virtual keys, access codes or authorization codes that are used to protect the security of electronic transactions between a public governmental body and a person or entity doing business with a public governmental body. Nothing in this section shall be deemed to close the record of a person or entity using a credit card held in the name of a public governmental body or any record of a transaction made by a person using a credit card or other method of payment for which reimbursement is made by a public governmental body.

**MOTION TO ENTER
INTO SPECIAL
EXECUTIVE SESSION**

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

Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee Winston, yes.

Trustee Winston made a motion to adjourn the special executive session for a lunch break before entering into the regular session. Trustee Grassham seconded the motion. With unanimous approval, the meeting was adjourned at 10:40 a.m.

Chairman Tibbs called the regular board meeting at 12:05 p.m.

Trustee Grassham delivered the invocation for the meeting.

Trustee Winston made a motion to add an Item IV #4 to the agenda for the purpose of approving a resolution to endorse the capital campaign. The agenda for the meeting was unanimously approved as amended and was seconded by Trustee Thornton.

The minutes of meeting on February 23, 2011, were unanimously approved on a motion by Trustee Garrison and second by Trustee Thornton.

President Stephenson presented the financial report, in the absence of Charlotte Eubank, chief financial officer. Dr. Stephenson stated the contingency fund had reached over \$4 million and informed the Trustees that, to his knowledge, this is the largest contingency balance in the college's history. Dr. Stephenson stated that leadership team had adopted a new format for the statement of revenue that is in direct response to the Trustees' suggestion. Dr. Stephenson reported revenues are \$3.7 million over expenses at the 67% mark of our fiscal year. Budget hearings for FY12 will begin on August 26.

The March Financial Report was unanimously approved with Trustee Winston's motion and second by Trustee Thornton.

President Stephenson announced the Annual Board of Trustees Retreat is scheduled to be held on Friday, May 27 from 8:30 a.m. to 3 p.m. at Trustee Winston's River Home.

Dr. Stephenson announced the Center at Dexter Open House is scheduled for Thursday, March 24 from 4 p.m. to 6 p.m. The Open House will be a time for guests to meet the Dexter staff and tour the facility.

Dr. Stephenson announced April is Community College month and the final schedule for the President's Advisory Meetings will be announced soon.

Emily Parks reported invitations for the Mike Huckabee fundraising reception would be mailed on Friday, March 25 and discussed the details of the reception. Mike Huckabee will be the commencement

ADJOURNMENT FOR LUNCH

RECONVENE MEETING

INVOCATION

APPROVAL OF BOARD MEETING AGENDA

APPROVAL OF MINUTES OF FEBRUARY MEETING

CONSIDERATION OF COLLEGE FINANCIAL REPORT

PRESIDENT'S REPORT

Board Retreat

Dexter Center Open House

Community College Month and President's Advisory Meetings

Commencement Speaker and Fundraising Reception

speaker at 4 p.m. on Sunday, May 22. The reception will be held prior to Commencement from 2 p.m. to 3:30 p.m. All proceeds from the reception fundraiser will benefit the Three Rivers Endowment Trust.

Mark Sanders reported the Scripps Regional Spelling Bee was held on February 26 in the Tinnin Fine Arts Center. There were 37 students from 13 schools who competed in the event. The winner was Summer Johnston of Advance, Missouri and it was her second year to win.

Scripps Regional Spelling Bee

Dr. Stephenson reported there was meeting at Clearwater High School in Piedmont to discuss enhancing the Center at Piedmont. He stated Paul D'Amico, principal at Clearwater, wants to expand services at the center to increase the number of high school students pursuing higher education. The community has expressed their desire for a full-service center, day and evening classes, with approval to offer a complete associate of arts degree. The benefits for Piedmont include increased higher education opportunities, workforce development, and positive economic impact. The benefits for Three Rivers include better service to taxing district, expand enrollment, and decentralized classes. Those in attendance at the meeting included community leaders such as Harold Ellinghouse and Trustee Darren Garrison. Tours were given of the Center at Piedmont, Windsor Foods, and McAllister Software Systems.

Center at Piedmont Update

Emily Parks reported Rally Day will be held on March 30 in Jefferson City. This is a Missouri Community College Association event to promote the community college mission to state legislators. She announced Three Rivers will host a reception for legislators on March 29 and has invited over 60 legislators and other individuals to the event. The focus of this event will be to express our appreciation to the legislators for their support of Three Rivers College and to provide an event for our local supporters to interact with the legislative delegation.

Rally Day 2010

Dr. Stephenson reported the rodeo team advisory committee is seeking letters of support and that implementation of this program is in the investigative stage. The purpose of the team is to give students opportunity to participate in competitive collegiate rodeo events, consistent with college mission, and increase enrollment in agriculture programs. Team members would consist of 20 to 30 students in the first year with up to 50 members in future years. The rodeo team would be the largest athletic team at the college. There will be a total of 10 students (6 male/4 female) participate in actual rodeo events. There will be four full scholarships and four partial scholarships offered with a scholarship goal of 12 scholarships (6 male/6 female). Competitions would include the National Intercollegiate Rodeo Association, OZARK Region (13 teams from 9 states), and National Championships in Casper, Wyoming.

Update on Rodeo Team

Dr. Wesley Payne introduced Joyce Rehkop to discuss the Technical Skills Assessment and Career Development Event. Mrs. Rehkop stated this event was held on March 11 at the Three Rivers main campus with FFA Chapters (total of 105 students) from throughout Missouri in attendance. The college has hosted this event since 2005 but expanded it

Technical Skills Assessment and Career Development Event

to include assessments in 2007.

Dr. Wesley Payne announced the 63rd Annual Southeast District Technical Education Association of Missouri (TEAM) Industrial Technology Fair is scheduled to be held on April 26 and 27. The college anticipates 11 schools will participate with over 230 entries. The event will take place in the Bess Activity Center.

Industrial Technology Fair

Manda Reynolds reported Tech Prep hosted two career fairs this semester – one in Malden and one in Poplar Bluff. Students met with groups of business leaders to learn about career paths and for question/answer sessions. There were over 250 students and 14 guest speakers at the Malden fair. There were over 300 students and 18 guest speakers at the Poplar Bluff fair.

Tech Prep Career Fairs

Dr. Carol Lewis reported two Three Rivers' students had been selected for the Phi Theta Kappa All-Missouri Academic Team: Jeffrey Brayton was selected to the First Team and Casey Duncan was selected to the Second Team. These students will be honored at the Phi Theta Kappa Awards Luncheon on March 30 in Jefferson City. Phi Theta Kappa is the premier honor society for two-year college students. It recognizes and encourages academic achievement and provides leadership and scholarship opportunities for community college students.

Phi Theta Kappa Awards Luncheon

Dr. Wesley Payne reported the Nursing and Allied Health Center hosted a Clinical Affiliate Day on March 11 with a total of 20 guests and three health care facilities represented. The Nursing Center invited three career and technology centers to discuss the college's LPN to RN Bridge Program. The college hosted 26 students and 2 instructors from Cape Girardeau CTC, 27 students and 1 instructor from Poplar Bluff CTC, and 18 students and 1 instructor from Kennett CTC.

Nursing and Allied Health Center

Dr. Stephenson reported he met with Dr. Harvill Eaton, President of Cumberland University, and Saad Ehtishma, CEO of University Medical Center, to discuss replicating a nursing and allied health center similar to Three Rivers' nursing center in Lebanon, Tennessee.

Cumberland University and University Medical Center

Dr. Stephenson invited all trustees to the Nursing and Allied Health Center Open House on Sunday, April 17 from 2 p.m. to 7 p.m. The facility is located at 621 W. Pine in downtown Poplar Bluff.

Nursing and Allied Health Center Open House

Dr. Wesley Payne announced the Patrons of the Arts had two more performances in their 2010-2011 series. *An Evening with Mark Twain* would take place on March 26 and *Hank Williams Revisited* would take place on April 21. Dr. Payne is currently setting the calendar for 2011-2012 performance season.

Patrons of the Arts

Coach Jeff Walk demonstrated the new athletic website and reported the site had received over 7,000 visits from 192 cities in Missouri including Poplar Bluff, St. Louis, Springfield, Cape Girardeau, and Dexter. There have been over 12,500 visits from the United States including Missouri, Arkansas, Illinois, Texas, and Tennessee, as well as hits from around the world. The new website was introduced to the public on January 10,

Athletic Website

2011.

Coach Walk also introduced the Lady Raiders Basketball team and his two assistant coaches. The Lady Raiders finished the season with 19 wins and 12 losses and were undefeated in Midwest Community College Athletic Conference with 9 wins and 0 losses. The team's Region XVI record was 6 wins and 6 losses. The team received several honors this year: Jill Temples, All-Conference; Ashlee Taylor, All-Conference; Coach Jeff Walk, Conference Co-Coach of the Year; and Region XVI All-Region: Ashlee Taylor, first team, and Jill Temples, second team. Coach Walk thanked the trustees and the college administration for their support. At the end of the presentation, Coach Walk and the entire Lady Raiders team presented Jason Hosney with an appreciation trophy for his support and leadership of their program.

Lady Raiders Season Review

Gary Pride gave a presentation concerning the history of the Training for Tomorrow grant and the progress made to date with the grant. There have been various training opportunities already presented for personnel in nursing and public safety. To date the Three Rivers Public Safety Institute has received over \$70,000 in donations for support of programs. The college will participate in the *Great American Shakeout* earthquake drill on April 28.

Training for Tomorrow Grant Update

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

COMMITTEE APPOINTMENTS Activities Committee

Chairman Tibbs nominated Wilbur Thornton, Darren Garrison, and himself to serve as the Activities Committee. The Board gives authority to the committee to make recommendations on activity issues. Trustee Thornton will be the chairman of this committee, and the committee will be a standing committee until further action is taken by the Board.

Chairman Tibbs nominated Wilbur Thornton and Randy Winston to be the Budget Committee. The Board gives authority to the committee to make recommendations on the college's 2011-2012 Budget. Trustee Thornton will be the chairman of this committee, and the committee will be a standing committee until further action is taken by the Board.

Budget Committee

Trustee Garrison made a motion to accept both committee nominations as presented and the board unanimously approved the motion with a second by Trustee Grassham.

Trustee Winston made a motion to accept the FY12 Board of Trustee meeting schedule as presented and the board unanimously approved the motion with a second by Trustee Davis. The board will discuss at May meeting to keep the June meeting date as presented or change the date.

CONSIDERATION OF APPROVAL OF PROPOSED FY12 BOARD OF TRUSTEE MEETING SCHEDULE

There meeting dates are as follows:

- Wednesday, July 20, 2011
- Wednesday, August 17, 2011
- Wednesday, September 21, 2011
- Wednesday, October 19, 2011
- Wednesday, November 16, 2011
- Wednesday, December 14, 2011
- Wednesday, January 18, 2012
- Wednesday, February 15, 2012
- Wednesday, March 21, 2012
- Wednesday, April 18, 2012
- Wednesday, May 16, 2012
- Wednesday, June 27, 2012

President Stephenson presented for the college's FY12 College Holiday Schedule for approval. Trustee Grassham made a motion to accept the FY12 college holiday schedule as presented and the board unanimously approved the motion with a second by Trustee Davis.

CONSIDERATION OF APPROVAL OF PROPOSED FY12 COLLEGE HOLIDAY SCHEDULE

There FY12 Holiday Schedule is as follows:

- | | |
|-------------------------------|--|
| INDEPENDENCE DAY | July 4, 2011 |
| LABOR DAY | September 5, 2011 |
| FALL BREAK | October 13 & 14, 2011 |
| THANKSGIVING | November 24 & 25, 2011 |
| CHRISTMAS | December 21-23, 2011
and December 26-30, 2011 |
| MARTIN LUTHER KING DAY | January 16, 2012 |
| SPRING BREAK | March 14-16, 2012 |
| GOOD FRIDAY | April 5 & 6, 2012 |
| MEMORIAL DAY | May 28, 2012 |

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

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Hiring

Bridgett Barnhill, Administrative Assistant, Academic and Outreach Services

Barnhill

Grant Formal Status

Bomani Spell, Director, Student Support Services
Marisol Arenivas, Director, Housing
Samantha Gerecke, Lab Assistant
Sherry McDonald, Secretary II, Health and Human Services
Joseph Scarano, Student Services Specialist/Assistant Baseball Coach

Spell
Arenivas
Gerecke
McDonald
Scarano

A motion was made by Trustee Garrison to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

MOTION TO ENTER INTO EXECUTIVE SESSION

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

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

Trustee Winston made a motion to approve the board’s endorsement of the college’s capital campaign and the board unanimously approved the motion with a second by Trustee Thornton.

RESOLUTION TO ENDORSE CAPITAL CAMPAIGN

The endorsement reads as follows:

“RESOLUTION TO ENDORSE CAPITAL CAMPAIGN

The Three Rivers College Board of Trustees endorses the findings and recommendations for a capital campaign to be undertaken by the Three Rivers Endowment Trust as presented to the Board on March 23, 2011.

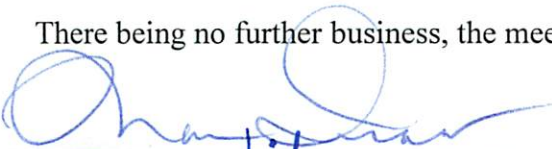
Signed by Marion Tibbs, Chairman, and Randy Winston, Secretary, on March 23, 2011.”

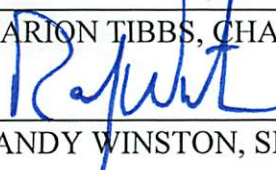
Trustee Winston made a motion to approve the Pepsi Cola contract upon the recommendation of Mark Richardson, college attorney, and authorize Dr. Devin Stephenson to execute said contract. The board unanimously approved the motion with a second by Trustee Garrison.

APPROVAL OF PEPSI CONTRACT

There being no further business, the meeting was adjourned at 2:10 pm.

ADJOURNMENT



MARION TIBBS, CHAIRMAN


RANDY WINSTON, SECRETARY

04/20/11
APPROVAL DATE
04/20/11
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, April 20, at 12:08 p.m.

APRIL 20, 2011

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

ATTENDANCE

Chairman Tibbs called the meeting to order. Trustee Grassham delivered the invocation for the meeting.

INVOCATION

Chairman Tibbs made the following remarks before calling for reseating of the board.

**OUTGOING CHAIRMAN
COMMENTS**

“We did a lot of celebrating this past year: The Three Rivers Junior College Taxing District was approved in 1966. The new college opened in June 1967. We celebrated our past-by unveiling a historical marker at the spot of the first building the college occupied in 1967 with 138 students. We celebrated a record enrollment this year: Three Rivers reached a milestone by exceeding 3,700 students. In celebrating expansion the Coordinating Board of Higher Education approved our first completely online AA degree. We celebrated because our off-campus Centers are operating at a profit, proving that these centers not only deliver a tremendous service to area residents, they are also revenue sources for the college. There has long been talk in Stoddard County about the need for a Three Rivers center in Dexter. We responded to that need. We celebrated an incredible year of donations, unsurpassed in sheer numbers and variety: Scott Matthews donated 40 Acres in Sikeston for development and expansion of our campus there. We accepted the former Pear Tree Inn and have moved forward with plans to use this donation to help finance future expansions. Jerry Peck donated five acres of vacant land on the 67 bypass and a lot in Tomaro Oaks Subdivision. Three Rivers nursing and allied health programs were able to expand because of a partnership with Poplar Bluff Regional Medical Center. The Blue family donated the largest endowed scholarship gift in the history of the college, \$236,000. We celebrated the possibility of a \$3.3 million grant from the Federal Emergency Action Agency. Jerry Murphy is donating a building at our former entrance to the college, and I say former entrance because we will soon have a grand entrance off Shelby Road through the generous donation of Dr. Richard Camp. We celebrated with the city and county when \$435,140 was provided for a bypass to the industrial park announced by one of our graduation speakers, Dr. Jon Hagler. And speaking of graduation, Trustee Phil Davis said it best, it is a real coup getting Mike Huckabee to speak at the Three Rivers 2011 Commencement. The

financial health has never been better in spite of the uncertainty about funding. Our personnel created the first zero-based budget last summer, we had to ask faculty and staff to forgo raises until the financial picture was clearer and they really came through. Now we celebrate the dividends because our reserve fund has reached more than \$4 million, a seemingly insurmountable amount just 4 years ago when our cash reserves were dwindling. Our college has NEVER been perceived in a more positive light according to a recent study. I would love to take the credit for all this success and newfound direction ... but, success does not come from an individual board member- or the chair. I am only one trustee who happened to have the privilege of presiding over the meetings. Credit for the College's newborn success belongs to Dr. Stephenson and his administration. It is the community's confidence in him and his administration that brought about these successes. This board provided direction through policy decisions ... As chair, I have attempted to follow the decisions of the board and the board policy that leaves the daily operation of the college to the person we hired to oversee it. As individuals on this board we really don't count, it is collectively where we have influence. It is the collective will of the board that gives advice and consent to the president. As the senior board member, let me leave you with this ... we fight civil wars daily, but in the end remember what President Lincoln said ... A house divided against itself cannot stand. We must heed his advice if we want continued success. Thank you for the privilege of serving."

Chairman Tibbs asked for nominations for a temporary chairman and secretary. Trustee Winston made a motion to elect Dr. Devin Stephenson as the temporary chairman and Heather Kilbreath as the temporary secretary. The motion was followed by a second by Trustee Garrison and was unanimously approved by the board.

RESEATING OF THE BOARD

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

Trustee Tibbs made a motion to reorganize the board according to the Public School Laws of Missouri and the rotation schedule as recorded in the April 15, 1992, Board of Trustee meeting. The motion was followed by a second by Trustee Davis and was unanimously approved by the board. The 2011-2012 normal rotation of the board is as follows: Wilbur Thornton, chair; Randy Winston, vice chair; Darren Garrison, secretary; Randy Grassham, treasurer; Phil Davis, member; and Marion Tibbs, member.

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

Trustee Tibbs made a motion to accept President Stephenson's request to add an Item IV #4 to the agenda for the purpose of discussing employee health insurance for FY12. The agenda for the meeting was unanimously approved as amended and was seconded by Trustee Garrison.

APPROVAL OF BOARD MEETING AGENDA

The minutes of meeting on March 23, 2011, were unanimously approved on a motion by Trustee Winston and second by Trustee Tibbs.

APPROVAL OF MINUTES OF MARCH MEETING

Charlotte Eubank reported the contingency fund balance had advanced to \$4,137,692.88 and stated the financials reflect net assets of \$3,040,088. The summary of checks issued for March 2011 was \$1,577,042.63. President Stephenson reported enrollment was up and Maymester had a total of 44 students enrolled to date.

CONSIDERATION OF COLLEGE FINANCIAL REPORT

The April Financial Report was unanimously approved on a motion by Trustee Winston motion and was seconded by Trustee Garrison.

PRESIDENT'S REPORT

President Stephenson announced the Annual Board of Trustees Retreat was scheduled to be held on Friday, May 27 from 8:30 a.m. to 3 p.m. at Trustee Winston's River Home.

Board Retreat

President Stephenson stated the Trustees trip to Washington D.C. for the Congressional Delegation Dialogue was tentatively set for October 3-6, 2011.

Congressional Delegation Dialogue

Emily Parks reported there were twelve sponsors and sponsorships will be sold up to the day of the event for the Endowment Trust fundraising reception with Mike Huckabee.

Commencement 2011 Update

Emily Parks reported the college was represented by twenty employees, students, and community leaders at Rally Day 2011 in Jefferson City. The college hosted a legislative dinner on March 29. On March 30, the Three Rivers delegation met with local legislators. Senator Robert Mayer and Representative Todd Richardson presented Three Rivers with a Community College Month proclamation.

Rally Day 2011 Update

Emily Parks reported the Endowment Trust has a meeting scheduled to finalize the capital campaign contract with American City Bureau and move forward with the Poplar Bluff campaign.

Capital Campaign Update

President Stephenson reported April was Community College Month and proclamations had been signed by the following communities: Dexter, Sikeston, Piedmont, Van Buren, Doniphan, Kennett, and Malden.

Community College Month Update

President Stephenson reported Congresswoman JoAnn Emerson toured the Three Rivers Nursing Center and saw a firsthand demonstration of the simulation lab. Staci Campbell and Paulette Alexander are rewriting the entire Nursing curriculum to be more conceptual in nature. During the tour, Jerry Murphy committed to an endowed scholarship for the Medical Laboratory Technician program.

Emerson Tour of Nursing Center

Jason Hosenev reported more than eighty people have pledged approximately \$17,000 for the Rodeo Club/Team and have monetary and in-kind donations totaling over \$50,000. The rodeo team will carry

Rodeo Club/Team Update

at least 20 students next fall. Projected revenue of \$45,000 is expected from incoming freshman who will participate in the program without scholarships. Three Rivers Rodeo Club/Team will partner with the Butler County Fair to host Bullfest on July 4 at Ray Clinton Park. Dr. Stephenson introduced and welcomed the first Rodeo Team scholarship recipient: Austin Oberman of Whitewater, MO.

Dr. Wesley Payne reported the Nursing Center held its Open House on April 17. Over 200 people attended the event for facility tours and demonstrations of the simulation lab.

Nursing Center Open House Update

Gordon Johnston reported about the activities for Library Week that was April 11-15, 2011. The purpose of the special week was to attract students to the library to learn about importance of libraries and learn about the various services available at the Academic Resource Commons. Over 400 people visited the library during Library Week.

Library Week Update

Dr. Wesley Payne reported the Merchant Showcase would begin at 2 p.m. on April 29 and continue through 3 p.m. on April 30. Approximately 85 booths have been sold for the event.

Merchant Showcase Update

Bud Joyner reported the 63rd Annual T.E.A.M. Southeast District Technology Fair are scheduled to be held on April 26-27, 2011. There will be eleven high schools participating at the event with approximately 237 entries.

Industrial Technology Fair Update

Dr. Wesley Payne announced the Music Department is hosting their spring musical, *You're a Good Man Charlie Brown*, on May 6 at 7 p.m. The Music Department hosted a high school festival and district music festival that brought over 2,000 students to campus.

Music Department Update

Dr. Wesley Payne announced the last Patrons of the Arts performance of the season would be *Hank Williams Revisited* on April 21.

Patrons of the Arts Update

President Stephenson announced the first annual ACE Awards Ceremony. ACE means achievement, contribution, and excellence and the awards ceremony will honor the college's most outstanding faculty and staff. The event will take place on May 20 at 7 p.m. at the Holiday Inn ballroom in Poplar Bluff.

ACE Awards Ceremony

President Stephenson reported two representatives from Three Rivers were invited to participate in the U.S. Department of Education's regional community college summits. Nicole Sifford participated in the regional summit in Indianapolis and Dr. Stephenson participated in the regional summit in San Diego. These summits offered interesting policy making and information sharing opportunities.

Community College Summits Update

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

President Stephenson proposed moving the June 2011 meeting to June 22. The board approved by the consensus to moving the June meeting to June 22, 2011.

**CONSIDERATION OF
CHANGING THE DATE
FOR JUNE 2011 MEETING**

**CONSIDERATION OF
ADOPTION OF COLLEGE
POLICIES**

President Stephenson highlighted the revisions to all three policies. Trustee Tibbs made a motion to adopt all three policies as presented. The motion was seconded by Trustee Grassham and was unanimously approved by the board.

**Confidentiality of Personnel
Records, Grievance, &
Outside Employment**

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

**CONSIDERATION OF
PERSONNEL ACTION**

Acceptance of Retirement

Rhonda Meloy, Nursing Instructor

Meloy

Kristina McDaniel distributed a handout about employee insurance. President Stephenson and Mrs. McDaniel led the discussion about insurance and reported they had met with employee group presidents to discuss employee insurance options.

**CONSIDERATION AND
DISCUSSION OF
EMPLOYEE HEALTH
INSURANCE**

Following discussion, Dr. Stephenson recommended BlueCross BlueShield Anthem insurance coverage. Dr. Stephenson stated the college's priorities was to create an Employee Wellness Center on campus to help offset insurance costs and improve the college's position in bidding future coverage; keep the \$1,000 deductible with either the college paying the deductible or cost-sharing it with employees; the dental and vision plans were better than the current plan and had better premiums; and BlueCross BlueShield had best service network, including a national network.

Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Winston and second by Trustee Garrison to switch from GMET, the current insurance company, to BlueCross BlueShield Anthem.

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body

**MOTION TO ENTER
INTO EXECUTIVE
SESSION**

where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 -- Personnel -- Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

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

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

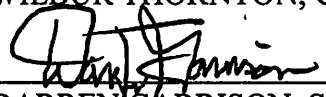
There being no further business, the board unanimously approved to adjourn the meeting at 2:36 p.m. on a motion by Trustee Garrison and a second by Trustee Tibbs.

ADJOURNMENT



WILBUR THORNTON, CHAIRMAN

5-18-11
APPROVAL DATE



DARREN GARRISON, SECRETARY

5-18-11
APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, May 18, at 12:04 p.m.

MAY 18, 2011

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

ATTENDANCE

Chairman Tibbs called the meeting to order. Trustee Grassham delivered the invocation for the meeting.

INVOCATION

Trustee Winston made a motion that Item V.1. (Consideration and Discussion of President's Contract) be moved to Item V.8. after executive session and that Item V.4. (Consideration of Auditor for College) be removed from the agenda and tabled until the June 2011 meeting. The agenda for the meeting was unanimously approved as amended. The motion was seconded by Trustee Tibbs.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on April 20, 2011, were unanimously approved on a motion by Trustee Winston and seconded by Trustee Garrison.

**APPROVAL OF MINUTES
OF APRIL MEETING**

Charlotte Eubank reported \$900,000 of general funds was moved to the plant fund. Ms. Eubank stated 105% revenues budgeted. Grant expenses are 122% due to reimbursement not yet received. The college generally expends funds first then is reimbursed from the granting entity. The summary of checks issued for April 2011 was \$932,195.63. President Stephenson saluted Charlotte Eubank, her staff, and college employees.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

The May 2011 financial report was unanimously approved on a motion by Trustee Winston motion and was seconded by Trustee Tibbs.

A motion was made by Trustee Grassham to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring,

**MOTION TO ENTER INTO
EXECUTIVE SESSION**

firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

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

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

President Stephenson announced FY12 Budget Hearings concluded on Monday, May 16. This year budget hearings lasted thirty-nine hours; and the online budgeting software helped tie each budget item to the college's strategic planning priorities.

President Stephenson commended coaches and all student athletes for filling sand bags. Congresswoman JoAnn Emerson also saluted Three Rivers' employees for their relief efforts during the flood.

President Stephenson announced the Annual Board of Trustees Retreat was scheduled to be held on Friday, May 27 from 8:30 a.m. to 3 p.m. at Trustee Winston's River Home.

President Stephenson stated the college held its first Veteran's Commencement on Wednesday, May 11, 2011, for graduates that were deploying before Commencement on May 22. The college will continue to host this event if needed for deployment reasons. Trustee Wilbur Thornton, chairman, attended the meeting.

President Stephenson announced the ACE Awards would be on Friday, May 20 at 7 p.m. The Achievement, Contribution, and Excellence (ACE) Awards is the first annual employee recognition awards gala honoring excellence in ten categories, retirees, years of service, and academic achievement.

The featured speaker for Commencement 2011 will be Governor Mike Huckabee on Sunday, May 22 at 4 p.m. at the Black River Coliseum. The Endowment Trust fundraising event is an invitation only and will take place on Sunday, May 22 at 2 p.m. at Gamma Healthcare Conference Center. Emily Parks announced that Huckabee reception donations will benefit the Three Rivers Endowment Trust and will provide the seed money to kick off the college's capital campaign.

PRESIDENT'S REPORT

FY12 Budget Hearing Update

Flood Relief Efforts

Board Retreat

Veterans Commencement

ACE Awards Update

Commencement 2011 Update

President Stephenson reported the FY11 off-campus center revenues to date. *This is the first semester the Dexter Center has been in operation.

Off-Campus Instructional Site Revenue

FY11 Revenue	Kennett	Sikeston	Malden	*Dexter	Cape
Tuition	\$456,160.50	\$872,949.16	\$290,652.63	\$80,322.63	\$246,388.00
Expenses					
Personnel	\$92,455.74	\$117,398.06	\$85,406.13	\$48,839.65	\$33,500.00
Operating	<u>\$49,643.99</u>	<u>\$101,896.46</u>	<u>\$29,821.66</u>	<u>\$13,283.77</u>	<u>\$24,791.64</u>
Total Exp	\$142,099.73	\$219,294.64	\$115,227.79	\$62,123.42	\$58,291.64
Net Revenue	\$314,060.77	\$653,654.64	\$175,424.38	\$18,199.21	\$188,096.36
Total FY11 Revenue from Centers (to date):					\$1,349,435.36

Dr. Wesley Payne reported 48.9 % of credit hour produced came from out-of-district students for Fall 2010 and Spring 2011. Trustee Garrison asked about credit hours and head count.

Enrollment Report

President Stephenson reported this is the first time the college held the “mester” session courses, Maymester and Augmester. Statistics show students are taking more classes which equates to \$120,000 more than last year.

	Head Count		Credit Hours	
Maymester 2011	52		146	
Summer 2010	1,438		9,061	
Summer 2011	1,556	+8.28%	10,559	+16.53%

President Stephenson introduced Scott Wiggs as the new campus police chief. Chief Wiggs gave a 2010-2011 year end report for campus police and parking tickets issued during this period generated \$3,080 in revenue. Chief Wiggs stated the department would conduct future trainings in emergency preparedness, active shooter, women’s self-defense, safety and security, sexual assault prevention, protection from cyber crime, fire safety, and first air/CPR to employees. Training for racial profiling, defensive tactics, and child abuse investigations will be offered to law enforcement officers for continuing education. The college will host the Missouri Sheriff’s Training Academy next academic year. These continuing education classes are revenue opportunities for the college, as well as grants opportunities.

Campus Police Update

Dr. Wesley Payne announced the music department held their spring musical, “You’re a Good Man Charlie Brown”, on May 6 at 7 p.m. There were six performances of the musical that brought over 2,000 students to campus and was presented free of charge for the community due to recent flooding.

Patrons of the Arts

The Broadband Technologies Opportunities Program (B-TOP) originally funded public computing centers in Poplar Bluff, Malden, Sikeston, and Kennett for a total award about of \$564,000. The college has applied for a supplemental grant and is requesting \$142,350 for a public computing center in Piedmont. The college

B-TOP Grant Update

has requested funding for a manager, part-time lab monitor, and thirty computers with monitors and chairs. The college will provide computer desks, technology support, internet connection, and continuing education instruction. Dr. Wesley Payne stated this demonstrated how the college is seeking various funding opportunities to move college forward. Dr. Payne stated the college is looking at installing another facility in New Madrid. The target date to open a computing center in Van Buren is Fall 2011.

President Stephenson reported the college is in the Top 40 list to receive a \$1.9 million grant for Title III. This grant will revolutionize technology and instruction at college.

President Stephenson announced he extended invitation for the college's component units, Booster Club, Endowment Trust and Foundation, to attend an upcoming board of trustees meeting to present their end of year report.

Gary Pride reported the Federal Emergency Management Agency (FEMA) personnel are arriving on campus today and their staff has been complementary of college personnel. FEMA is setting up command center on Three Rivers' campus as they help flood victim recover. Mr. Pride announced the State Emergency Management Agency (SEMA) has confirmed they will use the college and its off-campus centers as communication centers for the Bootheel region.

President Stephenson recommended approval. Trustee Garrison made a motion to renew the lease agreement with the college's Building Corporation for FY1 and FY12. The motion was seconded by Trustee Davis and was unanimously approved by the board.

President Stephenson recommended the board approval addendum to the lease and professional service agreements with the Endowment Trust which states an address change for the location of the License Office. The License Office is scheduled to move into its new location on June 6.

Trustee Winston made a motion to approve the addendum as presented. The motion was seconded by Trustee Tibbs and was unanimously approved by the board.

Trustee Tibbs reported about meeting with Mark Richardson, the college's legal counsel. According to legal counsel, Trustee Tibbs recommended and made a motion to opt out of redistricting for the 2010 census report. The motion was seconded by Trustee Davis and was unanimously approved by the board.

Other Grant Opportunities

Component Unit Update

FEMA Communication Center

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

CONSIDERATION OF RENEWAL OF LEASE AGREEMENT WITH BUILDING CORP FOR FY11 AND FY12

CONSIDERATION OF LICENSE OFFICE LEASE AGREEMENT ADDENDUM

CONSIDERATION AND DISCUSSION OF REDISTRICTING

President Stephenson, Kristina McDaniel, and Charlotte Eubank presented four options for the health reimbursement account for FY12 through BlueCross BlueShield/Anthem. President Stephenson stated the college is interested in establishing an employee wellness program. Charlotte Eubank led discussion of options for trustees to consider for a vote. If the college moves from a self-insured to fully-insured insurance group there will be no more assessments.

CONSIDERATION OF FY12 EMPLOYEE HEALTH INSURANCE

DEDUCTIBLE PROVISION FOR EMPLOYEES

Options for the Health Reimbursement Account (HRA) for FY 12 are: A) **Continue to provide the full deductible amount of \$1,000** for each full-time active employee in an HRA account reimbursable for any eligible deductible or co-insurance expense. Approximate cost is \$100,000 per year; B) **Provide \$500 in an HRA account with a \$1,000 deductible** for each full-time active employee reimbursable for any eligible deductible or co-insurance expense. If every employee utilized the full \$500, the approximate cost to the college would be \$85,000; C) **Provide the HRA as a 50/50 offering with a \$1,000 deductible** for each full-time active employee to go toward any eligible deductible or co-insurance expense. 50/50 would be a dollar for dollar match between the employee and the college from the first dollar expense up to the \$1,000 deductible. The employee and college would share expenses from day one. Approximate cost to the college is \$50,000 per year; and D) **Eliminate the HRA with a \$1,000 deductible.** Eliminating the HRA would save the college approximately \$100,000 per year.

Paulette Alexander asked to address group. She reported faculty thoughts. Discussion followed.

With the recommendation by the President Stephenson, unanimous approval was given by the board on a motion by Trustee Tibbs and second by Trustee Garrison to stay at Option A while the college establishes a wellness program and the board will re-evaluate HRA options in December 2011.

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

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation

Bill Cagle, Chief of Police

Acceptance of Retirement

Stan Cunningham, Math Instructor

A motion was made by Trustee Grassham to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public

MOTION TO ENTER INTO EXECUTIVE SESSION

governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

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

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

Trustee Winston announced he was appointed to negotiate the president's contract and made a motion to extend Dr. Stephenson's contract for four years (from July 2011 to June 2015).

**CONSIDERATION AND
DISCUSSION OF
PRESIDENT'S CONTRACT**

Trustee Winston stated that trustees should hire a Chief Executive Officer, make a policy, and carry out the policy. He also stated trustees should not run the college on a day-to-day basis. Trustee Tibbs agreed with Trustee Winston's comment.

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

Chairman Thornton appointed Trustees Garrison and Davis to the Audit Committee to replace Trustees Thornton and Winston. The two committee members will receive check registers each month.

There being no further business, the board unanimously approved to adjourn the meeting at 2:02 p.m. on a motion by Trustee Tibbs and a second by Trustee Davis.

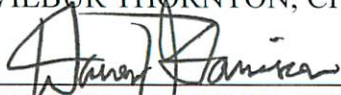
ADJOURNMENT



WILBUR THORNTON, CHAIRMAN

06/22/11

APPROVAL DATE



DARREN GARRISON, SECRETARY

6-22-11

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, June 22, at 12:04 p.m.

JUNE 22, 2011

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

ATTENDANCE

Chairman Thornton called the meeting to order. Dr. Bill Vail, pastor of First Baptist Church, in Poplar Bluff, delivered the invocation for the meeting.

INVOCATION

Trustee Winston made a motion that Item V.4. (Consideration of Auditor for College) be moved after executive session and Item V.1. (End-of-Academic-Year Update by Booster Club) be moved to before Item III.2. The agenda for the meeting was unanimously approved as amended. The motion was seconded by Trustee Garrison.

**APPROVAL OF BOARD
MEETING AGENDA**

After the Three Rivers Raiders Booster Club finished their presentation, Chairman Thornton read thank you cards from Steve Lewis and Kathern Harris.

Don Crandell, Booster Club president, gave a presentation on the activities and support provided to Three Rivers College during 2010-2011 academic year, assets and revenues for FY11, a list of current board members, and past enhancements, equipment and other miscellaneous support the club provided the college.

**END-OF-ACADEMIC-YEAR
UPDATE BY BOOSTER CLUB**

The club's current assets total \$66,845.63. The club distributed support to the athletic programs as follows: men's basketball \$21,902.21; women's basketball \$1,000; baseball \$3,325.89; and softball \$1,000. The current board members are: Don Crandell, president; Bill Swafford, vice president; Sharon Miller, secretary; Allen Brooks, treasurer; Neva Bissette, member; Dean Dye, member; Pat Kelley, member; Brock Littles, member; and Rhenda Ludwigsen, member.

The minutes of the meeting on May 18, 2011, were unanimously approved on a motion by Trustee Tibbs and seconded by Trustee Davis.

**APPROVAL OF MINUTES
OF MAY MEETING**

Charlotte Eubank reported the plant fund balance was \$4.3 million. Ms. Eubank stated revenue net assets were \$499,797 at 92% of budget being spent. This net asset will be moved into the plant fund per Dr. Stephenson's directive. Mrs. Eubank stated the expense log had changed since last month due to the college having its own purchase card, in addition to Dr. Stephenson's purchase card. Deana Carter was introduced as the staff accountant for the college and will assume the responsibility of credit card purchases for the entire college which is another step toward centralized purchasing. Mrs. Eubank stated the college had discontinued the use of the Mastercard and having this purchase card would allow for greater accounting controls. The summary of checks issued for May 2011 was \$517,074.01.

CONSIDERATION OF COLLEGE FINANCIAL REPORT

The May 2011 financial report was unanimously approved on a motion by Trustee Winston motion and was seconded by Trustee Garrison.

Mrs. Eubank reviewed the FY11 Budget transfers and explained the budget transfer form and approval process.

President Stephenson announced Dr. David Russell, Commissioner for Missouri Department of Higher Education, visited the college campus on June 20, 2011. The day's agenda was filled with meetings with division chairs, city and community leaders from Willow Springs, community leaders from Butler County, and ended with a tour of the college's new nursing center.

PRESIDENT'S REPORT

Report on Dr. Russell Visit to Three Rivers

President Stephenson reported he recently participated in a SEMA Safe Room tour of Metropolitan Community College in Kansas City and Penn Valley. Dr. Stephenson showed photographs of their seminar/meeting rooms and classrooms, as well as exterior photographs of the safe room buildings.

Report on SEMA Safe Room Tour

President Stephenson reported trustees participated in the Three Rivers' centers tour on June 15. Trustees met employees at each of the centers, toured the facilities, and met with community leaders for each site to discuss future opportunities and partnerships.

Trustee Centers Tour

Dr. Wesley Payne reported the Fall 2010 and Spring 2011 head count and credit hours.

Report on Fall 2010 and Spring 2011 Enrollment (Head Count and Credit Hours)

	Head Count		Credit Hours	
Fall 2010	3,732	+5.6% from Fall 2009	40,413	+7.7% from Fall 2009
Spring 2011	3,710	+6.8% from Spring 2010	39,780	+9.8% from Spring 2010

Emily Parks reported the Three Rivers Endowment Trust profited \$17,500 from the Gov. Mike Huckabee fundraiser. Proceeds from this event will help fund the capital campaign for Poplar Bluff and Sikeston. The Poplar Bluff License Office moved to their new location and had a ribbon cutting ceremony with the Poplar Bluff Chamber of Commerce on June 20, 2011. The new address is 2509 Three Rivers Blvd. The building is owned by the college and is leased to the Trust. The building was anonymously donated to the college in Spring 2011 and was renovated for \$33,000. The trust has hired The Clements Group to facilitate the capital campaign for both the Poplar Bluff and Sikeston campuses. The trust executed a contract with the group on June 13, 2011, for \$175,000 which includes both capital campaigns and a feasibility study for Sikeston. The campaign will kick off on June 29 and continue through January 2013.

**Update on Endowment Trust
Fundraiser
Capital Campaign
License Bureau Renovation**

President Stephenson reported the first annual ACE Awards was held on May 20 and introduced Representative Todd Richardson, who presented the award winners with a certificate of achievement from his office in Jefferson City. The winners were: Steve Atwood and Technology Department which included Donna Bullington, Melanie Hamann, Michael Willcut, Cole Allen, Kathy Richardson, Doug Houston, and Ben Gordon. Other award winners were Matthew Thomas, Newbie Award; Donald "Pepper" Martin, Innovative Educator (Adjunct) Award; Kevin Crawford, Outstanding Student Support Award; Gregory Snell, Innovative Educator (Faculty) Award; Terri Smith, Community Impact Award; Julie Becker, Student Engagement Award; Cole Allen, Distinguished Professional Staff Award; DeAndre Prater, Distinguished Faculty Awards; and Stacey Ward, Distinguished Support Staff Award. The following retiring employees were honored: Kathern Harris, 13 years of service; Rhonda Meloy, 22 years of service; and Stan Cunningham, 31 years of service. The following employees were honored for 5 years of service: Debra Avery, Gabe Thompson, Rebecca Hutson, Lisa Clark, Gina Bubanovich, Lisa Bliss, Chris Adams, Tracy McCain, and Dr. Amy Kopf. These employees were honored for 10 years of service: Dr. Martha Kirkman, Justin Hoggard, Marsha Eaton, Cindy Clark, Robert Abney, Steve Lewis, Kristina McDaniel, Regina Morris, Bud Pinner, Andrew Rivetti, Mark Sanders, Christa Childress, Michelle Young, and David Palmer. These employees were honored for 15 years of service: Julie Becker, Edie Dilbeck, Bud Joyner, David Fielding, and Dionne Thompson. The employees were honored for 20 years of service: William "Buddy" White. These employees were recognized for their academic excellence: Davine Conover for receiving a bachelor's degree, Michele Madsen for receiving an associate degree, and Krystal Williams for receiving a bachelor's degree.

ACE Awards

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

Dr. Wes Payne presented Dr. Carol Lewis with a service award from Phi Theta Kappa for ten years of service as Phi Theta Kappa advisor.

**PRESENTATION OF PHI
THETA KAPPA SERVICE
AWARD**

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

**CONSIDERATION OF
PERSONNEL ACTION**

Acceptance of Hiring

Jason Cowan, Instructor of English

Melody Reynolds, Instructor of Nursing

Dena Douchant, Spirit Coordinator/Fitness Staff

**Cowan
Reynolds
Douchant**

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

**MOTION TO ENTER INTO
EXECUTIVE SESSION**

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

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

President Stephenson stated the same budget that was presented to the trustees had already been presented to the Administrative Council including the explanation of health care coverage versus salary increases. Dr. Stephenson proposed an FY12 budget that had a 3.8% increase from FY11 budget. Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Garrison and second by Trustee Winston.

**CONSIDERATION AND
APPROVAL OF FY12
BUDGET**

Charlotte Eubank announced three were three bid proposals for college auditor from McGladrey Pullen, St. Louis, MO (regional headquarters in Iowa); Kraft, Miles, and Tatum, Poplar Bluff, MO; and Schmersahl Treloar & Co., St. Louis, MO. Mrs. Eubank recommended Kraft, Miles, and Tatum for approval as college auditor. They were a local company and had the low bid of \$26,000. Following discussion by the trustees and with the recommendation by the president and chief financial officer, unanimous approval was given on a motion by Trustee Winston and second by Trustee Tibbs.

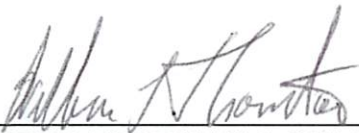
CONSIDERATION AND APPROVAL OF COLLEGE AUDITOR

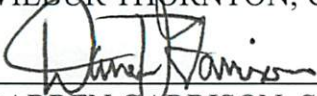
President Stephenson stated the FY12 budget did not include salary increases for employees and recommended his salary increase be suspended for up to six months. Following discussion and by a voluntary recommendation from the president, Trustee Tibbs made a motion to suspend Dr. Stephenson's salary increase for up to six months. Unanimous approval was given with a second by Trustee Grassham.

CONSIDERATION AND APPROVAL OF PRESIDENT'S CONTRACT SUSPENSION

There being no further business, the board unanimously approved to adjourn the meeting at 3:39 p.m. on a motion by Trustee Garrison and a second by Trustee Tibbs.

ADJOURNMENT



WILBUR THORNTON, CHAIRMAN


DARREN GARRISON, SECRETARY



APPROVAL DATE


APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, July 20, 2011, at 12:04 p.m.

JULY 20, 2011

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

ATTENDANCE

Chairman Thornton called the meeting to order. Byron Beck, pastor of Fellowship Baptist Church, in Poplar Bluff, delivered the invocation for the meeting.

INVOCATION

Allen Brooks, Chairman of the Three Rivers Endowment Trust, presented their end-of-the-academic-year report. The Three Rivers Endowment Trust, established in December 2009, was formed to help meet the growing needs of the College. It is incorporated as a not-for-profit 501(c)(3) corporation independent from the college but channels donations to Three Rivers in a way that benefits both the college and the donor. The Board of Directors is comprised of 22 community leaders representing a broad cross-section of businesses within the college's service area and each board member represents leadership and community service. The members and the county they represent are Allen Brooks, Butler; Steve Boyers, Butler; Natalie Riley, Stoddard; Marty Michel, Butler; Mike Hackworth, Wayne; H. Riley Bock, New Madrid; Richard Brumitt, Ripley; Regina Griffin, Ripley; Dr. E.T. Hansbrough, Butler; Mark Lance, Butler; Doug Libla, Butler; Scott Matthews, Scott; Terry McVey, Dunklin; Dr. Ken McVey, Butler; Glen Medlin, New Madrid; Brad Smith, Ripley; Dr. Devin Stephenson; Bill Swafford, Butler; Ben Thies, Carter; Wilbur Thornton; Chris Williams, Butler; and Mary Zadnick, Butler.

**END-OF-ACADEMIC-YEAR
UPDATE BY THREE RIVERS
ENDOWMENT TRUST**

The FY12 officers are Allen Brooks, Chairman; Steve Boyers, Chairman-Elect; Natalie Riley, Secretary; Dr. Marty Michel, Treasurer; and Mike Hackworth, Deputy Treasurer. The Three Rivers development office staff is Emily Parks, director of development and executive director of the Endowment Trust; Hillary Speer, assistant to the director of development; and Michelle Felter, development officer in Sikeston.

In 2010-2011, the trust received the following donation amounts and the number individuals or businesses that donated in that category. The donations were as follows: \$100,000, one donation; \$5,000-\$99,999, two donations; \$2,500-\$4,999, five donations;

\$1,000-\$2,499, eleven donations; \$500-\$999, eighteen donations; and \$499 and below, four donations.

The trust received in-kind donations which are non-cash contributions but can be given a cash value. Those in-kind donations were from the following individuals or businesses: Jeanette & John Clark, Elaine & Doug Libla, Mary & Dave Libla, Karen & Scott Matthews, Julita & Marty Michel, Mid Continent Nail, and Three Rivers Board of Trustees.

Special scholarships and funds have been established through the Endowment Trust. Some are in memory of individuals; others are funded by businesses, organizations and individuals. In February 2011, the Trust received the largest endowed scholarship the college had ever received. Dr. John Mark Blue donated \$236,000 in the memory of his father, Dr. J. Blue which will fund the Harry and Ida Blue Scholarship. The trust hired the Community Foundation of the Ozarks as the fund portfolio manager.

In November 2010, the trust dedicated a historical marker on the lawn of Southern Bank located on Vine Street. This was the first building the college occupied when it opened in 1967. In February 2011, the trust sponsored the Southeast Missouri Regional Scripps Spelling Bee. The trust has hired a fundraising firm to help with the college's first capital fundraising campaign in 25 years – The Clements Group. The goal of the capital campaign is to help construct an event center and classroom building on the Poplar Bluff campus and to construct a classroom building on the new Sikeston campus.

The end-of-the-year financial report was total expenses of \$30,921.60 and total revenues of \$53,323 with a net income of \$22,401.40.

Dr. Stephenson thanked Endowment Trust Chairman Brooks and the entire trust for their transparency and cooperation. Trustee Thornton announced John Stanard, president of the Three Rivers Foundation, will present the Foundations' end-of-the-year report at the August 2011 board of trustees meeting.

Trustee Winston made a motion to move Item VI.4. (Consideration of Personnel Action) after executive session and another Item VI.4. (Consideration of Approval of Resolution for Delta Regional Authority Grant) be added to the agenda after Item IV.3. The agenda for the meeting was unanimously approved as amended. The motion was seconded by Trustee Grassham.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meeting on June 22, 2011, were unanimously approved on a motion by Trustee Davis and seconded by Trustee Grassham.

**APPROVAL OF MINUTES
OF JUNE MEETING**

Charlotte Eubank reported the plant fund balance was \$4.5 million. Dr. Stephenson reported this was a 3-month operating reserve fund for the college, which is equivalent to the national norms. Mrs. Eubank stated the end-of-year financials were unaudited figures and the audited figures would be presented at the November 2011 or December 2011 by the college auditor. FY11 Net assets have increased; and FY11 revenues have exceeded budget projections. Housing and the Bookstore have revenue increases due to new management and proper budget management. Government appropriations/Grants revenues increased by 6% and was primarily driven by new grant awards; however, the expenses for those grants exceeded budget projections which will offset the revenue – the business office is still awaiting reimbursement on several of these grants. Scholarships have exceeded budget projections due to the federal Work Study Program, which is also awaiting a reimbursement for funds expended in June 2011. The summary of checks issued for June 2011 was \$1,519,165.86.

The June 2011 financial report was unanimously approved on a motion by Trustee Winston motion and was seconded by Trustee Davis.

Jason Hosenev reported that Three Rivers Rodeo team members participated in their first Bullfest rodeo on July 4, 2011. Three Rivers' Jeremiah Koetje, of Lake City, Michigan, was the Bullfest champion. Mr. Hosenev reported the rodeo team sold over \$1,000 in merchandise sales and anticipates approximately \$5,000-\$6,000 from gates sales. All proceeds will benefit the rodeo team. Dr. Stephenson reported the college made the front page of the Denver Post due to the rodeo team recruiting efforts and that the college was continuing to receive national media recognition because of the popularity of rodeo and the fact that Three Rivers was one of only a few colleges with a rodeo program.

President Stephenson reported Mike Kneitzle, assistant to Governor Jay Nixon, discussed the Governor's priorities for higher education at the MCCA Presidents/Chancellors Summer Retreat on July 10-12, 2011. Mr. Kneitzle stated the preliminary forecasts revealed a shortfall of \$460 million for FY13. Higher education officials are looking at another 5% reduction in funding for FY13. Dr. Stephenson stated the college sustained a cut in FY12 state funding by slightly increasing tuition. Additionally, three of the off-campus centers have achieved record enrollments for Fall 2011. Dr. Stephenson announced Governor Nixon is hosting his second annual Higher Education Summit on August 25, 2011.

President Stephenson reported city officials from Willow Springs contacted the college several weeks ago about bringing higher education courses/programs and job skills training to their area. On July 18, Dr. Stephenson and several Three Rivers' employees

CONSIDERATION OF COLLEGE FINANCIAL REPORT

PRESIDENT'S REPORT

Update on Bullfest 2011

Update on MCCA Presidents/Chancellors Retreat

Update on Willow Springs Job Council Meeting

traveled to Willow Springs for a Job Council meeting. Following that meeting, the Three Rivers group met with high school administration to discuss further educational opportunities. Dr. Stephenson stated MoDOT is vacating a building in Willow Springs which is the proposed site for off-campus center. The building is located on Hwy 60 and is approximately 30,000 sq. ft. Dr. Stephenson will submit a proposal for a Willow Springs off-campus site to the Willow Springs City Council soon.

Dr. Wesley Payne distributed the FY12 Patrons of Arts season. Due to feedback from past participants, this season will feature a number of shows focusing on a younger audience. The show schedule is as follows: *Bach to the Future*, September 3; *Babaloo Music & Fun*, September 24; *Chinese Acrobats*, October 14; *Jacob Marley's Christmas Carol*, December 3; *Elves & the Shoemaker*, December 11; *Puss in Boots*, January 21; *Othello*, February 21; *Give 'Em Hell, Harry!*, March 10; *The Sword in the Stone*, March 31; *Moscow Ballet*, April 30.

Charlotte Eubank reported Kevin Williams Demolition has begun moving in equipment for razing the Pear Tree Inn. The contractor is awaiting final approval from the Department of Natural Resources for demolition and will empty the building's contents during this waiting period.

President Stephenson announced the men's basketball team has been invited to the Fiesta Bowl Shootout in Mesa, AZ. The event will take place on December 28-30, 2011, and will be hosted at Mesa Community College. The team's travel will be sponsored by the Raider's Booster Club. Trustee Thornton will broadcast the basketball shootout on the radio.

Charlotte Eubank stated the college's Conflict of Interest ordinance expires this year with the Missouri Ethics Commission (MEC). Although it is not a requirement to readopt the MEC ordinance, Mrs. Eubank recommended the trustees readopt the ordinance. The policy has been reviewed and approved by the college attorney with no changes recommended. With the recommendation by the president and chief financial officer, unanimous approval was given to adopt the Missouri Ethics Commission Conflicts of Interest ordinance on a motion by Trustee Winston and second by Trustee Davis. (The resolution is attached.)

President Stephenson stated Three Rivers Endowment Trust has requested the college provide management services to their organization in exchange for the payment of a monthly fee. Previously, they employed an executive director to provide for their needs. Many of the functions overlapped with the duties of the college's director of development and required coordination

FY12 Patrons of the Arts

Update on Razing of Pear Tree Inn

Fiesta Bowl Shootout

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

CONSIDERATION OF ADOPTION OF THE BOARD CONFLICT OF INTEREST POLICY

CONSIDERATION OF APPROVAL OF ENDOWMENT TRUST MANAGEMENT AGREEMENT

between the two positions. The agreement consolidates the functions of the two positions into one position. This individual will be employed by the college but assigned to management duties related to the Endowment Trust in exchange for a monthly fee. No such contractual relationship for management services has existed in the past; however the college currently has an agreement to provide certain graphic art and support services to the Endowment Trust in exchange for a monthly fee. With the recommendation by the president, unanimous approval was given to approve a management agreement between the college and the Endowment Trust on a motion by Trustee Davis and second by Trustee Grassham. (The agreement is attached.)

Dr. Stephenson report on June 28, 2011, the Three Rivers Community College Building Corporation met to renew and add members and elect officers for FY12. 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 Community College. The members and their term expiration dates are: Randy Winston, June 30, 2012; Charlotte Eubank, June 30, 2012; Dr. Devin Stephenson, June 30, 2013; Steve Halter, June 30, 2014; and Bill Swafford, June 30, 2014. The FY12 officers are: Randy Winston, chairman; Steve Halter, vice chair; Charlotte Eubank, treasurer; Dr. Devin Stephenson, secretary; and Heather Kilbreath, assistant secretary.

With the recommendation by the college president, unanimous approval was given to approve the members and FY12 slate of officers for the Three Rivers Community College Building Corporation on a motion by Trustee Davis and second by Trustee Grassham.

President Stephenson reported the college was pursuing a grant opportunity through the Delta Regional Authority (DRA). When Chris Masingill, federal co-chairman of the DRA, visited the college in January 2011 and strongly encouraged the college to apply for said grant. The grant is for the purchase a mobile training unit for job skills training. The total project cost is \$333,744 with a DRA grant request of \$200,000 and the college's contribution of \$132,244. With the recommendation by the president, unanimous approval was given to approve the resolution for the Delta Regional Authority grant for the purpose of procuring a mobile training unit on a motion by Trustee Winston and second by Trustee Grassham. (The resolution is attached.)

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its

**CONSIDERATION OF
APPROVAL OF THREE
RIVERS COMMUNITY
COLLEGE BUILDING
CORPORATION NEW BOARD
OF DIRECTORS**

**CONSIDERATION OF
APPROVAL OF RESOLUTION
FOR DELTA REGIONAL
AUTHORITY GRANT**

**MOTION TO ENTER INTO
EXECUTIVE SESSION**

attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

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

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

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

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Hiring

Matthew McClanahan, Professional Tutor

McClanahan

Acceptance of Resignation

Samantha Reed-Persons, Outreach Specialist/Asst. Director, Talent Search

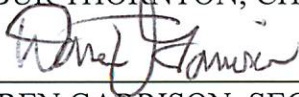
Reed-Persons

There being no further business, the board unanimously approved to adjourn the meeting at 1:23 p.m. on a motion by Trustee Winston and a second by Trustee Davis.

ADJOURNMENT



WILBUR THORNTON, CHAIRMAN



DARREN GARRISON, SECRETARY

08/17/11

APPROVAL DATE

08/17/11

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, August 17, 2011, at 12:04 p.m.

AUGUST 17, 2011

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

ATTENDANCE

Chairman Thornton called the meeting to order. Paul White, pastor of Midland Church, in Poplar Bluff, delivered the invocation for the meeting.

INVOCATION

Judy Scott, Executive Director of the Three Rivers Community College Foundation, presented the foundation's end-of-the-academic-year report. The Three Rivers Community College Foundation, established in 1989, was formed as a wholly not-for-profit charitable organization and its purposes are wholly charitable and educational. The Foundation Board of Directors is comprised of John Stanard, chairman; Joe L. Scott, vice-chairman; and Jay Githens, treasurer/secretary. Each has been on the board since 1989. Board of Directors also includes: Martha Bidewell, wife of former trustee, Ben Bidewell; Dr. Tom Lawson; Don C. Bedell; Gayle Kingery, former Missouri representative; and Steve Cookson, former trustee, Three Rivers' alumnus and current Missouri representative. The Foundation has two employees: Judy Scott, Executive Director; and Barbara Wilcoxon, Special Assistant to the Executive Director and Board Secretary. John H. Goldsmith, of Morgan Stanley/Smith Barney, is the investment advisor. The current foundation portfolio is structured for conservative growth with approximately 42% in equities, 52% in fixed income, and 6% in cash or equivalents. Schmersahl Treloar and Company, located in St. Louis, Missouri, has been the auditor since 2003.

**END-OF-ACADEMIC-YEAR
UPDATE BY THREE RIVERS
COMMUNITY COLLEGE
FOUNDATION**

Mrs. Scott reported the Foundation's accomplishments have been:

- First scholarships were awarded in 1997 and 1998
- First donations were in 1986 and 1987
- In 2002, the Foundation staff gave advice and support to create the Van Buren High School Scholarship foundation which established the AAA performance program for students who were to attend Three Rivers.
- In 2003, the E.K. Porter Distance Learning Center was built. Also in 2003, the Ben & Martha Bidwell Fitness Center,

funded by the Bidwell family.

- In 2004, the foundation landscaped various areas around the campus. The Bedell Reading and Writing was funded and the foundation sponsored a week long Paul Jackson Artist in Resident.
- In 2005, Jay Githens donated the two bridges that connect the softball and baseball fields to the main campus. This improved pedestrian and vehicle traffic. The foundation also assisted with the construction of the baseball clubhouse.
- In 2006, the board of trustees asked then president, Dr. John Cooper, to approach the foundation about trying to reorganize the alumni association and they organized the TRCC alumni association. There were 20 individuals on the original board of the alumni association. The Alumni Association held a fish fry during that year.
- In 2007, the foundation constructed the electronic marquee on the main campus. Also that same year, the foundation organized a reunion honoring the men's basketball team for placing 4th at the national tournament.
- In 2008, the Foundation catered Christmas dinner for the current and retired employees of the college.
- In 2009, the Foundation hosted a reception in the honor of the new president, Dr. Devin Stephenson. Later that year, the foundation sponsored a holiday breakfast for the college employees.
- From 1998 to 2011, the Foundation has awarded \$100,000 in scholarships, awards, and grants to in-district students attending TRCC.

Mrs. Scott reported on the foundation's long range goals:

- The Foundation has spoken to the architect of the E.K. Porter Building and the two possibilities are: 1) to add on the building to include six more classrooms and 2) to add on the building to include twelve classrooms with office. The prices vary and the foundation will commence with construction once they have secured funding.
- The foundation is developing a separate website from the college website.
- The Foundation is "entertaining" the idea of a scholarship for daycare needs for students.

Mrs. Scott concluded her report with complaints about college communications with the foundation staff, mail delivery, and Financial Aid office staff. And ended her presentation entertaining questions and comments.

Trustee Garrison responded to Mrs. Scott's presentation by informing her that he believed it was inappropriate and that his intent to have the foundation make a presentation was in no-way meant to be a "public spanking or a "taken to the woodshed type of thing." He expressed that he believed it was the improper venue for the way Mrs. Scott presented. He indicated that the conversation

should have been one that the two boards deal with at the same table. He expressed that he thought Mrs. Scott took the wrong venue and the wrong approach in how she presented. He also said that he didn't want to listen to anymore comments or questions about it.

Trustee Davis made a motion to allow the administration to introduce the Rodeo Team first so the students could return to class. The agenda for the meeting was unanimously approved as amended. The motion was seconded by Trustee Garrison.

The minutes of the meeting on July 20, 2011, were unanimously approved as presented on a motion by Trustee Winston and seconded by Trustee Davis.

Charlotte Eubank reported the revenues for July 31, 2011, were \$4,882, 645 in tuition/fees due to earlier registration of students, \$311,731 in auxiliary enterprises which related to student registration and moving into Housing. (Housing is at full capacity.) Expenditures in institutional support were \$377,662 due to annual renewal of various site licenses. The summary of checks issued for July 2011 was \$1,355,662.23.

The July 2011 financial report was unanimously approved on a motion by Trustee Winston motion and was seconded by Trustee Garrison.

President Stephenson introduced Kristina McDaniel and the Personnel Evaluation Committee. The committee presented the newly established Personnel Evaluation System to the trustees. The committee consisted of Connie Hampton, Steve Atwood, Doug Houston, Dr. Mary Lou Brown, Paulette Alexander, Chris Adams, and Kristina McDaniel. According to the committee, the "old" evaluation system had low participation, was not taken seriously, personnel were dissatisfied with the rating system, and the expectations were unknown. The "new" evaluation system will be given to all full-time and part-time professional and support staff members; and the system is designed to support personal and professional development. Appraisals will occur in January and February for the previous year. The ratings are 5 (exceptional) to 1 (unsatisfactory). The evaluation contains of four sections: Objectives/Goals and Performance Standards; Organization Values, Behaviors, and Competencies; Performance of Position Responsibilities; and Personal Qualifications. Steve Atwood stated this system has no additional cost to the college whereas other programs would cost approximately \$15,000.

Chris Adams reported if an employee receives a rating of "2" (development needed) or "1" (unsatisfactory) he/she will be required to develop a Performance Improvement Plan (PIP) that

APPROVAL OF BOARD MEETING AGENDA

APPROVAL OF MINUTES OF JULY MEETING

CONSIDERATION OF COLLEGE FINANCIAL REPORT

PRESIDENT'S REPORT Personnel Evaluation System

will be completed by May or June following the evaluation period.

Beginning in September 2011, professional and support staff personnel will be trained on the new evaluation system. Then the system will be implemented in January and February of 2012.

Faculty is currently developing an evaluation system that meets their needs. Dr. Stephenson also reported that he developed an evaluation system for his direct reports. This new system consists of a self-evaluation and comprehensive evaluation component. He plans to meet with each direct report individually in September.

Rivers Ridge Orientation

Jason Hosenev reported the Rivers Ridge apartments held three fall semester events over a five-day period and Orientation kicked off the events. On August 10 and 11, Student Success staff held a New Resident Orientation and had 52 participants. Presentations included campus safety, dangers of drugs and alcohol, personal finance/budgeting, time management, navigating college, and finding campus resources. This was the first new resident orientation ever held for Housing residents and 75% of the participants rated the experience very good or excellent. There was a pool party on August 13 and Dr. Stephenson cooked hamburgers for the event. On August 14, there was an All Resident Orientation with 159 participants and presentations by Campus Police and Resident Assistants. Dr. Stephenson reported that these presentations were in-depth and all participants should clearly understand there are consequences for their actions.

MCCA Award Recipients

President Stephenson reported the college nominated several individuals for awards for the annual MCCA conference in November 2011. Of those nominations, three were selected to receive awards. They are: Dr. Kathleen Prejean, biology instructor, for the Mel Aytes Faculty Innovation Award; Doug Libla, owner of Mid-Continent Nail, for the Distinguished Alumni Award; and Scott Matthews for the Award of Distinction.

Tinnin Center Productions

Dr. Wesley Payne introduced the new Fine Arts Director, Tim Thompson. Mr. Thompson announced he had developed a theater group at the college called Center Stage. The first performance is scheduled on September 11, 2011, at 2 p.m. at the Tinnin Fine Arts Center. Admission to the play is free of charge. The name of the play is *...And I Stood Still* which is a play commemorating the September 11 tragedy. It is written and directed by Tim Thompson. Cast members include Three Rivers' employees/students: Steve Lewis, Steve Atwood, Angela Fowler, Danny Vaughn, Meagan Woodruff, and Clayton Tillman. Community cast members include Amber Kearbey, Mira Libla, Brittney McKay, Greg Kirk, and Michael Starnes.

Upcoming performances will be announced at future board meetings.

President Stephenson presented and paralleled the 1985 projection from the *Blueprint to Progress* to current progress being made at the college. In 1985, college trustees and administration planned to expand relationships with four-year institutions; improve advising system; improve textbook rental system; improve student center; expand marketing, recruitment, and retention programs; and develop off-campus centers in Van Buren or Piedmont and in Dexter. He also noted that former trustee, John Stanard, led the Expansion/Growth phase of the progress report and strongly recommended the opening of the off-campus center at Dexter.

***Blueprint to Progress* publication from 1985**

Revenue Comparison		
	<u>1985</u>	<u>2011</u>
State Support	39%	19%
Local Taxes	20%	8.8%
Tuition & Fees	23%	49.6%
Total Operating Budget	\$3 million	\$19.5 million
Cost of 5% Salary Increase	\$85,000	\$569,000

Fall 2011 enrollment eclipsed 4,000 students. The following tables show increases in headcount and credit hours over the past six years. Fifty percent (50%) of credit hours for Fall 2011 were generated from outside the college's taxing district. All Centers are at full capacity.

Fall 2011 Enrollment

Fall 2011 Headcount		
2007	3,061	
2008	3,012	
2009	3,408	
2010	3,732	
2011	4,199	*12.51% increase over Fall 2010
Fall 2011 Credit Hours		
2007	34,302	
2008	33,191	
2009	37,519	
2010	40,413	
2011	46,303	*14.57% increase over Fall 2010

Headcount Comparison			
	Fall 2010	Fall 2011	% Increase
Main Campus	1,846	1,895	2.5%
Sikeston	345	402	16.5%
Malden	124	112	-9.1%
Dexter		163	
Kennett	171	221	29.2%
Cape Girardeau	163	278	70.5%
Web-based	806	826	2.5%
Other (Off-campus sites/dual credit)	277	305	12.5%
TOTAL	3,732	4,199	12.5%

Credit Hour Comparison			
	Fall 2010	Fall 2011	% Increase
Main Campus	22,515	23,442	4.12%
Sikeston	3,676	4,234	15.18%
Malden	1,380	1,278	-9.26%
Dexter		1,672	
Kennett	1,909	2,456	28.65%
Cape Girardeau	1,034	1,515	46.52%
Web-based	8,213	8,666	46.52%
Other (Off-campus sites/dual credit)	1,686	3,040	80.31%
TOTAL	40,413	46,303	14.57%

On August 18, President Stephenson will visit all Centers to celebrate the college enrolling over 4,000 students in Fall 2011. Dr. Stephenson saluted employees for their hard work and the trustees for their support.

4,000+ Students Celebration

The Rodeo Team was introduced by Jason Hosoney. They participated in the Sikeston Jaycee's Rodeo Parade along with Dr. Stephenson and his wife, Judy. The parade took place on August 13.

Sikeston Jaycee's Rodeo Parade

Dr. Wesley Payne announced the following upcoming Patrons of the Arts performance - *Bach to the Future* on September 3 at 7 p.m., *Babaloo Music & Fun* on September 24 at 3 p.m. and 7 p.m., and *Chinese Acrobats* on October 14 at 7 p.m. All performances will be held at the Tinnin Fine Arts Center and all tickets are \$10.

Patrons of the Arts Performances

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

Acceptance of Hiring

DeAndre Prater, Instructor of Industrial Technology
Mark Eriksson, Instructor of Mathematics
Tami Cagle, Instructor of Emergency Medical Services

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE **CONSIDERATION OF PERSONNEL ACTION**

**Prater
Eriksson
Cagle**

Acceptance of Retirement

Dr. Pat Judd, Instructor of Sociology

Judd

There was no recommendation for Director of Procurement and Risk Management.

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

MOTION TO ENTER INTO EXECUTIVE SESSION

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

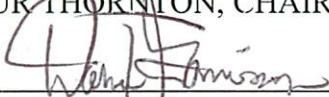
Following the executive session, Trustee Winston moved to enter into the regular board meeting; Trustee Garrison seconded the motion. The Board was polled and the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Davis, yes; Trustee Garrison, yes; and Trustee Winston, yes. Trustee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

There being no further business, the board unanimously approved to adjourn the meeting at 3:05 p.m. on a motion by Trustee Garrison and a second by Trustee Davis.

ADJOURNMENT



WILBUR THORNTON, CHAIRMAN



DARREN GARRISON, SECRETARY

9/21/11

APPROVAL DATE

09/21/11

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, September 21, 2011, at 12:07 p.m.

SEPTEMBER 21, 2011

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

ATTENDANCE

Chairman Thornton called the meeting to order. Father David Coon, of Sacred Heart Catholic church, in Poplar Bluff, delivered the invocation.

INVOCATION

Trustee Tibbs made a motion – seconded by Trustee Davis - to approve the agenda as presented. The agenda was unanimously approved.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on August 17, 2011, and September 7, 2011, were unanimously approved as presented on a motion by Trustee Winston and second by Trustee Grassham.

**APPROVAL OF MINUTES
OF AUGUST MEETING**

Charlotte Eubank reported the college has collected 60% of its budgeted revenues in tuition/fees. “Other Operating Revenue” is unbudgeted and incidental revenue which is collected from fines, transcript fees, and other income – that total to date is \$166,741. President Stephenson stated the college took a conservative approach to projected revenues this fiscal year. The summary of checks issued for August 2011 was \$1,088,421.26.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Mrs. Eubank stated that Kraft, Miles and Tatum would be arriving on Monday, September 29 to begin conducting the college’s annual audit.

The August 2011 financial report was unanimously approved on a motion by Trustee Winston and a second by Trustee Tibbs.

PRESIDENT’S REPORT

President Stephenson announced “Meet the Raiders” Night was a huge success. The event was held on September 12 and was sponsored in part by the Booster Club, Raider Victory Club, the Alumni Association, and the college. Booths were present that promoted various memberships and to sell college merchandise. Members of all Three Rivers athletic teams were introduced.

“Meet the Raiders” Night

Dr. Stephenson announced the Rodeo Team would be participating in their first collegiate rodeo event on September 22-24 at Missouri Valley College in Marshall, Missouri.

Update on Rodeo Team

Dr. Stephenson reported that a number of college personnel participated in the Stoddard County Fair Parade on September 20. There were over 8,000 attendees to the parade. Senator Rob Mayer was pleased with the college's participation in the event.

Stoddard County Fair Parade

Dr. Stephenson reported U.S. Senator Roy Blunt visited the college on September 2 to discuss middle skills jobs, the college's role in economic development, and to tour the diesel technology program at the Dexter Center. Senator Blunt toured the Dexter Center. Then a roundtable discussion was held in Poplar Bluff with a number of community leaders with Senator Roy Blunt and State Senator Rob Mayer.

Senator Roy Blunt Visit

Dr. Stephenson reported the college met with the Willow Springs Education Foundation Committee on September 14. The presentation outlined potential offerings based on community needs and described Three Rivers' vision for the service area. Zora Mulligan pledged support from the other 11 MCCA institutions.

Update on Willow Springs Presentations

On September 19, Three Rivers presented to the Willow Springs Board of Alderman. Those presenting were: Mark Stidham, City of Dexter; Janet Coleman, Dexter Chamber Director; Dr. Wesley Payne; Gary Pride; Bill Hampton; and Dr. Devin Stephenson. The presentation described the benefits of a Three Rivers Center in Willow Springs. Mr. Pride discussed Public Safety Training. Ms. Coleman described the partnership that opened the Three Rivers Center in Dexter. Chairman Thornton commended the college on its presentation at Willow Springs and compliments Teresa Johnson and Megan Keathley on their professionalism and their work.

Missouri State will make a presentation later in September and the city council will make a final decision as to who will coordinate the business incubator and higher education offerings in Willow Springs.

Dr. Wesley Payne reported Timberfest will take place on October 7-8 at the Ripley County Fairgrounds in Doniphan, Missouri. Three Rivers' Triple Creek Cutters are currently training for the event and will compete in several events throughout the competition.

Update on Timberfest

Dr. Stephenson reported that he would be participating in the 2011 Governor's Conference on Economic Development on September 22-23 in Springfield, Missouri. Others participating in the conference is Bud Joyner, Jennifer Hood, and Steve Halter/President of Poplar Bluff Chamber of Commerce.

2011 Governor's Conference on Economic Development

Dr. Stephenson reported the first annual Three Rivers College Sikeston Jamboree will occur on Saturday, October 8 at the

1st Annual Three Rivers College Sikeston Jamboree

Sikeston High School Fieldhouse in Sikeston, Missouri. The event will begin at 10 a.m. There will be four scrimmage games and four teams have confirmed their participation: Mineral Area College, Dyersburg State, Philander Smith College, and Three Rivers College. The Board of Trustees and President's Office will sponsor a VIP hospitality room for the event.

Dr. Wesley Payne reported the college participated in the annual Kennett Chamber of Commerce banquet on September 17. Employees that participated were Drs. Wesley and Maribeth Payne, Gary Pride, Jason and Angela Hosenev, and Derrick Miller. The event was a great networking opportunity in a casual atmosphere with chamber members. Employees visited with Wendell Crow, an attorney in Kennett, and Jake Crafton, Mayor of Kennett.

Annual Kennett Chamber of Commerce Banquet

Dr. Stephenson will address the Kennett Chamber of Commerce Board of Directors at a luncheon on October 11. Dr. Stephenson will speak about economic development and the college's expansion into the Kennett area.

Kennett Chamber of Commerce Board of Directors Luncheon

On Wednesday, October 12, Three Rivers Center in Kennett will host a Kennett Chamber After-Hours and Open House for the Public Computing Center. Dr. Stephenson invited all trustees to the event.

Kennett Chamber of Commerce After Hours and Open House for Public Computing Center

Emily Parks reported Clements Group was currently conducting the feasibility study in Sikeston. They are holding 25 one-on-one interviews and 4 community summits. Clements will present the report findings at the October board meeting. Mrs. Parks stated the development office just received \$3,000 from the Thomas family to begin a memorial scholarship. The college will be accepting donations of a \$100,000 piece of property in Clarkton and a diesel truck for the green diesel program. The Development Office is in the process of reassigning ownership of the DeeDee Lawson and Orville McManus scholarships from the college to the Endowment Trust, at the direction of the family/responsible party.

Update on Capital Campaign

Dr. Wesley Payne reported "...And I Stood Still" was the first production for college's new theater department, Center Stage. The performance was touching and a wonderful memorial to the events of September 11, 2001. KWOC, a local radio station in Poplar Bluff, will rebroadcast the performance at a later date.

"...And I Stood Still" Performance by Center Stage

Dr. Wesley Payne announced upcoming Patrons of the Arts performances. Babaloo Music & Fun on September 24 at 3 p.m. and 7 p.m. which is sponsored by McDonald's in Piedmont, Van Buren, Doniphan, and Poplar Bluff. Chinese Acrobats on October 14 at 7 p.m. Jacob Marley's Christmas Carol on December 3 at 7 p.m.

Patrons of the Arts Performances

Dr. Stephenson announced the college was awarded a \$1.9 million grant from Department of Education. The Title III grant will be distributed over a five year period and will help transform the college to improve learning in developmental courses and facilitate the redesign of a number of college courses. This is the largest Federally funding grant the college has received. The first grant disbursement will be October 1, 2011 and will be in the amount of \$399,700.

Title III Grant Award

President Stephenson and Cabinet recommended the elimination of job descriptions from board policies. All job descriptions are located on the Employee Gateway – these descriptions are updated and available 24/7 online. Trustee Tibbs inquired if any positions had been eliminated from these job descriptions. Dr. Stephenson replied all job descriptions are accurate and up-to-date and no position had been eliminated.

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

CONSIDERATION OF ELIMINATION OF JOB DESCRIPTIONS FROM PREVIOUS POLICIES & BYLAWS

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

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Hiring

Mary Beth Sanders, Instructor of Nursing
Janine Heath, Director of Procurement Services and Risk
Management

**Sander
Heath**

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

MOTION TO ENTER INTO EXECUTIVE SESSION

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

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

Grassham, yes; Trustee Thornton, yes; Trustee Davis, yes; Trustee Garrison, yes; Trustee Tibbs, yes; and Trustee Winston, yes.

Trustee Garrison reported Three Rivers' faculty conducted the Clearwater High School workshop/in-service and the event was well received. He further stated Three Rivers' faculty may be asked to facilitate for other events.

ADJOURNMENT

Trustee Winston congratulated the college on receiving the Title III grant.

There being no further business, the board unanimously approved to adjourn the meeting at 2:29 p.m. on a motion by Trustee Tibbs and a second by Trustee Winston.



WILBUR THORNTON, CHAIRMAN



DARREN GARRISON, SECRETARY

11/16/2011

APPROVAL DATE

11-16-11

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE
(TAX LEVY RATE)**

The special meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the college in Poplar Bluff, Missouri, on Wednesday, September 2, 2011, at 12 noon.

SEPTEMBER 7, 2011

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

ATTENDANCE

Vice-Chair Winston announced that the purpose of the meeting was to set the rate of taxation to be established for the Three Rivers Junior College District for FY 2011.

PURPOSE OF CALLED MEETING

Since trustees were participating via telephone, attendance was taken by roll call: Trustees Randy Winston, present; Wilbur L. Thornton, via telephone; Randy Grassham, via telephone; Darren Garrison, via telephone; Marion L. Tibbs, via telephone; and Phil Davis, via telephone.

Following discussion by the trustees, it was moved by Trustee Davis that (1) The rate of taxation for the fiscal year 2011 be set at point two three five five (0.2355), as recommended by the State Auditor, on each one hundred dollars of assessed valuation of property within the college district; and that (2) Certification of same be forwarded to the county officials at the appropriate time. This rate reflects no increase in taxation. The motion was seconded by Trustee Tibbs and the board was polled: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Grassham, yes.

ESTABLISHMENT OF TAX LEVY FOR FY 2011

Charlotte Eubank led the discussion about authorization letters needing to be sent to each local bank to update their banking records. Additionally, the letters will request for certificates of deposit (CD) not to automatically rollover. Following discussion and recommendation by President Stephenson and CFO Eubank, the trustees unanimously approved to make Charlotte Eubank the primary signatory and Dr. Devin Stephenson the secondary signatory on all bank accounts. The motion was made by Trustee Tibbs and was seconded by Trustee Thornton and the board was polled: Trustee Davis, yes; Trustee Garrison, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Winston, yes; and Trustee Grassham, yes.

DISCUSSION OF LETTERS TO BANK REGARDING OLD SIGNATORIES

There being no further business, the board unanimously approved to adjourn the meeting at 12:15 p.m. on a motion by Trustee Tibbs and a second by Trustee Davis.

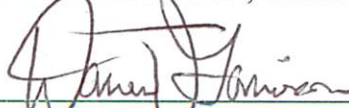
ADJOURNMENT



WILBUR THORNTON, CHAIRMAN



APPROVAL DATE



DARREN GARRISON, SECRETARY



APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the College in Poplar Bluff, Missouri, on Wednesday, October 19, 2011, at 12:00 p.m.

OCTOBER 19, 2011

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

ATTENDANCE

Chairman Thornton called the meeting to order. Pastor Bryan Parkey, of Cornerstone Tabernacle United Pentecostal Church in Poplar Bluff, delivered the invocation.

INVOCATION

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

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on September 21, 2011, were unanimously approved as presented on a motion by Trustee Winston and second by Trustee Tibbs.

**APPROVAL OF MINUTES
OF SEPTEMBER MEETING**

Charlotte Eubank reported financial aid disbursed \$4.4 million in student refunds. Year-to-date the college as net assets of \$3,474,415. The summary of checks issued for September 2011 was \$5,934,948.19. Dr. Stephenson stated the FY12 budget will need to be adjusted. The September 2011 financial report was unanimously approved on a motion by Trustee Winston and a second by Trustee Garrison.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

A motion was made by Trustee Winston to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

**MOTION TO ENTER INTO
EXECUTIVE SESSION**

The motion to enter into executive session was seconded by Trustee Davis. The Board was polled. The vote was as follows: Trustee

Grassham, yes; Trustee Thornton, yes; Trustee Davis, yes; Trustee Garrison, yes; Trustee Tibbs, yes; and Trustee Winston, yes.

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

PRESIDENT'S REPORT

Halloween Safe Zone

Jason Hoseney announced the Halloween Safe Zone will be on Saturday, October 29 from 4 p.m. to 8 p.m. The event will be held in the Bess Activity Center and is sponsored by Student Government Association. This is a safe family activity and is free to the public. This is the only safe zone in Poplar Bluff this year.

Update on Willow Springs

President Stephenson reported Three Rivers College was selected as Willow Springs' educational partner. The City of Willow Springs is currently negotiating a lease for the recently vacated MoDOT buildings as a higher education center. Dr. Stephenson reported he will be meeting with Willow Springs' officials after the board meeting to discuss the higher education center.

Update on Sikeston Jamboree

President Stephenson reported Three Rivers held a basketball pre-season scrimmage on October 8 at the Sikeston High School Fieldhouse. The college raised over \$1000 for food and referees. There were four teams in the scrimmage: Dyersburg State, Philander Smith College, Mineral Area College and Three Rivers College. Dr. Stephenson welcomed the Raiders fans and college supporters and the spirit squad performed under the direction of new coach, Dena Douchant.

Update on Timberfest

Dr. Wes Payne reported Three Rivers' Triple Creek Cutters participated in their third Timberfest. This year 16 male students and 6 female students participated in the event. The forestry team won several first place awards. Participation in Timberfest is a great way to engage with the Doniphan community.

Update on Kennett Center

President Stephenson reported he attended the Kennett Chamber of Commerce board luncheon on October 11. Then on October 12, Three Rivers hosted a Chamber After-Hours event at the Kennett Center. Attendees of the event toured the new Public Computing Center. State Representative Kent Hampton attended the event and Dr. Steve Pu pledged his support for Three Rivers nursing program in Kennett.

Update on Dexter Center

Dr. Wes Payne reported the Dexter Center held a Student Appreciate Day on October 11. There are over 250 students at the Dexter Center. On the evening of October 11, Dexter hosted a Chamber After-Hours event. Currently, the Dexter Chamber of

Commerce is constructing a science lab for the college.

Dr. Roger Slater of The Clements Group, Allen Brooks of Three Rivers Endowment Trust, and Emily Parks gave an update on the capital campaign. Dr. Slater reported the feasibility study for Sikeston is complete and favorable. There will be two campaigns: one in Poplar Bluff and one in Sikeston. The employee campaign will begin in January 2012. The three chairs of this committee are Mark Sanders for faculty, Melissa Woolard, for support staff, and Steve Atwood for professional staff.

Update on Capital Campaign

Allen Brooks, Endowment Trust chairman, announced Dr. Richard Camp has donated approximately 8 acres to build an entrance to the college off Shelby Road. Mr. Brooks stated this donation has taken several months of negotiations and he thanked Mike Persons and Mark Richardson for their diligence and assistance to help facilitate this donation. The property has been given to the Endowment Trust for the purpose of building a new college entrance. Mr. Brooks thanked the Board of Trustees for their cooperation.

Donation Announcement

Jason Hosenev reported the rodeo team has competed in two rodeo events: Marshall, MO and Livingston, AL. Mr. Hosenev reported there will be six new team members in Spring 2012 and all are from Louisiana. Dr. Stephenson announced Mr. Hosenev is currently negotiating a location for the team's practice arena.

Update on Rodeo

Dr. Wes Payne announced the music department will host the "Madrigal Dinner" on November 17 and 18. Performances will be at 6:30 p.m. This will be a Renaissance feast with music and costumes. The event will be held at the Tinnin Fine Arts Center and tickets are \$15.

Music Department Performance "Madrigal Dinner"

Dr. Wes Payne announced the theater department, Center Stage, has a performance of "The Nerd" on November 11 and 12 at 7 p.m. and November 13 at 2 p.m. All performances will be held in the Tinnin Fine Arts Center and tickets are \$10 for general admission, \$5 for students and senior citizens.

Center State Performance "The Nerd"

Dr. Wes Payne announced upcoming Patrons of the Arts performances. "Jacob Marley's Christmas Carol" on December 3 at 7 p.m., sponsored by the Dental Arts Group. "Elves and the Shoemaker" on December 11 at 3 p.m., sponsored by Kissinger & Kirkman Investment Centre. Tickets for both performances are \$10 and will be held in the Tinnin Fine Arts Center.

Patrons of the Arts Performances

President Stephenson announced the U. S. Department of Education awarded the college a Title III Grant in the amount of \$1,998,967. This grant is focused on improving learning in development education courses and redesigning Gatekeeper courses. Dr. Stephenson reported in the last 30 days the college has received over \$3 million in grants: Title III (Dept of Ed) \$1,998,967;

Grant Announcements

MoHEALTHWins (Dept of Labor) \$1,100,000; and a Federal agency award of \$200,000. He also announced the college was applying for an Upward Board project grant for Poplar Bluff and Sikeston. This would be a five-year grant for a total of \$1,150,000. Kathern Harris has been approached to assist with this program. Barbara Jones and staff will help write this grant.

President Stephenson announced Three Rivers led MCCA colleges in fall enrollment. Traditionally, the college has been last in enrollments in both headcount and credit hours. Despite this increase, there are seven other institutions that receive more state appropriations per full-time equivalent (FTE) than Three Rivers.

Fall 2011 Enrollment

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

President Stephenson recommended the college move forward with a sealed bid process for the Pear Tree property and the Tomaro Oaks lot. Following discussion by the trustees and with the recommendation by the president, unanimous approval was given on a motion by Trustee Garrison and second by Trustee Tibbs. Trustee Winston was absent during this vote.

**CONSIDERATION OF
SEALED BID PROCESS**

President Stephenson reported the last week in November was set aside for President's Advisory meetings. Following discussion by the trustees and with the recommendation by the president, unanimous approval of advisory committee lists was given on a motion by Trustee Tibbs and second by Trustee Davis. Trustee Winston was absent during this vote.

**CONSIDERATION OF
APPROVAL OF ADVISORY
COMMITTEE LISTS**

There being no further business, the board unanimously approved to adjourn the meeting at 2:08 p.m. on a motion by Trustee Garrison and a second by Trustee Davis.

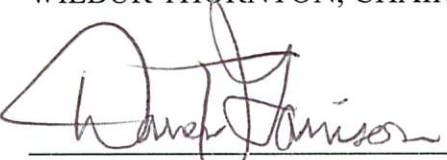
ADJOURNMENT



WILBUR THORNTON, CHAIRMAN

11/16/2011

APPROVAL DATE



DARREN GARRISON, SECRETARY

11-16-11

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center on the main campus in Poplar Bluff, Missouri, on Wednesday, November 16, 2011, at 12:00 p.m.

NOVEMBER 16, 2011

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

ATTENDANCE

Chairman Thornton called the meeting to order. Pastor Larry Earl, of First Church of God in Doniphan delivered the invocation.

INVOCATION

Trustee Grassham made a motion to approve the agenda as presented. After a second by Trustee Garrison, the agenda was unanimously approved..

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on October 19, 2011, were unanimously approved as presented on a motion by Trustee Tibbs and second by Trustee Grassham.

**APPROVAL OF MINUTES
OF OCTOBER MEETING**

Charlotte Eubank reported the college had collected 77% of budgeted tuition revenues. Year-to-date the college has net assets of \$4,053,353. The summary of checks issued for October 2011 was \$1,438,770.72. Mrs. Eubank distributed revised Cash in Banks report and the Certificates of Deposit list. Dr. Stephenson reported Kraft Miles and Tatum, the college auditor, will present the FY11 audit at the December 2011 meeting and he expects a good report from them. Budget adjustments will also be discussed at the same meeting. The October 2011 financial report was unanimously approved on a motion by Trustee Tibbs and a second by Trustee Garrison.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

Justin Hoggard, president of the faculty employee group, presented and distributed the newly updated faculty evaluation form. Mr. Hoggard stated Dr. Payne worked with the faculty group for a year to develop the evaluation system. After his presentation, Mr. Hoggard answered questions from the board.

**PRESIDENT'S REPORT
UPDATE ON FACULTY
EVALUATIONS**

President Stephenson reported on the annual Missouri Community College Association conference. This year's conference was held in Branson with over 600 participants from across the state. Three Rivers had five award recipients: *Award of Distinction*, Scott and Karen Matthews; *Distinguished Alumni Award*, Doug Libla of Mid-

MCCA AWARDS RECIPIENTS

Continent Nail; *Mel Aytes Faculty Innovation Award*, Dr. Kathleen Prejean – Biology Instructor; *Senior Faculty Award*, Madelyn Wilson; and *Student Leadership Award*, Amy Shaver. Nicole Sifford was elected MCCA Board Chair for the upcoming year.

President Stephenson reported Three Rivers hosted the Student Government Association conference that was held immediately following the MCCA annual conference in Branson. Dr. Stephenson introduced Marcia Fields, advisor for Three Rivers' SGA. Mrs. Fields thanked Amanda King for organizing the event and reported over 80 students from across the state participated in this meeting. Harold Ward, Three Rivers SGA president, reported Dr. Stephenson was the guest speaker; and Mitch Davis, Three Rivers student, held workshops on revising SGA constitutions. During the conference, students traveled to Joplin, Missouri to help cleanup efforts and to assist the Habitat for Humanity effort following the recent tornado that devastated the city of Joplin.

President Stephenson reported Governor Jay Nixon announced Three Rivers received a \$200,000 grant from the Delta Regional Authority for a mobile skills training lab. Dr. Stephenson further reported the funding for the industrial bypass was a collaborative effort between the college, Poplar Bluff Chamber of Commerce, and Doug Libla, Endowment Trust Board member.

President Stephenson reported he recently attended meetings in Washington D.C. for the American Association of Community Colleges (AACC) and participated as Commissioner on the Committee for Marketing and Communications. In addition to the conference, Dr. and Mrs. Stephenson and Emily Parks, director of development, visited with Senator Roy Blunt, Senator Clair McCaskill's staff, and Representative JoAnn Emerson's staff to discuss the college's progress, needs, and potential funding for the proposed Public Safety Institute.

Jason Hosenev reported Winter 2011 and Spring 2012 registration is now open. Preliminary numbers show registration numbers to be on target with projections.

Dr. Wesley Payne reported the college has partnered with the University of Missouri Health Professions Consortium to offer Occupational Therapy Assistant Program (OTA). The college is currently registering students for the general education courses needed to apply to the OTA program. Deadline is May 31, 2012, to apply for the OTA program cohort that will begin in January 2013.

President Stephenson reported the City of Willow Springs and MoDOT should sign an agreement for the building for the new Willow Springs Center in November 2011. Classes will begin in Summer 2012 or Fall 2012. This center will help generate jobs in Willow Springs.

MCCA/SGA CONFERENCE

INDUSTRIAL PARK BYPASS GROUNDBREAKING

AACC COMMISSION MEETING

WINTER 2011 & SPRING 2012 REGISTRATION UPDATE

OTA PROGRAM UPDATE

WILLOW SPRINGS UPDATE

Emily Parks reported the capital campaign is progressing well. In December 2011, the development of the Lead Gifts Committee will be finalized. Mrs. Parks distributed a report showing the progress of funds raised for the capital campaign and the college. She also reported that the college has received permission from the appropriate scholarship contacts to transfer several certificates of deposits from the college to the Endowment Trust. The Endowment Trust has also received property donations in the month of October totaling \$250,000.

CAPITAL CAMPAIGN UPDATE

Will Durden, associate senior athletic administrator, presented updates on the cheer team, baseball, softball, and basketball programs. Jason Hosenev concluded the report with an update on the rodeo team.

ATHLETICS UPDATE

Jason Hosenev reported the Halloween Safe Zone was held on October 29 in the Bess Activity Center. Booths were sponsored by Three Rivers' student organizations and local businesses. There were over 1,400 kids in attendance throughout the day. Dr. Stephenson and all cabinet members participated in a Flash Mob in the parking lot of the Bess Activity Center.

COMMUNITY ACTIVITIES

The Student Veterans Association sponsored a USO Dance that included 40s-style music, dancing, a canteen, and historical exhibits from the Civil War to modern wars. The John Pershing Veterans Medical Center and Poplar Bluff Museum partnered with the student organization on the event.

Dr. Wesley Payne reported the music department concert will be held on December 6 at 7 p.m. Admission is free and is open to the public. Each semester the music department offers a free concert. The theme to this concert is *The Blue and the Gray* in celebration of the 150th anniversary of the Civil War. The Symphonic Band, collegiate choir, Heartland Winds, and percussion will perform. Dr. Payne encouraged everyone to participate.

MUSIC DEPARTMENT CONCERT

Dr. Wesley Payne reported Center Stage Production will present *The Nerd* on November 11-13, 2011. The production is a comedy directed by Tim Thompson and the cast includes college students and staff, as well as community members.

CENTER STAGE PRODUCTION UPDATE

The next Center Stage production is *Jerry Finnegans Sister* on February 14 at 6 p.m. Tickets are \$25 per person and \$40 per couple. This includes the performance and meal.

Dr. Wesley Payne announced the next Patrons of the Arts performances are *Jacob Marley's Christmas Carol*, underwritten by Dental Arts Group, on December 3 at 7 p.m. and *Elves and the Shoemaker*, underwritten by Kissinger & Kirkman Investment Centre, on December 11 at 3 p.m. Tickets for both performances are \$10 and will take place Tinnin Fine Arts Center.

PATRONS OF THE ARTS UPDATE

Dr. Wesley Payne announced the *The Promise* will go on sale the last week of November 2011. It will be sold in the College Store, business office, Three Rivers Centers, athletic events, and Tinnin Center events. Also on sale is *The Gift*. Both CDs are performed by Dr. Devin Stephenson. The CDs sell for \$15 each and all proceeds from sales will fund student scholarships.

THE PROMISE AND THE GIFT

Gary Pride reported the college has purchased a laser-based tactical weapon simulator. The simulator is an indoor shot range and is computer generated 3-D virtual environment. This same equipment is used by the U.S. military and Federal government use in their training. The equipment will enable the college to offer tactical training to law enforcement officers to improve precision and decision-making skills. Purchase of the simulator was funded by the Training for Tomorrow grant.

TRAINING FOR TOMORROW GRANT UPDATE

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

Due to the expiration in April 2012, of the six-year terms of office for Trustee Marion Tibbs and a two-year term of Trustee Randy Grassham, it was moved by Trustee Garrison that the following resolution calling for conduct of a public election for the purpose of electing two members of the Board of Trustees be adopted:

CONSIDERATION OF RESOLUTION CALLING FOR TRUSTEES ELECTION

BE IT RESOLVED BY the Board of Trustees of Three Rivers Community College District of Butler, Carter, Ripley, and Wayne counties and portions of Madison, Reynolds and Stoddard counties, that Notice of Election to be held in Sub-Districts No. 1 and 2 of said Community College District, on the 3th day of April, 2012, between the hours of 6:00 a.m. and 7:00 p.m. for the purpose of electing two members to the Board of Trustees of Three Rivers Community College, that the Notice of Election be as follows:

**NOTICE OF ELECTION OF
THE THREE RIVERS COMMUNITY COLLEGE DISTRICT OF
BUTLER, CARTER, RIPLEY AND WAYNE COUNTIES
AND PORTIONS OF MADISON, REYNOLDS AND
STODDARD COUNTIES, ELECTION TO BE HELD IN
SUB-DISTRICTS NO. 1 and 2 OF SAID
THREE RIVERS COMMUNITY COLLEGE
ALL IN MISSOURI
TUESDAY, APRIL 3, 2012**

Notice is hereby given to the qualified voters of the Three Rivers Community College Sub-Districts No. 1 and 2 as described on Exhibits "A", "B" attached hereto and made a part hereof as if more fully set out herein, of said Community College District, all in the State of Missouri, that the regular election of said Sub-Districts No. 1 and 2, shall be held at all established voting places throughout the said Sub-Districts No. 1 and 2 on Tuesday, the 3rd day of April,

2012, beginning at 6:00 a.m. and closing at 7:00 p.m. of said day, to vote upon the following proposition:

To elect one (1) member of the Board of Trustees of Three Rivers Community College District, from Sub-District No. 1, for a term of six (6) years.

To elect one (1) member of the Board of Trustees of Three Rivers Community College District, from Sub-District No. 2, for a term of six (6) years.

And that Heather Kilbreath, recording secretary of the Board of Trustees, is authorized to act as the Election Authority on behalf of Trustee Secretary Darren Garrison. The opening date for the filing of a Declaration of Candidacy to elect one (1) member of each district of the Board of Trustees of Three Rivers Community College, for Sub-Districts No. 1 and 2 will be Tuesday, December 13, 2011, beginning at 8:00 a.m. in the office of Heather Kilbreath, Election Authority, Three Rivers Community College, Poplar Bluff, Missouri 63901 (**The college will close business at 12 noon Tuesday, December 20, 2011, and will reopen for business at 8:00 a.m. Monday, January 2, 2012. The college will be closed Monday, January 16, 2012 in observance of Martin Luther King Day**). Closing date for filing Declaration of Candidacy in said Sub-Districts No. 1 and 2 will be Tuesday, January 17, 2012, at 5:00 p.m.

The motion was seconded by Trustee Tibbs and given unanimous approval.

A motion was made by Trustee Garrison to enter into executive session to discuss personnel and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

MOTION TO ENTER INTO EXECUTIVE SESSION

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

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

There being no further business, the board unanimously approved to adjourn the meeting at 3:43 p.m. on a motion by Trustee Garrison and a second by Trustee Tibbs.

ADJOURNMENT



WILBUR THORNTON, CHAIRMAN

12/14/11

APPROVAL DATE



DARREN GARRISON, SECRETARY

12-14-11

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center on the main campus in Poplar Bluff, Missouri, on Wednesday, December 14, 2011, at 12:05 p.m.

DECEMBER 14, 2011

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

ATTENDANCE

Chairman Thornton called the meeting to order. Administrative Pastor Tom Graham, of Westwood Baptist in Poplar Bluff, delivered the invocation.

INVOCATION

Trustee Winston made a motion to move Item IV.1. Consideration of Approval of FY12 Budget Adjustments to Item VI.1. After a second by Trustee Garrison, the agenda was unanimously approved as amended.

**APPROVAL OF BOARD
MEETING AGENDA**

The minutes of the meetings on November 16, 2011, were unanimously approved as presented on a motion by Trustee Garrison and second by Trustee Grassham.

**APPROVAL OF MINUTES
OF NOVEMBER MEETING**

Charlotte Eubank reported the college is 42% into the fiscal year and has realized 70% of the budgeted revenue. This is largely due to increased enrollment, with 97% of tuition and fees revenue already being recognized. Revenue from auxiliary enterprises is also slightly ahead of projections due to bookstore rental revenue related to earlier registrations. Non-operating revenue is only at 7% because property taxes will primarily be collected after December 2011 when property tax collections are at their peak. Additionally, the college has spent 39% of its budgeted expenses. Auxiliary Enterprises has spent 51% of their budgeted expense primarily due to the bookstore purchases of textbooks in advance of the spring term. Similarly, Scholarships are at 55% because scholarships are awarded by semester, rather than spread evenly over the academic year. Therefore, roughly half of the expenses are expected in fall. Grant Expenses is also higher, at 67%, because most of our grants are on a reimbursement basis. Year-to-date the college has net assets of \$6,050,021. The summary of checks issued for November 2011 was \$1,127,808.42. President Stephenson stated he was amazed at the progress the college is making and he pointed to a number of critical success factors. The November 2011 financial report was unanimously approved on a motion by Trustee Winston and a second by Trustee Tibbs.

**CONSIDERATION OF
COLLEGE FINANCIAL
REPORT**

PRESIDENT'S REPORT

ANNUAL REPORT

President Stephenson distributed the college's new annual report to the trustees and reported these would be mailed out this week to various community members and stakeholders through Missouri. The report is also available on the college's website. Dr. Stephenson reported the annual report covers the college's accomplishments and future plans such as serving students, boosting enrollment, generating support, reinforcing finances, developing area workforce, and building toward the future.

President Stephenson reported he met with all his presidential advisory committees. The meetings provided an update on the college, showcased college plans, and explored needs of communities the college serves. The meetings were held for Sikeston, Malden, Dexter, Butler County, Wayne County, Carter County, Willow Springs, Ripley County, and Kennett. Trustee Garrison stated the meeting in Clearwater went well and Paul D'Amico, Clearwater High School principal, wants to offer more college courses and services at their facility.

Campus Police Chief Scott Wiggs reported Three Rivers is the 3rd the safest college campus in Missouri according to ranking by StateUniversity.com. Contributing factors to the college's high ranking is proactive patrols, regulations enforced on campus, and everyone working together to reduce criminal activity. Campus police enforce city and state criminal codes and campus policy violations. There is an additional exterior safety phone for students to use.

Will Durden reported Dr. Stephenson and he recently traveled to Colorado Springs, Colorado, to meet with NJCAA officials. Mr. Durden and Dr. Stephenson gave a status update on the college and its progress report in response to the NJCAA sanction letter, explained strategic planning online, and toured the NJCAA national office. Dr. Stephenson stated he discussed the possibility of relieving the 3rd year of sanctions with Mary Ellen Leicht and she was open to the idea if the college continued to make the progress toward compliance and management.

Emily Parks reported the capital campaign is moving forward and is on schedule. The family campaign was introduced at the Employee Christmas Breakfast. Employees were asked to sign "Plan to Participate" cards. There was a positive response from employees. Trustee Winston challenged the board to participate in the capital campaign. Mrs. Parks stated the board will participate in the family campaign.

Mrs. Parks reported the college will hold its 3rd annual legislative brunch on December 16 at 9:30 a.m. All board members are invited to attend. There will be 30 total participants with 18 legislators attending.

PRESIDENT'S ADVISORY MEETINGS

3RD SAFEST COLLEGE CAMPUS IN MISSOURI

NJCAA MEETING

CAPITAL CAMPAIGN UPDATE

Mrs. Park reported *The Gift* and *The Promise* were currently on sales for \$15 each. Proceeds from sales will fund student scholarships. Sales from November 2011 to the date of board meeting are: *The Promise* 146 units sold with sales total of \$2,190; and *The Gift* 79 units sold with sales total of \$1,185. The combined sales are 225 units sold with sales total of \$3,375.

Jason Hosoney reported Winter 2011 enrollment for headcount is up 33% and credit hours are up 17%. Spring 2012 enrollment headcount is up 11% and credit hours are up 7.5%. These are comparative numbers to Winter 2010 and Spring 2011 at this same time.

Will Durden reported Three Rivers will play basketball at Black River Coliseum on January 7. It will be a full day of basketball for \$5. High school basketball games will begin at 11:30 a.m. Lady Raiders will play at 5 p.m. and Raiders play at 7 p.m. Mr. Durden stated the Booster Club is helping with donations and sponsorships.

Mr. Durden reported that Dena Douchant, cheerleading coach, relocated due to family reasons and Brad Piercy, Arkansas State cheer coach, has been hired to replace Mrs. Douchant. Softball and baseball are preparing for their spring seasons and are currently recruiting for next year. The basketball fall schedule is over and both teams have performed well. The men's basketball team will be playing Mesa, Arizona, at the Fiesta Bowl JUCO ShootOut beginning December 28.

President Stephenson reported Three Rivers employees and athletes volunteered to ring the bell for the Salvation Army. Next year the college will volunteer for two days of bell ringing.

The college participated in the City of Poplar Bluff's Lighted Christmas Parade. Rocky Raider, employees and students marched in the parade on December 2.

Dr. Wesley Payne reported Three Rivers competed at State Postsecondary Agriculture (PSA) Students contest. The students are Jordan Evans, Brittinee Spradling, Jessica West, Miriam Snider, Cindy Johnson, Alicia Strong, Emily Proffitt, and Ryan Hale. Employment Interview Winners were Ryan Hale, 3rd Agribusiness Sales; Brittinee Spradling, 2nd Fertilizer and Ag Chemicals; Jessica West, 1st Feed and Animal Health; and Miriam Snider, 2nd Feed and Animal Health. Career Planning Winners were Jessica West, 1st Non-Ruminant Animal Systems; Miriam Snider, 2nd Non-Ruminant Animal Systems; Brittinee Spradling, 1st Plant Systems; and Emily Proffitt, 3rd Retail Agribusiness Systems. Qualifying for Nationals in March were Jessica West, Miriam Snider, Emily Proffitt, and Brittinee Spradling.

WINTER 2011 & SPRING 2012 REGISTRATION UPDATE

ATHLETIC UPDATE

THREE RIVERS AT BLACK RIVER COLISEUM

COMMUNITY ACTIVITIES

POST SECONDARY AGRICULTURE (PSA) CONTEST

Dr. Payne also reported the Ag Expo will begin on January 20 (1 p.m. to 8 p.m.) and January 21 (9 a.m. to 3 p.m.). It will be at the Black River Coliseum and admission is free. The event is sponsored by Butler County University of Missouri Extension Council and the Three Rivers Ag Club.

AG EXPO

Dr. Wesley Payne announced the next Patrons of the Arts performances are *Puss in Boots*, underwritten by Southern Bank, on January 21 at 3 p.m. and 7 p.m. and *Othello* on February 21 at 7 p.m. Tickets for both performances are \$10 and will take place Tinnin Fine Arts Center.

PATRONS OF THE ARTS UPDATE

ITEMS FOR DISCUSSION, CONSIDERATION, & VOTE

Charlotte Eubank and Janine Heath opened the bid for Lot 40 in Tamaro Oaks. There was one bid by Moseley Plumbing for \$2,800. There were no bids for the Pear Tree Inn property. Trustee Winston made a motion to take the bid under advisement in executive session. The motion was seconded by Trustee Tibbs and given unanimous approval.

OPENING OF SEALED BID(S)

A motion was made by Trustee Winston to enter into executive session to discuss personnel, property and legal matters, permissible under guidelines of Missouri Rev. Statute Section 710.021.1 Legal – legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

MOTION TO ENTER INTO EXECUTIVE SESSION

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

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

President Stephenson and Charlotte Eubank presented budget adjustments for the board for approval. Trustee Winston made a motion to accept the budget adjustments as presented. The motion was seconded by Trustee Garrison. Five trustees were in favor of

CONSIDERATION AND APPROVAL OF BUDGET ADJUSTMENTS

the motion and Trustee Tibbs opposed.

Trustee Tibbs made a motion to reject the bid for Lot 40 in Tamaro Oaks subdivision and turn both properties (Tamaro Oaks and Pear Tree) to Dr. Stephenson. The board authorized Dr. Stephenson to put both properties on open market. The motion as seconded by Trustee Garrison and unanimously approved.

There being no further business, the board unanimously approved to adjourn the meeting at 3:05 p.m. on a motion by Trustee Davis and a second by Trustee Grassham.

**CONSIDERATION AND
APPROVAL OF BID
PROPOSAL(S)**

ADJOURNMENT



WILBUR THORNTON, CHAIRMAN

01/18/12

APPROVAL DATE



DARREN GARRISON, SECRETARY

1-18-12

APPROVAL DATE