

11:00 a.m. Three Rivers Board of Trustees Luncheon in Current River Room – Tinnin Fine Arts Center

12:00 p.m. Three Rivers Board of Trustees Meeting, Board Room in Tinnin Fine Arts Center

A G E N D A
REGULAR SESSION
Wednesday, September 20, 2017
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 August Board Meeting
 3. Consideration and Approval of Minutes of the Tax Levy Meeting
- III. 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.)
- IV. 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
- V. President’s Report**
- VI. Items for Consideration, Discussion, and Vote**
 1. **Consideration, Discussion & Vote for the following College Policies**
 1. **BP 0120 – Regional Accreditation Status**
 2. **GAP 1310 – College Communications**
- VII. Consideration and Approval of all Personnel Actions and Associated Documents**
 1. **Acceptance of Employment**
 1. **Sharnice Robinson – Part-time Facilitator – Malden**
 2. **Carmilita Walker – Part-time EMS Secretary**

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

2. **Transfer of Position**
 1. **William Dougherty – Financial Aid Advisor to Information Systems Specialist**
3. **Additional Appointment**

VIII. Appendix

1. Information Items
 1. GAR 1310 – College Communication
 2. GAR 1315 – Social Media
2. Upcoming Events
3. Recent Newspaper Articles

IX. FY17 Board of Trustees Meeting Dates

- Wednesday, October 18, 2017 – Doniphan Career Center
- Wednesday, November 15, 2017
- Wednesday, December 13, 2017
- Wednesday, January 17, 2018
- Wednesday, February 21, 2018
- Wednesday, March 21, 2018
- Wednesday, April 11, 2018
- Wednesday, May 16, 2018
- Wednesday, June 20, 2018

X. Adjournment

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

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE**

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

AUGUST 23, 2017

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

ATTENDANCE

Invocation was delivered by Trustee Gary Featherston

INVOCATION

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

**APPROVAL OF BOARD MEETING
AGENDA**

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

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

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

**CONSIDERATION OF COLLEGE
FINANCIAL REPORT**

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

Ms. Eubank then reviewed the current bid report.

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

Dr. Payne updated the board as follows:

PRESIDENT'S REPORT

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

CONSTRUCTION UPDATE

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

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

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

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

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

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

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

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

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

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

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

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

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

TRC AT THE BALL PARK

FALL CONVOCATION 2017

HOUSING WELCOME PARTY

ENROLLMENT NUMBERS

FIRST WEEK OF CLASSES

PATRONS OF THE ARTS KICKOFF

ECLIPSE VIEWING PARTY

UPCOMING EVENTS

WE'RE ALL IN THIS TOGETHER

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

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

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

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

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

EXECUTIVE SESSION

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

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

CONSIDERATION AND APPROVAL OF ALL PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

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

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COMMUNITY COLLEGE
TAX LEVY RATE MEETING
AUGUST 23, 2017**

The special meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center of the college in Poplar Bluff, Missouri, on Wednesday, August 23, 2017, at 11:45am.

AUGUST, 23, 2017

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

ATTENDANCE

Chairman Eric Schalk announced that the purpose of the meeting was to set the rate of taxation to be established for the Three Rivers Community College District for calendar year 2017. The recommended rate reflects that there is no change in the taxation rate from the previous year.

PURPOSE OF CALLED MEETING

Trustee Richardson moved (1) The rate of taxation for the calendar year 2017 be set at point two three five two (0.2352), as recommended by the State Auditor, on each one hundred dollars of assessed valuation of property within the college taxing district; and that (2) Certification of same be forwarded to the county officials at the appropriate time.

ESTABLISHMENT OF TAX LEVY FOR CALENDAR YEAR 2017

The motion was seconded by Trustee Garrison and the board was polled: Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes; Trustee Grassham, yes; Trustee Garrison, yes; Trustee Schalk, yes.

There being no further business, the board unanimously approved to adjourn the meeting at 11:47 a.m. on a motion by Trustee Richardson and a second by Trustee Garrison.

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

APPROVAL DATE

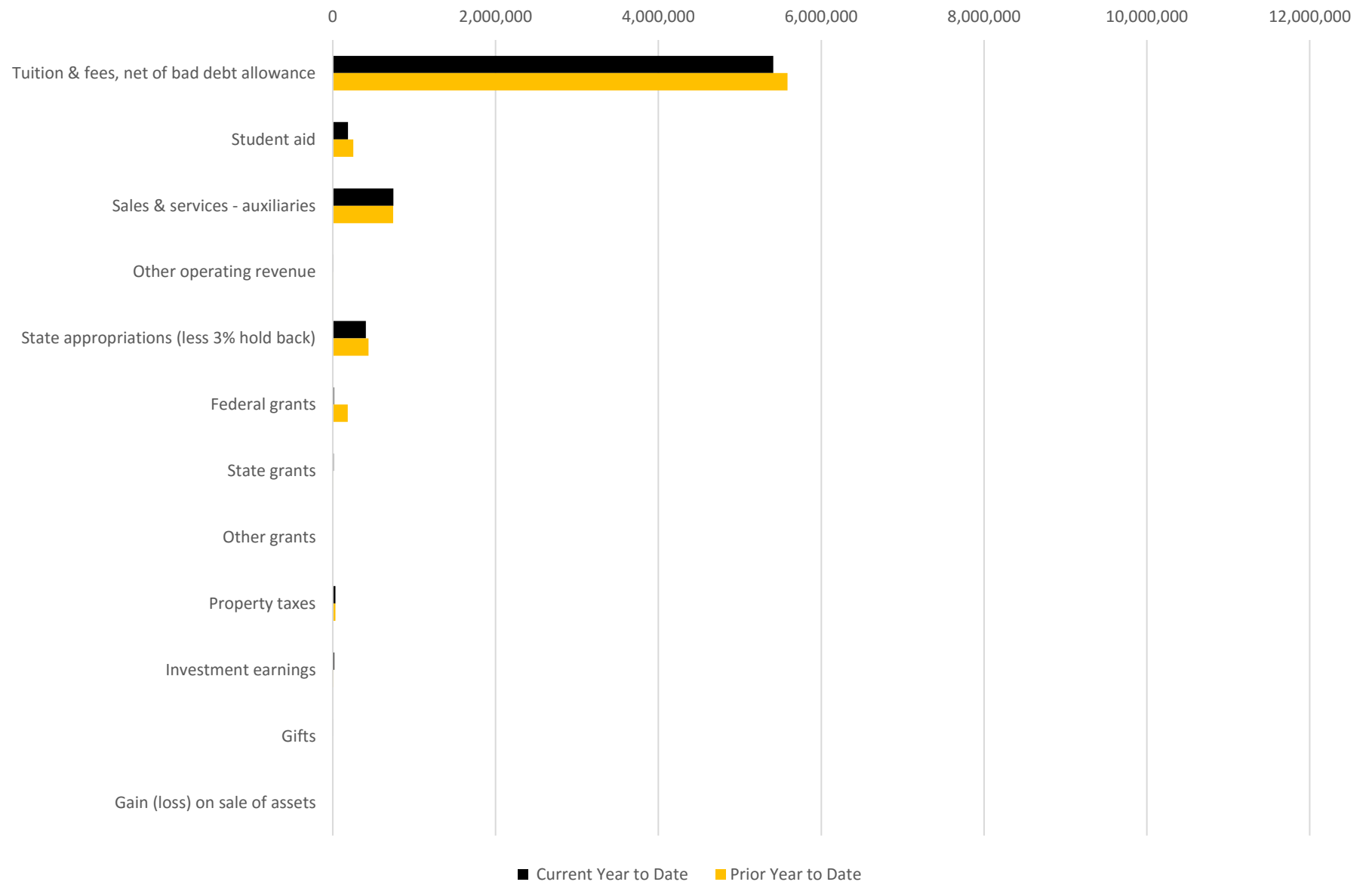
A G E N D A
Executive Session
Wednesday, September 20, 2017

I. Executive Session

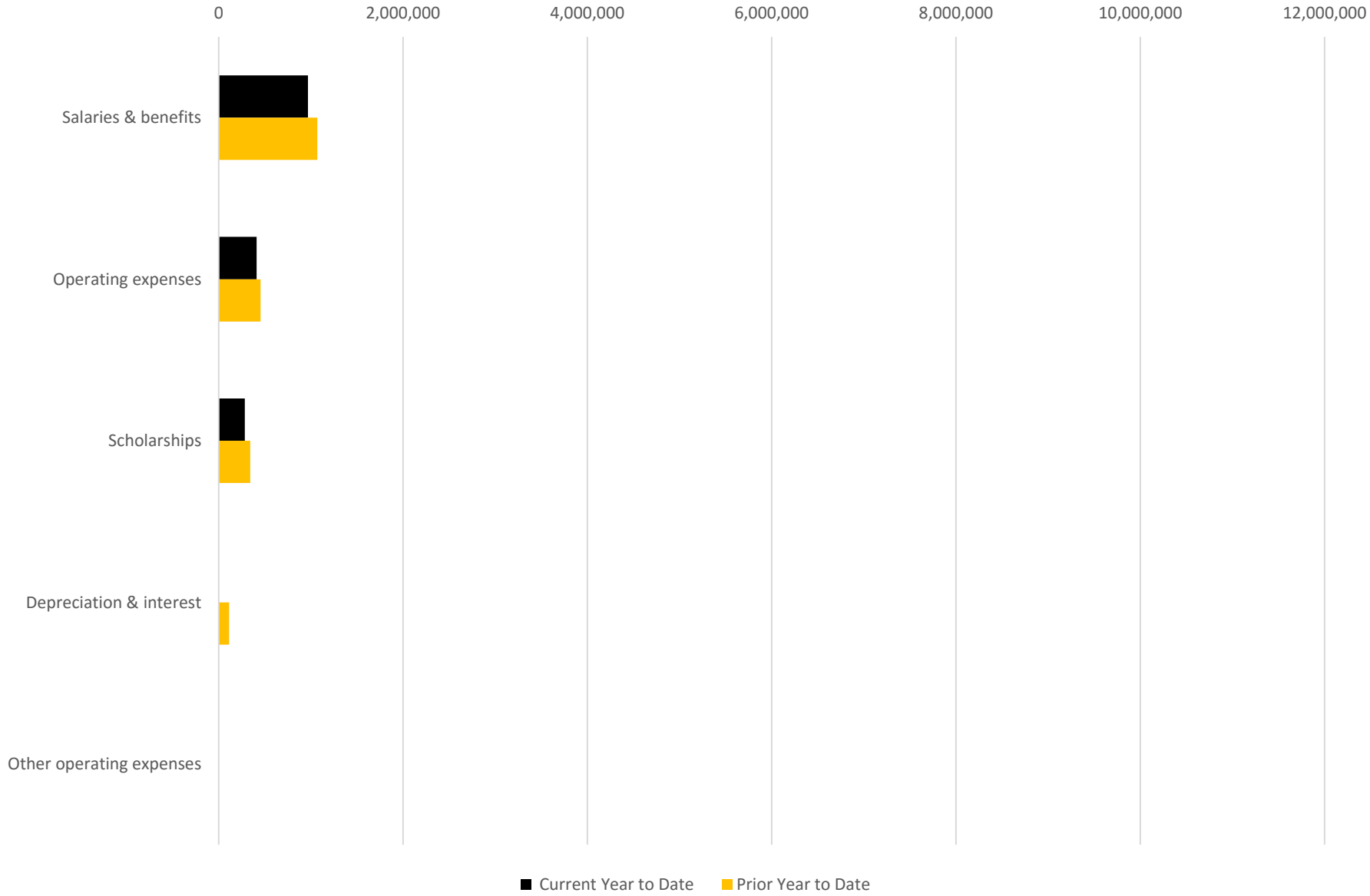
1. Personnel and any other matters covered by RSMo Section 610.021
2. Real Estate/Property and other matters covered by RSMo Section 610.021.2
3. Legal and other matters covered by RSMo Section 610.021.1

II. Adjournment

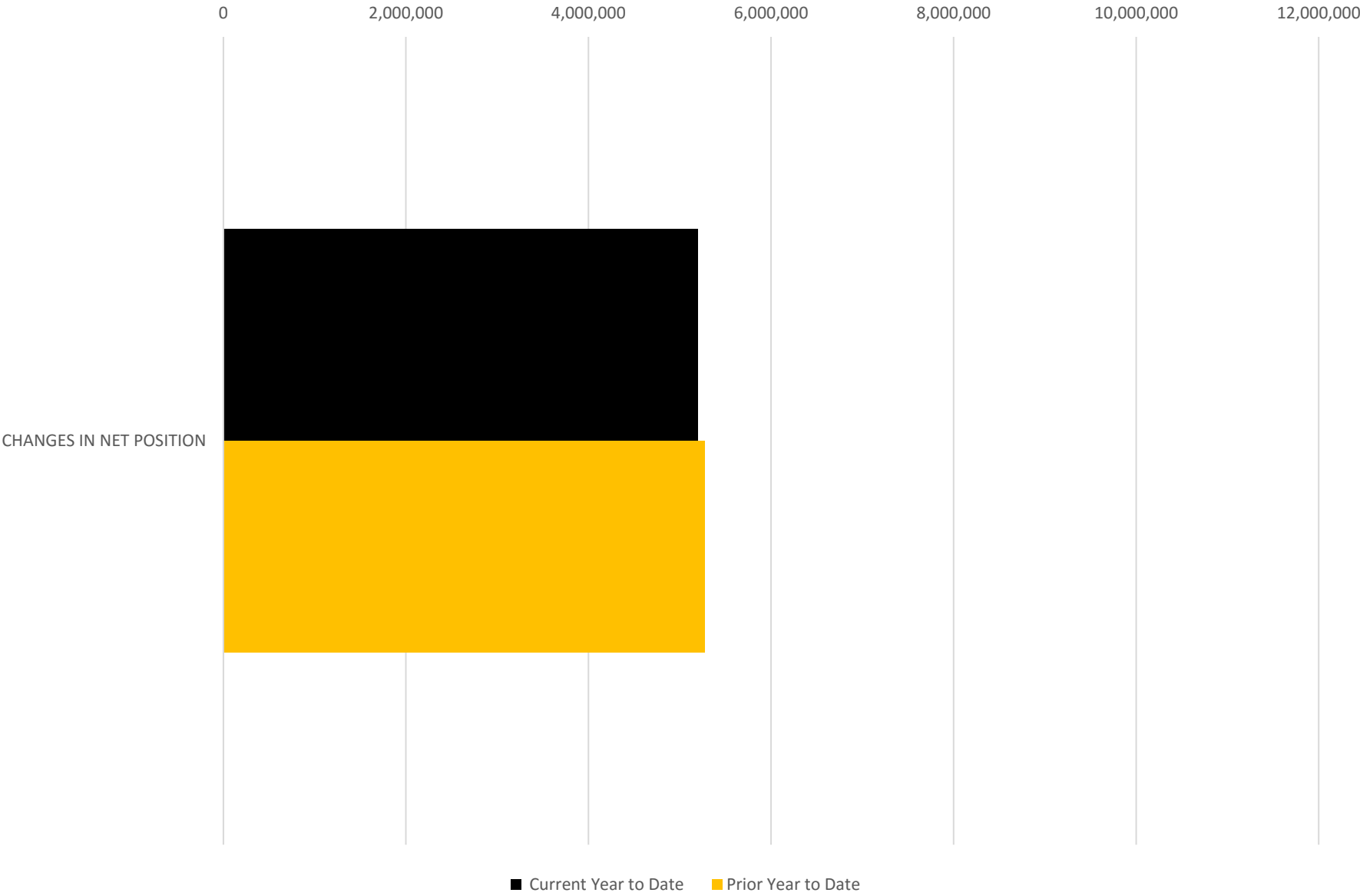
YTD Comparison to Previous Year 07/31/17



YTD Comparison to Previous Year 07/31/17



YTD Comparison to Previous Year 07/31/17



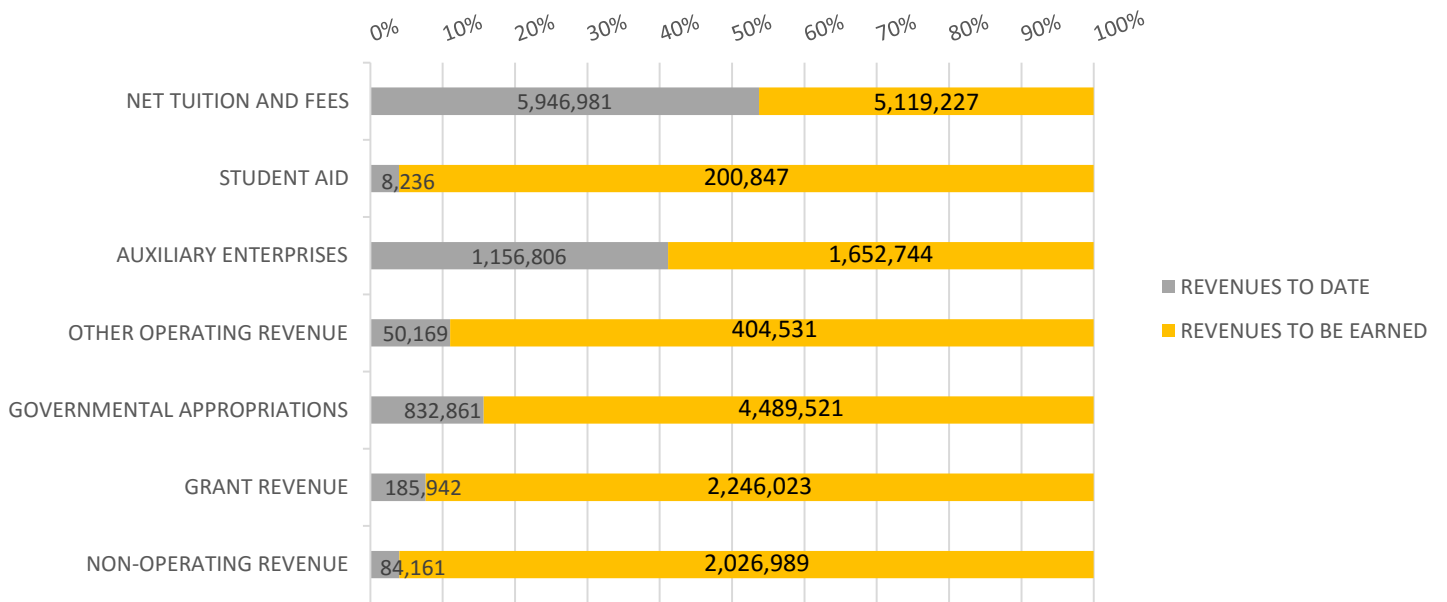
Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
July 31, 2017

ASSETS AND DEFERRED OUTFLOWS		LIABILITIES, DEFERRED INFLOWS AND NET POSITION	
CURRENT ASSETS		CURRENT LIABILITIES	
Cash & Cash Equivalents	13,076,896	Accounts Payable	737,106
Student Account Receivables, net	7,985,885	Accrued Vacation	299,170
Property Tax Receivable	116,750	Student Deposits	49,973
Other Receivables	472,413	Deferred Tuition & Fees	0
Investments	55,801	Scholarships	(82,839)
Inventory	152,875	Total Current Liabilities	1,003,411
Prepaid Expenses	187,164		
Total Current Assets	22,047,785	NON-CURRENT LIABILITIES	
NON-CURRENT ASSETS		Retirement Incentive Payable	0
Land	5,490,786	Other Post Employment Benefits	16,443,473
Capital assets	61,975,342	Bonds, Notes and Leases Payable	22,854,963
Plus: Current year additions to capital assets	9,859	Accrued Interest	0
Accumulated Depreciation	(26,265,264)	Agency	140,367
Unamortized Bond Issue Costs	0	Total Non-Current Liabilities	39,438,803
Total Non-Current Assets	41,210,724	Total Liabilities	40,442,213
DEFERRED OUTFLOWS	8,160,659	DEFERRED INFLOWS	3,374,699
		NET POSITION	
		Beginning Balance	22,406,872
		Changes in Net Position	5,195,384
		Total Net Position	27,602,256
TOTAL ASSETS AND DEFERRED OUTFLOWS	71,419,168	TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	71,419,168

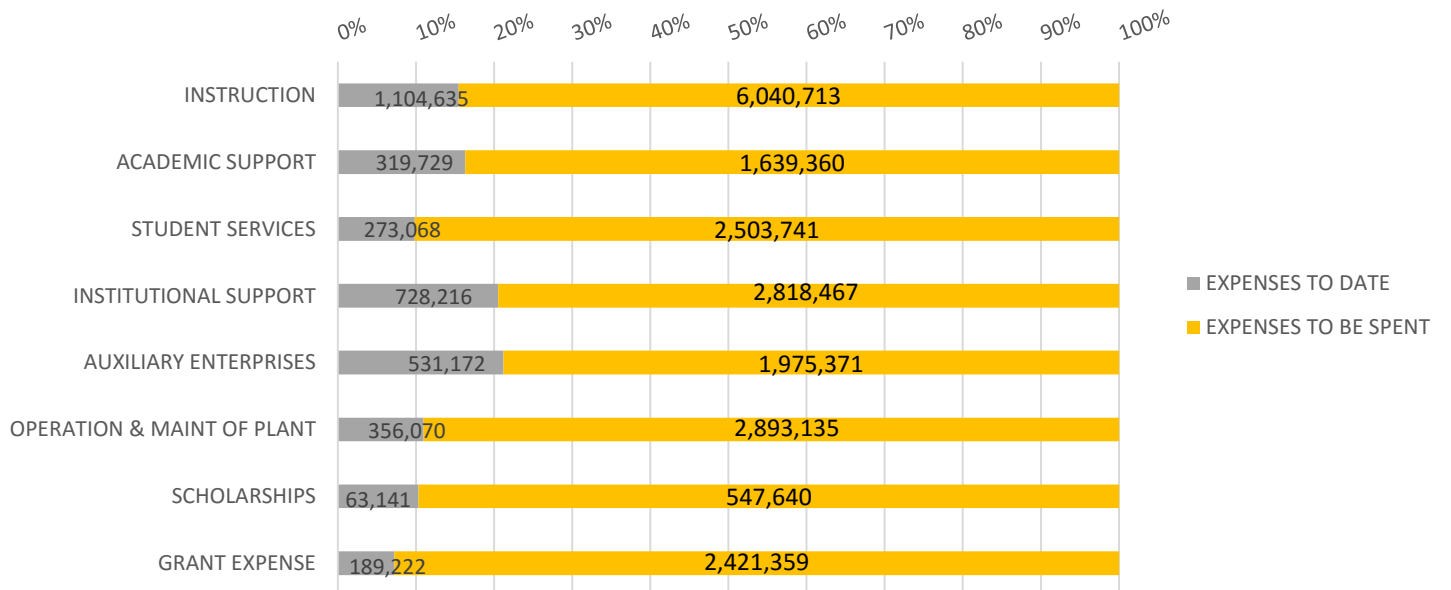
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
July 31, 2017

	July	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE					
Tuition & fees, net of bad debt allowance	5,410,662	5,410,662	5,585,994	(175,332)	(3.14)%
Student aid	186,626	186,626	252,605	(65,979)	(26.12)%
Sales & services - auxiliaries	744,397	744,397	741,981	2,416	0.33%
Other operating revenue	5,051	5,051	4,335	716	16.51%
Total Operating Revenue	<u>6,346,736</u>	<u>6,346,736</u>	<u>6,584,915</u>	<u>(238,180)</u>	<u>(3.62)%</u>
OPERATING EXPENSES					
Salaries & benefits	968,202	968,202	1,069,080	(100,878)	(9.44)%
Operating expenses	411,985	411,985	452,710	(40,726)	(9.00)%
Capital equipment	9,859	9,859	71	9,788	13,788.51%
Less: Transfer to capital assets	(9,859)	(9,859)	(71)	(9,788)	13,788.51%
Scholarships	282,829	282,829	342,096	(59,267)	(17.32)%
Depreciation & interest	(22,443)	(22,443)	112,216	(134,659)	(120.00)%
Other operating expenses	0	0	0	0	#DIV/0!
Total Operating Expenses	<u>1,640,572</u>	<u>1,640,572</u>	<u>1,976,102</u>	<u>(335,530)</u>	<u>(16.98)%</u>
NON-OPERATING REVENUE (EXPENSES)					
State appropriations (less 3% hold back)	405,838	405,838	439,786	(33,948)	(7.72)%
Federal grants	15,738	15,738	185,349	(169,611)	(91.51)%
State grants	13,251	13,251	71	13,180	18,566.01%
Other grants	0	0	0	0	0.00%
Property taxes	34,111	34,111	33,138	973	2.94%
Investment earnings	17,632	17,632	9,281	8,351	89.98%
Gifts	2,650	2,650	0	2,650	0.00%
Gain (loss) on sale of assets	0	0	0	0	0.00%
Total Non-Operating Revenues (Expenses)	<u>489,220</u>	<u>489,220</u>	<u>667,625</u>	<u>(178,405)</u>	<u>(26.72)%</u>
CHANGES IN NET POSITION	<u>5,195,384</u>	<u>5,195,384</u>	<u>5,276,438</u>	<u>(81,054)</u>	<u>(1.54)%</u>

Budget to Actual Revenues 08/31/2017 (17%)



Budget to Actual Expenses 08/31/2017 (17%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
August 31, 2017
Fiscal Year Benchmark: 17%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>	11,066,208	5,946,981	54%	5,119,227
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	209,083	8,236	4%	200,847
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	2,809,550	1,156,806	41%	1,652,744
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	454,700	50,169	11%	404,531
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	5,322,382	832,861	16%	4,489,521
GRANT REVENUE <i>State Grants, Federal Grants</i>	2,431,965	185,942	8%	2,246,023
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,111,150	84,161	4%	2,026,989
TOTAL REVENUES	24,405,038	8,265,155	34%	16,139,883

NOTE: We have recognized a total of 34% of budgeted revenues. We have recognized 54% of our budgeted revenues from tuition and fees, comprised of portions of summer and fall 2017. Auxiliary revenue is at 41% for the fall term. Other categories are largely recognized later in the fiscal year.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	7,145,348	1,104,635	15%	6,040,713
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,959,089	319,729	16%	1,639,360
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	2,776,809	273,068	10%	2,503,741
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	3,546,683	728,216	21%	2,818,467
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	2,506,543	531,172	21%	1,975,371
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,249,205	356,070	11%	2,893,135
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	610,781	63,141	10%	547,640
GRANT EXPENSE <i>State Grants, Federal Grants</i>	2,610,580	189,222	7%	2,421,359
TOTAL EXPENSES	24,405,038	3,565,253	15%	20,839,784.62

NOTE: We have obligated 15% of our budgeted expenses at 17% into the fiscal year. August payroll IS INCLUDED in this report, but August credit card expenses ARE NOT INCLUDED as they were not yet available at the time of the report. The Institutional Support category includes some very large annual technology license renewals that occur at the beginning of the fiscal year. Therefore, that category always tracks ahead as a percentage than the others. Auxiliary Enterprises is at 21% but is more than offset by revenue which is also tracking ahead.

CHANGES IN NET POSITION	0	4,699,902
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Three Rivers College
 Capital Budget - Unaudited
 August 31, 2017
 Fiscal Year Benchmark: 17%

	FUNDING SOURCES	SOURCES TO DATE			SOURCES TO BE
		BUDGET	SOURCES TO DATE	%	EARNED
RESTRICTED					
<i>Bond proceeds</i>		5,386,113	5,192,115	96%	193,998
<i>State bonding proceeds</i>		770,000	195,918	25%	574,082
UNRESTRICTED					
<i>General funds - prior year transfers in**</i>				0%	0
<i>General funds - current year transfers in</i>				0%	0
TOTAL FUNDING SOURCES		6,156,113	5,388,033	88%	768,080
	USES OF FUNDS	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
FEMA/SEMA PROJECTS					
<i>Sports Complex</i>		5,386,113	142,435	3%	5,243,678
FY17 CAPITAL PROJECTS					
<i>Campus projects</i>		500,000	187,058	37%	312,942
<i>Westover Administration Building remodel</i>		260,000	8,860	3%	251,140
<i>Crisp Technology Center repairs</i>		0	0	#DIV/0!	0
<i>Tinnin Fine Arts Center repairs</i>		10,000	0	0%	10,000
TOTAL EXPENSES		6,156,113	338,353	5%	5,817,760
NET SURPLUS (DEFICIT)		0	5,049,680		

**HB19 Deferred Maintenance Appropriation
as of 08/31/17**

Category/Building	Name of Project	Budgeted Amount	Expended Amount	Amount Remaining	Encumbered Amount	Amount Remaining
General Campus Projects						
	Parking lot lighting and repairs	650,000.00	517,006.32	132,993.68	11,239.00	121,754.68
	Windows	10,000.00		10,000.00		10,000.00
	Exterior doors	55,000.00	18,939.86	36,060.14		36,060.14
	Sidewalks	60,000.00	69,381.86	(9,381.86)		(9,381.86)
	Replace interior locks	40,000.00		40,000.00		40,000.00
General Campus Projects	Sub Total	815,000.00	605,328.04	209,671.96	11,239.00	198,432.96
Administration Building						
	HVAC Repair	18,000.00	9,069.04	8,930.96		8,930.96
	Electrical/HVAC	100,000.00	27,152.00	72,848.00		72,848.00
	Roof Repair	30,000.00		30,000.00		30,000.00
	Fire System	35,000.00	23,352.12	11,647.88		11,647.88
	Elevator	80,000.00	88,784.00	(8,784.00)		(8,784.00)
	Restroom upgrades	40,000.00		40,000.00		40,000.00
	Exterior paint	28,000.00		28,000.00		28,000.00
	Upgrade to 36 year old building	460,368.00	103,911.35	356,456.65	1,804.50	354,652.15
Administration Building	Sub Total	791,368.00	252,268.51	539,099.49	1,804.50	537,294.99
Crisp Center						
	Fire Detection	20,000.00		20,000.00		20,000.00
	New Roof	20,000.00	42,140.00	(22,140.00)		(22,140.00)
	Replace flooring	4,000.00		4,000.00		4,000.00
Crisp Center	Sub Total	44,000.00	42,140.00	1,860.00	-	1,860.00

**HB19 Deferred Maintenance Appropriation
as of 08/31/17**

Category/Building	Name of Project	Budgeted Amount	Expended Amount	Amount Remaining	Encumbered Amount	Amount Remaining
Tinnin Center						
	Fire Detection	15,000.00		15,000.00		15,000.00
	Exterior paint	48,000.00		48,000.00		48,000.00
	HVAC Repair	10,000.00	14,433.44	(4,433.44)		(4,433.44)
	Upgrade to classrooms	100,000.00	48,089.82	51,910.18		51,910.18
Tinnin Center	Sub Total	173,000.00	62,523.26	110,476.74	-	110,476.74
Education Building						
	Remodel to create classrooms	7,500.00		7,500.00		7,500.00
Education Building	Sub Total	7,500.00	-	7,500.00	-	7,500.00
Academic Resource Commons						
	Windows	10,000.00		10,000.00		10,000.00
	Elevator repair	60,000.00	75,501.00	(15,501.00)		(15,501.00)
Academic Resource Common	Sub Total	70,000.00	75,501.00	(5,501.00)	-	(5,501.00)
Grand Total		1,900,868.00	1,037,760.81	863,107.19	13,043.50	850,063.69

**THREE RIVERS COLLEGE
CASH IN BANKS**

September 6, 2017

	<u>08/03/17</u>	<u>09/06/17</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	1,995.83	2,000.00
Petty Cash	200.00	200.00
Vending Machines	224.55	224.55
Business Office	2,088.00	2,088.00
<i>Total Cash Funds</i>	4,508.38	4,512.55
<i>General Accounts</i>		
Southern Bank - General Funds	4,537,620.31	2,474,987.52
Southern Bank - Credit Cards	124,136.16	218,126.56
<i>Total General Accounts</i>	4,661,756.47	2,693,114.08
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	12,171.16	21,222.22
Federal Clearing Account	-	-
Flexible Spending Account	13,151.94	11,615.04
<i>Total Restricted Accounts</i>	25,323.10	32,837.26
TOTAL CURRENT FUND	4,691,587.95	2,730,463.89
 HOUSING FUND		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	235,099.36	191,961.68
<i>Total General Accounts</i>	235,099.36	191,961.68
TOTAL HOUSING FUND	235,099.36	191,961.68

**THREE RIVERS COLLEGE
CASH IN BANKS**

September 6, 2017

PLANT FUND

Bank Accounts

Plant Fund - Southern Bank	4,239,412.00	4,243,647.73
<i>Total Bank Accounts</i>	<u>4,239,412.00</u>	<u>4,243,647.73</u>

Certificates of Deposit

Bank of Grandin #16126	139,378.55	140,226.47
Bank of Grandin #16103	102,909.48	102,909.48
Bank of Grandin #17002	1,243,713.64	1,290,758.09
<i>Total Certificates of Deposit</i>	<u>1,486,001.67</u>	<u>1,533,894.04</u>

TOTAL PLANT FUND	<u><u>5,725,413.67</u></u>	<u><u>5,777,541.77</u></u>
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AGENCY FUND

Bank Accounts

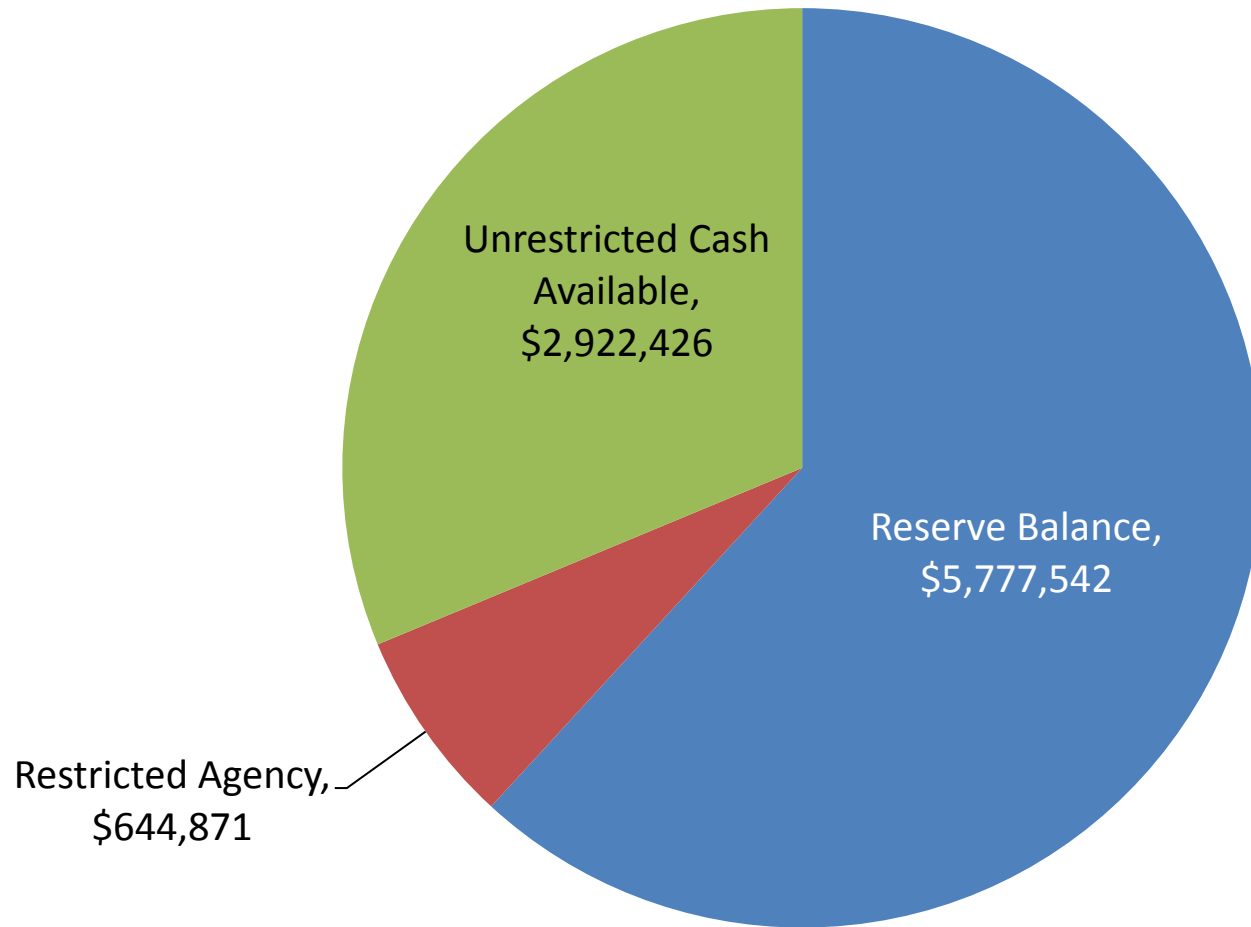
Agency Account - Southern Bank	187,922.31	200,553.16
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Certificates of Deposit

Restricted CD's & Savings	444,318.08	444,318.08
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TOTAL AGENCY FUND	<u><u>632,240.39</u></u>	<u><u>644,871.24</u></u>
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**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT
\$9,344,839 AS OF 09/06/17**



THREE RIVERS COLLEGE
CERTIFICATES OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF August 31, 2017

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
16103	Bank of Grandin	1.25	10/05/17	12 mths	102,909.48	Contingency
16126	Bank of Grandin	1.25	02/22/18	12 mths	140,226.47	Contingency
17002	Bank of Grandin	1.29	08/14/18	12 mths	1,290,758.09	Contingency
Total Plant Fund CD's					\$ 1,533,894.04	

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF August 31, 2017

21023335	US Bank of Poplar Bluff	2.02	09/16/87	09/16/17	5,000.00	Mildred Lewis
218101	First Midwest Bank of P.B.	0.75	09/22/98	09/22/17	5,000.00	Jerome Burford
3568803469	US Bank of Poplar Bluff	0.25	09/26/00	09/26/17	9,674.10	Wm. D. Becker
423137249	Regions Bank	0.01	05/12/88	10/07/17	2,833.00	Combined Sch
423137256	Regions Bank	0.01	05/12/88	10/07/17	1,024.34	Fred Morrow
24325	First Midwest Bank of P.B.	0.65	10/15/99	10/15/17	10,324.77	Norman Gamblin
2197201	First Midwest Bank of P.B.	0.65	10/31/97	10/31/17	1,065.00	Gertrude Cox
23353	First Midwest Bank of P.B.	1.15	11/06/00	11/06/17	4,000.00	Coll. Achievement
451037941	US Bank of Poplar Bluff	0.40	11/16/98	11/16/17	17,800.00	Wm. D. Becker
451038829	US Bank of Poplar Bluff	0.40	11/17/99	11/17/17	15,469.82	Wm. D. Becker
21028354	US Bank of Poplar Bluff	0.40	12/03/91	12/03/17	2,310.00	C.T. McDaniel
10369	First Missouri State Bank	0.75	12/05/95	12/05/17	5,000.00	Helvey-Miller
2017004259	Commerce Bank	0.30	12/09/89	12/07/17	1,000.00	P.I. Church
451038849	US Bank of Poplar Bluff	0.40	12/08/99	12/08/17	1,110.00	C.T. McDaniel
2016012160	Commerce Bank	0.25	12/11/91	12/11/17	7,700.00	Bill Vinson
11129	First Missouri State Bank	0.75	12/12/96	12/12/17	6,131.36	Kim Mosley
43712	First Midwest Bank of P.B.	0.65	04/27/09	12/14/17	67,447.79	Holder-Rowland
5016847453	Commerce Bank	0.25	12/22/97	12/22/17	10,000.00	Harold Prim
2213401	First Midwest Bank of P.B.	0.75	01/08/98	01/08/18	10,000.00	Jerome Burford
21031513	US Bank of Poplar Bluff	0.25	01/19/95	01/19/18	12,868.64	Kim Mosley
352394707389	US Bank of Poplar Bluff	0.25	08/19/88	02/18/18	2,061.55	James Warren
63761112	US Bank of Poplar Bluff	0.25	02/23/89	02/22/18	2,500.00	A. Garner
2224601	First Midwest Bank of P.B.	0.75	02/25/98	02/25/18	1,658.87	Missy Braden
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
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

THREE RIVERS COLLEGE
CERTIFICATES OF DEPOSIT

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
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
2012008906	Commerce Bank	0.70	05/11/81	11/11/18	4,526.11	P.C. Hays, Sr.
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
110239662	Southern Bank	1.00	01/05/91	01/05/19	1,412.53	Bulow Mem.
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
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
1244701	First Midwest Bank of P.B.	1.40	02/08/85	02/08/21	3,000.00	Myra Hunt
Total Agency Fund CD's					<u>\$ 444,318.08</u>	

THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Month of August 2017

Current Fund:	General Fund - Southern Bank	\$ 2,922,448.38
	Electronic Student Refunds - Higher One	<u>12,281.63</u>
	Total Current Fund	2,934,730.01
Housing Fund:	Rivers Ridge - Southern Bank	47,449.40
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>7,901.63</u>
	Grand Total	<u><u>\$ 2,990,081.04</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 20th day of September 2017.

_____ Chairman, Board of Trustees

_____ Secretary, Board of Trustees

**THREE RIVERS COLLEGE
 BID REPORT
 AS OF SEPTEMBER 12, 2017**

Athletic Teams Travel Service

Status: Closed
 Open Date: 8/17/2017
 Close Date: 8/31/2017
 Funding Source: General Revenue
 Bids Submitted:

Four Winds Travel, LLC	Poplar Bluff, MO
Huskey Trailways	Festus, MO

Recommendation: Four Winds Travel, LLC Poplar Bluff, MO \$104,607.00
 Bid Awarded: No

CONSIDERATION OF APPROVAL FOR ATHLETIC TEAMS TRAVEL SERVICE

BACKGROUND INFORMATION

HISTORY

The College advertised for bids for Athletic Teams Travel Service for the Three Rivers College athletic teams. The successful bidder was required to guarantee the quoted prices for a period of one (1) year with the option, if agreed upon by both the College and the successful bidder, to be extended under the same terms, conditions, and price for two (2) consecutive one (1) year periods to be determined at the end of each one (1) year period.

Responses were received as follows:

Bidders Meeting Bid Specifications:

<u>Name of Company</u>	<u>Amount of Bid</u>
Four Winds Travel, LLC	\$104,607.00
Day Rate	\$725.00
Mileage Rate	\$2.50
Huskey Trailways	\$129,618.00
Day Rate	\$900.00
Mileage Rate	\$3.30
Delivery Charge Per Trip (already included in total)	\$238.00

FINANCIAL IMPLICATIONS

The potential cost savings, for the College, by contracting with Four Winds Travel, could be as much as \$25,000 for the 2017-18 school year.

ADMINISTRATIVE RECOMMENDATIONS

It is recommended that the College accept the bid from Four Winds Travel, LLC for the 2017-18 school year. After which, evaluation of agreement will be required for extension for year two.

September 2017 President's Report

- Construction Update
 - Libla Family Sports Complex
 - Parking Lots
 - Sidewalks
- Run 4 The Arts
- Meet the Raiders
- Brick Oven Pizza Night
- Athletic Workday at the farm
- Lactation Support Mini Grant
- Upcoming Events
 - POTA – Golden Sounds of the Platters – September 21
 - TRET – Fulfilling Dreams Scholarship Reception – September 28
 - Fall Break – October 5 – 6, College Closed
 - POTA – Chinese Acrobats – October 12
 - October 18 Board Meeting at the Doniphan Career Center
- Program Presentation
 - Liz Deken – Environmental/Occupational safety Health Technology (EOSH)

V1.1. Consideration and approval of the following College Policies

BACKGROUND INFORMATION--HISTORY

BP 0120 – Regional Accreditation Status

Name change removed “North Central Association”, included the address for the Higher Learning Commission and added the word “regional” for clarification of the type of accreditation

GAP 1310 - College Communications

Edits for clarification and better alignment with the Communications Regulation(s); GAR 1310 College Communications and GAR 1315 Social Media

POSSIBLE ALTERNATIVES

None

FINANCIAL IMPLICATIONS

None

ADMINISTRATIVE RECOMMENDATIONS

Recommendation that the policies be approved as presented

**THREE RIVERS COLLEGE
BOARD POLICY**

Section: 0000 Board of Trustees	
Sub Section: 0100 Legal Status	
Title: BP 0120 Regional Accreditation Status	Page 1 of 2
Associated Regulation:	
References: Higher Learning Commission	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 10-15-2009	Last Revision: 09-20-2017

Three Rivers College is regionally accredited by the Higher Learning Commission.

Higher Learning Commission
230 South LaSalle Street, Suite 7-500
Chicago, IL 60604-1411

**THREE RIVERS COLLEGE
BOARD POLICY**

Section: 0000 Board of Trustees	
Sub Section: 0100 Legal Status	
Title: BP 0120 Regional Accreditation Status	Page 2 of 2
Associated Regulation:	
References: Higher Learning Commission	
Supersedes: NA	
Responsible Administrator: College President	
Initial Approval: 10-15-2009	Last Revision: 09-20-2017

DOCUMENT HISTORY:

- 10-15-2009:** Initial approval of policy BP 0120 Accreditation Status.
- 09-21-2016:** The College Board of Trustees approved the name change of the college from Three Rivers Community College to Three Rivers College.
- 09-20-2017:** Name change removed “North Central Association”, included the address for the Higher Learning Commission and added the word “regional” for clarification of the type of accreditation.

**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION POLICY**

Section: 1000 General Administration	
Sub Section: 1300 Public Relations and Information	
Title: GAP 1310 College Communications	Page 1 of 2
Associated Regulation: GAR 1310 College Communications; GAR 1315 Social Media	
References:	
Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 02-18-2010	Last Revision: 09-20-2017

Three Rivers College ensures that accurate, appropriate, and timely information is available to current and prospective students as well as members of the College community. The College Communications Department has a process for the development and review of all College information not specifically related to classroom assignments. The ongoing and annual review process includes all electronic, and printed information.

All College information must be approved by the Communications Department prior to dissemination. College information is made available through, but not limited to the College Catalogue, website, social media, and handbooks, advertising, and recruiting materials. All proposed content must be approved by the College President or his/her designee. Please refer to the associated regulation, GAR 1310 College Communications for more information.

The Communications Department handles all press releases and announcements concerning college events and activities. The content of College email that is sent out to “all” is approved by the Office of the President or his/her designee. Additionally, the office is responsible for college media relations including fielding calls from the media and reporters addressing questions regarding college activities, events, and issues.

The College President is the official spokesperson of the College. No other individual is authorized to act as an official spokesperson for the College, or present themselves as speaking for the College without the prior authorization of the College President. All media inquiries should be directed to the Communications Department to arrange for provision of information and scheduling of interviews and, responses as necessary.

**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION POLICY**

Section: 1000 General Administration	
Sub Section: 1300 Public Relations and Information	
Title: GAP 1310 College Communications	Page 2 of 2
Associated Regulation: GAR 1310 College Communications; GAR 1315 Social Media	
References:	
Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 02-18-2010	Last Revision: 09-20-2017

DOCUMENT HISTORY:

- 02-18-2010:** Initial approval of policy GAP 1310 College Communications.
- 09-21-2016:** The College Board of Trustees approved the name change of the College from Three Rivers Community College to Three Rivers College.
- 09-20-2017:** Edits for clarification and better alignment with the Communications Regulation(s); GAR 1310 College Communications and GAR 1315 Social Media.

Consideration of Personnel Action
Employment of Personnel
Part-time Facilitator - Malden

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Sharnice Robinson

POSITION TITLE: Part-time Facilitator – Malden

SALARY: \$8.50 per hour

FULL-TIME _____ PART-TIME: X

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

Other: _____

STARTING DATE: August 8, 2017

QUALIFICATIONS:

Degree Ed. Institution Major

EXPERIENCE _____

06/2013 - present Rhodes Customer Service Rep
 Malden, MO

05/2008 – 08/2008 Hampton House Personal Assistant
 Malden, MO

10/2006 – 05/2007 Wallace and Owens Cashier
 Malden, MO

(09/20/2017)

Consideration of Personnel Action
Employment of Personnel
Part-time EMS Secretary

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Carmilita Walker

POSITION TITLE: Part-time EMS Secretary

SALARY: \$9.00 per hour

FULL-TIME _____ PART-TIME: X

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

Other: _____

STARTING DATE: August 28, 2017

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
Certificate	Three Rivers College Poplar Bluff, MO	Business Mid-Management

EXPERIENCE

<u>03/1978 – 01/2016</u>	<u>Poplar Bluff Police Department</u>	<u>Secretary of Police Records</u>
	<u>Poplar Bluff, MO</u>	
<u>1978</u>	<u>Big K Retail</u>	<u>Service Desk/Cosmetics</u>
	<u>Poplar Bluff, MO</u>	

(09/20/2017)

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position
Financial Aid Advisor to Information Systems Specialist

BACKGROUND INFORMATION

HISTORY

Due to the resignation of Bridgett Barnhill, the Information Systems Specialist position became available. The title has been revised from Assistant System Administrator/Institutional Researcher to better reflect the duties of the position. This position is critical to continued daily college operations and for data compliance and requirements. In conjunction with GAR1120 College Reorganization, the President has recommended the appointment of William Dougherty to this position of Information Systems Specialist. This position was advertised internally and Mr. Dougherty was interviewed and recommended. Mr. Dougherty will assume the new duties effective September 5, 2017.

FINANCIAL IMPLICATIONS

This is a twelve-month, staff position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of William Dougherty.

(09/20/2017)

**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION REGULATION**

Section: 1000 General Administration	
Sub Section: 1300 Public Relations and Information	
Title: GAR 1310 College Communications	Page 1 of 4
Associated Policy: GAP 1310 College Communications	
References: Three Rivers College Visual & Identity Standards, Communications Services Request Form, Communications Department Proofing Form; GAR 1315 Social Media	
Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 02-08-2010	Last Revision: 09-20-2017

Three Rivers College ensures that accurate, appropriate, and timely information is available to current and prospective students as well as members of the College community. The College Communications Department has a process for the development and review of all College information that is not directly related to classroom assignments. The ongoing and annual review process includes various electronic and printed information.

Three Rivers College mandates a set of standardized visual identity standards to be used that ensure consistent representation and voice for all College materials. These standards provide information on the College name, logo, and common identity elements that comprise the image of the College. The Three Rivers College Visual & Identity Standards must be followed for all College related business including but not limited to merchandise, brochures, interdepartmental communications, social media, flyers, posters, billboards, College handbooks and any electronic and printed materials, unless otherwise authorized.

The Communications Department handles all press releases and announcements concerning College events and activities. College email that is sent out to “all” is approved by the Office of the President and/or his/her designee. Additionally, the Communications Department is responsible for College media relations including fielding calls from the media and reporters addressing questions regarding College activities, events, and issues.

All media inquiries should be directed to the Communications Department to arrange for provision of information and scheduling of interviews and responses as necessary. The College President or his/her designee is the official spokesperson for the College.

Review Process for Print Materials

All informational, advertisement, recruiting materials or announcements designed for public dissemination, not directly related to classroom assignments, must be approved by the Director of Communications before submission for printing or dissemination through print, electronic or other media. This includes billboards, posters, flyers, invitations, handbooks, manuals, direct mail letters, web site information, promotions, and other related materials that may be viewed by the College community, and general public.

**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION REGULATION**

Section: 1000 General Administration	
Sub Section: 1300 Public Relations and Information	
Title: GAR 1310 College Communications	Page 2 of 4
Associated Policy: GAP 1310 College Communications	
References: Three Rivers College Visual & Identity Standards, Communications Services Request Form, Communications Department Proofing Form; GAR 1315 Social Media	
Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 02-08-2010	Last Revision: 09-20-2017

Ongoing Review Process

Proofing process: informational and promotional College materials and paid announcements (print and electronic) designed for public and/or College wide dissemination are required to go through the Communications proofing process. At least 3 people (one of whom is the creator/requestor) must proof every project using the Communications Proofing form and sign the form. The project then gets a final review by all parties. Proofers check for accuracy and alignment of content, spelling/grammar, appropriateness of photos and that all links are correct.

Review process for template materials: Communications often reuses or repurposes informational and promotional College materials, including flyers/handouts, press releases, and advertisements. Prior to reusing, the material is sent to the “owner of the content” for proofing, including a review that the content is current and accurate. The “owner” has the primary responsibility for ensuring the accuracy of the content.

Development process: Communications develops informational and promotional College materials (printed and digital) by request and through collaboration with other departments.

Requests are submitted via the Communications Services Request Form: The form must be signed by the requestor’s supervisor and cabinet member to ensure the request is aligned with department goals. The Communications Department works with the requestor on content, distribution methods, and graphic design appropriate to the project’s purpose. The requestor is one of the three proofers for the project.

Other materials are developed and updated by the Communications Department. These include, but are not limited to, annual or ongoing projects such as recruitment advertising/publications, Upcoming at Three Rivers College weekly events email, Tinnin Fine Arts Center events promotion, student activities and athletic media posts, as well as press releases. Communications works with other departments on projects to ensure that the content is accurate, timely, and appropriate.

**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION REGULATION**

Section: 1000 General Administration	
Sub Section: 1300 Public Relations and Information	
Title: GAR 1310 College Communications	Page 3 of 4
Associated Policy: GAP 1310 College Communications	
References: Three Rivers College Visual & Identity Standards, Communications Services Request Form, Communications Department Proofing Form; GAR 1315 Social Media	
Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 02-08-2010	Last Revision: 09-20-2017

Biannual Review Process

Website review: each year on September 1st and February 1st, cabinet members are emailed to conduct reviews of the areas of the Three Rivers College website for which they “own” the content. They are asked to review their site for accuracy and that the information is consistent with the current College Catalog, policies/regulations, and other sources of information. They are asked to have the review completed and updates requested within one month from the start of their review.

On October 1 and March 1, the Coordinator of Media Services audits the entire College website. This is a general review for alignment and obvious errors and/or expired information. The “owners” of the content are contacted and asked to review the information and, if needed, and provide updated/accurate information so the Coordinator of Media Services can edit the website.

Review of general College information for Handbook template: September 1 and February 1, cabinet members are emailed to review the general College information section of the Handbook template. They are asked to review for accuracy and that the information is consistent with the current College Catalog, policies/regulations, and other sources of information. They are asked to have the review completed within a month. They are asked to have the review completed and updates requested within a month from the start of the review.

On October 1 and March 1, the Director of Communications reviews and updates the general College information section of the Handbook template.

Upon discovery of a violation to this Regulation, the Director of Communications shall immediately remove all materials. Depending on the extent of the violation, the violating party(s) may be subject to discipline up to and including dismissal and/or legal consequences.

For information on approval of Social Media, please reference, GAR 1315 Social Media.

**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION REGULATION**

Section: 1000 General Administration	
Sub Section: 1300 Public Relations and Information	
Title: GAR 1310 College Communications	Page 4 of 4
Associated Policy: GAP 1310 College Communications	
References: Three Rivers College Visual & Identity Standards, Communications Services Request Form, Communications Department Proofing Form; GAR 1315 Social Media	
Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 02-08-2010	Last Revision: 09-20-2017

DOCUMENT HISTORY:

- 02-08-2010:** Initial approval of regulation GAR 1310 College Communications.
- 09-21-2016:** The College Board of Trustees approved the name change of the College from Three Rivers Community College to Three Rivers College.
- 09-20-2017:** Revisions made for clarification and alignment with College processes.

Addendum(s)

Addendum A: Communications Request

Addendum B: Proofing Checklist

Three Rivers College

THE COMMUNITY COLLEGE OF SOUTHEAST MISSOURI

COMMUNICATIONS SERVICES REQUEST

INSTRUCTIONS

To request services from the Communications Department, complete this form, including all required signatures, and email to kaitlynnjohnson@trcc.edu. We will review the request and be in contact with you as the project progresses.

Especially for new projects and updates, the more information you can provide to us, the better we can serve you. When emailing us this form, please attach text to be used, examples, documents for review, documents or scans showing revisions needed, etc.

REQUESTED BY:

PHONE:

DEPARTMENT:

DATE REQUESTED:

EMAIL:

DATE NEEDED BY:

INFORMATION

REQUEST TYPE:

- NEW:** New projects or those that require significant reworking of design or text.
- UPDATE:** Updating of materials that doesn't require significant reworking of design.
- REORDER:** Request for printing or distributing that requires no changes.
- IDENTITY STANDARDS REVIEW:** Seeking approval that item meets college Identity Standards.

DESCRIPTION OF PROJECT

JUSTIFICATION

(Please note if this is part of a SPOL objective)

APPROVAL

REQUESTOR SIGNATURE

SUPERVISOR

CABINET MEMBER

COMMUNICATIONS USE ONLY

DATE RECEIVED:

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Three Rivers College

THE COMMUNITY COLLEGE OF SOUTHEAST MISSOURI

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- Are the photos appropriate to the piece?
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**THREE RIVERS COLLEGE
GENERAL ADMINISTRATION REGULATION**

Section: 1000 General Administration	
Sub Section: 1300 Public Relations and Information	
Title: GAR 1315 Social Media	Page 1 of 11
Associated Policy: GAP 1310 College Communications	
References: Visual & Identity Standards, Communications Services Request Form, Communications Department Proofing Form, ITR 8100 Acceptable Use; ITP 8202 Electronic Communications; SR 2610 Student Code of Conduct; GAP 1205 Code of Ethics	
Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 12-15-2010	Last Revision: 09-20-2017

Three Rivers College encourages open communication and the responsible use of social media technologies to reach and support our broader College community. The use of social media allows sharing of information in a diverse way as an academic community of learners.

This Regulation applies to all use of social media by Three Rivers College students, faculty and staff to represent or discuss matters concerning the College and/or members of the College community, whether or not such use involves the College’s network or other computer resources. Social media may include, blogs and propriety platforms such as Twitter, Facebook, LinkedIn, Instagram, Google+, YouTube, Flickr, snapchat, and Yammer.

The use of social media at or concerning Three Rivers College is governed by the same laws, policies, and rules of conduct and etiquette that apply to all other activities at or concerning Three Rivers College. Activities of a private nature conducted away from the College can be subject to disciplinary action if they interfere with the business and purpose of the College.

The College recognizes social media’s usefulness for both personal and professional purposes. Because of this, it is not always clear when one is speaking on behalf of the College or using the College name. Posting materials in which the College is associated must be handled in a professional and responsible manner. When interacting in social media with the public, students, parents, alumni, donors, and the media; person(s) representing the College in any manner must adhere to policies created by the applicable social media venue, as well as all guidelines that govern the College through federal and state laws, professional expectations, and the specific policies and regulations of the College.

Materials licensed to the College must only be used by its members and may not be misused or used without written permission. All College related text, images, logos, watermarks, and materials are the sole property of or licensed to the College. Therefore, these materials must not be reproduced in any manner without written permission from the Director of Communications.

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Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 12-15-2010	Last Revision: 09-20-2017

Individuals, departments, or organizations of the College wishing to develop a social media presence or related publication associated with the College name must obtain approval through the Communications Department prior to development. The Communications Department is responsible for all College-related Communications, publications, printed material, broadcast, and web related material presented to the public. Upon discovery of a violation to this Regulation, all materials will be immediately removed. The violating party(s) may be subject to discipline up to and including termination.

Social Media Approval Process

If a Three Rivers College department(s)/organization(s) wants to create a Facebook Page, it must submit a request to the Coordinator of Media Services detailing how the department/organization meets the following guidelines. These guidelines will also be applied to the creation of Groups:

- Three Rivers College related Facebook Pages and Groups must be created in cooperation with the Communications Department, specifically the Coordinator of Media Services, to ensure: proper set-up in accordance with Facebook Terms of Use; that the new Page/Group links appropriately to other related Three Rivers College pages; and that the department of Communications has a record of the Page/Group's existence.
- The department/organization must prove a legitimate need for a Facebook Page that cannot be served by a Group or an Event, or the College website.
- The department/organization must prove that it is a source of enough relevant, new content (news, photos, events, etc.) to update a Facebook Page regularly (an average of three times a work week at minimum.)

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Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 12-15-2010	Last Revision: 09-20-2017

Unless contrary to law or other College policy and regulation, this regulation does not prohibit anyone from using social media to discuss among themselves, even in terms that may be critical of the College, matters relating to the terms and conditions of their employment.

Usage Guidelines for Posting to Social Media Sites

When posting to any Three Rivers College social media site, communicating with members of the Three Rivers community, or discussing the College on any site, even when using your own personal account or phone, computer or other device without using the College network, or equipment:

Acceptable

- Remember that laws and Three Rivers College policies governing inappropriate conduct such as sexual (or other) harassment, bullying, discrimination, defamation, infringement of copyright and trademark rights, and unauthorized disclosure of student records and other confidential and private information apply to communications by Three Rivers students, faculty and staff in all communications including social media.
- College employees should carefully consider the accuracy, clarity, length (brief is better) and tone of your comments before posting them. Posts on social media sites should protect the College's institutional voice by remaining professional in tone and in good taste. Remember, your posts may last forever.
- College employees should sign your post with your real name and indicate your relationship to Three Rivers. Do not use pseudonyms, or post anonymously.
- College employees should respect the views of others, even if you disagree.

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Supersedes: NA	
Responsible Administrator: Director of Communications	
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- Be truthful, accurate and complete in describing Three Rivers College programs, and services.

- Strive to be accountable to Three Rivers College audiences via regular updates, and prompt responses when appropriate.

- Obey the Terms of Service of any social media site or platform in which you participate.

- Whenever appropriate, share content directly from Three Rivers College’s social media pages rather than duplicating it. When content is directly shared, it is linked back to Three Rivers College’s social media accounts. This facilitates the Communications Department’s efforts to analyze social media traffic and engagement (e.g. “likes” and comments). In addition, posts originating from Three Rivers College will have the appropriate links attached to bring the viewer back to the website or coordinating landing page.

- Whenever, as a member of the Three Rivers College faculty, you utilize a social medium as a means of student participation in course work be sure to also provide a practical and appropriate alternative for students who may be unable or reluctant to utilize that social medium (for example, some students may not be comfortable with opening a Facebook account).

Not Acceptable

- Using social media to harass, threaten, insult, defame or bully another person or entity; to violate any College policy; or to engage in any unlawful act, including but not limited to gambling, identity theft or other types of fraud.

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Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 12-15-2010	Last Revision: 09-20-2017

- Posting or storing content that is obscene, pornographic, defamatory, racist, excessively violent, harassing, threatening, bullying or otherwise objectionable or injurious. This guideline should not be construed to prohibit associates from discussing matters relating to the terms and conditions of their employment. In addition, do not attempt to compromise the security of any Three Rivers social media site or use such site to operate an illegal lottery, gambling operation, or other illegal venture.
- Posting copyrighted content (such as text, video, graphics or sound files) without permission from the holder of the copyright. Remember, even information that is widely available to the public (such as text, photographs, or other material posted on the Internet) may be subject to copyright restrictions that prohibit unauthorized duplication or dissemination. For more information, please review the Three Rivers College Acceptable Use Regulation and Identity Standards.
- Posting trademarked content (such as logos, names, brands, symbols and designs) without permission from the trademark owner. The “®” symbol indicates that the mark is federally registered and the owner has the exclusive right to use it. The “TM and SM” symbols indicate that the owner may have common-law rights, but the mark is not federally registered.
- Using the Three Rivers College name, logo or trademarks for promotional announcements, advertising, product-related press releases or other commercial use, or to promote a product, cause, or political party, or candidate.
- Disclosing confidential College information, non-public strategies, student records, or personal information concerning (past or present) members of the Three Rivers community without proper authorization.
- Making false claims or representations about Three Rivers College programs or services, and do not speculate or guess if you do not know the information.

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Supersedes: NA	
Responsible Administrator: Director of Communications	
Initial Approval: 12-15-2010	Last Revision: 09-20-2017

- Spreading gossip, rumors, or other unverified information. Furthermore, do not assume that everything posted on a social media site is true.
- Spending excessive time using social media for personal purposes during working hours or use any Three Rivers College social media sites, networks, equipment or peripherals for unauthorized commercial purposes.
- Transmitting chain letters, junk email, or bulk communications.
- Being rude or argumentative, or using inappropriate language. [Correct factual inaccuracies but avoid negative exchanges whenever possible.]
- Being careless with spelling or syntax, or use language that may easily be misunderstood.
- For College owned and managed sites, posting a person’s photograph or video image without first obtaining permission and signed talent releases from anyone depicted in the photograph or video. Blank release forms may be requested from the Communication Department and should be promptly returned after they are signed.
- Representing your personal opinions as institutionally endorsed by Three Rivers College. If you are not authorized to post specific content on behalf of the College, then the following disclaimer should appear in your post: “These are my personal opinions and do not reflect the views of Three Rivers College.”
- Expecting that your posted content will remain private or that dissemination will necessarily be limited to your intended audience, even if you are accessing your own

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private account over the Three Rivers network or using Three Rivers College equipment or peripherals.

- For College content, attempting to mask your identity or attribute your comments to another person (real or fictitious).
- Insulting, disparaging, disrespecting or defaming the College or members of the Three Rivers community.
- Discussing legal issues or risks, or draw legal conclusions on pending legal or regulatory matters involving the College.

Three Rivers College is not responsible for monitoring or pre-screening content posted on its social media sites. Notwithstanding the foregoing, reserves the right to monitor its sites and remove, without notice, any content that Three Rivers determines to be harmful, offensive, commercial in nature, or otherwise in violation of law or this Policy. If you become aware of objectionable content posted on a Three Rivers social media -- or objectionable comments concerning the College that are posted on an unaffiliated site – please notify the Communications Department promptly. Do not reply on behalf of the College. The Media Coordinator will work with the appropriate department(s) as necessary to address the objectionable content. Please keep in mind that photographs posted on social media sites can easily be appropriated by visitors.

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Posting to Social Media Sites Not Administered by Three Rivers College

Three Rivers College is aware that members of the Three Rivers community may wish to express their personal ideas and opinions through private social media outlets not administered by the College.

Three Rivers College supports free speech and the desire of the College community to express their personal ideas and opinions through social media. However, such actions contrary to law or College policy and/or regulations are subject to disciplinary action up to and including dismissal from the College or termination of employment. Such conduct may also be reported to law enforcement.

Site Approval, Administration and Requirements

With appropriate authorization, Three Rivers College social media sites may be administered on behalf of (a) Three Rivers College as an institution; (b) programs or departments; (c) members of the faculty, in connection with a specific course; or (d) student organizations. Unauthorized use of the Three Rivers College name, logo, or trademarks without the express permission of an authorized official of the College is strictly prohibited.

Authorization of Social Media Sites

Any person or organization who seeks authorization for a new site will be expected to articulate an appropriate purpose of the site and a reasonable plan for managing its content. All new sites require approval from the Communications Department.

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Supersedes: NA	
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Initial Approval: 12-15-2010	Last Revision: 09-20-2017

- Institutional sites that represent Three Rivers College as a whole must be authorized in advance by the President of Three Rivers College.
- Sites sponsored by one of Three River’s individual locations or programs must be authorized in advance by the Administrator of that area (including Online content).
- Program and departmental sites must be authorized in advance by the Program Director or Department Chair, respectively, and the Dean of Instruction
- Sites administered by members of the faculty in connection with specific courses must be authorized by Program Director or Department Chair, respectively.
- Sites sponsored by recognized student organizations in connection with specific activities must be authorized by the Dean of Student Services.

When naming pages or accounts, selecting profile pictures or icons, and selecting content to post, authorized Three Rivers sites that represent only a segment of the Three Rivers community (for example, an individual College, program, department or course) should take care to avoid the appearance of representing the entire institution. Names, profile images, and posts should all be clearly linked to the particular College, program, department, or course.

Site Administrators

Each authorized Three Rivers College social media site must have a designated administrator. The Communications Department must be notified of any changes or additions to designated administrators.

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Site Registration

All Three Rivers College social media sites shall register each academic year with the Three Rivers College Communications Department. In addition, the Communications Department shall keep track of registrations and may, in its discretion, review site content (but is not required to do so). If a site does not register (or renew its registration) for a term, or if the Communications Department becomes aware of content posted on a Three Rivers College site in violation of this regulation, the Communications Department shall promptly take appropriate action, which may include notifying the site administrator, the official who authorized the creation of the site, and/or other College officials, removing the offending content and/or closing the site.

Disclaimer. Every Three Rivers College social media site shall also include the following:

“Content posted to this site represents the views of the individuals who post it and, unless stated otherwise, neither represent the views of nor are endorsed by Three Rivers College.”

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DOCUMENT HISTORY:

- 12-15-2010:** Initial approval of Regulation GAP 1315 Social Media.
- 09-21-2016:** The College Board of Trustees approved the name change of the College from Three Rivers Community College to Three Rivers College.
- 09-20-2017:** Revisions made for clarification and alignment with College processes. Revised from Policy, GAP 1315 to Regulation, GAR 1315 with expanded application and added associated policy with reference to College documents and regulations.

UPCOMING EVENTS

Missouri and the Great War, August 25 - October 27, Tinnin Gallery; free admission. This traveling exhibit from the Missouri Humanities Council explores the history of World War I through the perspective of Missouri and Missourians. Gallery hours are 12 to 3 p.m. Monday through Friday. In addition to regular Gallery hours, the exhibit will be open 9 a.m. to 12 p.m. on September 9.

Patrons of the Arts presents **Golden Sounds of The Platters**, 7 p.m. September 21, Tinnin Theater; tickets \$15.

The Three Rivers Endowment Trust will hold a **Fulfilling Dreams Scholarship Reception**, from 3-5 p.m., Sept. 28, in the Tinnin Center Lobby. The event will recognize scholarship donors and the students those scholarships have aided.

The College will be closed for **Fall Break**, October 5-6.

Patrons of the Arts presents **Chinese Acrobats**, 7 p.m. October 12, Tinnin Theater; tickets \$15.

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

August 24, 2017

Daily American Republic

Serving The Region Since 1889

POPLAR BLUFF, MISSOURI

50c

TRC finances on target

Classes at Three Rivers College began last week, and in its first meeting since, the TRC Board of Trustees discussed various happenings around the campus yesterday.

According to Chief Financial Officer Charlotte Eubank, despite changing enrollment patterns, TRC ended the 2016-17 fiscal year with a positive bottom line.

Eubank said while the financial report for the current year only reflects 8 percent of the total budget, the numbers are coming in on track, with registration still fluctuating, and said in spending 6 percent of the current budget already, TRC is "right on target" for

See TRC/A2

TRC

FROM PAGE A1

expenses and is off to a good start for the new fiscal year.

President Dr. Wesley Payne provided a construction update on the Libla Family Sports Complex and the parking lot and sidewalk improvements.

"We have been very fortunate with this weather, about half the roof is in place," Payne said. "The FEMA shelter is in paint and moving right along."

Payne said the current status is in line with the new projected completion date of Spring 2018.

The main portions of the sidewalks and parking lots are complete, Payne said, adding most pathways through campus are open but expects the entire project to wrap up either in late November or early December.

TRC's Day at the Ballpark, sponsored by the Endowment Trust, was held July 29 at Busch Stadium, and though participation

was down slightly from last year, Payne said the event raised approximately \$1,700.

Also down from last year is enrollment, Payne said. A head count of 3,315 students signed up for 36,606 credit hours for Fall 2017, which is an 8 percent drop in students and a 7 percent drop in credit enrollment.

"We have continued to contract in enrollment, as is the norm across the state," Payne said. "We budgeted to be 5 percent down."

Payne said fortunately, the way the student enrollment mix worked out, TRC has made budget for the fall.

"I'm exceptionally happy to say, the severe circumstances we were prepared for and hoping would not occur, did not occur," Payne said. "While enrollment is slightly more down than we had anticipated, budgetarily we are in fine shape."

Payne announced several upcoming events to be held on TRC's campus, including a World War I traveling ex-

hibit called Missouri and the Great War, which will be on display for public viewing from Aug. 31 - Oct. 20.

Payne also announced the 2017-18 Patrons of the Arts schedule and said he's looking forward to an exciting season.

Run 4 the Arts will be held Sept. 9. With registration currently ongoing, participants can sign up to run the four mile course, walk the one mile course or register as a virtual runner to support the cause without breaking a sweat. All proceeds will be used to create a scholarship available to fine arts students.

Payne also said Brick Oven Pizza will be hosting a fundraiser night to benefit the college on Sept. 12.

"Since you're going to eat anyway on Sept. 12, you might as well eat at Brick Oven Pizza," Payne said.

The next TRC Board of Trustees meeting will be held at noon Wednesday, Sept. 20, in the Tinnin Fine Arts Center.

August 22, 2017

Daily American Republic

Serving The Region Since 1869

POPLAR BLUFF, MISSOURI

50¢

TRC students get real life eclipse lesson



By DENISE KINDER
Staff Writer

this.”

Larson hosted a lecture on campus just before the beginning of the solar eclipse to give students and faculty a better understanding of what would be happening and how to observe the phenomenon safely.

See TRC/A2

TRC

FROM PAGE A1

“A little sliver of the sun will be left,” Larson said. “It will not become totally dark.”

The maximum amount of darkness occurred at 1:22 p.m. in Poplar Bluff and lasted about two minutes.

According to Larson, about two or three solar eclipses happen each year, but they don’t always occur in the same place.

During a solar eclipse, the moon passes between the earth and sun.

“The last partial solar eclipse in Poplar Bluff was May 10, 1994,” said Larson adding the last total solar eclipse was over 500 years ago.

“This is a treat,” he said. “It will get fairly dark.”

During the two minutes of maximum darkness, Larson said a few things could be expected.

According to his presentation, it may get dark enough to see stars, the temperature will drop, the wind will change directions, daytime animals will start to go to sleep, nighttime animals will come out and the gravitational force of the moon will make you feel 1.7 ounce

lighter.

In Oct. 2023, another partial solar eclipse will occur, but Larson said a total solar eclipse will occur six months later in April 2024, and Poplar Bluff will be in the path to experience total darkness.

Larson added scientists will gather information during the eclipse that cannot otherwise be studied, with much of the study concentrating on the sun’s corona.

Before heading outside to experience the solar eclipse, Larson went over ways to safely view the eclipse.

“It is not safe to stare directly at the sun anytime during the eclipse,” Larson said.

He also added cameras on cellphones work like the human eye and bright light will cause a “burnout” in the back of the camera.

“I want to make sure everyone is safe while viewing the eclipse,” Larson said. “This could cause damage to the eyes that you may not notice for a few days.”

To assist students with viewing the solar eclipse, Larson provided several pairs of ISO certified viewing glasses and pinhole projectors.

Tabitha Robertson, Sa-

mantha Chism and Chastity Berger gathered in the middle of campus to join other students viewing the solar eclipse.

The girls said they had a few issues getting the proper viewing glasses for the event.

“At first, I heard glasses were available everywhere,” Robertson said.

Thinking securing a pair of viewing glasses would not be an issue, the girls waited and noticed the only glasses they could find were much more expensive than before.

In luck, Berger’s uncle was able to secure proper viewing glasses and the girls were able to be a part of history.

“It’s been a long time since this [solar eclipse] has happened,” Berger said. “Before I was born.”

The three girls also added anything involving the sun and moon interests them.

Cheyenne Long and Madison Copeland thought the solar eclipse brought the school together during an event that has never happened during most student’s lifetimes.

“It’s neat we are able to be in the center of this event,” Long said.

FOR IMMEDIATE RELEASE:

Wednesday, September 13, 2017

FOR MORE INFORMATION:

Jonathan Atwood at (573) 840-9660

jatwood@trcc.edu

Application Deadline Extended for LPN-to-RN Programs at Three Rivers

The application deadline has been extended for Three Rivers College's daytime LPN-to-RN Bridge program in Poplar Bluff and its LPN-to-RN Bridge program at Three Rivers – Sikeston. The application deadline for these programs is now Friday, September 15.

Applicants for the LPN-to-RN Bridge programs must be a licensed LPN, demonstrate satisfactory performance on the screening assessment, take the NLN-PAX-RN pre-entrance exam and achieve a minimum score of 110, and have a minimum 2.0 GPA across all college credit hours completed to be eligible for admission into the programs.

All admissions materials, including official copies of transcripts from high school and other colleges, must be received by the September 15 deadline. Application forms for the LPN-to-RN programs can be found online by going to trcc.edu/admissions and clicking on "Applications." Prospective students must also complete a free Three Rivers application. For more information, contact Dr. Staci Campbell at 573-840-9680.

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Members of the media should contact the Coordinator of Media Services before approaching Three Rivers staff members for questions or interviews. Communications office hours are 8 A.M. to 5 P.M. Monday through Friday.

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FOR IMMEDIATE RELEASE:

Wednesday, September 13, 2017

FOR MORE INFORMATION:

Jonathan Atwood at (573) 840-9739

jatwood@trcc.edu

Three Rivers Patrons of the Arts Launches 2017-18 Season

The Three Rivers College Patrons of the Arts Society has announced the schedule for its upcoming 2017-18 season, which will include the return of Russian ballet and Chinese acrobats, a Platters tribute concert, an “Evening with Mark Twain,” and more.

All shows will be performed at the Tinnin Fine Arts Center on the Three Rivers campus in Poplar Bluff. Because of the support of donors to the Patrons of the Arts Society, ticket price for each main show will be \$15.

“We’ve specifically crafted this season to have a combination of old favorites and fresh, new acts,” said Dr. Wesley Payne, President of Three Rivers College. “There will truly be something for everyone to come and enjoy, at unbeatable prices.”

“The Patrons of the Arts is dedicated to bringing quality live performances to Southeast Missouri,” said Mary Libla, chair of the Patrons of the Arts Society, a non-profit organization that raises funds to bring special music, art, drama, dance, literature, lecture, and film events to the community through Three Rivers College. “These are the same performers you would see in the most prestigious venues across the world. I encourage everyone who enjoys these shows to help out by joining the Patrons of the Arts or sponsoring a show. It’s that kind of community support that helps us continue bringing high-quality entertainment to Southeast Missouri.”

The Patrons of the Arts 2017-18 season will include the following performances. For more information on the performances or to order tickets online, visit trcc.edu/tinnin. For info on joining the Patrons of the Arts Society or sponsoring a show, call 573-840-9688. Those interested in keeping track of the season via Facebook can “Like” [Facebook.com/TinninCenter](https://www.facebook.com/TinninCenter).

Golden Sounds of The Platters, 7 p.m. Sept. 21. Direct from Jon Sousesan's Tribute Theatre in Branson, Golden Sounds features the greatest hits of The Platters, one of the most successful vocal groups of the early rock and roll era, as brilliantly performed by veteran R&B musicians. In addition to such Platters hits as "Smoke Gets In Your Eyes," "The Great

Pretender," and "Only You," the concert also features Motown hits from The Temptations, the Four Tops, and many others.

Martial Artists and Acrobats of Tianjin, People's Republic of China, 7 p.m. Oct. 12. With breathtaking stunts, magnificent feats of athletic daring, and glittering costumes, the Martial Artists and Acrobats of Tianjin, People's Republic of China is one of China's most acclaimed acrobatic troupes. With a legacy stretching back thousands of years, the troupe's show offers thrilling acrobatics, illusions, aerial stunts, juggling, contortion, and mesmerizing martial arts displays. This vibrant spectacle will dazzle and delight.

An Evening with Mark Twain, 7 p.m. Nov. 16. This one-man show featuring New York actor Dr. Michael Mauldin is a hilarious and insightful recreation of an actual lecture from world-famous humorist and author Mark Twain. The show combines Twain's uproarious comedy, biting social satire, and often dark commentary on the human condition.

SIX, 8 p.m. Dec. 7. Direct from Branson, SIX is an a cappella band of brothers who create an orchestra of sounds with their voices. These masters of showmanship amaze audiences with their powerhouse vocals, impeccable harmonies, and high-end production.

Olé Music & Dance of Spain, 7 p.m. March 29. Olé Music & Dance of Spain from Kansas City performs an evening of flamenco dance styles, including fandango, tango, and alegrías. These colorful and lively dances of Spain are performed by a diverse group of talented dancers and musicians in native Spanish costumes.

Moscow Festival Ballet, 7 p.m. April 30. Direct from Russia, the Moscow Festival Ballet will perform *The Sleeping Beauty*, widely considered the finest achievement of classical ballet. The beloved tale of Princess Aurora and her handsome prince is told through the enchanting music of Pyotr Ilyich Tchaikovsky and the breathtaking movement of the classically trained dancers of this world-touring Russian troupe.

Season tickets covering all six main Patrons shows are \$75. Season tickets are available by calling the Patrons of the Arts Society at 573-840-9688 or the Financial Services office at 573-840-9670.

Tickets for individual shows are available online at trcc.edu/tinnin and will remain so throughout the season. For two weeks prior to each show, tickets will be sold at the Poplar Bluff Chamber of Commerce and the Three Rivers College Student Accounts Office. Tickets will be sold at the door as available.

"We at Three Rivers are immensely appreciative of the support of the Patrons of the Arts Society," said Payne. "Donors to the Patrons allow us to bring in national and international

touring troupes at an unbelievable price for performances of this quality. You would pay two, three, four or more times as much to see these performers in St. Louis or Memphis.”

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Members of the media should contact the Coordinator of Media Services before approaching Three Rivers staff members for questions or interviews. Communications office hours are 8 A.M. to 5 P.M. Monday through Friday.

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FROM THE THREE RIVERS COMMUNICATIONS DEPARTMENT

FOR IMMEDIATE RELEASE:

Wednesday, September 13, 2017

FOR MORE INFORMATION:

Jonathan Atwood at (573) 840-9739
jatwood@trcc.edu

PHOTO ATTACHED for this photo release

Rotary Club Awards Scholarship to Poplar Bluff Resident

Justin Darnell of Poplar Bluff, a Three Rivers College student, was awarded a \$1,000 Rotary Club of Poplar Bluff scholarship for the fall semester, administered by the Three Rivers Endowment Trust. Pictured are, from left, Club President Rozetta Little; Steven Lewis, a club member who is an instructor at Three Rivers College; Darnell; and Michelle Reynolds, director of development at Three Rivers College.

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FOR IMMEDIATE RELEASE:

Wednesday, September 13, 2017

HAS PHOTO attached to email, caption at end of release

FOR MORE INFORMATION:

Jonathan Atwood at (573) 840-9660

jatwood@trcc.edu

TRC Nursing Student Receives Allison Grace Daughhete Memorial Scholarship

Kristen Mraz, a Nursing student at Three Rivers College, has received the Allison Grace Daughhete Memorial Scholarship. Mraz, a Poplar Bluff native, is a non-traditional (over the age of 25) student, and a returning student to Three Rivers. She received a \$1,000 scholarship for the 2017-2018 school year.

“Nursing has always been a passion I have wanted to pursue,” wrote Mraz in her scholarship essay. “Nursing is not a career that just anybody should choose. Nursing is a personality. Nursing is a field that calls to you because you have the need to help others. Not only is it a rewarding and gratifying field, but becoming a nurse will give me a higher purpose as an individual.”

The scholarship was endowed in memory of Allison “Ally” Grace Daughhete, the daughter of Three Rivers nursing graduates Ronnie and Melissa Daughhete, who were in the process of completing their degrees when their daughter was killed in a car accident. Three Rivers College created the scholarship fund as a gift to Allison Daughhete’s parents, announcing the endowment to the couple as they received their degrees in nursing. The scholarship is awarded annually to a non-traditional student in Three Rivers’ nursing programs.

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CAPTION FOR PHOTO ATTACHED TO EMAIL

Kristen Mraz, a non-traditional student in the Nursing program at Three Rivers College was presented with the Allison Grace Daughhete Scholarship in August. From L-R: Michelle Reynolds, Director of Development; Kristen Mraz, scholarship recipient; Allen Brooks, board

member, Three Rivers Endowment Trust; and Dr. Wesley Payne, President of Three Rivers College.

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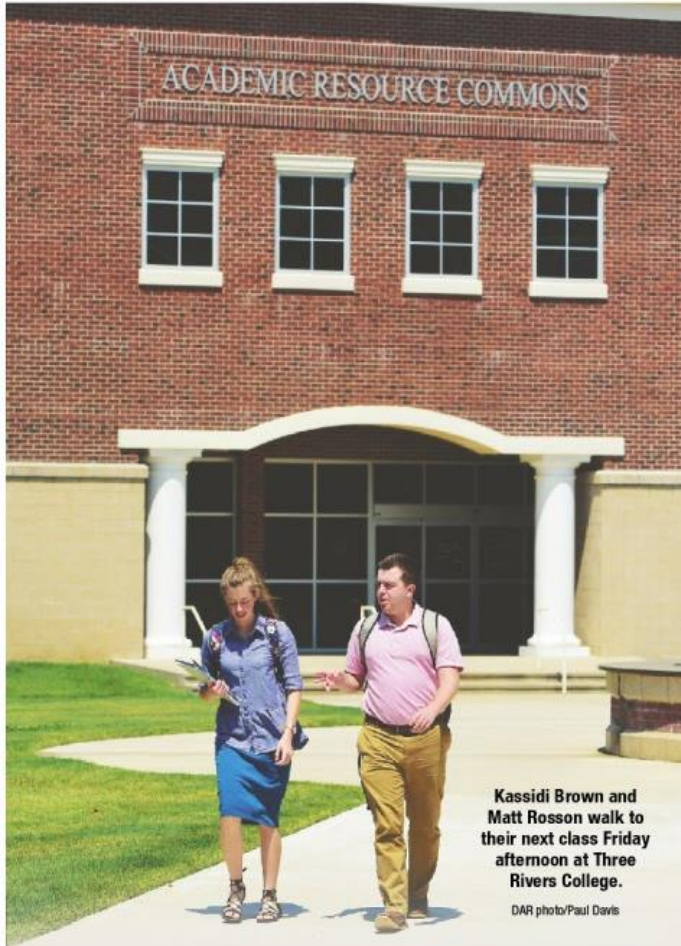
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Kassidi Brown and Matt Rosson walk to their next class Friday afternoon at Three Rivers College.

DAR photo/Paul Davis

A+ BRIDGES GAP FOR TRC STUDENTS

By CHELSAE CORDIA
Staff Writer

Monday morning, 19-year-old Justin Darnell drove along Three Rivers Blvd., preparing for his last first day of school as a Raider. He was pulling into the parking lot when it began to sink in that he will receive his associate's degree in December and in January, embark on the last leg of his path to earning a bachelor's degree in organizational

communication at Arkansas State University.

Darnell graduated from Greenville High School in 2016, where he fulfilled the requirements necessary for earning the A+ Scholarship. He said when he signed up for the program as a high school freshman, he didn't know just how valuable his decision would turn out to be.

"In high school, when you sign up for A+, you

A+ Eligibility for high school students

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TRC

FROM PAGE A1

don't know just how much that will benefit you until you get to college and see how expensive it really is," he said.

Though he earned a handful of private scholarships, he was happy A+ was there to bridge the gap.

"The reasons I chose to do my first two years at TRC were because it's close to home, has small class sizes which provide students with one-on-one interaction with their teachers, as well as being an A+ friendly school," he said.

According to TRC Director of Financial Aid Regina Morris, approximately 630 students utilized the benefits of the A+ Scholarship during the 2016-17 academic year, which saw a fall enrollment of 3,505 and 3,071 in the spring.

"A+ is designed for students to come out of high school, go into a community college and get a two-year degree," said Verification Specialist Will Dougherty, who assists Morris in the financial aid office. "As long as the coursework they're taking follows their program, whichever one it may be, we should be able to use A+ money to cover tuition and fees."

Dougherty said even at the college level, there are requirements a student must fulfill to continue receiving his or her A+ funds.

"You're considered an A+ student because you excelled in high school and that's expected at the college level as well," Dougherty said.

Among those requirements are maintaining at least a 2.5/4 grade point average and full-time student status, which means taking 12 or more credit hours each semester or six hours during the summer.

"They also have to complete them," Dougherty added. "I have some students go through and have something happen that results in them dropping classes. They can lose their A+ if they don't meet that completion requirement."

The A+ Scholarship pays up to \$166 per credit hour at a participating Missouri community college, which means at TRC, a student's tuition and associated common fees are completely covered. The common fee contributes to the general upkeep of the institution, including parking lot maintenance and online portals, Dougherty said.

"At Three Rivers, it's \$92 per credit hour for in-district students and \$144 for out-of-district students," Morris said. "The common fee is \$35 per credit hour and is also covered by A+ on top of tuition."

Dougherty noted that while tuition and common fees are paid for with A+ funds, a student will incur additional expenses pertaining to textbook rental, housing and other miscellaneous fees relative to his or her individual needs.

Morris said it's important to note, students are required to submit a Federal Application for Student Aid (FAFSA), an A+ official high school transcript and must enroll in an approved degree seeking program prior to the

start of term.

"For the initial semester, we go ahead and disperse the A+ funds but a returning student must keep the cumulative GPA per guidelines set by MDHE (Missouri Dept. of Higher Education)," she said.

According to Darnell, he's been very involved on campus for the past year and serves as a student ambassador, giving tours to prospective students. He said he always makes sure to take his visitors by the financial aid office along the way.

"When I give tours, I always stop by financial aid and ask 'Are you part of the A+ Program,' because they don't realize now just how valuable that will be for them," he said.

Dougherty said year after year, he sees more than simply financial benefits for students associated with A+.

"Students who may not have other types of financial aid can work and based on their own merit can receive the A+ scholarship," he said.

"Another thing, you're building character, obviously," Dougherty continued. "You're building a spirit of excellence within. I see it as something a student could put on their resume. Other than that, it does allow a student to receive a two-year degree and keeps the student from having to take out additional loans and save scholarships to use at their four-year college."

For questions regarding the use of the A+ Scholarship at TRC, contact the financial aid office at 573-840-9606 or via email at financialaid@trcc.edu.