

**A G E N D A**  
**REGULAR SESSION**  
**Wednesday, March 21, 2018**  
**12:00 p.m.**

- I. Invocation and Pledge of Allegiance**
- II. Agenda and Minutes**
  1. Consideration and Approval of Agenda
  2. Consideration and Approval of Minutes of the February Board Meeting
- III. Consideration of College Financial Report**
  1. Statement of Revenues, Expenses, and Changes in Net Assets
    - a) Monthly Financial Statements
    - b) Budget to Actual Financial Statements
    - c) HB 19 Update
  2. Cash in Bank
  3. Certificates of Deposit
  4. Checks Issued
  5. Bid Report
- IV. President's Report**
- V. Executive Session** (Permissible under guidelines of MO Rev. Statute Section 610.021.1 Legal – Legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; Section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.)
- VI. Items for Consideration, Discussion, and Vote**
  1. **Consideration, Discussion, and Vote for the updated Facilities Master Plan**
  2. **Consideration, Discussion, and Vote for GAP 1207 Depression and Suicide Prevention**
  3. **Consideration, Discussion, and Vote to Reschedule the April 2018 board meeting**

“Representatives of the news media may obtain copies of this Notice by contacting Janine Heath, Executive Assistant to the President, 573-840-9698.”

**VII. Consideration and Approval of all Personnel Actions and Associated Documents**

1. **Acceptance of Employment**
  1. **Jaime Bell – Part-time Tutor**
2. **Resignations**
  1. **Sandra Batten – Research Coordinator**
3. **Retirement**
  1. **Liz Deken – Professor, Industrial Technology**
  2. **Kelly McDaniel – Professor, Social Science**

**VIII. Appendix**

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

**IX. FY18 Board of Trustees Meeting Dates**

- **Wednesday, April 12, 2018 – DATE CHANGE**
- Wednesday, May 16, 2018
- Wednesday, June 20, 2018

**X. Adjournment**

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**BOARD OF TRUSTEES  
THREE RIVERS COLLEGE  
February 23, 2018**

The regular meeting of the Board of Trustees began at 12:00 p.m. at the Board Room in Tinnin Center on Friday, February 23, 2018.

**CALL TO ORDER**

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

**ATTENDANCE**

Trustee Darren Garrison delivered the invocation.

**INVOCATION**

Trustee Grassham made a motion to amend the agenda to move The Executive Session to before Approval of Minutes and to approve the agenda as amended. On a second by Trustee Garrison, the motion passed unanimously.

**APPROVAL OF BOARD  
MEETING AGENDA**

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

**EXECUTIVE SESSION**

Trustee Featherston made the motion to approve the January minutes. With a second by Trustee Garrison, the motion passed unanimously.

**APPROVAL OF JANUARY  
2018 MINUTES**

Dr. Payne reported the Budget to Actual revenues as of the end of January. As of the end of January, we have recognized 94% of our budgeted revenues. We have obligated 51% of our budgeted expenses at 58% into the fiscal year. Dr. Payne explained the increase to the cash account because of the TRET board transferring monies collected for the building construction to the college.

**FINANCIAL REPORT AND  
BID REPORT**

Included in the financial reports was an accounting of the HB19 Deferred Maintenance Appropriation. This

provides an update to the board as to where the college is on the various projects. Dr. Payne reported that we are on schedule with the approved projects on the Appropriation. In order to finish the targeted projects, there may be a request from administration to withdrawal funds from reserve to complete.

The bid report for Athletic Team Insurance was presented. Gallagher Student Health & Special Risk is the incumbent and they are offering a hard savings, based on a zero deductible, it is the administration recommendation that the College accept the Basic Sports Accident policy bid from Gallagher and the Student Health & Special Risk through National Guardian Life along with the proposed Catastrophic Sports Accident policy through Mutual of Omaha.

Trustee Richardson made the motion with a second by Trustee Grassham to accept the financial report and approve the bid recommendation. The motion passed unanimously.

Dr. Payne will present the President’s Report at the March meeting.

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

There being no further business, Trustee Garrison made the motion to adjourn at 2:25pm and with a second by Trustee Grassham, the motion passed.

**PRESIDENT’S REPORT**

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

**ADJOURNMENT**

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CHAIRMAN

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APPROVAL DATE

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SECRETARY

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APPROVAL DATE

FINANCIAL STATEMENTS WILL BE AVAILABLE AT THE MARCH MEETING

**THREE RIVERS COLLEGE  
CASH IN BANKS**

March 1, 2018

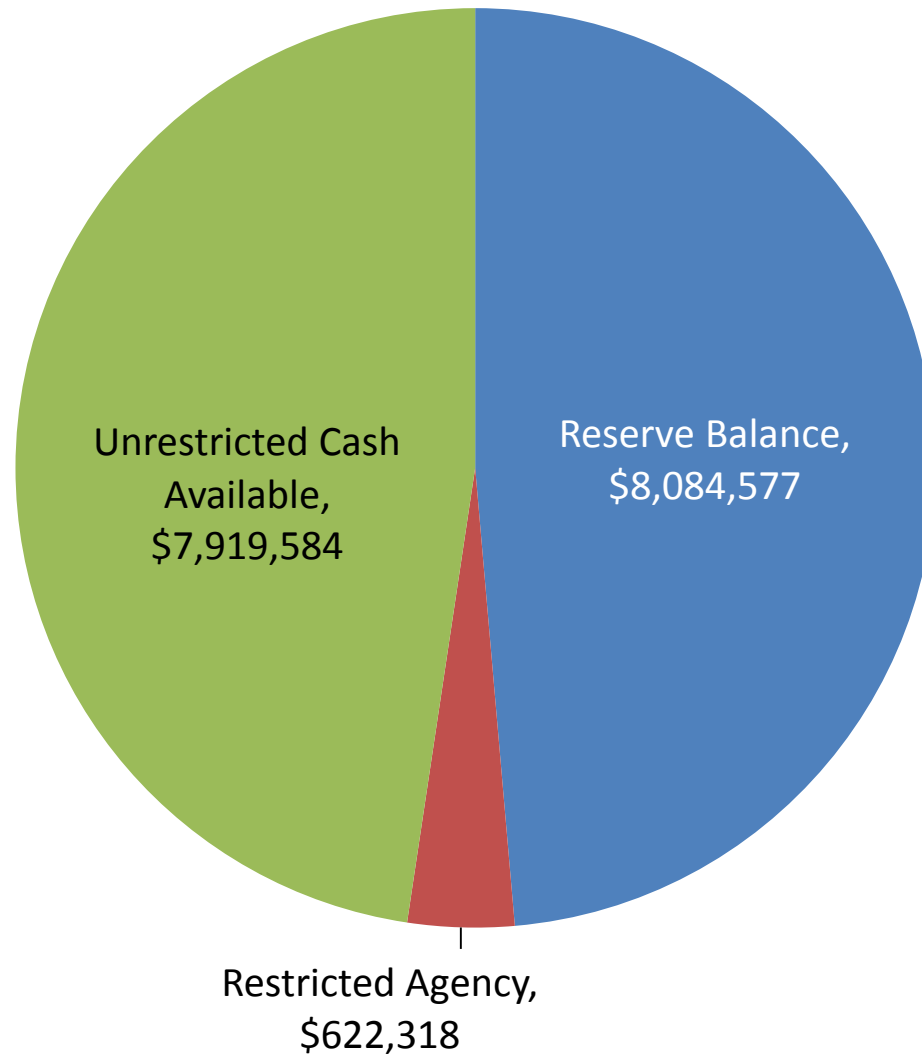
	<u>02/02/18</u>	<u>03/01/18</u>
<b>CURRENT FUND</b>		
<i>Cash Funds</i>		
Bookstore	2,000.00	2,000.00
Petty Cash	200.00	200.00
Vending Machines	224.55	224.55
Business Office	2,088.00	3,888.00
<i>Total Cash Funds</i>	4,512.55	6,312.55
<i>General Accounts</i>		
Southern Bank - General Funds	5,545,227.53	7,586,870.77
Southern Bank - Credit Cards	210,281.64	119,630.68
<i>Total General Accounts</i>	5,755,509.17	7,706,501.45
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	14,827.07	14,954.42
Federal Clearing Account	-	-
Flexible Spending Account	12,562.87	12,591.43
<i>Total Restricted Accounts</i>	27,389.94	27,545.85
<b>TOTAL CURRENT FUND</b>	5,787,411.66	7,740,359.85
 <b>HOUSING FUND</b>		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	69,455.01	179,224.06
<i>Total General Accounts</i>	69,455.01	179,224.06
<b>TOTAL HOUSING FUND</b>	69,455.01	179,224.06

**THREE RIVERS COLLEGE  
CASH IN BANKS**

March 1, 2018

	<u>02/02/18</u>	<u>03/01/18</u>
<b>PLANT FUND</b>		
<i>Bank Accounts</i>		
Plant Fund - Southern Bank	6,533,238.87	6,540,760.41
<i>Total Bank Accounts</i>	6,533,238.87	6,540,760.41
<i>Certificates of Deposit</i>		
Bank of Grandin #16126	140,226.47	141,110.09
Bank of Grandin #16103	103,554.43	103,554.43
Bank of Grandin #17002	1,290,758.09	1,299,151.91
<i>Total Certificates of Deposit</i>	1,534,538.99	1,543,816.43
<b>TOTAL PLANT FUND</b>	<b>8,067,777.86</b>	<b>8,084,576.84</b>
<b>AGENCY FUND</b>		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	197,053.85	186,000.02
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	436,318.08	436,318.08
<b>TOTAL AGENCY FUND</b>	<b>633,371.93</b>	<b>622,318.10</b>

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT  
\$16,626,479 AS OF 03/01/18**





THREE RIVERS COLLEGE  
CERTIFICATES OF DEPOSIT

**CERTIFICATES OF DEPOSIT AS OF February 28, 2018**

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
17002	Bank of Grandin	1.29	08/14/18	12 mths	1,299,151.91	Contingency
16103	Bank of Grandin	1.50	10/08/18	12 mths	103,554.43	Contingency
16126	Bank of Grandin	1.85	02/22/19	12 mths	141,110.09	Contingency
Total Plant Fund CD's					\$ 1,543,816.43	

**SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF February 28, 2018**

21025365	US Bank of Poplar Bluff	1.00	03/05/90	03/05/18	5,000.00	Mack Whiteley
2136801	First Midwest Bank of P.B.	0.65	03/05/97	03/05/18	5,000.00	Thelma Jackson
5017843040	Commerce Bank	0.30	05/01/97	03/07/18	2,900.00	Miles Hays
2017004363	Commerce Bank	0.30	03/30/88	03/30/18	10,000.00	Myrtle Corbett
63760695	US Bank of Poplar Bluff	1.73	04/04/85	04/05/18	1,001.63	Lonnie Davis
423137249	Regions Bank	0.01	05/12/88	04/07/18	2,833.00	Combined Sch
423137256	Regions Bank	0.01	05/12/88	04/07/18	1,024.34	Fred Morrow
2018004893	Commerce Bank	1.64	04/10/88	04/10/18	3,000.00	Myra C. Hays
20205	First Missouri State Bank	0.75	04/21/10	04/21/18	20,403.81	ICHE Scholarship
3568676067	US Bank of Poplar Bluff	0.25	05/01/01	05/01/18	11,026.79	Wm. D. Becker
21033372	US Bank of Poplar Bluff	0.25	05/01/96	05/01/18	1,000.00	Kim Mosley
9525	First Missouri State Bank	1.25	05/06/93	05/06/18	2,000.00	Carl Wiseman
25103	First Midwest Bank of P.B.	0.75	05/14/99	05/14/18	5,000.00	Thelma Jackson
2016007496	Commerce Bank	0.45	05/14/90	05/14/18	3,835.00	Bill Vinson
21031218	US Bank of Poplar Bluff	0.25	05/15/94	05/15/18	2,192.00	Greg Starnes
2038701	First Midwest Bank of P.B.	1.00	05/16/96	05/16/18	5,000.00	Thelma Jackson
21028105	US Bank of Poplar Bluff	0.25	05/22/91	05/22/18	29,782.32	Myrtle Rutland
21028106	US Bank of Poplar Bluff	0.25	05/22/91	05/22/18	20,000.00	Myrtle Rutland
7236	First Missouri State Bank	0.75	05/26/89	05/26/18	16,350.00	Jackie Watson
110260320	Southern Bank	0.85	06/02/86	06/02/18	1,000.00	Hulen Spencer
2016012267	Commerce Bank	0.25	06/04/92	06/04/18	2,350.00	Bill Vinson
5016848212	Commerce Bank	0.25	06/23/98	06/23/18	7,843.17	Louise Spradling
451028956	US Bank of Poplar Bluff	0.25	07/02/99	07/02/18	5,234.00	Wm. D. Becker
21030291	US Bank of Poplar Bluff	0.25	07/07/93	07/07/18	1,405.00	Joshua Bowman
2019003547	Commerce Bank	1.69	07/08/90	07/08/18	4,000.00	P.C. Hays, Jr.
2170801	First Midwest Bank of P.B.	1.65	07/11/97	07/30/18	10,925.00	Mabel Swindel
21024477	US Bank of Poplar Bluff	0.25	08/22/89	08/22/18	10,000.00	Myrtle Rutland
8036	First Missouri State Bank	0.75	08/23/90	08/23/18	4,000.00	Jackie Watson
1721901	First Midwest Bank of P.B.	0.65	08/25/92	08/25/18	3,000.00	Odd Fellows
110270576	Southern Bank	0.85	08/27/85	08/27/18	5,000.00	Belle Hinrichs
14776	First Missouri State Bank	0.75	08/28/02	08/28/18	5,000.00	Helvey-Miller
218101	First Midwest Bank of P.B.	0.75	09/22/98	09/22/18	5,000.00	Jerome Burford
24325	First Midwest Bank of P.B.	0.65	10/15/99	10/15/18	10,324.77	Norman Gamblin
2197201	First Midwest Bank of P.B.	0.65	10/31/97	10/31/18	1,065.00	Gertrude Cox
23353	First Midwest Bank of P.B.	0.85	11/06/00	11/06/18	4,000.00	Coll. Achievement
2012008906	Commerce Bank	0.70	05/11/81	11/11/18	4,526.11	P.C. Hays, Sr.
451037941	US Bank of Poplar Bluff	0.40	11/16/98	11/16/18	17,800.00	Wm. D. Becker
451038829	US Bank of Poplar Bluff	0.40	11/17/99	11/17/18	15,469.82	Wm. D. Becker
21028354	US Bank of Poplar Bluff	0.40	12/03/91	12/03/18	2,310.00	C.T. McDaniel
10369	First Missouri State Bank	0.75	12/05/95	12/05/18	5,000.00	Helvey-Miller

THREE RIVERS COLLEGE  
CERTIFICATES OF DEPOSIT

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
451038849	US Bank of Poplar Bluff	0.40	12/08/99	12/08/18	1,110.00	C.T. McDaniel
451034787	US Bank of Poplar Bluff	0.50	06/09/97	12/09/18	1,000.00	Wm. D. Becker
423137173	Regions Bank	0.15	12/09/85	12/09/18	5,000.00	Mary Hinrichs
2016012160	Commerce Bank	0.25	12/11/91	12/11/18	7,700.00	Bill Vinson
11129	First Missouri State Bank	0.75	12/12/96	12/12/18	6,131.36	Kim Mosley
43712	First Midwest Bank of P.B.	0.85	04/27/09	12/14/18	67,447.79	Holder-Rowland
5016847453	Commerce Bank	0.25	12/22/97	12/22/18	10,000.00	Harold Prim
110239662	Southern Bank	1.00	01/05/91	01/05/19	1,412.53	Bulow Mem.
2213401	First Midwest Bank of P.B.	0.85	01/08/98	01/08/19	10,000.00	Jerome Burford
21031513	US Bank of Poplar Bluff	0.25	01/19/95	01/19/19	12,868.64	Kim Mosley
352394707389	US Bank of Poplar Bluff	0.25	08/19/88	02/18/19	2,061.55	James Warren
63761112	US Bank of Poplar Bluff	0.25	02/23/89	02/22/19	2,500.00	A. Garner
2224601	First Midwest Bank of P.B.	1.05	02/25/98	02/25/19	1,658.87	Missy Braden
3568803469	US Bank of Poplar Bluff	0.25	09/26/00	02/26/19	9,674.10	Wm. D. Becker
63760768	US Bank of Poplar Bluff	1.24	03/06/89	03/05/19	6,468.04	Butler Co Co-op
110274305	Southern Bank	0.90	05/30/86	05/30/19	5,200.00	Mabel Swindel
63760632	US Bank of Poplar Bluff	1.54	07/02/89	07/01/19	1,226.80	A. Garner
1014001	First Midwest Bank of P.B.	1.00	11/06/89	11/06/19	5,000.00	Charlotte Stone
423135367	Regions Bank	0.10	11/18/04	11/18/19	1,106.64	Betty Waldrop
423135383	Regions Bank	1.49	12/04/04	12/04/19	1,650.00	R. Couperus
2017004259	Commerce Bank	0.30	12/09/89	12/09/19	1,000.00	P.I. Church
423137157	Regions Bank	1.24	01/14/85	01/14/20	2,500.00	Dr. Miller
2012008112	Commerce Bank	0.30	08/11/92	02/11/20	1,000.00	Myra C. Hays

Total Agency Fund CD's

\$ 436,318.08

Three Rivers College  
CD Report  
As of February 28, 2018

<b>Investment CDs</b>
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**Bank Account Interest Rate**

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	1.50%

**CDs Maturing**

Bank	Certificate Number	Maturity Date	Amount
Bank of Grandin	16126	2/22/2018	141,110.09

**Responses**

Bank	Sterling Bank	1st Midwest	The Bank of Missouri	First Missouri State Bank	Bank of Grandin	Southern Bank	Commerce Bank
<b>Contact</b>	Erin Moody	Twilla Lansford	Megan Leist	Kacey Bess	Rodney Moore	Dan Sanderson	Margaret Mack
<b>Comment</b>							
<b>Amount</b>							
<b>3 months</b>			0.21%				1.35%
<b>6 months</b>			0.31%			1.50%	1.54%
<b>9 months</b>							1.61%
<b>10 months</b>			1.30%				
<b>1 year</b>	1.50%	1.50%	0.51%	1.78%	1.85%	1.75%	1.68%
<b>18 months</b>			1.30%				
<b>2 year</b>			1.30%				

**CDs Transferred**

\$141,110.09 allowed to renew at Bank of Grandin @1.85%.

<b>Endowment CDs Transferred to Endowment Trust</b>
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**CDs Maturing**

Bank	Certificate Number	Endowment	Maturity Date	Amount
<b>Total</b>				-

**THREE RIVERS COMMUNITY COLLEGE**  
**Summary of Checks Issued**  
**Month of February 2018**

Current Fund:	General Fund - Southern Bank	\$ 1,259,597.02
	Electronic Student Refunds - Higher One	<u>1,166,215.11</u>
	Total Current Fund	2,425,812.13
Housing Fund:	Rivers Ridge - Southern Bank	12,860.95
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>16,114.72</u>
	Grand Total	<u><u>\$ 2,454,787.80</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Financial Service Office. Approved by the Board of Trustees, this 21st day of March 2018.

\_\_\_\_\_ Chairman, Board of Trustees

\_\_\_\_\_ Secretary, Board of Trustees

**THREE RIVERS COLLEGE  
 BID REPORT  
 AS OF MARCH 12, 2018**

**Side by Side**

Status: Closed  
 Open Date: 2/22/2018  
 Close Date: 3/2/2018

Funding Source: Enhancement Grant

Bids Submitted:	Cypress Creek Motorsports	Poplar Bluff, MO
	Bluff Power Sports	Poplar Bluff, MO
	Mega Motorsports	West Plains, MO

Bid Awarded: Cypress Creek Motorsports Poplar Bluff, MO \$11,000.00

## **March 2018 President's Report**

- Construction Update
  - Libla Family Sports Complex
- Planning Retreat – January 26
- Enrollment Management Plan
- Confluence Awards 2017
- Three Rivers Week – February 5 – 7
- Jazz Festival – Feb 8 -10
- High School Band Festival – March 20
- TRC Southeast Missouri Regional Spelling Bee
- Poplar Bluff Trivia Night – March 1
- Murder Mystery Dinner – March 3
- Center Stage – The Strange Case of Dr. Jekyll and Mr. Hyde – March 9 – 11
  
- Upcoming Events
  - It is What It Was Art Exhibit by Deidre Argyle
    - Exhibit – March 2 – 28
    - Artist Lecture – March 28
  - MSHSAA Solo & Small Ensemble Festival – March 24
  - POTA – Ole' Music and Dance of Spain – March 29
  - MSHSAA Large Ensemble Choir and Band Festival – April 7
  - Day at the Ball Park – April 8
  
- We are all in this together
  - Jack Armor – 5 years
  - Gina Cagle – 15 years
  - Tracy King – 15 years

We have received the awards from the American Scholastic Press Association for Confluence 2017.  
Our creative writing journal received the following:

1. First Place with Merit.

Every school could receive this award if their journal meets the standards.

We are one of 10 schools (in our size category) that earned this level.

We are consistently ranked in this category.

2. Outstanding Theme

We are one of 7 schools (of any size) that earned this award.

The theme was "writing is in the details" and was visually represented by celebrating the 150th birthday of Laura Ingalls Wilder.

She is a Missouri author who wrote the Little House on the Prairie series in Mansfield, Missouri not far from our community.

3. Outstanding Use of Graphics

We are the only publication in this category.

Layout was designed by Lauralee Schrieber at Insta Print. Her team worked very closely with the College and went through several variations.

This is our first time to receive this award.

Thank you for the continued support of this student publication.

Gregory Snell

Assistant Professor Department of English

**A G E N D A**  
**Executive Session**  
**Wednesday, March 21, 2018**

**I. Executive Session**

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

**II. Adjournment**



**V1. Consideration and approval of the Updated Facilities Master Plan**

**BACKGROUND INFORMATION--HISTORY**

The 2013 Facilities Master Plan has been updated to include all capital improvements at the campus.

**POSSIBLE ALTERNATIVES**

None

**FINANCIAL IMPLICATIONS**

None

**ADMINISTRATIVE RECOMMENDATIONS**

Administration recommends approval of the update to the Facilities Master Plan.

**V1. Consideration and approval of College Policy GAP 1207 Depression and Suicide Prevention**

**BACKGROUND INFORMATION--HISTORY**

Initial approval of the policy.

**POSSIBLE ALTERNATIVES**

None

**FINANCIAL IMPLICATIONS**

None

**ADMINISTRATIVE RECOMMENDATIONS**

Administration recommends the board approve the policy

**THREE RIVERS COLLEGE  
GENERAL ADMINISTRATION POLICY**

Section: 1000 General Administration	
Sub Section: 1200 Equal Opportunity	
Title: GAP 1207 Depression and Suicide Prevention	Page 1 of 2
Associated Regulation:	
References: Senate Bill NO. 52 of the 99th General Assembly	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer; Director of Human Resources	
Initial Approval: 03-21-2018	Last Revision:

It is the policy of Three Rivers College to provide a safe learning and working environment. The College has established procedures to ensure all students, faculty and staff are advised on depression and suicide prevention. The College has anonymous methods for reporting unsafe, potentially harmful, dangerous, violent, criminal activities, or the threat of such activities in accordance with Senate Bill NO. 52 of the 99th General Assembly of the State of Missouri.

Through the Office of Human Resources and the Office of Student Services Office, the College has procedures in place for identifying and addressing the needs of students, faculty and staff exhibiting signs of depression and suicidal tendencies. Incoming students are required to attend an orientation course that includes information on depression and the prevention of suicide. Similar information is made available through the new employee orientation. For more information visit the college website, the Office of Human Resources or the Office of Student Services.

**THREE RIVERS COLLEGE  
GENERAL ADMINISTRATION POLICY**

Section: 1000 General Administration	
Sub Section: 1200 Equal Opportunity	
Title: GAP 1207 Depression and Suicide Prevention	Page 2 of 2
Associated Regulation:	
References: Senate Bill NO. 52 of the 99th General Assembly	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer; Director of Human Resources	
Initial Approval: 03-21-2018	Last Revision:

**DOCUMENT HISTORY:**

**03-21-2018**            Initial approval of policy GAP 1207 Depression and Suicide Prevention.

**V1. Consideration and approval of Changing the date of the April 2018 Meeting**

**BACKGROUND INFORMATION--HISTORY**

Due to schedule conflicts the April board meeting needs to be rescheduled from April 11, 2018 to April 12, 2018.

**POSSIBLE ALTERNATIVES**

None

**FINANCIAL IMPLICATIONS**

None

**ADMINISTRATIVE RECOMMENDATIONS**

Administration recommends approving the rescheduling of the date.

Consideration of Personnel Action  
Employment of Personnel  
Part-time Tutor

**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer

\_\_\_\_\_ Professional Staff

\_\_\_\_\_ Faculty

X  Support Staff - Part-time position replacement for FT transfer Clanahan

\_\_\_\_\_ Federal Program: \_\_\_\_\_

\_\_\_\_\_ Special Program \_\_\_\_\_

NAME:  Jaime Bell

POSITION TITLE:  Part-time Tutor

SALARY:  \$8.50 per hour

FULL-TIME \_\_\_\_\_ PART-TIME:  X

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months  X

Other: \_\_\_\_\_

STARTING DATE:  February 19, 2018

QUALIFICATIONS:

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

EXPERIENCE \_\_\_\_\_

08/2017 – 12/2017 Three Rivers College PT Tutor  
Poplar Bluff, MO

07/2010 – 03/2011 Productive Staffing/Copper Top Housekeeping  
Poplar Bluff, MO

(03/21/2018)

## **CONSIDERATION OF PERSONNEL ACTION**

Acceptance of Resignation  
Research Coordinator

## **BACKGROUND INFORMATION** **HISTORY**

Ms. Sandra Batten has been employed with the college since October 2008, and in her current position as a Research Coordinator since August 2015. She has submitted her resignation, effective March 6, 2018.

## **FINANCIAL IMPLICATIONS**

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

## **ADMINISTRATIVE RECOMMENDATION**

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

(03/21/2018)

02/20/2018

To whom it may concern:

Please accept this notification as my two week resignation.

A handwritten signature in cursive script that reads "Sandra Batten". The signature is written in black ink and is positioned above the printed name.

Sandra Batten



## **CONSIDERATION OF PERSONNEL ACTION**

Acceptance of Request for Retirement  
Professor, Industrial Technology

## **BACKGROUND INFORMATION** **HISTORY**

Elizabeth Deken has been employed as an Instructor in Industrial Technology since January 1998, where she continues to serve as a Professor. She has submitted her request for retirement, effective July 1, 2018.

## **FINANCIAL IMPLICATIONS**

This is a nine-month, institutionally funded faculty position.

## **ADMINISTRATIVE RECOMMENDATION**

Accept Mrs. Deken's request for retirement and proceed with review of the position and the appropriate replacement process.

(03/21/2018)

# Three Rivers College

THE COMMUNITY COLLEGE OF SOUTHEAST MISSOURI

2080 THREE RIVERS BLVD | POPLAR BLUFF, MO 63901 | 877-879-8722 | TRCC.EDU

February 16, 2018

Dr. Wesley Payne  
President  
Three Rivers College

Dr. Payne:

With this letter I am notifying you of my intent to retire effective July 1, 2018 as a full-time employee of Three Rivers College. It is with mixed emotions that I take this step in my career. However, with changes in my family life it is important for me to have some flexibility in my commitments.

I have enjoyed my time working at the college and still have a passion for career education and teaching. I feel fortunate that I have had the opportunity to work with so many students and area businesses in the time that I have been a part of the Three Rivers College faculty and hope that I have made a positive impact on those I have served.

Sincerely,

Elizabeth Deken

## **CONSIDERATION OF PERSONNEL ACTION**

Acceptance of Request for Retirement  
Professor, Social Science

## **BACKGROUND INFORMATION** **HISTORY**

Kelly McDaniel has been employed as an Instructor in Social Science since August 1993 where he continues to serve as a Professor. He has submitted his request for retirement, effective July 1, 2018.

## **FINANCIAL IMPLICATIONS**

This is a nine-month, institutionally funded faculty position.

## **ADMINISTRATIVE RECOMMENDATION**

Accept Mr. McDaniel's request for retirement and proceed with review of the position and the appropriate replacement process.

(03/21/2018)

## Kristina McDaniel

---

**From:** Wesley Payne  
**Sent:** Tuesday, March 6, 2018 12:27 PM  
**To:** Kristina McDaniel; Edie J. Dilbeck; Janine Heath; Justin O. Hoggard  
**Subject:** Fwd: Notice of retirement

Wesley A. Payne, Ph.D.  
President  
Three Rivers College  
[wpayne@trcc.edu](mailto:wpayne@trcc.edu)  
Phone: [573-840-9698](tel:573-840-9698)  
Fax: [573-840-9657](tel:573-840-9657)  
[trcc.edu](http://trcc.edu)

Begin forwarded message:

**From:** Kelly McDaniel <[kmcdaniel@trcc.edu](mailto:kmcdaniel@trcc.edu)>  
**Date:** March 6, 2018 at 12:10:11 PM CST  
**To:** Wesley Payne <[wpayne@trcc.edu](mailto:wpayne@trcc.edu)>  
**Subject:** Notice of retirement

Dr. Payne,

While it has been my pleasure to serve this institution for the past 20+ years, I have decided that I am ready to retire effective July 01, 2018. I will coordinate with the history department to teach courses online in the future, if I am needed and time permits. I appreciate your effective leadership of this college and wish you and everyone else here all the best.

Sincerely,

Kelly McDaniel

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This email and any attachments hereto are intended only for use by the addressee(s) named herein and may contain legally privileged and/or confidential information. If you are not the intended recipient of this email, you are hereby notified that any dissemination, distribution or copying of this email and/or any attachments hereto is strictly prohibited. If you have received this email in error, please immediately notify the sender by telephone and email and permanently delete the original and any copy or printout thereof and any attachments thereto. Your compliance is appreciated.

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# UPCOMING EVENTS

**MSHSAA Solo & Small Ensemble Festival**, All Day March 24, Tinnin Center. Soloists and Small Ensembles from area high schools perform for ratings from the Missouri State High School Activities Association. Free.

**Ole' Music & Dance of Spain**, 7 pm March 29, Tinnin Center. Kansas City troupe performs an evening of flamenco dance styles, including fandango, tango, and alegrias. Tickets \$15; available online at [trcc.edu/tinnin](http://trcc.edu/tinnin) and, two weeks prior to the show, at the TRC Student Accounts Office and at the Poplar Bluff Chamber of Commerce.

**Enchanted Birdhouses**, April 6-19, Tinnin Gallery. Reception and final auction: 5:30-7 p.m. April 19, Tinnin Gallery. This group show and sale of birdhouses from artists of all ages is a fundraiser for the Three Rivers Trail Project. Free.

**Diedre Argyle: It Is What It Was**, March 2-28, Tinnin Center Art Gallery. Artist Lecture on March 28 at 12 pm in PLST108, Robert W. Plaster Free Enterprise Center.

**MSHSAA Large Ensemble Choir & Band Music Festival**, All Day April 7, Tinnin Center. Large Vocal and Instrumental Ensembles from area high schools perform for ratings from the Missouri State High School Activities Association. Free.

**Three Rivers Day at the Ballpark**, 1:15 pm April 8, Busch Stadium. Support Three Rivers and cheer on the Cardinals as they play the Arizona Diamondbacks. Tickets are \$25 for TRC employees and \$30 for the public and include a 200-level seat and a voucher for a hot dog/soda. Purchase tickets at Poplar Bluff Realty or from Edie Dilbeck in Room 212 of the Westover Administration Building on campus. You may also contact Michelle Reynolds at [michellereynolds@trcc.edu](mailto:michellereynolds@trcc.edu) or call 573-840-9077.

For the most current information on upcoming events, view the College Calendar at [www.trcc.edu](http://www.trcc.edu).

## RAIDERS ATHLETICS

### Men's Baseball @ Pattillo Field

Raiders vs. Crowder, 1 & 3:30 pm, Apr. 7.  
Raiders vs. Crowder, 12 & 3:30 pm, Apr. 8.  
Raiders vs. Williams Baptist, 2 & 4 pm, Apr. 11.  
Raiders vs. MCC Maple Woods, 1 & 3:30 pm, Apr 14.  
Raiders vs. MCC Maple Woods, 12 & 2:30 pm, Apr. 15.  
Raiders vs. St. Louis CC, 1 & 3:30 pm, Apr. 19.

### Women's Softball @ Rains Field

Lady Raiders vs. Lyon College, 2 & 4 pm, Mar. 22.  
Lady Raiders vs. Crowder College, 2 & 4 pm, Mar. 24.  
Lady Raiders vs. MCC Maple Woods, 12 & 2 pm, Mar. 25.  
Lady Raiders vs. East Central, 2 & 4 pm, Apr. 5.  
Lady Raiders vs. Jefferson College, 2 & 4 pm, Apr. 12.  
Lady Raiders vs. Mineral Area College, 2 & 4 pm, Apr. 19.

For the most current information on Raiders athletics, visit [raidersathletics.com](http://raidersathletics.com).

## FROM THE THREE RIVERS COLLEGE COMMUNICATIONS DEPARTMENT

### Center Stage to perform “The Strange Case of Dr. Jekyll and Mr. Hyde” March 9-11

Center Stage will perform the psychological thriller “The Strange Case of Dr. Jekyll and Mr. Hyde” at 7 p.m. March 9-10 and 2 p.m. March 11 at the Tinnin Fine Arts Center. Tickets are \$10, \$5 with TRC ID, and are available at the Poplar Bluff Chamber and the Three Rivers Student Accounts office. Tickets also will be sold at the door.

“The Strange Case of Dr. Jekyll and Mr. Hyde” is Noah Smith’s adaptation of the Robert Louis Stevenson classic. It is the story of Dr. Henry Jekyll, a brilliant scientist who is frustrated by dull “respectable” life in 1888 Victorian London. He creates a formula to unleash his inner bestial nature, transforming him into the brutish but oddly compassionate Edward Hyde. Hyde lives the high life, while Jekyll's middle-aged normalcy continues -- until Hyde's passions begin to turn up a body count.

Guest director for this Center Stage production is Subrina J. Berger, who has been involved in the entertainment scene in Poplar Bluff a number of years. Berger said she developed her love for theater at Poplar Bluff High School in the 1980s. She attended Southeast Missouri State University on a theater scholarship. Her entertainment resume includes performing with the Spokane Civic Theater, being director of entertainment aboard the Queen of the West - American Steamboat, being cruise director for Holland America Cruise Lines, being an on-air personality for River Radio, and managing the box office and events for the Black River Coliseum.

Over the past decade, Berger married, adopted a son, and became the director of the Kiwanis Haunted House fundraiser. She and her husband, Chris, host the Screen Team, a movie review show that airs on KWOC every Saturday night.

“My favorite genre is horror,” Berger said. “I chose ‘The Strange Case of Dr. Jekyll and Mr. Hyde’ to bring a dark, serious contrast to the musical and comedy productions this season.”

Berger said the cast is great, and she loves working with Tinnin Center Director Robert Abney and the talented technical crew. “Our goal is to deliver a nightmarish production that haunts the audience by revealing the thin line between humanity and insanity,” she said.

For information about this and other upcoming events at the Tinnin Fine Arts Center, visit [trcc.edu/tinnin](http://trcc.edu/tinnin) and follow us at [facebook.com/TinninCenter/](https://facebook.com/TinninCenter/).



March 2, 2018

# Daily American Republic

Serving The Region Since 1869

POPLAR BLUFF, MISSOURI

50c

## TRC Day at the Ballpark is April 8

By **CHELSAE CORDIA**  
Staff Writer

Aiming to beat the heat, the Third Annual Three Rivers College Day at the Ballpark will be held in the spring instead of during the dog days of summer as it was in prior years.

Set for 1:15 p.m. on April 8 at Busch Stadium when the St. Louis Cardinals play the Arizona Diamondbacks, the event takes place two days after

the Cardinals 2018 home opener. Tickets are \$30 each and include a 200-level seat and voucher for a free hotdog and drink.

Three Rivers College (TRC) Director of Development Michelle Reynolds said tickets are available in unlimited quantities and that she is excited to partner with the Cardinals again to offer this experience to the community.

See TRC/A2

## TRC

FROM PAGE A1

"The last two years, we've had our day at the ballpark in July and it's always so hot we thought we would move it to spring for cooler weather," said Reynolds, who added that since tickets went on sale last week, the college has seen a positive response.

Reynolds said it is a goal for TRC to keep the family-friendly event affordable. She said the hotdog and drink voucher, which is in-

cluded with the purchase of a ticket, holds a \$15 value. Another change this year, Reynolds said, is that the college will not provide bus transportation as it did in the past.

Cardinals promotional giveaways at Busch Stadium on April 8 include a lightweight, quarter zip performance pullover for the first 30,000 fans aged 16 and over, a kids ticket voucher for ticket holders aged 15 and younger for select Cardinals regular-season home games during

the 2018 season, and free ice cream and games two hours before the first pitch.

Reynolds said all funds raised through ticket sales will be credited to the TRC Endowment Trust Annual Fund, which is used to benefit students attending TRC.

Tickets can be purchased at Poplar Bluff Realty, located at 1800 N. Westwood Blvd., from Edie Dillbeck in TRC's Westover Building at 573-840-9688, or from Reynolds at 573-840-9077.

February 25, 2018

# Daily American Republic

Serving The Region Since 1869

POPLAR BLUFF, MISSOURI

50c

## TRC board looks at budget

By CHELSAE CORDIA  
Staff Writer

After a lengthy executive session discussion, the Three Rivers College Board of Trustees focused on financials during its regular monthly meeting on Friday.

According to TRC President Dr. Wesley Payne, as of Jan. 31, or 58 percent through the 2017-18 fiscal year, revenues continue to track behind last year's numbers. However, he added, expenses correspond and are also reduced.

Payne said in looking at the actual budget, the category of tuition and fees has been adjusted to account for students who did not show up at the beginning of

See TRC/A6

## TRC

FROM PAGE A1

the semester, but has not yet been adjusted to account for bad debt.

To date, and without adjusting for unpaid student debt, TRC has accounted for 97 percent of its revenues in tuition and fees at \$10,752,308 and still looks to earn \$329,710 prior to the end of the fiscal year. Combined, the numbers help the college meet its budgeted figure of \$11,082,018.

"Next month, we should get a very clear picture of what we need in tuition and fees to meet that category," Payne said.

All other categories are "well in line" with where they are supposed to be, Payne added.



**FOR IMMEDIATE RELEASE:**

Friday, March 09, 2018

**TRC-Dexter students receive scholarships funded by Trivia Night**

Three students enrolled at Three Rivers College - Dexter were awarded scholarships for the Spring semester.

The funds for the scholarships were raised at the Trivia Night held in October. The event was co-sponsored by the Dexter Chamber of Commerce and Three Rivers Endowment Trust. Several local businesses and individuals also participated in the event.

Receiving scholarships were Jessica Watson of Bloomfield, majoring in Early Childhood Education and Elementary Education; Kendell Buchanan of Malden, a Biology major; and Cody King of Dexter, majoring in Business Administration.

Three Rivers College - Dexter is located at 515A W. Market Street. For more information about courses and this location, call 573-614-1081.

The Three Rivers Endowment Trust is the 501(c)(3) fundraising partner for Three Rivers College. For more information regarding scholarships or other investments to benefit Three Rivers students, call 573-840-9077 or email [endowment@trcc.edu](mailto:endowment@trcc.edu).

Three Rivers College is committed to contributing to the quality of life in Southeast Missouri with quality, affordable higher education opportunities and community services that support and encourage the economic, civic, and cultural vitality of the region. For more information about college and workforce programs and upcoming events, visit [trcc.edu](http://trcc.edu).

###



**CAPTION FOR PHOTO ATTACHED TO EMAIL**

Proceeds from a recent Trivia Night funded scholarships for three Three Rivers College – Dexter students. Pictured at the scholarship presentation are Joe Kenley (from left), Director of Three Rivers College – Dexter; Michelle Reynolds, TRC Director of Development; recipient Jessica Watson of Bloomfield; recipient Kendell Buchanan of Malden; recipient Cody King of Dexter; Mark Stidham, a Three Rivers Endowment Trust board member; and Alisha Trammell, president of the Dexter Chamber of Commerce.

**FROM THE THREE RIVERS COMMUNICATIONS DEPARTMENT**



Shirley Hollida (center) holds the plaque Three Rivers College presented to her and her family to honor her husband, the late Bill Hollida. Bill Hollida was recognized during the college's Raider Reunion alumni event for his many years of support of Three Rivers College, including 18 years representing Wayne County on the TRC Board of Trustees. Also in the photo are TRC President Dr. Wesley Payne (far left), TRC Trustees Randy Grassham (second from left) and Eric Schalk (far right) and members of the Hollida family.

###

KFVS: PB Campus shut down during PBPD search



### **Poplar Bluff PD searching for suspected shoplifter**

POPLAR BLUFF, MO (KFVS) -

The area around Shelby Road in Poplar Bluff, Missouri was on lockdown following an incident involving a suspected shoplifter at a business in the area.

Police say they are actively searching for 29-year-old Andrew Millican in the wooded area near the Poplar Bluff kindergarten center.

Millican is wanted in connection to a shoplifting investigation and has two active felony warrants for his arrest.

According to police, Millican is believed to be armed with a stolen handgun.

Residents are urged to avoid the area so as to not impede the search.

Area schools were placed on lockdown as a precaution only.

According to officials, the lockdown at Three Rivers College has been lifted.

The kindergarten, as well as daycares in the Shelby Road-area, were also on lockdown

Three Rivers President Wesley Payne said there was not an immediate threat on campus.

According to the Poplar Bluff R-I School District, some schools but not the whole district are also on lockdown.



# Delta Dunklin Democrat

## Application Deadline Approaches for Nursing Programs at Three Rivers

Saturday, February 17, 2018

The application deadlines for several Three Rivers College Nursing programs in Poplar Bluff and Kennett are approaching. The application deadlines are March 1 for the Poplar Bluff Associate of Applied Science in Nursing Day Program and the Poplar Bluff Evening LPN-RN Bridge Program; April 3 for the Practical Nursing (PN) Program in Kennett; and May 1 for the Poplar Bluff AAS in Nursing Evening Program.

The two-year Day and Evening AAS in Nursing programs prepare students to apply for licensure by examination as a registered nurse. The job outlook for registered nurses is excellent now and into the future. The compensation and benefits, as well as the diverse opportunities for continuing education and professional growth, make nursing a most attractive career.

Three Rivers' LPN-to-RN Bridge program is a career-enhancement program that allows Missouri LPNs to earn an associate degree and prepare to apply for licensure by examination as a registered nurse. On average, registered nurses earn higher salaries, perform at higher levels, and enjoy more advancement opportunities than LPNs.

The one-year Practical Nurse certificate program at Three Rivers – Kennett prepares students to sit for the NLCEX PN exam to become a licensed practical nurse. LPNs usually work under the supervision of registered nurses, physicians, and/or dentists and provide simple nursing care for patients who are experiencing common, well-defined health problems. Demand for LPNs is strong now and into the future. The career offers good paying jobs with good benefits. LPNs who want to continue to advance in their careers can apply to the TRC LPN-RN Bridge program.

All Three Rivers nursing programs offer challenging course work, close interaction with faculty, and diverse clinical experiences. The programs have proven pass rates for licensure exams and high job placement rates.

“These programs give extraordinary career advancement possibilities to our students, and we want to give every opportunity for students wanting to join the programs to apply,” said Dr. Staci Foster, Chair of Nursing and Allied Health at Three Rivers College.

Students must make application and meet certain criteria to be admitted into Three Rivers' nursing programs.

Applicants for the RN and LPN-RN Bridge programs must have a minimum 2.0 GPA and an NLN PAX-RN score of 110 or higher. Information on NLN PAX-RN testing and dates is in the application packet. No specific classes must be completed to apply to the program. LPN-to-RN Bridge applicants must have a valid LPN license.

Practical Nursing program applicants must have a high school diploma or high school equivalency credential and complete the TEAS pre-entrance examination with a score of 58% or higher to be eligible for admission. Information on TEAS testing and dates is in the application packet.

Foster advises that all admissions materials, including official copies of transcripts from high school and other colleges, must be received by the appropriate deadline. Application forms for the Nursing, LPN-to-RN, and PN programs can be found online at [trcc.edu/admissions/application](http://trcc.edu/admissions/application). Prospective students must also complete a free Three Rivers application.

For more information, contact Staci Foster at 573-840-9672.



## Three Rivers brings honor students, club members and baseball team to assist in clean-up at Malden

Tuesday, March 6, 2018

Trina Bell [tbell@dddnews.com](mailto:tbell@dddnews.com)

Home is where the heart is. That is one phrase that shows to be fact and seems to stand firm in the wake or aftermath of the devastating tornado which ripped through the southern end of the City of Malden on the evening of Feb. 24.

Chris Adams, Director of Student Development and Student Enrollment at Three Rivers Poplar Bluff travelled with a group of students from his Poplar Bluff campus, down to Malden, where he, along with the Three Rivers baseball team worked to clean up debris left behind after the town's recent tornado.

"We have a lot of students from the Malden area and when something happens in a place these kids call home, we have to do something," Adams said. "When we got together with the students and explained what had happened here in Malden, there weren't any questions. "All they wanted to know, was what time we were heading out," added Adams.

In addition to the school's baseball players, several club members and honor students from Three Rivers were on board as well.

"Many students call Malden home, so that's why we wanted to come and do what we can to pitch in and help," said Adams. "We don't have chainsaws or tools of any kind, but we have been very useful with just our manpower and large group of willing students, who just want to do what they can to help get this town back on it's feet," Adams added.



**FROM THE THREE RIVERS COMMUNICATIONS DEPARTMENT**



**The Bank of Missouri sponsors Tinnin Center show for Poplar Bluff R-1 students**

The Bank of Missouri Poplar Bluff sponsored a performance of “Laura Ingalls Wilder: Voice of the Prairie” for Poplar Bluff elementary students held at the Tinnin Fine Arts Center at Three Rivers College. Around 400 children saw the children’s theater show performed by the Imaginary Theatre Company of St. Louis and presented by the TRC Patrons of the Arts Society. Pictured with the poster for the show are Kevin McCormick (left), Community Bank President of The Bank of Missouri Poplar Bluff, and Three Rivers President Dr. Wesley Payne.



**Kissinger & Kirkman Investment Centre sponsors Tinnin Center show for Poplar Bluff R-1 students**

Kissinger & Kirkman Investment Centre, LLC, sponsored a performance of “Laura Ingalls Wilder: Voice of the Prairie” for Poplar Bluff elementary students held at the Tinnin Fine Arts Center at Three Rivers College. Around 400 children saw the children’s theater show performed by the Imaginary Theatre Company of St. Louis and presented by the TRC Patrons of the Arts Society. Pictured with the poster for the show are Three Rivers President Dr. Wesley Payne (from left) and Sharon Kissinger and Erick Kirkman of Kissinger & Kirkman Investment Centre.