

- 11:00 a.m. Three Rivers Board of Trustees Luncheon, Employee Lounge, Westover Admin Building
12:00 p.m. Tax Levy Meeting
12:05 p.m. Three Rivers Board of Trustees Meeting, Board Room, Westover Admin Building

A G E N D A
REGULAR SESSION
Wednesday, August 25, 2021
12:05 p.m.

- I. Invocation and Pledge of Allegiance**
- II. Approval of Agenda**
 - 1. Consideration and Approval of Agenda
 - 2. Consideration and Approval of Minutes of the June Board Meeting
- III. Consideration of College Financial Report**
 - 1. Statement of Revenues, Expenses, and Changes in Net Assets
 - a) Monthly Financial Statements – June 2021
 - b) Budget to Actual Financial Statements – June & July 2021
 - c) Budget Amendments
 - 2. Cash in Bank
 - 3. Certificates of Deposits
 - 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 and Vote for Construction Contract for FY22 Projects
- VII. Consideration and Approval of all Personnel Actions and Associated Documents**
 - 1. Acceptance of Employment
 - 1. Anthony Beane – Assistant Men’s Basketball Coach/Player Development Coordinator
 - 2. Abby Brewer – Administrative Assistant/Financial Aid
 - 3. ShaeLynn Dixon – Welcome Center Facilitator
 - 4. Rachel Grubbs – Part-time Professional Tutor

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5. Zach McKenney – Assistant Baseball Coach/Academic Planning & Advising
6. Jeana Sanders – Financial Aid Advisor
7. Summer Shockley – Adjunct Faculty/Part-time Assistant Softball Coach
2. Transfer of Position
 1. Kayla O’Neal – Administrative Assistant/Financial Aid to Financial Aid Advisor
 2. Andrea Pierce – Practical Nursing Instructor to Practical Nursing Coordinator
 3. Virginia Watson – Senior Administrative Assistant/Nursing & Allied Health to Facilitator, Dexter
 4. Gregory Watts – Adjunct/Part-time Lead Instructional Assistant Workforce to Temporary Instructor, Industrial Technology
 5. Marissa Webb – Academic Advisor/Planning to Assistant Women’s Basketball Coach/Academic Planning & Advising
3. Retirement
 1. Janine Heath – Executive Assistant to the President
 2. Diane Patterson – Coordinator, Testing Services
4. Resignation
 1. James Dow – Instructor, Industrial Technology
 2. Shane Howell – Student Services Advisor II
 3. Casey Julian – Director, Housing
 4. Dawn Price – Outreach Specialist/Educational Talent Search
 5. Bryan Sherrer – Assistant Men’s Basketball/Player Development Coordinator

VIII. Appendix

1. **Information Items**
 - a) SR-2750 Return of Title IV Information
2. **Upcoming Events**
3. **Recent Newspaper Articles**

IX. FY22 Board of Trustees Meeting Dates

- **Wednesday, September 15, 2021**
- **Wednesday, October 20, 2021**
- **Wednesday, November 17, 2021**
- **Wednesday, January 19, 2022**
- **Wednesday, February 16, 2022**
- **Tuesday, March 15, 2022**
- **Wednesday, April 20, 2022**
- **Wednesday, May 18, 2022**
- **Wednesday, June 22, 2022**

X. Adjournment

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**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
June 23, 2021**

The regular meeting of the Board of Trustees began at 12:00 p.m. on Wednesday, June 23, 2021.

Those present included: Trustees: Gary Featherston, vice-chair; Chris Williams, secretary; Eric Schalk, treasurer; Darren Garrison, member; Dr. Tim Hager, member; Dr. Amber Richardson, chair (absent); and college administrators: Dr. Wesley Payne, president; Mark Richardson, College Attorney; Janine Heath, recording secretary.

Trustee Hager delivered the invocation.

Trustee Schalk made a motion to approve the agenda. On a second by Trustee Williams, the motion passed unanimously.

Trustee Garrison made the motion to approve the May Board Meeting Minutes. With a second by Trustee Hager, the motion passed unanimously.

Charlotte reviewed the Budget to Actuals as of the end of May 2021. At 92% into the year, we have recognized 99% of budgeted revenues and have obligated 83% of our budgeted expenses.

Ms. Eubank presented the results of the Annual Audit Bid results with a recommendation to engage Beussink, Hey, Roe & Stroder, LLC and they were the lowest cost and incumbent company.

Trustee Schalk made the motion to accept the financial report as presented and to approve the selection of Beussink, Hey, Roe & Stroder, LLC for the Annual Audit. With a second by Trustee Hager, the motion passed unanimously.

Dr. Payne presented:

Softball Field: The field is fundamentally complete

Baseball Field: Construction continues with progress being made around the weather constraints.

CALL TO ORDER

ATTENDANCE

INVOCATION

**APPROVAL OF BOARD
MEETING AGENDA**

**APPROVAL OF THE MAY
BOARD MEETING MINUTES**

**FINANCIAL REPORT AND
ANNUAL AUDIT COMPANY
SELECTION**

PRESIDENT'S REPORT

CONSTRUCTION UPDATE

Chemistry Lab: Renovation has started with a completion date for the first day of classes.

The Commencement for the 2020 and 2021 graduates was a success. Very positive comments from the graduates, staff and all that attended.

The Nurse Pinning was held the afternoon of Commencement. All that were pinned were excited and happy to reach their goals.

Coach Jeff Null listed the accomplishments of the team as they reached the Elite Eight in the NJCAA Division 1 National Softball Championship Tournament. A very good year for the softball team. Many returning athletes for next year's team.

Coach Alex Wiggs congratulated the athletes on a successful year and announced that Chaylea Mosby is one of the Honorees in the Ring of Honor at the Women's Basketball Hall of Fame. Her jersey will hang in the Ring of Honor for a year starting on July 1, 2021.

Coach Chad Phipps gave an update on the College National Finals Rodeo. Cole Skender was #2 in the nation and Holden Moss was #4. The team came in 13th in the Nation with only two players representing the team. Very proud of their accomplishments.

Summer classes got off to a good start. Due to the pandemic, the College had an increased enrollment in the on-line classes.

The Golf was a sellout with 24 teams participating. Even though it was HOT, the teams had fun and it was a success.

Ms. Shelby Seyer was the 3rd place winner in the Microsoft Office Specialist State Championship. Congratulations to her.

- Fourth of July – College closed July 2 – July 6
- Drama Camp – July 12 – 16
- First Day of Classes – August 16

Trustee Garrison made the motion to enter into executive session at 12:24 p.m. With a second by Trustee Schalk, the board was polled as follows: Trustee Richardson, (absent); Trustee Hager, yes;

COMMENCEMENT

NURSE PINNING

LADY RAIDERS SOFTBALL

LADY RAIDERS BASKETBALL

RODEO

FIRST DAY OF SUMMER CLASSES

TRET GOLF TOURNAMENT

MICROSOFT OFFICE SPECIALIST STATE CHAMPIONSHIP

UP-COMING EVENTS

EXECUTIVE SESSION

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

**ITEMS FOR
CONSIDERATION,
DISCUSSION, AND VOTE**

Trustee Schalk made the motion to approve the FY22 Annual Budget as presented. With a second by Trustee Garrison, the board was polled as follows: Trustee Richardson, (absent); Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Featherston, yes.

**CONSIDERATION AND
APPROVAL OF THE FY22
ANNUAL BUDGET**

Trustee Hager made the motion to move the August meeting date. With a second by Trustee Garrison, the board was polled as follows: Trustee Richardson, (absent); Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Featherston, yes.

**CONSIDERATION AND
APPROVAL OF MOVING
THE AUGUST BOARD
MEETING TO AUGUST 25**

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

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

There being no further business, Trustee Garrison made the motion to adjourn the meeting at 1:00 p.m. and with a second by Trustee Hager, the motion passed unanimously.

ADJOURNMENT

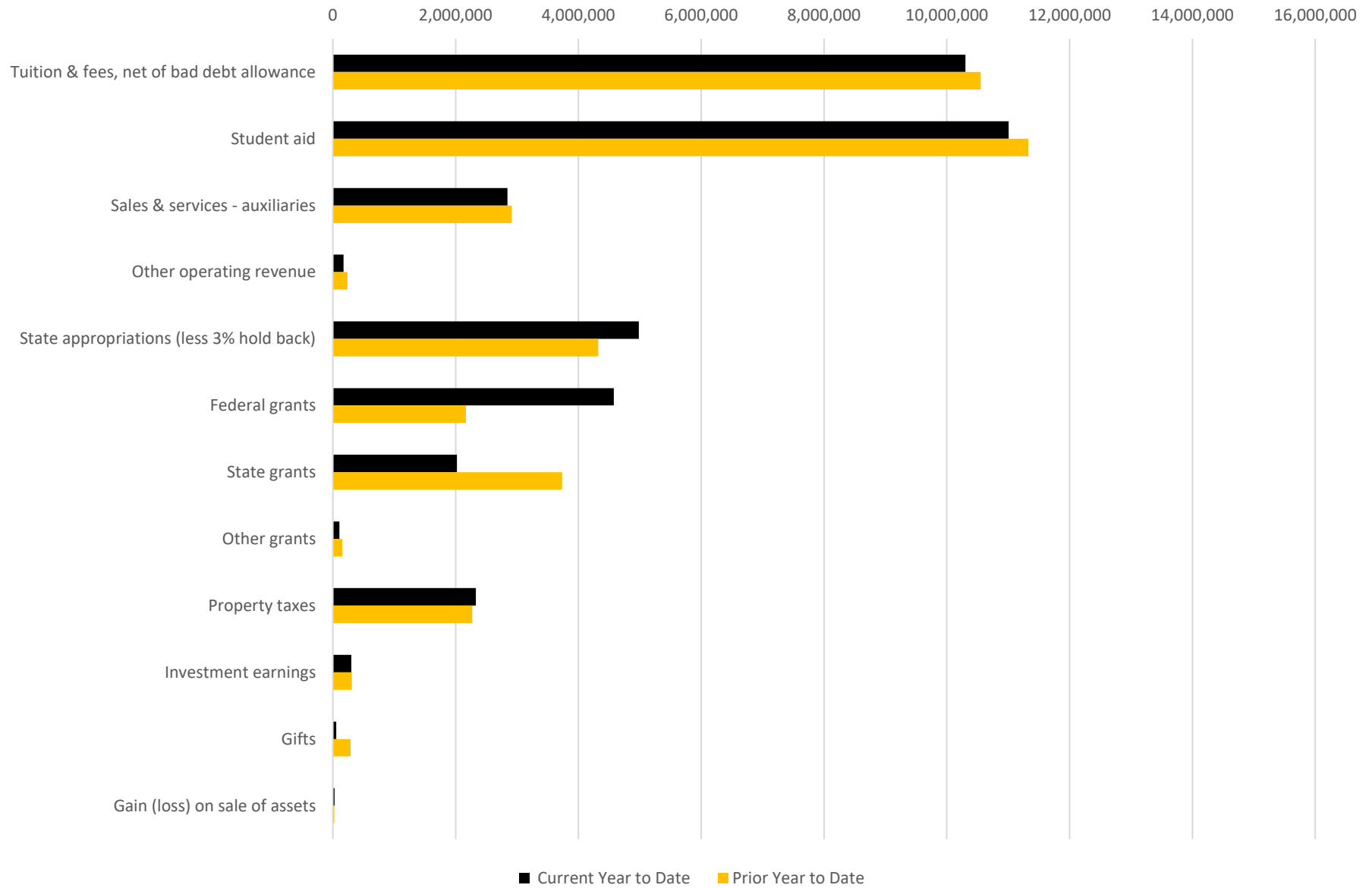
CHAIRMAN

APPROVAL DATE

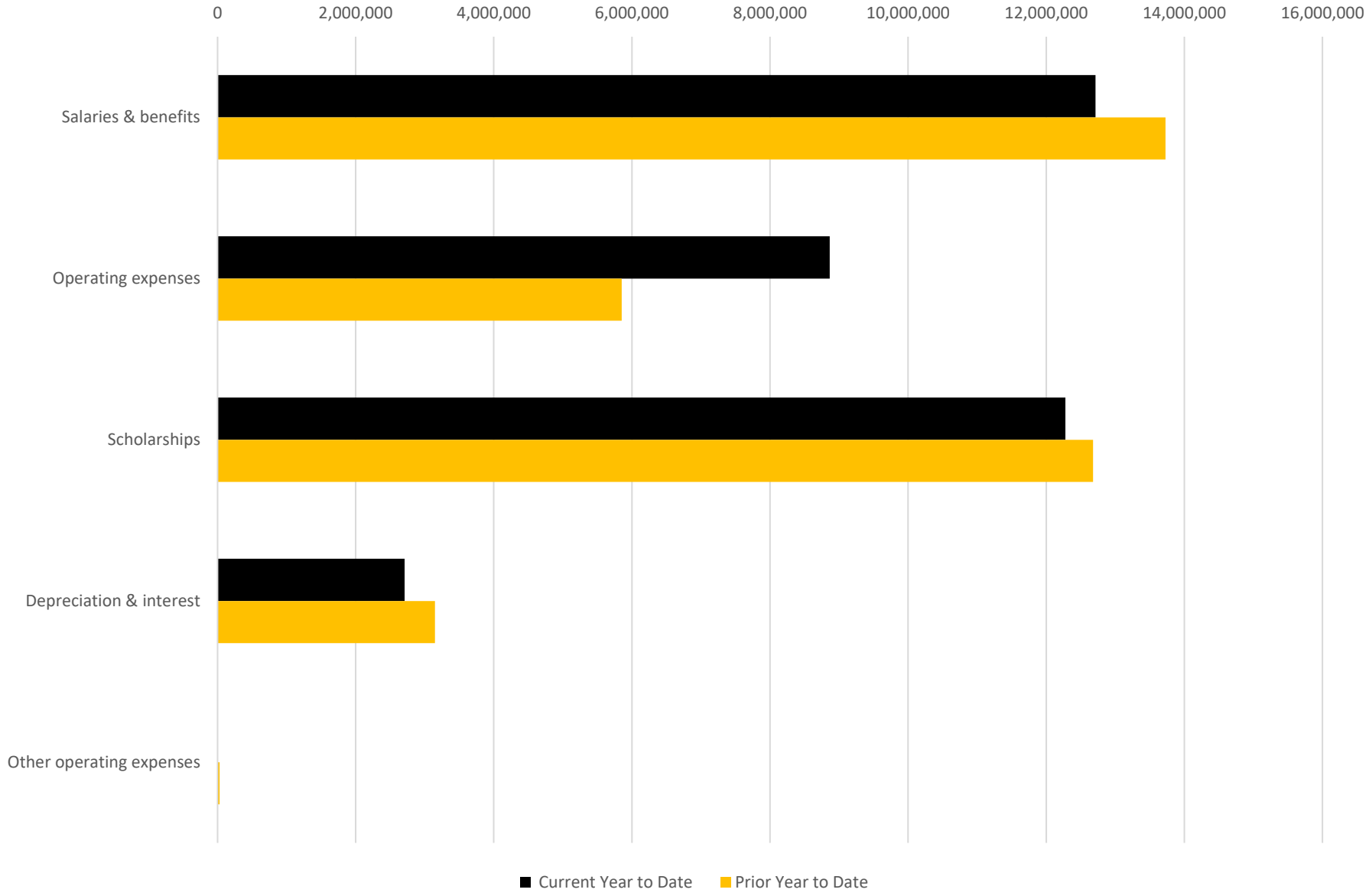
SECRETARY

APPROVAL DATE

YTD Comparison to Previous Year 06/30/2021



YTD Comparison to Previous Year
06/30/2021



YTD Comparison to Previous Year
06/30/2021

0 2,000,000 4,000,000 6,000,000 8,000,000 10,000,000 12,000,000 14,000,000 16,000,000

CHANGES IN NET POSITION



■ Current Year to Date ■ Prior Year to Date

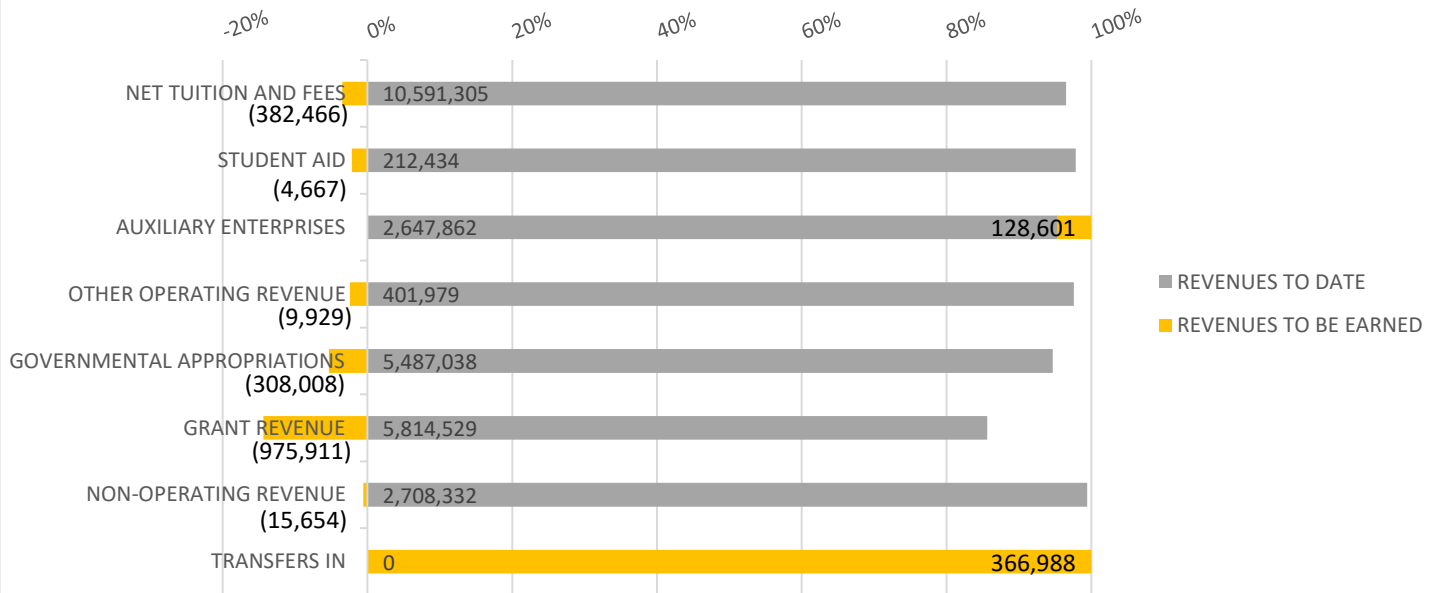
Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
June 30, 2021

ASSETS AND DEFERRED OUTFLOWS		LIABILITIES, DEFERRED INFLOWS AND NET POSITION	
CURRENT ASSETS		CURRENT LIABILITIES	
Cash & Cash Equivalents	16,919,617	Accounts Payable	664,050
Student Account Receivables, net	6,637,207	Accrued Vacation	322,983
Property Tax Receivable	106,310	Student Deposits	2,377,784
Other Receivables	8,094,539	Deferred Tuition & Fees	5,146,103
Investments	0	Scholarships	29,345
Inventory	76,907	Total Current Liabilities	8,540,265
Prepaid Expenses	300,456		
Total Current Assets	32,135,035	NON-CURRENT LIABILITIES	
NON-CURRENT ASSETS		Retirement Incentive Payable	0
Land	5,490,786	Other Post Employment Benefits	13,977,277
Capital assets	73,054,214	Bonds, Notes and Leases Payable	15,404,214
Plus: Current year additions to capital assets	1,115,874	Accrued Interest	0
Accumulated Depreciation	(33,479,481)	Agency	370,419
Unamortized Bond Issue Costs	0	Total Non-Current Liabilities	29,751,910
Total Non-Current Assets	46,181,394	Total Liabilities	38,292,176
DEFERRED OUTFLOWS	4,897,234	DEFERRED INFLOWS	11,535,934
		NET POSITION	
		Beginning Balance	31,724,612
		Changes in Net Position	2,160,941
		Total Net Position	33,885,553
TOTAL ASSETS AND DEFERRED OUTFLOWS	83,213,663	TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	83,713,663

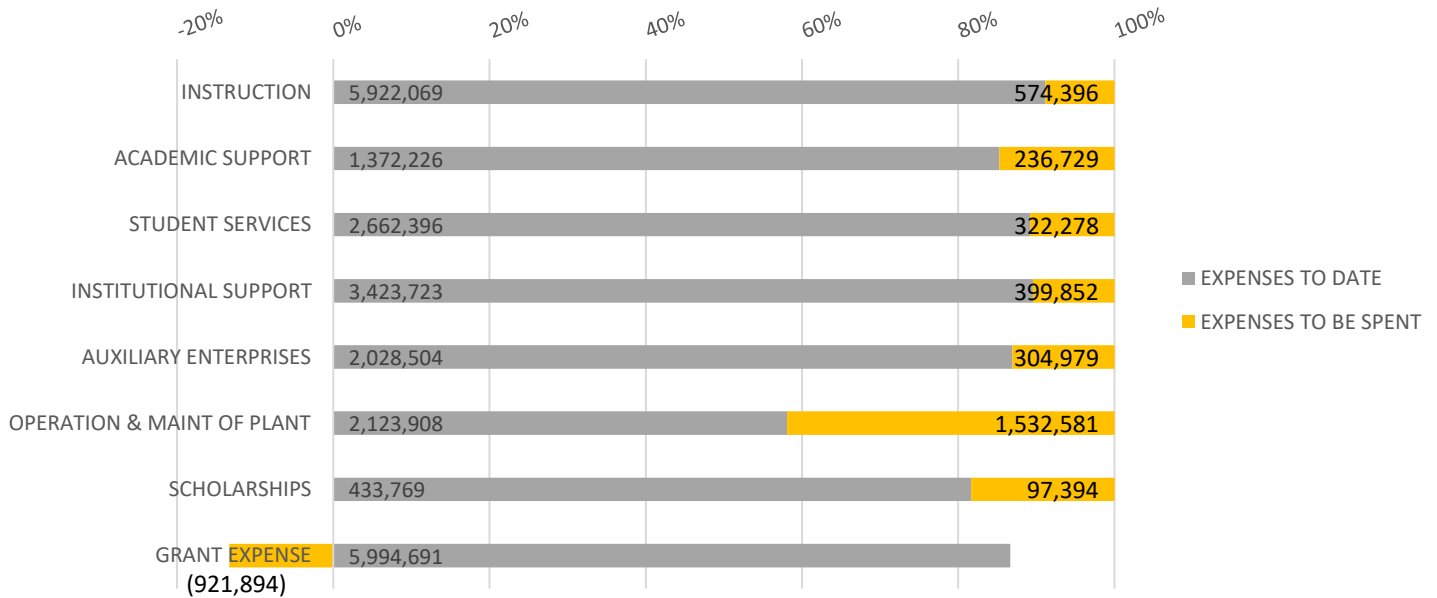
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
June 30, 2021

	July	August	September	October	November	December	January	February	March	April	May	June	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE																
Tuition & fees, net of bad debt allowance	5,361,490	461,912	(496,727)	1,812,912	1,391,515	483,740	801,497	(135,236)	114,893	205,128	123,978	178,105	10,303,207	10,553,489	(250,282)	(2.37)%
Student aid	152,416	19,159	3,733,065	431,483	215,887	78,392	30,028	3,563,287	401,173	846,345	447,409	1,087,128	11,005,771	11,328,283	(322,513)	(2.85)%
Sales & services - auxiliaries	732,802	166,742	318,898	235,897	436,491	51,964	209,834	322,760	239,701	333,171	243,230	(448,256)	2,843,233	2,913,438	(70,205)	(2.41)%
Other operating revenue	4,904	131,911	3,414	2,905	3,827	2,541	3,587	2,825	7,710	2,256	3,532	3,680	173,091	238,131	(65,040)	(27.31)%
Total Operating Revenue	6,251,611	779,724	3,558,650	2,483,197	2,047,720	616,636	1,044,946	3,753,636	763,477	1,386,899	818,149	820,656	24,325,302	25,033,341	(708,040)	(2.83)%
OPERATING EXPENSES																
Salaries & benefits	915,788	1,095,961	1,033,005	1,040,572	1,049,211	1,002,499	1,205,622	1,114,099	1,299,236	1,065,616	875,687	1,015,254	12,712,549	13,727,154	(1,014,605)	(7.39)%
Operating expenses	624,572	811,518	403,850	662,171	661,765	556,838	1,437,274	329,585	1,117,795	665,757	627,233	967,856	8,866,213	5,852,167	3,014,046	51.50%
Capital equipment	11,068	32,590	6,867	50,955	453,403	18,083	116,664	7,355	153,906	35,579	93,783	135,622	1,115,874	0	1,115,874	0.00%
Less: Transfer to capital assets	(11,068)	(32,590)	(6,867)	(50,955)	(453,403)	(18,083)	(116,664)	(7,355)	(153,906)	(35,579)	(93,783)	(135,622)	(1,115,874)	0	(1,115,874)	0.00%
Scholarships	213,255	44,232	4,128,848	591,671	256,024	96,236	73,187	4,032,277	449,980	872,572	466,601	1,054,269	12,279,153	12,676,420	(397,268)	(3.13)%
Depreciation & interest	155,870	485,539	160,712	(2,936)	158,835	157,550	160,126	482,930	168,641	157,873	443,115	179,904	2,708,160	3,148,256	(440,096)	(13.98)%
Other operating expenses	0	(349)	(55)	0	0	0	0	0	0	0	0	0	(404)	28,643	(29,047)	(101.41)%
Total Operating Expenses	1,909,485	2,436,901	5,726,360	2,291,479	2,125,835	1,813,123	2,876,208	5,958,891	3,035,652	2,761,819	2,412,636	3,217,282	36,565,671	35,432,640	1,133,031	3.20%
NON-OPERATING REVENUE (EXPENSES)																
State appropriations (less 3% hold back)	362,046	362,046	362,046	397,518	397,518	397,518	450,725	450,725	450,725	450,725	450,725	450,728	4,983,045	4,322,779	660,266	15.27%
Federal grants	65,783	29,923	528,899	172,954	391,602	156,302	413,085	146,460	129,002	343,556	1,247,352	953,472	4,578,390	2,167,492	2,410,897	111.23%
State grants	78,279	77,337	44,803	137,304	138,312	42,557	767,874	93,980	186,418	392,515	(31,410)	93,516	2,021,485	3,732,203	(1,710,718)	(45.84)%
Other grants	0	25,325	6,665	0	0	20,212	0	0	30,630	0	0	23,664	106,496	153,902	(47,406)	(30.80)%
Property taxes	29,580	22,548	19,464	8,299	28,290	294,525	1,459,257	269,466	85,498	60,315	29,820	23,355	2,330,418	2,271,410	59,008	2.60%
Investment earnings	14,388	34,431	17,762	43,111	22,508	20,048	20,925	19,819	19,873	42,953	21,906	21,725	299,451	309,142	(9,692)	(3.14)%
Gifts	1,680	(180)	1,000	27,540	100	1,257	0	150	27,500	4,900	0	(8,879)	55,068	287,838	(232,770)	(80.87)%
Gain (loss) on sale of assets	11,650	0	0	0	0	8,030	0	2,700	2,700	0	0	1,877	26,957	23,537	3,420	14.53%
Total Non-Operating Revenues (Expenses)	563,406	551,431	980,639	786,727	978,329	940,450	3,111,866	983,300	932,346	1,294,964	1,718,393	1,559,459	14,401,310	13,268,305	1,133,005	8.54%
CHANGES IN NET POSITION	4,905,532	(1,105,746)	(1,187,071)	978,445	900,215	(256,037)	1,280,603	(1,221,955)	(1,339,829)	(79,956)	123,906	(837,167)	2,160,941	2,869,006	(708,065)	(24.68)%

Budget to Actual Revenues 06/30/2021 (100%)



Budget to Actual Expenses 06/30/2021 (100%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
June 30, 2021
Fiscal Year Benchmark: 100%

REVENUES	BUDGET	REVENUES TO DATE		REVENUES TO BE EARNED
		REVENUES TO DATE	%	
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>	10,208,839	10,591,305	104%	(382,466)
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	207,767	212,434	102%	(4,667)
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	2,776,463	2,647,862	95%	128,601
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	392,050	401,979	103%	(9,929)
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	5,179,030	5,487,038	106%	(308,008)
GRANT REVENUE <i>State Grants, Federal Grants</i>	4,838,617	5,814,529	120%	(975,911)
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,692,678	2,708,332	101%	(15,654)
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	366,988	0	0%	366,988
TOTAL REVENUES	26,662,432	27,863,478	105%	(1,201,046)

NOTE: We have recognized 106% of budgeted revenues. We have recognized 104% of our budgeted revenues from tuition and fees, comprised of portions of spring 2021, fall 2020 and portions of summer 2020 and 2021, net of estimated bad debt. The operating budget includes transfers in from prior year reserves to support one-time projects which do not meet criteria for inclusion in the capital budget.

EXPENSES	BUDGET	EXPENSES TO DATE		EXPENSES TO BE SPENT
		EXPENSES TO DATE	%	
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	6,496,465	5,922,069	91%	574,396
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,608,955	1,372,226	85%	236,729
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	2,984,674	2,662,396	89%	322,278
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	3,823,575	3,423,723	90%	399,852
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	2,333,483	2,028,504	87%	304,979
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,656,489	2,123,908	58%	1,532,581
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	531,163	433,769	82%	97,394
GRANT EXPENSE <i>State Grants, Federal Grants</i>	5,072,796	5,994,691	118%	(921,894)
TOTAL EXPENSES	26,507,601	23,961,286	90%	2,546,315

NOTE: We have obligated 90% of our budgeted expenses at 100% into the fiscal year. Both June payroll and credit card expenses are INCLUDED. Budgeted increase in Net Position is a result of awarded funding sources exceeding budget estimates.

CHANGES IN NET POSITION	154,831	3,902,192
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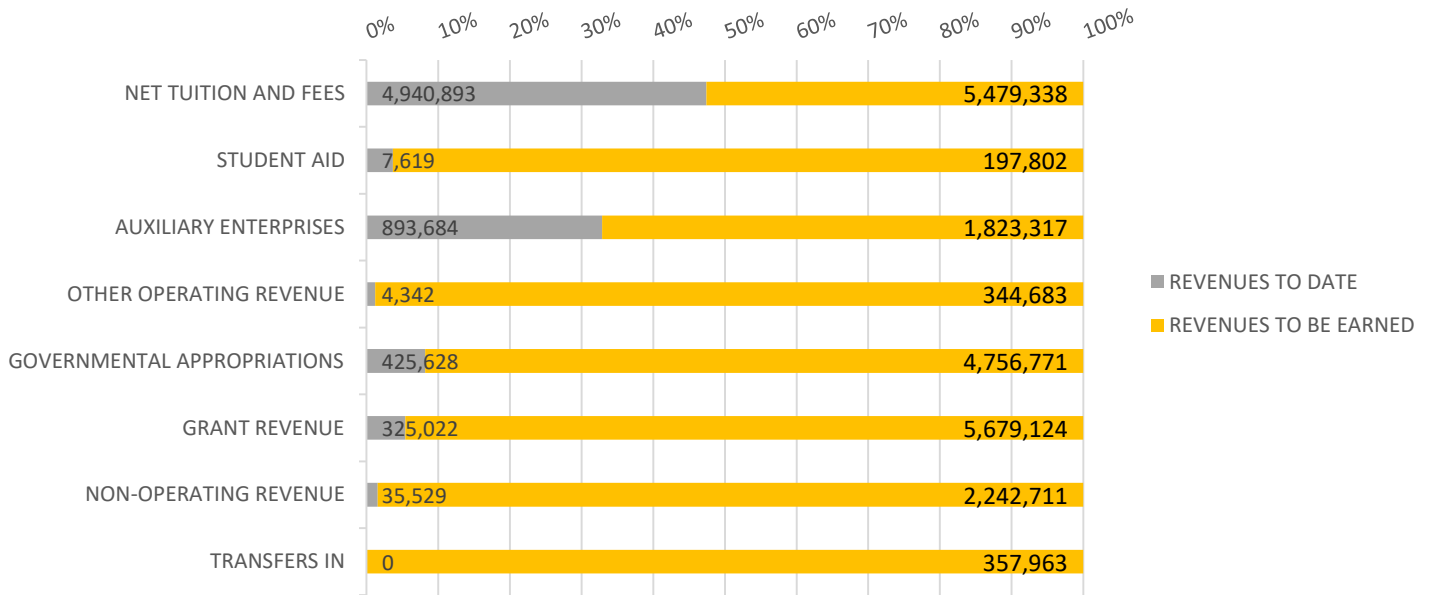
Three Rivers College
 Capital Budget - Unaudited
 June 30, 2021
 Fiscal Year Benchmark: 100%

FUNDING SOURCES		BUDGET	SOURCES TO DATE	SOURCES TO DATE %	SOURCES TO BE EARNED
RESTRICTED					
<i>State appropriations (Crisp)</i>		0	0	0%	0
UNRESTRICTED					
<i>General funds - prior year transfers in (Reserves)</i>		1,202,859	1,013,119	84%	189,740
<i>General funds - current year transfers in</i>					0
TOTAL FUNDING SOURCES		1,202,859	1,013,119	84%	189,740

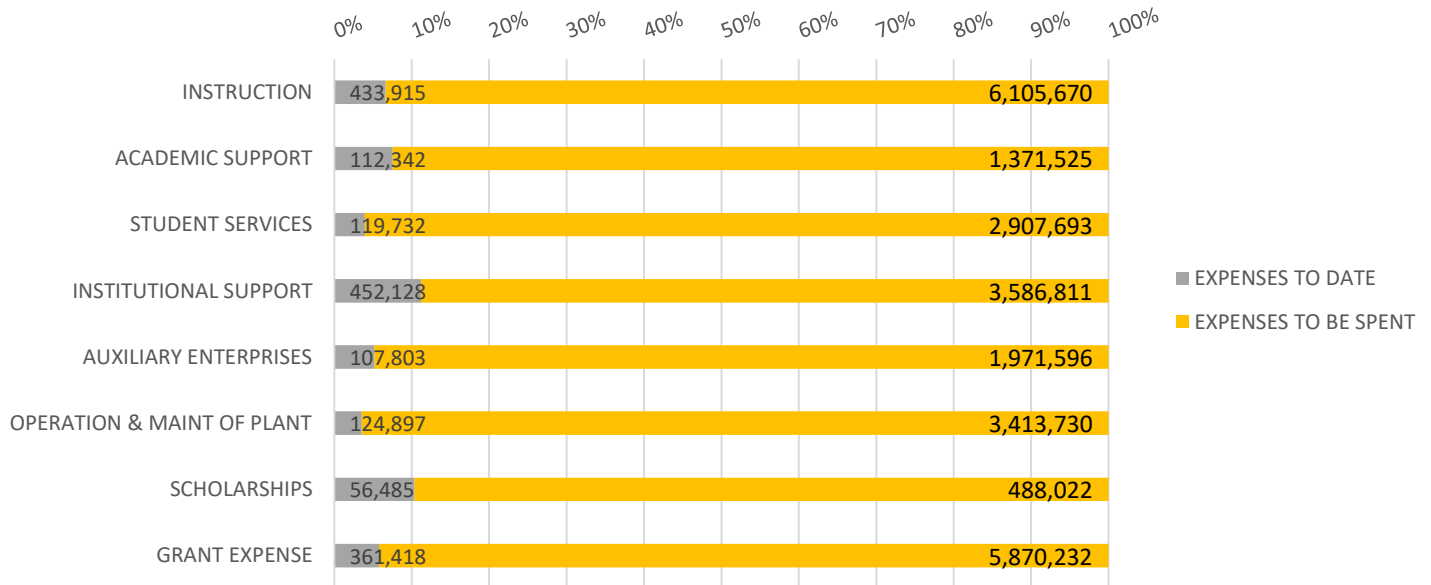
USES OF FUNDS		BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
<i>Libla Family Sports Complex</i>		60,000	12,650	21%	47,350
<i>Crisp Technology Center addition and remodel</i>		440,168	449,438	102%	(9,270)
<i>Westover Administration Building repairs</i>		125,000	42,246	34%	82,754
<i>Landscaping, Lighting and other land improvements</i>		54,000	0	0%	54,000
<i>Tinnin Fine Arts Center refurbish</i>		53,652	61,483	115%	(7,831)
<i>Ballfield improvements</i>		435,039	413,402	95%	21,637
<i>Fleet vehicles</i>		35,000	33,900	97%	1,100
TOTAL EXPENSES		1,202,859	1,013,119	84%	189,740

NET SURPLUS (DEFICIT)	0	0
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Budget to Actual Revenues 07/31/2021 (8%)



Budget to Actual Expenses 07/31/2021 (8%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
July 31, 2021
Fiscal Year Benchmark: 8%

REVENUES	BUDGET	REVENUES TO DATE		REVENUES TO BE EARNED
		REVENUES TO DATE	%	
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>	10,420,231	4,940,893	47%	5,479,338
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	205,421	7,619	4%	197,802
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	2,717,001	893,684	33%	1,823,317
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	349,025	4,342	1%	344,683
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	5,182,399	425,628	8%	4,756,771
GRANT REVENUE <i>State Grants, Federal Grants</i>	6,004,146	325,022	5%	5,679,124
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,278,240	35,529	2%	2,242,711
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	357,963	0	0%	357,963
TOTAL REVENUES	27,514,426	6,632,717	24%	20,881,709

NOTE: We have recognized 25% of budgeted revenues. We have recognized 47% of our budgeted revenues from tuition and fees, comprised of portions of summer and fall 2021, net of estimated bad debt. The operating budget includes transfers in from prior year reserves to support one-time projects which do not meet criteria for inclusion in the capital budget.

EXPENSES	BUDGET	EXPENSES TO DATE		EXPENSES TO BE SPENT
		EXPENSES TO DATE	%	
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	6,539,585	433,915	7%	6,105,670
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,483,867	112,342	8%	1,371,525
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	3,027,425	119,732	4%	2,907,693
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,038,939	452,128	11%	3,586,811
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	2,079,399	107,803	5%	1,971,596
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,538,627	124,897	4%	3,413,730
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	544,507	56,485	10%	488,022
GRANT EXPENSE <i>State Grants, Federal Grants</i>	6,231,650	361,418	6%	5,870,232
TOTAL EXPENSES	27,483,999	1,768,719	6%	25,715,280

NOTE: We have obligated 6% of our budgeted expenses at 8% into the fiscal year. Both July payroll and credit card expenses are INCLUDED. Budgeted increase in Net Position is a result of awarded funding sources exceeding budget estimates.

CHANGES IN NET POSITION	30,427	4,863,998
--------------------------------	---------------	------------------

Three Rivers College
 Capital Budget - Unaudited
 July 31, 2021
 Fiscal Year Benchmark: 8%

FUNDING SOURCES	BUDGET	SOURCES TO DATE	SOURCES TO DATE %	SOURCES TO BE EARNED
RESTRICTED				
<i>State appropriations</i>	0	0	0%	0
UNRESTRICTED				
<i>General funds - prior year transfers in (Reserves)</i>	934,331	99,020	11%	835,311
<i>General funds - current year transfers in</i>			0%	0
TOTAL FUNDING SOURCES	934,331	99,020	11%	835,311

USES OF FUNDS	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
<i>Sikeston Location roof</i>	240,000	0	0%	240,000
<i>Westwood Event Center upgrades</i>	210,531	0	0%	210,531
<i>Libla Family Sports Complex</i>	160,000	0	0%	160,000
<i>Westover Administration Building repairs</i>	140,000	17,186	12%	122,814
<i>Landscaping, Lighting and other land improvements</i>	60,000	0	0%	60,000
<i>Tinnin Fine Arts Center refurbish</i>	65,500	0	0%	65,500
<i>Ballfield improvements</i>	23,300	81,834	351%	(58,534)
<i>Fleet vehicles</i>	35,000	0	0%	35,000
TOTAL EXPENSES	934,331	99,020	11%	835,311

NET SURPLUS (DEFICIT)	0	0		
------------------------------	----------	----------	--	--

THREE RIVERS COLLEGE
 PROPOSED BUDGET AMENDMENTS
 AS OF 7/31/21

OPERATING BUDGET			
	REVENUE	EXPENSE	NET
ADOPTED BY BOARD 06/23/2021	24,908,117	26,579,559	(1,671,442)
Operating expense from reserves	357,963		357,963
Operating expense from HEERF	1,343,906		1,343,906
TRET gift	1,740	1,740	-
Achieve grant carryover	7,700	7,700	-
TREAD grant awarded	285,000	285,000	-
GEER Excel grant awarded	610,000	610,000	-
Subtotal agreed to Budget to Actual 07/31/2021	27,514,426	27,483,999	30,427
Increases (Decreases) Proposed:			
Adjust Enhancement Grant to actual award	(410,204)	(536,226)	126,022
Personnel changes	-	56,601	(56,601)
Increased state aid	173,187	-	173,187
Ballfield project small equipment	-	9,320	(9,320)
HEERF additional	3,500	3,500	-
Esports	-	5,500	(5,500)
Other	-	2,289	(2,289)
Subtotal	27,280,909	27,024,983	255,926

REVISED AS OF 07/31/2021

27,280,909 27,024,983 255,926

CAPITAL BUDGET			
	SOURCES	EXPENSES	NET
ADOPTED BY BOARD 06/23/2021	934,331	934,331	-
Subtotal agreed to Budget to Actual 07/31/2021	934,331	934,331	-
Increases (Decreases) Proposed:			
RESERVES ballfield project carryover	141,179	141,179	-
			-
Subtotal	1,075,510	1,075,510	-
			-

REVISED AS OF 07/31/2021

1,075,510 1,075,510 -

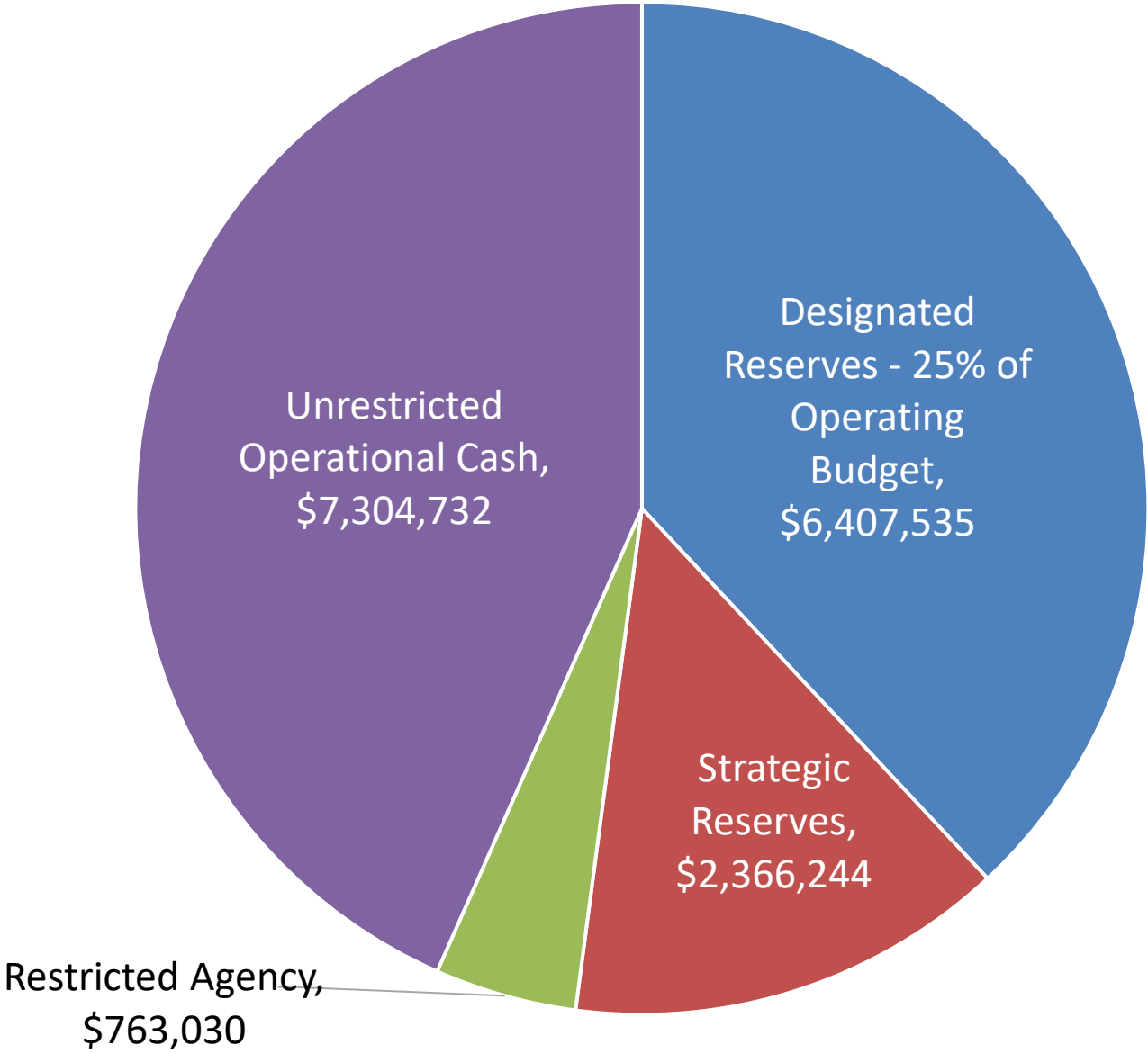
**THREE RIVERS COMMUNITY COLLEGE
CASH IN BANKS**

August 2, 2021

	<u>07/01/21</u>	<u>08/02/21</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	1,800.00	1,800.00
Petty Cash	200.00	200.00
Vending Machines	224.55	224.55
Business Office	8,788.00	1,888.00
<i>Total Cash Funds</i>	11,012.55	4,112.55
<i>General Accounts</i>		
Southern Bank - General Funds	6,464,632.89	6,768,383.18
Southern Bank - Credit Cards	150,365.45	112,341.62
<i>Total General Accounts</i>	6,614,998.34	6,880,724.80
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	14,245.36	21,754.66
Federal Clearing Account	-	-
Flexible Spending Account	10,000.00	10,000.00
<i>Total Restricted Accounts</i>	24,245.36	31,754.66
TOTAL CURRENT FUND	6,650,256.25	6,916,592.01
 HOUSING FUND		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	207,665.24	194,069.76
<i>Total General Accounts</i>	207,665.24	194,069.76
TOTAL HOUSING FUND	415,330.48	388,139.52

	<u>07/01/21</u>	<u>08/02/21</u>
PLANT FUND		
<i>General Accounts</i>		
Plant Fund - Southern Bank	<u>8,762,969.33</u>	<u>8,773,778.82</u>
<i>Total Bank Accounts</i>	<u>8,762,969.33</u>	<u>8,773,778.82</u>
<i>Certificates of Deposit</i>		
Bank of Grandin #17101	-	-
Bank of Grandin #17103	-	-
<i>Total Certificates of Deposit</i>	<u>-</u>	<u>-</u>
TOTAL PLANT FUND	<u><u>8,762,969.33</u></u>	<u><u>8,773,778.82</u></u>
AGENCY FUND		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	445,244.66	441,270.50
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	<u>321,759.75</u>	<u>321,759.75</u>
TOTAL AGENCY FUND	<u><u>767,004.41</u></u>	<u><u>763,030.25</u></u>

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT
\$16,841,541 AS OF 08/02/2021**



THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF July 31, 2021

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
Total Contingency Fund					-	

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF July 31, 2021

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
21024477	US Bank of Poplar Bluff	0.25	08/22/89	08/22/21	10,000.00	Myrtle Rutland
8036	First Missouri State Bank	0.65	08/23/90	08/23/21	4,000.00	Jackie Watson
1721901	First Midwest Bank of P.B.	0.50	08/25/92	08/25/21	3,000.00	Odd Fellows
110270576	Southern Bank	0.60	08/27/85	08/27/21	5,000.00	Belle Hinrichs
14776	First Missouri State Bank	0.65	08/28/02	08/28/21	5,000.00	Helvey-Miller
21815	First Midwest Bank of P.B.	1.24	09/22/98	09/22/21	5,000.00	Jerome Burford
423137249	Regions Bank	0.01	05/12/88	10/02/21	2,833.00	Combined Sch
423137256	Regions Bank	0.01	05/12/88	10/02/21	1,024.34	Fred Morrow
2197201	First Midwest Bank of P.B.	0.65	10/31/97	10/31/21	1,065.00	Gertrude Cox
24325	First Midwest Bank of P.B.	0.65	10/15/99	10/31/21	10,324.77	Norman Gamblin
23353	First Midwest Bank of P.B.	1.24	11/06/00	11/06/21	4,000.00	Coll. Achievement
21028354	US Bank of Poplar Bluff	0.40	12/03/91	12/03/21	2,310.00	C.T. McDaniel
10369	First Missouri State Bank	1.10	12/05/95	12/05/21	5,000.00	Helvey-Miller
451038849	US Bank of Poplar Bluff	0.40	12/08/99	12/08/21	1,110.00	C.T. McDaniel
2017004259	Commerce Bank	0.30	12/09/89	12/09/21	1,000.00	P.I. Church
423137173	Regions Bank	0.15	12/09/85	12/09/21	5,000.00	Mary Hinrichs
2016012160	Commerce Bank	0.25	12/11/91	12/11/21	7,700.00	Bill Vinson
43712	First Midwest Bank of P.B.	0.85	04/27/09	12/14/21	67,447.79	Holder-Rowland
5016847453	Commerce Bank	0.25	12/22/97	12/22/21	10,000.00	Harold Prim
22134	First Midwest Bank of P.B.	0.50	01/08/98	01/08/22	10,000.00	Jerome Burford
352394707389	US Bank of Poplar Bluff	0.25	08/19/88	02/18/22	2,061.55	James Warren
63761112	US Bank of Poplar Bluff	0.25	02/23/89	02/22/22	2,500.00	A. Garner
22246	First Midwest Bank of P.B.	1.05	02/25/98	02/25/22	1,658.87	Missy Braden
2136801	First Midwest Bank of P.B.	0.40	03/05/97	03/05/22	5,000.00	Thelma Jackson
2017004363	Commerce Bank	0.30	03/30/88	03/30/22	10,000.00	Myrtle Corbett
9525	First Missouri State Bank	0.85	05/06/93	05/06/22	2,000.00	Carl Wiseman
10140	First Midwest Bank of P.B.	1.00	11/06/89	05/06/22	5,000.00	Charlotte Stone
5017843040	Commerce Bank	0.01	05/01/97	05/07/22	2,900.00	Miles Hays
2012008906	Commerce Bank	0.05	05/11/81	05/11/22	4,526.11	P.C. Hays, Sr.
2016007496	Commerce Bank	0.03	05/14/90	05/14/22	3,835.00	Bill Vinson
25103	First Midwest Bank of P.B.	0.40	05/14/99	05/14/22	5,000.00	Thelma Jackson
21031218	US Bank of Poplar Bluff	0.25	05/15/94	05/15/22	2,192.00	Greg Starnes
2038701	First Midwest Bank of P.B.	0.65	05/16/96	05/16/22	5,000.00	Thelma Jackson
21028105	US Bank of Poplar Bluff	0.25	05/22/91	05/22/22	29,782.32	Myrtle Rutland
21028106	US Bank of Poplar Bluff	0.25	05/22/91	05/22/22	20,000.00	Myrtle Rutland
7236	First Missouri State Bank	0.50	05/26/89	05/26/22	16,350.00	Jackie Watson

THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
110260320	Southern Bank	0.85	06/02/86	06/02/22	1,000.00	Hulen Spencer
2016012267	Commerce Bank	0.025	06/04/92	06/04/22	2,350.00	Bill Vinson
423135383	Regions Bank	1.49	12/04/04	06/04/22	1,650.00	R. Couperus
110274305	Southern Bank	0.90	05/30/86	06/30/22	5,200.00	Mabel Swindel
21030291	US Bank of Poplar Bluff	0.25	07/07/93	07/07/22	1,405.00	Joshua Bowman
2019003547	Commerce Bank	0.40	07/08/90	07/08/22	4,000.00	P.C. Hays, Jr.
423137157	Regions Bank	1.24	01/14/85	07/14/22	2,500.00	Dr. Miller
2170801	First Midwest Bank of P.B.	0.50	07/11/97	07/30/22	10,925.00	Mabel Swindel
2012008112	Commerce Bank	0.30	08/11/92	08/11/22	1,000.00	Myra C. Hays
110239662	Southern Bank	1.00	01/05/91	01/05/23	1,412.53	Bulow Mem.
63760768	US Bank of Poplar Bluff	1.24	03/06/89	03/05/23	6,468.04	Butler Co Co-op
63760632	US Bank of Poplar Bluff	1.54	07/02/89	07/01/23	1,226.80	A. Garner
63760695	US Bank of Poplar Bluff	1.73	04/04/85	04/05/24	1,001.63	Lonnie Davis
2018004893	Commerce Bank	0.35	04/10/88	04/10/24	3,000.00	Myra C. Hays

Total Agency Fund CD's

\$ 321,759.75

Three Rivers College
CD Report
As of July 31, 2021

Investment CDs

Bank Account Interest Rate

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

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
Total				-

Responses

Bank				
Contact				
Comment				
Amount				
3 months				
6 months				
9 months				
1 year				

CDs Transferred

Endowment CDs Transferred to Endowment Trust

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
Total				-

THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Month of JUNE & JULY 2021

Current Fund:	General Fund - Southern Bank	\$ 3,282,525.85
	Electronic Student Refunds - Higher One	<u> -</u>
	Total Current Fund	<u>3,282,525.85</u>
Housing Fund:	Rivers Ridge - Southern Bank	18,205.24
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>7,020.61</u>
	Grand Total	<u><u>\$ 3,307,751.70</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Business Office. Approved by the Board of Trustees, this 25th day of August 2021.

_____ Chairman, Board of Trustees

_____ Secretary, Board of Trustees

**THREE RIVERS COLLEGE
BID REPORT
AS OF AUGUST 18, 2021**

Electronic Door Locks

Status:	Closed	
Open Date:	4/29/2021	
Close Date:	5/13/2021	
Funding Source:	CARES/Reserves	
Bids Submitted:	Communications Technologies, Inc.	St. Louis, MO
Bid Awarded:	Communications Technologies, Inc.	\$530,504.00

Counseling Services

Status:	Open
Open Date:	8/12/2021
Close Date:	8/26/2021
Funding Source:	Grant
Bids Submitted:	N/A
Bid Awarded:	N/A

August 2021 President's Report

- Construction Updates
- Student Athletes Academic All-Americans
- Adjunct Day – August 6
- Convocation – August 9
- Ice Cream Truck courtesy of TRET – August 9
- First Day of Classes – August 16

- **Upcoming Events**
 - Patrons Season Kickoff Event – August 19
 - Athletic Campus Beautification Day – August 29
 - Paul Jackson Reception – Tinnin Art Gallery – August 29
 - International Overdose Awareness Day event – August 31
 - Labor Day – College Closed – September 6
 - Let Us Share Our Stories Mental Health Talk – September 10
 - Run 4 The Arts – September 11
 - Out of the Darkness Walk and Candlelight Vigil – September 11
 - Dexter Trivia Night – September 14
 - Meet the Raiders – September 14
 - Club Rush – September 15
 - Jeff and Sheri Easter – September 16
 - Alumni Awards Submissions Due – September 24



THREE RIVERS COLLEGE

NJCAA All-Academic Team

Softball

- Morgan Shockley 1st Team
- Fayth Rakes 2nd
- Gracie Thomas 2nd
- Anna Besand 3rd
- Makayla Bryant 3rd
- Jennifer Morey 3rd
- Kenlee McAuliffe 3rd

Women's Basketball

- Cameran Martin 2nd
- Ahniya Melton 3rd

Baseball

- Chad Donze 1st
- Brian Fischer 2nd
- Kieren Hall 2nd
- Tyler Harre 2nd
- Sam Pierce 2nd
- Zachary Haygood 3rd
- Tucker Hughes 3rd
- Yancy Kolten Poorman 3rd

1st Team 4.0

2nd Team 3.8-3.99

3rd Team 3.6-3.79

A G E N D A
Executive Session
Wednesday, August 25, 2021

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 Construction Contract for FY22 Projects

BACKGROUND INFORMATION--HISTORY

During the fiscal year the College will work to complete several projects to improve the facilities and to address specific COVID-19 mitigation projects involving minor remodeling of spaces. To facilitate this process the College published a bid requesting requests for qualifications to seek a construction partner to complete the work. Sides Construction was the sole bidder.

POSSIBLE ALTERNATIVES

Re-Bid

FINANCIAL IMPLICATIONS

Fee based on the cost of the work.

ADMINISTRATIVE RECOMMENDATIONS

It is the recommendation of the administration that the contract be awarded to Sides Construction.

Consideration of Personnel Action
Employment of Personnel
Assistant Men's Basketball Coach/Player Development Coordinator

PERSONNEL DATA SHEET

_____ Administrative Officer

X Professional Staff – replacement for Bryan Sherrer; resignation to Board 08/25/21

_____ Faculty

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Jerome Anthony Beane

POSITION TITLE: Assistant Men's Basketball Coach/Player Development Coordinator

SALARY: \$37,700

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: August 16, 2021

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
BS	Kansas State University Manhattan, KS	Social Sciences

EXPERIENCE

<u>07/01/19 – 07/01/21</u>	<u>Northern Illinois University Dekalb, IL</u>	<u>Assistant Basketball Coach</u>
<u>05/2012 – 07/2019</u>	<u>Southern Illinois University Carbondale, IL</u>	<u>Top Assistant Basketball Coach</u>
<u>04/2007 – 04/2012</u>	<u>Illinois State University</u>	<u>Top Assistant Basketball</u>
<u>08/2000 – 05/2002</u>	<u>Normal, IL</u>	<u>Coach</u>

(08/25/2021)

Consideration of Personnel Action
Employment of Personnel
Administrative Assistant/Financial Aid

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff – replacement for Kayla O’Neal; transfer to Board 08/25/21

_____ Federal Program: _____

_____ Special Program _____

NAME: Abby Brewer

POSITION TITLE: Administrative Assistant/Financial Aid

SALARY: \$11.30/hour

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: August 30, 2021

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AA	Three Rivers College	General Education
AS	Poplar Bluff, MO	Health Sciences
Certificate		

EXPERIENCE

<u>01/2019 - present</u>	<u>Three Rivers College</u>	<u>Work-study – Financial Aid</u>
	<u>Poplar Bluff, MO</u>	
<u>10/2018 – 03/2019</u>	<u>Tasteful Creations Catering</u>	<u>Kitchen Hand</u>
	<u>Qulin, MO</u>	
<u>06/2018 – 08/2018</u>	<u>Strawberry’s BBQ</u>	<u>Cook</u>
	<u>Holcomb, MO</u>	

(08/25/2021)

Consideration of Personnel Action
Employment of Personnel
Welcome Center Facilitator

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff – replacement for Lisa DeAngelo; transfer approved by Board 06/23/21

_____ Federal Program: _____

_____ Special Program _____

NAME: ShaeLynn Dixon

POSITION TITLE: Welcome Center Facilitator

SALARY: \$11.30/hour

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: August 30, 2021

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AAS	State Technical College of Missouri Linn, MO	Business Administration Accounting

EXPERIENCE

<u>07/2020 – 12/2021</u>	<u>Legions Bank</u>	<u>Floating Bank Teller</u>
	<u>Linn, MO</u>	
<u>05/2015 – 07/2020</u>	<u>RedBeards Steak and Seafood</u>	<u>Waitress</u>
	<u>Van Buren, MO</u>	

(08/25/2021)

Consideration of Personnel Action
Employment of Personnel
Part-time Professional Tutor

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Rachel Grubbs

POSITION TITLE: Part-time Professional Tutor

SALARY: \$12.50/hour

FULL-TIME _____ PART-TIME: X

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: August 23, 2021

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AA	Three Rivers College Poplar Bluff, MO	Speech Communication
BS	Southeast Missouri State University Cape Girardeau, MO	Mass Communication TV/Film

<u>EXPERIENCE</u>		
<u>03/2021 - present</u>	<u>University of Missouri Extension (4-H)</u>	<u>Video Editor/Consultant</u>
	<u>Columbia, MO</u>	
<u>03/2018 – 12/2019</u>	<u>Sikeston Public Library</u>	<u>Shelver</u>
<u>Summer 2017/2018</u>	<u>Sikeston, MO</u>	<u>Summer Reading Help</u>

(08/25/2021)

Consideration of Personnel Action
Employment of Personnel
Assistant Baseball Coach/Academic Planning & Advising

PERSONNEL DATA SHEET

Administrative Officer
 Professional Staff – replacement for Tyler Smith; transfer approved 06/24/20
 Faculty
 Support Staff
 Federal Program: _____
 Special Program _____

NAME: Zachary McKenney

POSITION TITLE: Assistant Baseball Coach/Academic Planning & Advising

SALARY: \$33,000

FULL-TIME PART-TIME: _____
9 months _____ 10 months _____ 11 months _____ 12 months

Other: _____

STARTING DATE: September 1, 2021

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AA	Three Rivers College Poplar Bluff, MO	General Education
BA	University of Missouri-St. Louis St. Louis, MO	History

EXPERIENCE

05/2020 - present	Missouri Bulls Cape Girardeau, MO	Head Summer Coach
08/2018 - present	Three Rivers College Poplar Bluff, MO	Volunteer Assistant Baseball Coach
08/2018 - present	Poplar Bluff School District Poplar Bluff, MO	ISS Instructor
08/2016 – 05/2018	University of Missouri-St. Louis Ferguson, MO	Assistant Coach

(08/25/2021)

Consideration of Personnel Action
Employment of Personnel
Financial Aid Advisor

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff – replacement for Robin Pearson; retirement approved 01/20/21

_____ Federal Program: _____

_____ Special Program _____

NAME: Jeana Sanders

POSITION TITLE: Financial Aid Advisor

SALARY: \$14.30/hour

FULL-TIME X PART-TIME: _____

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: July 26, 2021

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AA	River Parishes Community College Gonzales, LA	AA LA Transfer

EXPERIENCE

<u>07/2020 – 12/2020</u>	<u>Advanced Welding School Walker, LA</u>	<u>Office Coordinator</u>
<u>01/2018 – 07/2020</u>	<u>Dan-Loc Group Gonzales, LA</u>	<u>Office Administrator</u>
<u>03/2017 – 10/2017</u>	<u>Baldwin Ford, Lincoln, Toyota Inc. Poplar Bluff, MO</u>	<u>Accounts Payable/Receivable Shop Assistant</u>

(08/25/2021)

Consideration of Personnel Action
Employment of Personnel
Adjunct Faculty/Part-time Assistant Softball Coach

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

X Faculty – replacement for Jason Gwin

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Summer Shockley

POSITION TITLE: Adjunct Faculty/Part-time Assistant Softball Coach

SALARY: \$11,000

FULL-TIME _____ PART-TIME: X

9 months _____ 10 months _____ 11 months _____ 12 months X

Other: _____

STARTING DATE: July 20, 2021

QUALIFICATIONS:

Degree

Ed. Institution

Major

EXPERIENCE _____

(08/25/2021)

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Administrative Assistant/Financial Aid to Financial Aid Advisor

BACKGROUND INFORMATION

HISTORY

With changes to personnel in the office, a Financial Aid Advisor position became available. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Ms. Kayla O'Neal to this position. She will assume the new duties, effective July 4, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, non-exempt position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Kayla O'Neal.

08/25/2021

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position
Practical Nursing Instructor to Practical Nursing Coordinator

BACKGROUND INFORMATION

HISTORY

With the internal transfer of Larissa Brown, the Coordinator position for the LPN program in Poplar Bluff became available. The position was advertised internally. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Ms. Andrea Pierce to this Practical Nursing Coordinator position. She will assume the new duties, effective July 19, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, 12-month faculty position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Andrea Pierce.

08/25/2021

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Senior Administrative Assistant/Nursing & Allied Health to Facilitator, Dexter

BACKGROUND INFORMATION

HISTORY

With the transfer of Kayla O'Neal to the Financial Aid department, the Facilitator position in Dexter became available. The position was advertised. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Ms. Virginia Watson to the Facilitator in Dexter position. She will assume the new duties, effective August 1, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, non-exempt position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Virginia Watson.

08/25/2021

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Adjunct/Part-time Lead Instructional Assistant Workforce to Temporary Instructor, Industrial Technology

BACKGROUND INFORMATION

HISTORY

With the resignation of James Dow, the Instructor, Industrial Technology position became available. With the need to serve students immediately, the request for Gregory Watts' transition was requested. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Mr. Watts to this temporary position. He will assume the new duties, effective August 1, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, 12-month faculty position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Gregory Watts.

08/25/2021

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Academic Advisor/Planning to Assistant Women's Basketball Coach/Academic Planning & Advising

BACKGROUND INFORMATION

HISTORY

With the retirement of Jeff Walk and the transition of Alex Wiggs to the Head Coach, the Assistant Coach/Academic Planning & Advising position became available. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Marissa Webb to this position. She will assume the new duties, effective July 1, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, exempt position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Marissa Webb.

08/25/2021

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Request for Retirement
Executive Assistant to the President

BACKGROUND INFORMATION

HISTORY

Ms. Janine Heath has been employed with the College full-time since September 2011 and with the President's office since September 2012. She has submitted her request for retirement, effective January 1, 2022.

FINANCIAL IMPLICATIONS

This is a full-time, exempt position.

ADMINISTRATIVE RECOMMENDATION

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

08/25/2021

July 1, 2021

Dr. Payne,

This is my formal notification that I have decided to retire at the end of 2021. My effective retirement date will be January 1, 2022 however with the Christmas Break, my last day at the College will be December 17, 2021.

I have enjoyed working at the College these past years. The learning curve was steep but with your help I was able to learn and hopefully contribute to the student's successes. I have come to understand the importance of community college in rural areas and wish Three Rivers the best as it continues to grow.

Thank you, the Board of Trustees, the faculty, and the staff at the College for allowing me the opportunity to participate in the growth and improvement over the past 10 years.

Respectfully



Janine Heath

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Request for Retirement
Coordinator, Testing Services

BACKGROUND INFORMATION

HISTORY

Ms. Diane Patterson has been employed with the College full-time since August 1997 and with her current position as the Coordinator, Testing Services since August 2005. Ms. Patterson has submitted her request for retirement, effective January 1, 2022.

FINANCIAL IMPLICATIONS

This is a full-time, exempt position.

ADMINISTRATIVE RECOMMENDATION

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

08/25/2021

Patterson **Diane**

E-mail: dpatterson@trcc.edu
476 CR 423, Poplar Bluff, MO 63901 ★ Phone: 573-934-1993

August 16, 2021

Dear Dean Matthews,

It is with a heavy heart that I announce my retirement as Coordinator of Testing Services at Three Rivers College. I know we discussed June, but we had also discussed other issues going on in my life. This decision is one in which much thought was given and not taken lightly. My last day will be January 1, 2022.

The friends I've made and lessons I've learned since I first stepped on campus back in 1997 will stay with me for the rest of my life. Some I will cherish and some not even correction tape can erase.

I can not begin to tell you the immense joy it has given me to be able to help our students achieve their goals of receiving their HiSET or teaching certification.

Three Rivers gave me a stable income to provide for me and my family for the last 24 years and I thank you for that opportunity. The support I've received during my time here has been amazing and I am truly grateful for everything. I wish TRC all the continued success as it moves forward to improve the lives of its employees, students and the community in southeast Missouri the same as it has done for me.

Looking back, I took the position of Testing Services Coordinator in 2005, I told myself I would leave it better than when I took it over. I am proud of what I have been able & permitted to achieve with Testing Services over the last 16 years. I feel I have accomplished much and am leaving the office better than when I started.

Sincerely,

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Instructor, Industrial Technology

BACKGROUND INFORMATION

HISTORY

Mr. James Dow has been employed with the College full-time since July 2016 as an Instructor, Industrial Technology. Mr. Dow has submitted his resignation, effective July 15, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, twelve-month faculty position.

ADMINISTRATIVE RECOMMENDATION

Accept Mr. Dow's resignation and proceed with review of the position and the appropriate replacement process.

08/25/2021

July 13, 2021

Mr. Will Cooper

Department Chair, Career Studies and Workforce Development

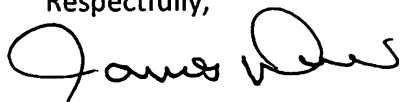
Three Rivers College

Mr. Cooper,

Due to personal circumstances, I have decided to resign as Instructor, Industrial Technology at Three Rivers College, effective July 15, 2021.

I have enjoyed working at Three Rivers College and thankful for the many relationships I have formed in my time here.

Respectfully,

A handwritten signature in black ink, appearing to read "Jim Dow". The signature is fluid and cursive, with a large initial "J" and "D".

Jim Dow

Instructor, Industrial Technology

Three Rivers College

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Student Services Advisor II

BACKGROUND INFORMATION

HISTORY

Mr. Shane Howell has been employed with the College full-time since July 2019. Mr. Howell has submitted his resignation, effective July 22, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, grant-funded non-exempt position.

ADMINISTRATIVE RECOMMENDATION

Accept Mr. Howell's resignation and proceed with review of the position and the appropriate replacement process.

08/25/2021

Shane Howell
310 N Gilmore St
Charleston, Mo 63834

July 5, 2021

Mr. Chris Adams
Three Rivers College

Mr. Adams,

I am writing to notify you that I am resigning from my position as Student Advisor II with Three Rivers College. My last day of employment will be July 22,, 2021..

I appreciate the opportunities I have been given during my time with this school, as well as your professional guidance and support.

I wish you and the school the best of success in the future.

If I can assist with the transition of my absence, please do let me know.

Very sincerely,

Shane Howell

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Director, Housing

BACKGROUND INFORMATION

HISTORY

Mr. Casey Julian has been employed with the College full-time since 2014 in the assistant housing role. As of July 2020, Mr. Julian has been the Director of Housing. He has submitted his resignation, effective August 20, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, exempt position.

ADMINISTRATIVE RECOMMENDATION

Accept Mr. Julian's resignation and proceed with review of the position and the appropriate replacement process.

08/25/2021

August 2, 2021

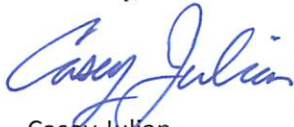
Ann Matthew
Dean of Student Services
Three Rivers College
2080 Three Rivers Blvd
Poplar Bluff, MO 63901

Dean Matthews,

I would like to give you notice of my resignation from my position as Director of Housing here at Three Rivers College. This resignation will be effective August 20th, 2021.

I would like to thank you for the chances and the guidance you have given me over the past six years we have worked together. I would also like to thank the College for the opportunities of growth during those years as well.

Sincerely,



Casey Julian
Director of Housing
Three Rivers College

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Outreach Specialist/Educational Talent Search

BACKGROUND INFORMATION

HISTORY

Ms. Marsha Dawn Price has been employed with the College full-time since 2017. Most recently she has been an Outreach Specialist with Educational Talent Search. Ms. Price has submitted her resignation, effective July 27, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, grant-funded non-exempt position.

ADMINISTRATIVE RECOMMENDATION

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

08/25/2021

July 27, 2021

To Whom It May Concern,

Please consider this my letter of resignation from Educational Talent Search immediately due to medical concerns with my mother.

I have valued my time at Three Rivers College – first as an Adjunct, then as a member of the ACHIEVE team, and recently as an Out Reach Specialist. After my family, I consider educating and positively touching the lives of students to be one of my greatest accomplishments.

Thank you for the opportunities to help educate TRC's students.

Sincerely,

A handwritten signature in black ink that reads "Marsha Dawn Price". The signature is written in a cursive, flowing style with a large initial 'M'.

Marsha Dawn Price

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Assistant Men's Basketball Coach/Player Development Coordinator

BACKGROUND INFORMATION

HISTORY

Mr. Bryan Sherrer has been employed as the Assistant Men's Basketball Coach/Player Development Coordinator full-time since August 2014. Mr. Sherrer has submitted his resignation, effective July 12, 2021.

FINANCIAL IMPLICATIONS

This is a full-time, exempt position.

ADMINISTRATIVE RECOMMENDATION

Accept Mr. Sherrer's resignation and proceed with review of the position and the appropriate replacement process.

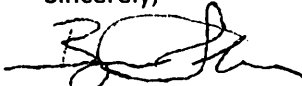
08/25/2021

July 12, 2021

Dr. Wesley Payne
President
Three Rivers College
Poplar Bluff, MO

Dear Dr. Payne, I am writing to inform you that I am resigning my position as Assistant Basketball Coach/Basketball Recruitment Player Development Coordinator in the Athletic Department effective 7/12/21. My resignation is due to my acceptance of a new position. I have thoroughly enjoyed my years at Three Rivers, as a student-athlete and as a coach. Thank you for providing me the opportunity to work at this great institution.

Sincerely,

A handwritten signature in black ink, appearing to read "Bryan A. Sherrer", with a long horizontal flourish extending to the left.

Bryan A. Sherrer

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2750 Return of Title IV Information	Page 1 of 4
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policies: IP 6310 Classroom Attendance; GAP 1101 Debts to College	
Associated Regulations: IR 6310 Classroom Attendance; FR 3109 Student Refunds	
References: Higher Education Act of 1965; Federal Student Aid Handbook 2020-2021	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 06-01-2021

Three Rivers College adheres to strict guidelines in keeping with Federal Regulations governing Title IV Federal Financial Aid Programs. The Return of Title IV calculation must be performed according to the Federal Department of Education’s regulations. Return of Title IV calculation is performed when a student completely withdraws, drops, or otherwise fails to complete the period of enrollment.

Three Rivers College students are expected to earn Federal Financial Aid by attending classes through at least 60 percent of their enrollment. Students who stop attending or withdraw from all courses but have already received their federal financial aid disbursement for the semester, could owe money back to the federal financial program.

For students enrolled in modular courses, students are no longer considered withdrawn if any of the following apply:

- Student completes all requirements for graduation before completing the days scheduled to complete in the period.
- Student successfully completes one or more modules that includes 49% or more of the number of days excluding scheduled breaks of five or more consecutive days and all days between modules.
- Coursework equal to or greater than half time attendance (6 hours).
- Early implementation effective June 1, 2021.

Note: According to U.S. Department of Education a program is “offered in modules” if the program uses a standard-term, nonstandard-term, or semester length and is not a subscription-based program, and a course or courses in the program that do not span the entire length of the payment period or period of enrollment. (This would include but not be limited to A and B session courses that do not expand the full semester that earn college credit and should not be confused with weekly units of instruction).

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

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Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 06-01-2021

This process, established by the Federal Department of Education through the Higher Education Act of 1965 affects students who have received assistance through the following federal financial aid programs at Three Rivers College:

- Pell Grants
- Federal Supplemental Educational Opportunity Grants (FSEOG)
- Federal Direct Subsidized and Unsubsidized Loans
- Parent PLUS Loans
- Iraq & Afghanistan Service Grant

The calculation of what is owed is based upon the number of days in the semester the student has completed. The more days the student attended, results in less owed. A federally mandated formula is used to calculate the amount of overpayment.

Example: Student withdraws on the 37th day of the semester. Formula: enrolled days/days in enrollment period equals the percent of aid earned ($37/111 = 33.3$ percent earned, and 67.7 percent of funds received by the college must be returned to the appropriate federal aid program.

When determining a last date of attendance and calculating the portion of funds earned by the student, the student's last date of attendance as indicated in official attendance records of the college and reported by the faculty will be used. The college reviews student attendance and withdrawal information throughout each semester.

Students who did not receive all the earned financial aid shall be offered a post-withdrawal disbursement. A letter will be mailed, and the student should follow the instructions in the letter carefully to accept the disbursement.

Students may choose to decline some or all the loan funds to avoid additional debt. There may be some Title IV Funds that cannot be disbursed once a student withdraws because of other eligibility requirements. If required, the student should turn in all items needed for verification at the time of withdrawal.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
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Title: SR 2750 Return of Title IV Information	Page 3 of 4
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Associated Regulations: IR 6310 Classroom Attendance; FR 3109 Student Refunds	
References: Higher Education Act of 1965; Federal Student Aid Handbook 2020-2021	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 06-01-2021

The requirements for Federal Title IV Program Funds when a student withdraws are separate from any refund information (FR 3109). Therefore, students may still owe a balance to cover unpaid institutional charges and will be billed for any remaining charges or any Federal Title IV Program Funds that the college was required to return.

All non-passing grades will be reviewed to determine if the student completed the course or ceased attendance prior to the end of the course. If the course was not completed, the student will be considered “unofficially withdrawn” and the last date of attendance in the class will be used to calculate “earned” financial aid.

The college will return the overpayment on the student’s behalf and bill the student for the balance due. Any unpaid balance will be subject to collection action. Students who owe a balance after “unearned” financial aid is returned will have a hold placed on their account which will prevent the student from receiving an official transcript and registering for classes. For additional information regarding Federal Title IV Funds contact the Office of Financial Aid at Three Rivers College.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2750 Return of Title IV Information	Page 4 of 4
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policies: IP 6310 Classroom Attendance; GAP 1101 Debts to College	
Associated Regulations: IR 6310 Classroom Attendance; FR 3109 Student Refunds	
References: Higher Education Act of 1965; Federal Student Aid Handbook 2020-2021	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 06-01-2021

DOCUMENT HISTORY:

- 02-15-2017:** Initial approval of SR 2750 Return of Title IV Information.
- 10-16-2019:** Revisions based on the updated Federal Student Aid Handbook for 2019-20 and the addition of the recommended return to title IV calculation example.
- 06-01-2021:** Update to language from the Federal Department of Education for students enrolled in modular courses that may no longer be considered “withdrawn” if certain circumstances apply.

UPCOMING EVENTS

COVID Vaccination Clinic: August 23 and 24, 3-7 p.m., Bess Activity Center. Hosted by Key Drugs for staff and students.

Paul Jackson Reception: August 29, 2-4 p.m., TINN Lobby. A reception to honor the creator of the mural on the exterior of the Tinnin building as he opens his art show “Watercolors,” in the Tinnin Gallery. The exhibit will be on display August 29 – October 29.

International Overdose Awareness Day Presentations: August 31, 3-7 p.m., PLST 108. Free event to the public to raise awareness of overdoses, reduce stigma from drug-related deaths, and acknowledge grief felt by families and friends.

Red Cross Blood Drive: September 2, 10 a.m. – 3 p.m., Bess Conference Room.

Labor Day: September 6, College closed.

Mental Health Awareness Presentation: *Let Us Share Our Stories*: September 10, 2-4 p.m., PLST 108. This event features three experienced guest speakers whose goal it is to encourage people to speak up about mental health issues.

Run 4 the Arts: September 11, 9 a.m. – 12 p.m., TINN parking lot. Funds benefit endowed fund scholarships earmarked for students studying the Arts at Three Rivers.

Out of the Darkness Community Walk: September 11, 5-7 p.m. Campus Walking Trail; candlelight vigil, 7:30 p.m., Quad. Three Rivers Behavioral Health Support Program is hosting this event for families/friends who have experienced suicide, attempted suicide, or contemplated suicide.

Dexter Trivia Night: September 14, 6 p.m., Sacred Heart Catholic Church Parish Center, Dexter. Funds received will benefit scholarships for students at Three Rivers – Dexter.

Alumni Star/Distinguished Alumni Nominations Deadline: September 24.

For the most current information on upcoming events, view the College Calendar at www.trcc.edu.



DAR Headlines: June 15 – August 18

- June 16: Mosby will return for 3rd season (women's basketball)
- June 17: TRC bull riders off to good start
- June 18: Raiders sit 1-2 in bull riding heading into final round
- June 22: Three Rivers College honors top students at Student Excellence Awards ceremony
- June 22: Skender, Moss finish in top 5 at National Finals
- June 23: Gene Bess summer camps scheduled for July
- June 24: Djambo still calls Poplar Bluff home (former Raider)
- August 7: Run it back: Raiders return 4 starters, 10 players from record-setting team (women's basketball)
- August 12: Getting ready: Work on TRC facilities near finish
- August 13: Classes start Monday: Students move in at Three Rivers
- August 14: Run 4 the Arts to help music and art students