

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

A G E N D A
REGULAR SESSION
Wednesday, September 21, 2022
12:00 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 August Board Meeting
- III. Consideration of College Financial Report**
 - 1. Statement of Revenues, Expenses, and Changes in Net Assets
 - a) Monthly Financial Statements
 - b) Budget to Actual Financial Statements
 - 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**

NONE
- VII. Consideration and Approval of all Personnel Actions and Associated Documents**
 - 1. Acceptance of Employment
 - 1. Charles Hower – Temporary Instructor, CDL Program
 - 2. Terri Petty – Welcome Center Facilitator

*Representatives of the news media may obtain copies of this Agenda by contacting Edie Dilbeck, Executive Assistant to the President, 573-840-9698

2. Transfer of Position

1. Mary Libby Anderson – Part-Time Nursing Clinical Adjunct to Practical Nursing Instructor
2. James Bumpus – Part-Time CDL Trainer to Temporary Instructor, CDL Program
3. Lauren Vincent – Instructor, Nursing to Simulation Laboratory Coordinator

3. Retirement

1. Steven Lewis – Professor, Communication and Language

VIII. Appendix

1. Informational Items
2. Upcoming Events
3. Recent Newspaper Articles

IX. FY23 Board of Trustees Meeting Dates

- Wednesday, October 19, 2022
- Wednesday, November 16, 2022
- Wednesday, January 18, 2023
- Wednesday, February 15, 2023
- Tuesday, March 14, 2023
- Wednesday, April 19, 2023
- Wednesday, May 17, 2023
- Wednesday, June 21, 2023

X. Adjournment

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**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
August 24, 2022**

The regular meeting of the Board of Trustees began at 12:03 p.m. on Wednesday, August 24, 2022.

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

Trustee Hager delivered the invocation.

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

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

Charlotte reviewed the Budget to Actuals as of the end of June 2022. The unaudited results at the end of FY'22 reflect a positive change in Net Position. As of the end of July 2022, we are 8% into the new fiscal year and have recognized 26% of our budgeted revenues and obligated 6% of our budgeted expenses.

Trustee Schalk made the motion to accept the financial report as presented. With a second by Trustee Garrison, the motion passed unanimously.

Dr. Payne presented:

Corey Reynolds, Behavioral Health Support Program Coordinator, presented that the BHS program has received designation from the Missouri Department of Mental Health. We are one of four Missouri College to receive full designation. This will add to our BHS graduates' employment qualifications. Congratulations Mr. Reynolds and the BHS program!

Ann Matthews introduced Brandi Brooks, the new Director of Enrollment Services and Student

CALL TO ORDER

ATTENDANCE

INVOCATION

**APPROVAL OF BOARD
MEETING AGENDA**

**APPROVAL OF THE JUNE
BOARD MEETING MINUTES**

**APPROVAL OF
FINANCIAL REPORT**

PRESIDENT'S REPORT

**BHS PROGRAM RECEIVES
DESIGNATION**

PROJECT DRIVE

Development. Ms. Brooks presented on a new grant - Project DRIVE. This grant will serve approximately 1500 students in the three years of the grant by offering short certificate in a bootcamp like format in areas such as Early Childhood Development, Commercial Driving, Industrial Production Technician, Heavy Highway Construction Vertical/Horizontal, and Welding. The goal is to get the students into the workforce quickly. The student can also build upon these certificates.

The TRC Golf Tournament was held on June 24. It was another fun and successful event this year with almost \$14,000 raised.

Jo Nell Seifert presented on the 30th Annual Drama Camp held on July 11-15. 45 campers attended and fun was had by all. Looking forward to next year's camp!!

Dr. Maribeth Payne presented on the College's HLC Four Year Review. In June, the report was submitted for the review. In late July, notification was received that the College was in full compliance with no concerns.

Fall Convocation was held August 8th. The morning was spent with College updates plus recognizing employees years of service and education advancements. After lunch together, department meetings were held.

August 15 was the first day of fall classes. Dr. Sherry Phelan commended the Faculty and staff for the smooth start to the semester and for all the work they do for our students.

Buddy and Cindy White presented on the Music Mixer held on August 16th. This event was opened to any student was an interest in music. They played musical games, played music, and enjoyed hot dogs grilled by Mr. White. Just a fun night to get to know one another. The was the first year for this event but will be repeated – very successful.

Upcoming Event:

- Patrons of the Arts Kick-Off Event – Aug 30
- Mobile Food Pantry – Aug 31
- International Overdose Awareness Day – Aug 31
- American Red Cross Blood Drive – Sept 1

TRC GOLF TOURNAMENT

30TH ANNUAL DRAMA CAMP

HLC FOUR YEAR REVIEW

FALL CONVOCATION

FIRST DAY OF FALL CLASS

MUSIC MIXER

UP-COMING EVENTS

- Mary Poppins Sept 2-4 & 9-11
- Labor Day Holiday – College Closed – Sept 5
- Run 4 the Arts – Sept 10
- Meet the Raiders – Sept 12
- Club Rush – Sept 14

Trustee Featherston made the motion to enter into executive session at 12:42 p.m. With a second by Trustee Schalk, the board was polled as follows: Trustee Featherston yes; Trustee Richardson, yes; Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes.

Trustee Schalk made the motion to approve the contract with Integrity Tactical Protection Services LLC for the provision of security services on the Poplar Bluff campus. On a second by Trustee Hager the board was polled as follows: Trustee Featherston yes; Trustee Richardson yes; Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk yes; Trustee Williams yes.

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

There being no further business, Trustee Featherston made the motion to adjourn the meeting at 2:01 p.m. and with a second by Trustee Garrison, the motion passed unanimously.

CHAIRMAN

SECRETARY

EXECUTIVE SESSION

**ITEMS FOR DISCUSSION
CONSIDERATION AND
VOTE**

**APPROVAL OF CONTRACT
WITH INTEGRITY TACTICAL
PROTECTION SERVICES LLC**

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

ADJOURNMENT

APPROVAL DATE

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
TAX LEVY RATE MEETING
AUGUST 24, 2022**

The special meeting of the Board of Trustees was held in the Board Room, Westover Administration Building at the college in Poplar Bluff, Missouri, on Wednesday, August 24, 2022, at 12:00 p.m.

AUGUST 25, 2021

Those present included: Trustees: Chris Williams, chair (absent); Eric Schalk, vice-chair (absent); Darren Garrison, secretary; Dr. Tim Hager, treasurer; Dr. Amber Richardson, member; Gary Featherston, member; and college administrators: Dr. Wesley Payne, president; Charlotte Eubank, chief financial officer, College Attorney; Edie Dilbeck, recording secretary.

ATTENDANCE

There were no members of the public in attendance to present views or discussion on the tax rate.

Chairman Williams 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 2022.

PURPOSE OF CALLED MEETING

Trustee Garrison moved (1) The rate of taxation for the calendar year 2022 be set at point two three three zero, (0.2330), 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. This rate reflects no change in taxation rate.

ESTABLISHMENT OF TAX LEVY FOR CALENDAR YEAR 2022

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

There being no further business, the board unanimously approved to adjourn the meeting at 12:02 p.m. on a motion by Trustee Hager and a second by Trustee Featherston.

ADJOURNMENT

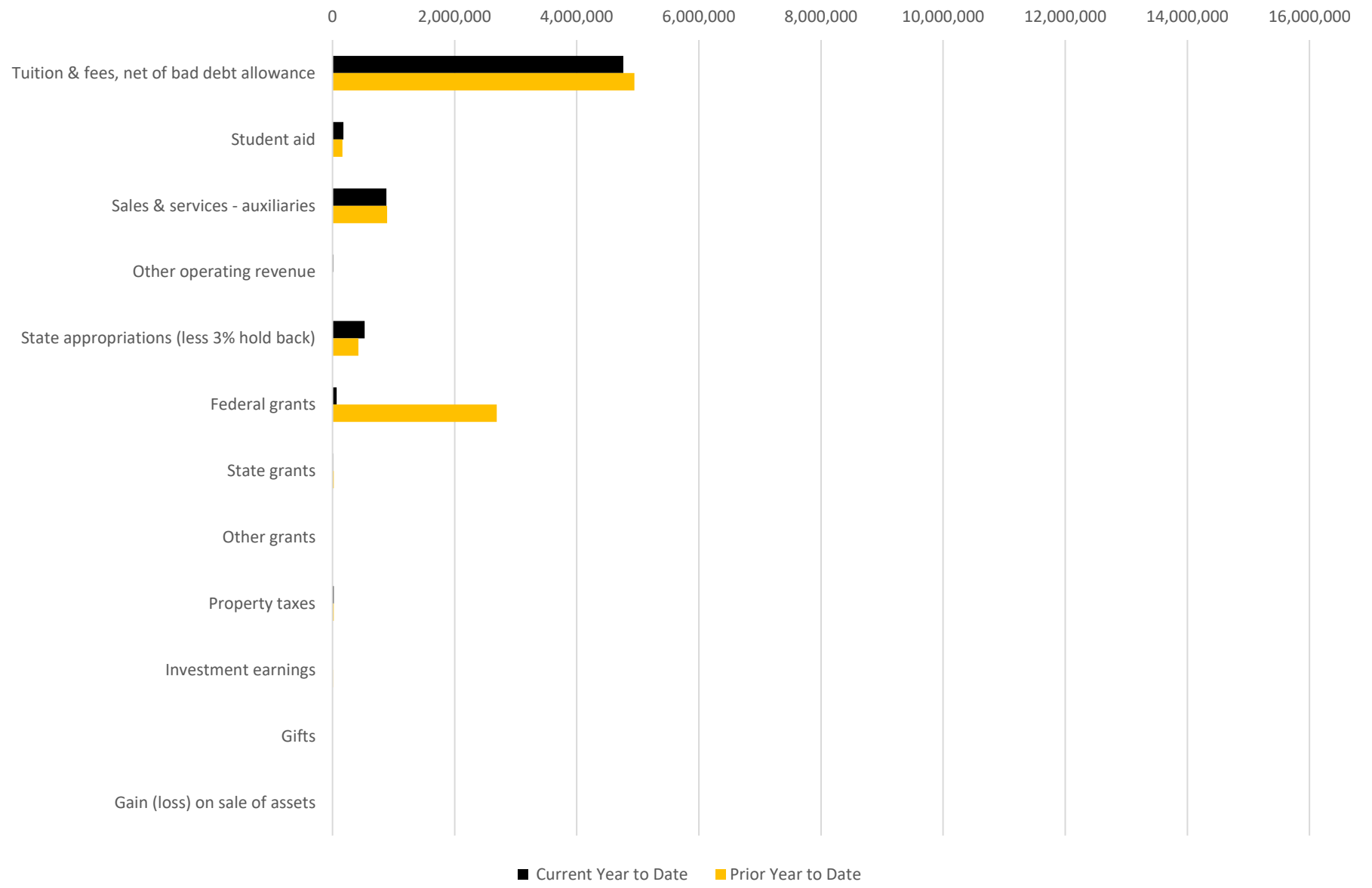
CHAIRMAN

APPROVAL DATE

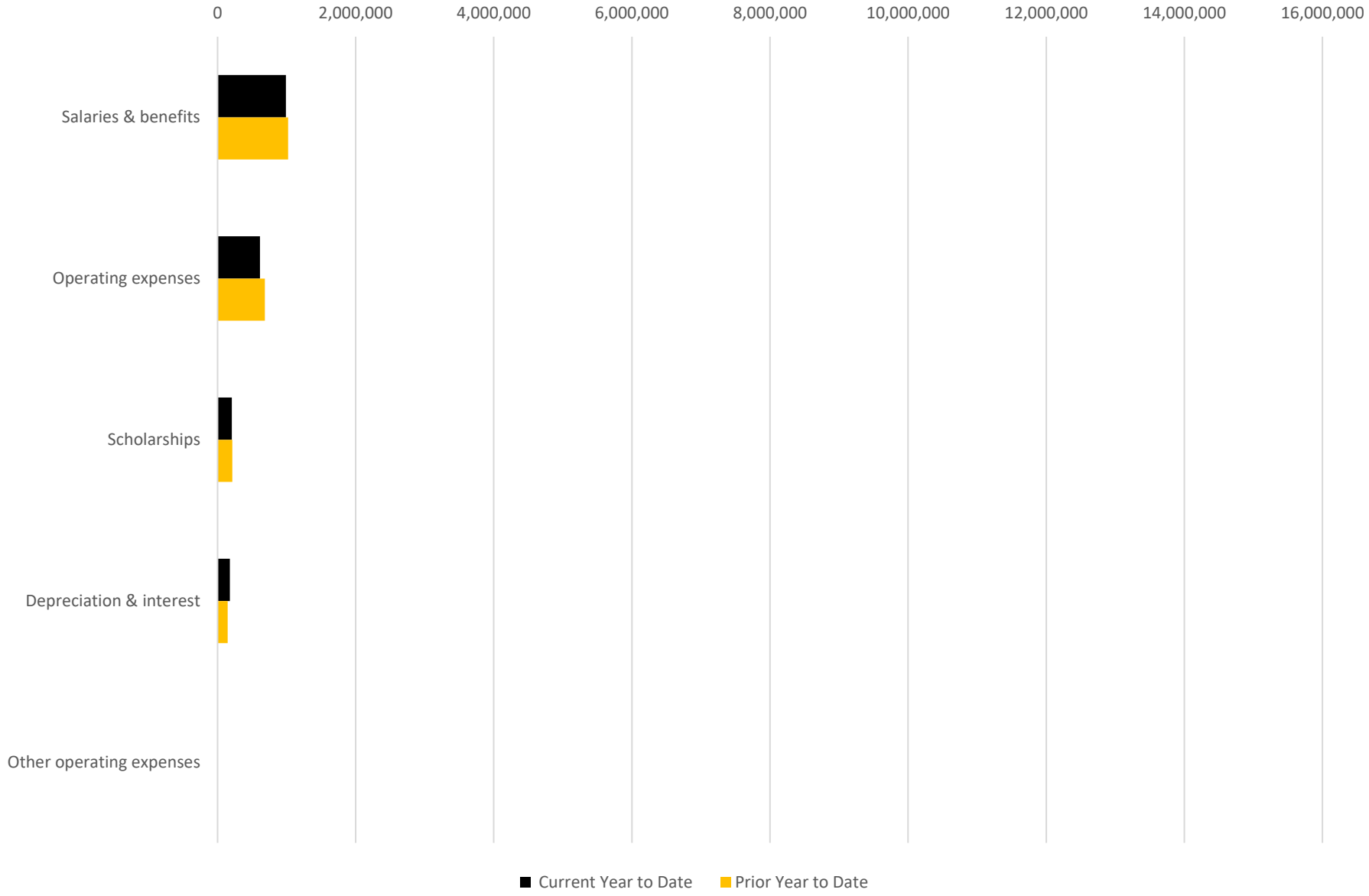
SECRETARY

APPROVAL DATE

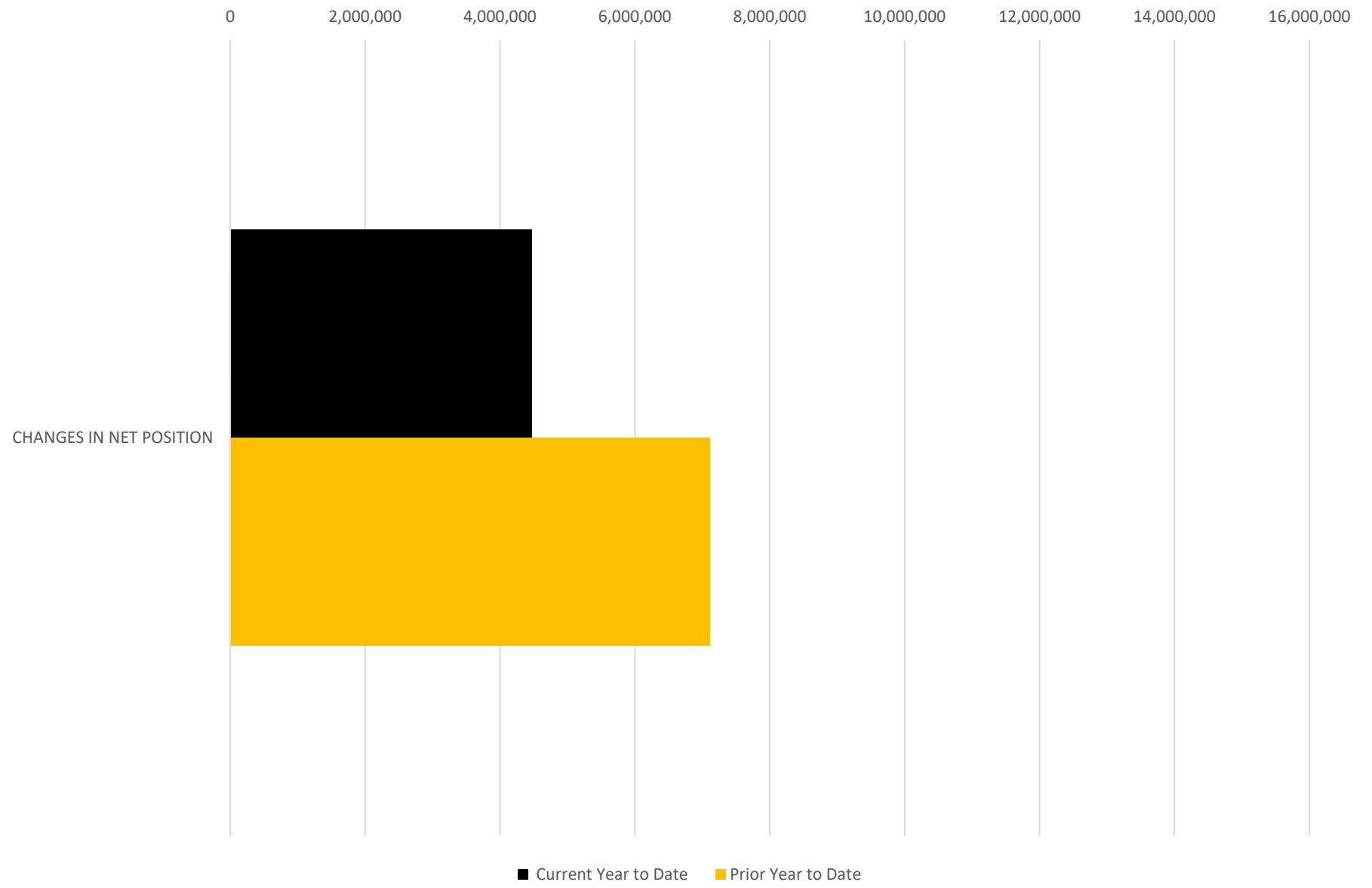
YTD Comparison to Previous Year 07/31/2022



YTD Comparison to Previous Year
07/31/2022



YTD Comparison to Previous Year
07/31/2022



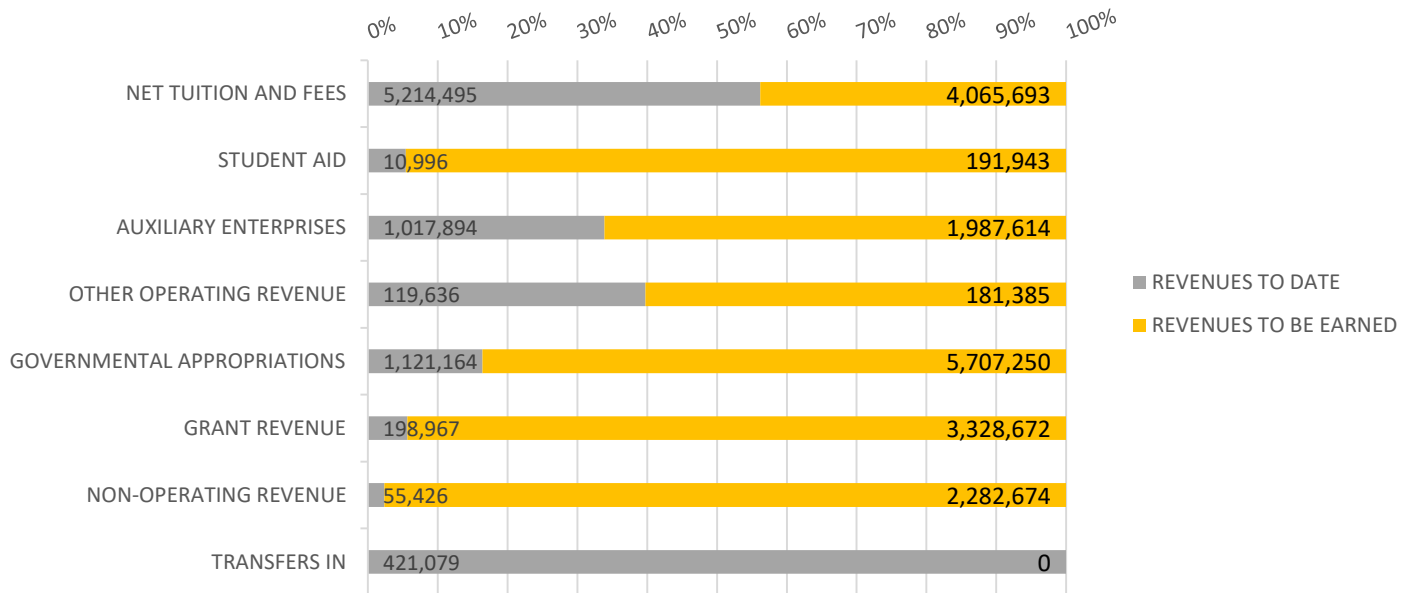
Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
July 31, 2022

ASSETS AND DEFERRED OUTFLOWS		LIABILITIES, DEFERRED INFLOWS AND NET POSITION	
CURRENT ASSETS		CURRENT LIABILITIES	
Cash & Cash Equivalents	13,137,978	Accounts Payable	526,994
Student Account Receivables, net	7,428,368	Accrued Vacation	321,038
Property Tax Receivable	108,314	Student Deposits	25,000
Other Receivables	6,998,285	Deferred Tuition & Fees	40,000
Investments	0	Scholarships	28,303
Inventory	51,762	Total Current Liabilities	941,335
Prepaid Expenses	266,115		
Total Current Assets	27,990,823	NON-CURRENT LIABILITIES	
NON-CURRENT ASSETS		Retirement Incentive Payable	0
Land	5,490,786	Other Post Employment Benefits	5,234,526
Capital assets	76,751,340	Bonds, Notes and Leases Payable	9,074,687
Plus: Current year additions to capital assets	191,874.80	Accrued Interest	0
Accumulated Depreciation	(36,069,696)	Agency	435,442
Unamortized Bond Issue Costs	0	Total Non-Current Liabilities	14,744,654
Total Non-Current Assets	46,364,306	Total Liabilities	15,685,989
DEFERRED OUTFLOWS	6,267,661	DEFERRED INFLOWS	19,801,968
		NET POSITION	
		Beginning Balance	40,659,584
		Changes in Net Position	4,475,249
		Total Net Position	45,134,833
TOTAL ASSETS AND DEFERRED OUTFLOWS	80,622,790	TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	80,622,790

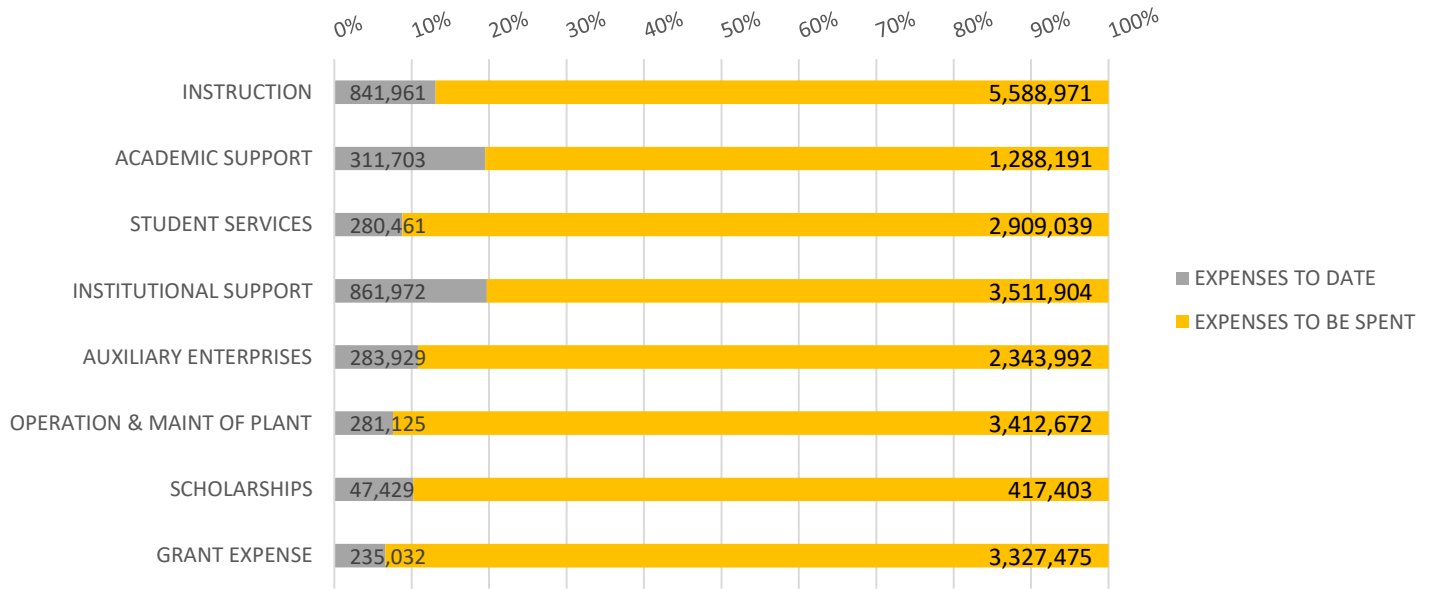
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
July 31, 2022

	July	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE					
Tuition & fees, net of bad debt allowance	4,761,483	4,761,483	4,943,658	(182,175)	(3.69)%
Student aid	177,562	177,562	164,414	13,149	8.00%
Sales & services - auxiliaries	883,619	883,619	893,225	(9,606)	(1.08)%
Other operating revenue	12,476	12,476	3,181	9,295	292.16%
Total Operating Revenue	<u>5,835,140</u>	<u>5,835,140</u>	<u>6,004,478</u>	<u>(169,337)</u>	<u>(2.82)%</u>
OPERATING EXPENSES					
Salaries & benefits	989,581	989,581	1,021,549	(31,969)	(3.13)%
Operating expenses	615,056	615,056	683,474	(68,418)	(10.01)%
Capital equipment	191,875	191,875	99,020	92,855	93.77%
Less: Transfer to capital assets	(191,875)	(191,875)	(99,020)	(92,855)	93.77%
Scholarships	207,113	207,113	212,485	(5,371)	(2.53)%
Depreciation & interest	179,358	179,358	147,524	31,834	21.58%
Other operating expenses	0	0	0	0	#DIV/0!
Total Operating Expenses	<u>1,991,108</u>	<u>1,991,108</u>	<u>2,065,032</u>	<u>(73,924)</u>	<u>(3.58)%</u>
NON-OPERATING REVENUE (EXPENSES)					
State appropriations (less 3% hold back)	527,965	527,965	425,628	102,337	24.04%
Federal grants	66,222	66,222	2,689,654	(2,623,432)	(97.54)%
State grants	9,946	9,946	21,923	(11,977)	(54.63)%
Other grants	0	0	0	0	#DIV/0!
Property taxes	19,129	19,129	22,115	(2,986)	(13.50)%
Investment earnings	6,262	6,262	8,109	(1,847)	(22.78)%
Gifts	1,000	1,000	5,387	(4,387)	(81.44)%
Gain (loss) on sale of assets	691	691	0	691	#DIV/0!
Total Non-Operating Revenues (Expenses)	<u>631,216</u>	<u>631,216</u>	<u>3,172,817</u>	<u>(2,541,600)</u>	<u>(80.11)%</u>
CHANGES IN NET POSITION	<u>4,475,249</u>	<u>4,475,249</u>	<u>7,112,262</u>	<u>(2,637,014)</u>	<u>(37.08)%</u>

Budget to Actual Revenues 08/31/2022 (17%)



Budget to Actual Expenses 08/31/2022 (17%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
August 31, 2022
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>	9,280,188	5,214,495	56%	4,065,693
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	202,939	10,996	5%	191,943
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	3,005,508	1,017,894	34%	1,987,614
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	301,021	119,636	40%	181,385
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	6,828,414	1,121,164	16%	5,707,250
GRANT REVENUE <i>State Grants, Federal Grants</i>	3,527,640	198,967	6%	3,328,672
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,338,100	55,426	2%	2,282,674
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	421,079	421,079	100%	0
TOTAL REVENUES	25,904,888	8,159,657	31%	17,745,231

NOTE: We have recognized 31% of budgeted revenues. We have recognized 56% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2022 and fall 2022, 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 DATE %	EXPENSES TO BE SPENT
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	6,430,932	841,961	13%	5,588,971
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,599,894	311,703	19%	1,288,191
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	3,189,500	280,461	9%	2,909,039
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,373,876	861,972	20%	3,511,904
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	2,627,921	283,929	11%	2,343,992
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,693,798	281,125	8%	3,412,672
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	464,832	47,429	10%	417,403
GRANT EXPENSE <i>State Grants, Federal Grants</i>	3,562,507	235,032	7%	3,327,475
TOTAL EXPENSES	25,943,260	3,143,613	12%	22,799,647

NOTE: We have obligated 12% of our budgeted expenses at 17% into the fiscal year. August payroll is INCLUDED and credit card expenses are INCLUDED. Budgeted decrease in Net Position is a result of awarded funding sources less than budget estimates.

CHANGES IN NET POSITION	(38,372)	5,016,044
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Three Rivers College
 Capital Budget - Unaudited
 August 31, 2022
 Fiscal Year Benchmark: 17%

	FUNDING SOURCES	SOURCES TO DATE			SOURCES TO BE
		BUDGET	SOURCES TO DATE	%	EARNED
RESTRICTED					
	<i>HEERF (CARES) federal grant</i>	4,530,000	1,447	0%	4,528,553
	<i>HB19/17 state appropriation</i>	985,000	105,160	11%	879,840
UNRESTRICTED					
	<i>General funds - prior year transfers in (Reserves)</i>	943,840	315,143	33%	628,697
	<i>General funds - current year transfers in</i>				0
TOTAL FUNDING SOURCES		6,458,840	421,750	7%	6,037,090
	USES OF FUNDS	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
	<i>Campus improvements</i>	5,281,000	105,910	2%	5,175,090
	<i>Westover Administration Building repairs</i>	325,000	0	0%	325,000
	<i>Libla Family Sports Complex</i>	200,000	0	0%	200,000
	<i>Westwood Event Center upgrades</i>	163,340	35,488	22%	127,852
	<i>Academic Resource Commons</i>	160,000	0	0%	160,000
	<i>Tinnin Fine Arts Center refurbish</i>	134,000	697	1%	133,303
	<i>Student Housing</i>	58,000	0	0%	58,000
	<i>911 Center remodel</i>	50,000	0	0%	50,000
	<i>Fleet vehicles</i>	41,000	174,495	426%	(133,495)
	<i>Athletics improvements</i>	46,500	0	0%	46,500
TOTAL EXPENSES		6,458,840	316,591	5%	6,142,249
 NET SURPLUS (DEFICIT)		 0	 105,160		

**THREE RIVERS COMMUNITY COLLEGE
CASH IN BANKS**

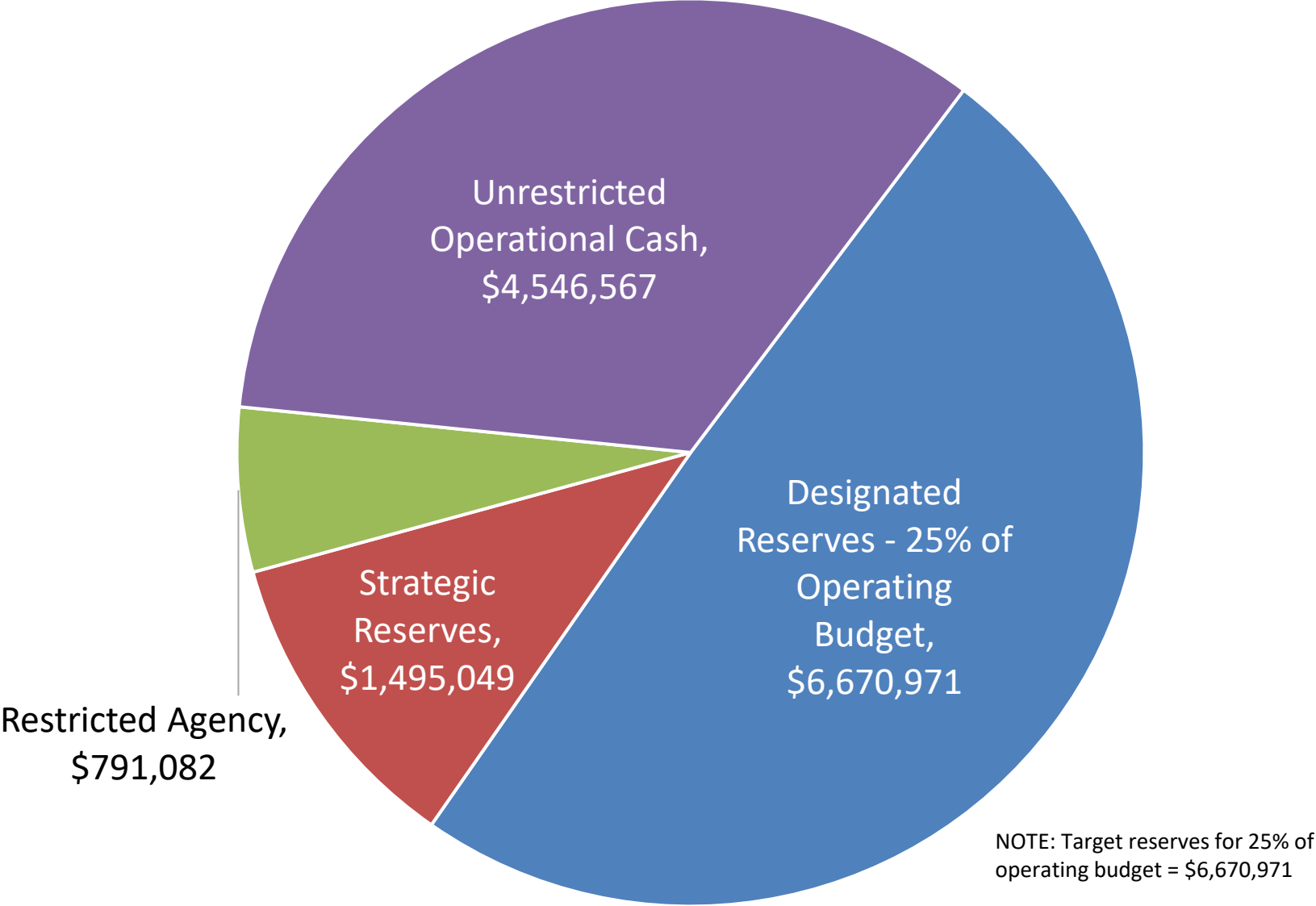
September 1, 2022

	<u>08/02/22</u>	<u>09/01/22</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	2,000.00	2,000.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	1,888.00	1,888.00
<i>Total Cash Funds</i>	4,225.00	4,225.00
<i>General Accounts</i>		
Southern Bank - General Funds	4,367,491.12	3,958,656.53
Southern Bank - Credit Cards	150,588.42	137,972.02
<i>Total General Accounts</i>	4,518,079.54	4,096,628.55
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	15,623.81	331,840.72
Federal Clearing Account	-	5,578.65
Flexible Spending Account	10,004.22	10,004.20
<i>Total Restricted Accounts</i>	25,628.03	347,423.57
TOTAL CURRENT FUND	4,547,932.57	4,448,277.12
HOUSING FUND		
<i>General Accounts</i>		
Rivers Ridge Account - Southern Bank	49,124.32	49,145.18
<i>Total General Accounts</i>	49,124.32	49,145.18
TOTAL HOUSING FUND	98,248.64	98,290.36

	<u>08/02/22</u>	<u>09/01/22</u>
PLANT FUND		
<i>General Accounts</i>		
Plant Fund - Southern Bank	8,162,553.70	8,166,020.43
<i>Total Bank Accounts</i>	<u>8,162,553.70</u>	<u>8,166,020.43</u>
<i>Certificates of Deposit</i>		
	-	-
	-	-
<i>Total Certificates of Deposit</i>	<u>-</u>	<u>-</u>
TOTAL PLANT FUND	<u><u>8,162,553.70</u></u>	<u><u>8,166,020.43</u></u>
AGENCY FUND		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	473,868.70	469,321.83
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	<u>321,759.75</u>	<u>321,759.75</u>
TOTAL AGENCY FUND	<u><u>795,628.45</u></u>	<u><u>791,081.58</u></u>

TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT

\$13,503,669 AS OF 09/01/2022



THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF August, 31 2022

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

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF August 31, 2022

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
21815	First Midwest Bank of P.B.	0.35	09/22/98	09/22/22	5,000.00	Jerome Burford
423137249	Regions Bank	0.01	05/12/88	10/01/22	2,833.00	Combined Sch
423137256	Regions Bank	0.01	05/12/88	10/01/22	1,024.34	Fred Morrow
24325	First Midwest Bank of P.B.	0.35	10/15/99	10/15/22	10,324.77	Norman Gamblin
2197201	First Midwest Bank of P.B.	0.35	10/31/97	10/31/22	1,065.00	Gertrude Cox
23353	First Midwest Bank of P.B.	0.35	11/06/00	11/06/22	4,000.00	Coll. Achievement
110270576	Southern Bank	1.00	08/27/85	11/27/22	5,000.00	Belle Hinrichs
21028354	US Bank of Poplar Bluff	0.40	12/03/91	12/03/22	2,310.00	C.T. McDaniel
10369	First Missouri State Bank	1.10	12/05/95	12/05/22	5,000.00	Helvey-Miller
451038849	US Bank of Poplar Bluff	0.40	12/08/99	12/08/22	1,110.00	C.T. McDaniel
2016012160	Commerce Bank	0.25	12/11/91	12/11/22	7,700.00	Bill Vinson
43712	First Midwest Bank of P.B.	0.85	04/27/09	12/14/22	67,447.79	Holder-Rowland
5016847453	Commerce Bank	0.25	12/22/97	12/22/22	10,000.00	Harold Prim
110239662	Southern Bank	1.00	01/05/91	01/05/23	1,412.53	Bulow Mem.
2213401	First Midwest Bank of P.B.	0.35	01/08/98	01/08/23	10,000.00	Jerome Burford
352394707389	US Bank of Poplar Bluff	0.25	08/19/88	02/18/23	2,061.55	James Warren
63761112	US Bank of Poplar Bluff	0.25	02/23/89	02/22/23	2,500.00	A. Garner
22246	First Midwest Bank of P.B.	1.05	02/25/98	02/25/23	1,658.87	Missy Braden
2136801	First Midwest Bank of P.B.	0.40	03/05/97	03/05/23	5,000.00	Thelma Jackson
63760768	US Bank of Poplar Bluff	1.24	03/06/89	03/05/23	6,468.04	Butler Co Co-op
9525	First Missouri State Bank	0.85	05/06/93	05/06/23	2,000.00	Carl Wiseman
2016007496	Commerce Bank	0.03	05/14/90	05/12/23	3,835.00	Bill Vinson
25103	First Midwest Bank of P.B.	0.40	05/14/99	05/14/23	5,000.00	Thelma Jackson
21031218	US Bank of Poplar Bluff	0.25	05/15/94	05/15/23	2,192.00	Greg Starnes
21028105	US Bank of Poplar Bluff	0.25	05/22/91	05/22/23	29,782.32	Myrtle Rutland
21028106	US Bank of Poplar Bluff	0.25	05/22/91	05/22/23	20,000.00	Myrtle Rutland
7236	First Missouri State Bank	0.50	05/26/89	05/26/23	16,350.00	Jackie Watson
2016012267	Commerce Bank	0.025	06/04/92	06/03/23	2,350.00	Bill Vinson
63760632	US Bank of Poplar Bluff	1.54	07/02/89	07/01/23	1,226.80	A. Garner
21030291	US Bank of Poplar Bluff	0.25	07/07/93	07/07/23	1,405.00	Joshua Bowman
2170801	First Midwest Bank of P.B.	0.50	07/11/97	07/30/23	10,925.00	Mabel Swindel
21024477	US Bank of Poplar Bluff	0.25	08/22/89	08/22/23	10,000.00	Myrtle Rutland
8036	First Missouri State Bank	0.75	08/23/90	08/23/23	4,000.00	Jackie Watson
1721901	First Midwest Bank of P.B.	0.75	08/25/92	08/25/23	3,000.00	Odd Fellows
14776	First Missouri State Bank	0.50	08/28/02	08/28/23	5,000.00	Helvey-Miller
2012008906	Commerce Bank	0.05	05/11/81	11/11/23	4,526.11	P.C. Hays, Sr.

THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CD#	BANK	RATE	DATE	TERM	AMOUNT	DESCRIPTION
2017004259	Commerce Bank	0.30	12/09/89	12/09/23	1,000.00	P.I. Church
2017004363	Commerce Bank	0.30	03/30/88	03/30/24	10,000.00	Myrtle Corbett
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
2038701	First Midwest Bank of P.B.	0.65	05/16/96	05/16/24	5,000.00	Thelma Jackson
110260320	Southern Bank	0.90	06/02/86	06/02/24	1,000.00	Hulen Spencer
5017843040	Commerce Bank	0.01	05/01/97	06/07/24	2,900.00	Miles Hays
101401	First Midwest Bank of P.B.	1.00	11/06/89	11/06/24	5,000.00	Charlotte Stone
423135383	Regions Bank	0.01	12/04/04	12/04/24	1,650.00	R. Couperus
423137173	Regions Bank	0.15	12/09/85	12/09/24	5,000.00	Mary Hinrichs
2012008112	Commerce Bank	0.05	08/11/92	02/11/25	1,000.00	Myra C. Hays
110274305	Southern Bank	0.90	05/30/86	06/30/25	5,200.00	Mabel Swindel
2019003547	Commerce Bank	0.40	07/08/90	07/08/26	4,000.00	P.C. Hays, Jr.
423137157	Regions Bank	0.01	01/14/85	01/14/25	2,500.00	Dr. Miller

Total Agency Fund CD's

\$ 321,759.75

Three Rivers College
CD Report
As of August 31, 2022

Investment CDs

Bank Account Interest Rate

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	0.50%

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
Months of AUGUST 2022

Current Fund:	General Fund - Southern Bank	\$ 881,738.48
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>15,858.94</u>
	Grand Total	<u><u>\$ 897,597.42</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 21st day of September 2022.

_____ Chairman, Board of Trustees

_____ Secretary, Board of Trustees

**THREE RIVERS COLLEGE
BID REPORT
AS OF SEPTEMBER 14, 2022**

September 2022 President's Report

- **Patrons of the Arts Kick-Off Event**
- **Mobile Food Pantry**
- **International Overdose Awareness Day Event**
- **Mary Poppins**
- **Run 4 the Arts**
- **Meet the Raiders**
- **Club Rush**

Upcoming Events

- POTA – Tim Lovelace – September 23
- No One Walks Alone Suicide Prevention Walk – September 24
- College Transfer Fair – September 28
- Food Pantry Load & Go – September 30
- Raider Madness – September 30
- Practical Nurse Deadline – October 1
- Fall Break – October 6 & 7
- College Rodeo @ Sikeston – October 13-15
- Murder Mystery Dinner – October 29

A G E N D A
Executive Session
Wednesday, September 21, 2022

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

Consideration of Personnel Action
Employment of Personnel
Temporary Instructor, CDL Program

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

X Faculty

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Charles L. Hower

POSITION TITLE: Temporary Instructor, CDL Program

SALARY: \$44,532

FULL-TIME X PART-TIME: _____

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

Other: Non-tenure track

STARTING DATE: September 15, 2022

QUALIFICATIONS:

Degree Ed. Institution Major

EXPERIENCE

01/2020 – 08/2022	Three Rivers College Poplar Bluff, MO	Coordinator/Instructor, CDL Program
2010 - 2019	MCI Cores St. Louis, MO	OTR Truck Driver
1985	Kaskaskia College Centralia, IL	Coordinator/Instructor Truck Driver Training
1980	Three Rivers College Poplar Bluff, MO	Adjunct Faculty Traffic Laws/Accident Investigation
1976 - 1980	Poplar Bluff Police Department Poplar Bluff, MO	Police Officer

(09/21/2022)

Consideration of Personnel Action
Employment of Personnel
Welcome Center Facilitator

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff – replacement for ShaeLynn Dixon; transfer approved 8/24/22

_____ Federal Program: _____

_____ Special Program _____

NAME: Terri Petty

POSITION TITLE: Welcome Center Facilitator

SALARY: \$12.15/hour

FULL-TIME X PART-TIME: _____

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

Other: _____

STARTING DATE: September 26, 2022

QUALIFICATIONS:

Degree Ed. Institution Major

EXPERIENCE		
Present	Three Rivers College Poplar Bluff, MO	Ambassador/SGA/PTK
4/2018 – 6/2021	Acceptance Now Poplar Bluff, MO	Store Assistant Manager
06/2017 – 01/2018	Menards Poplar Bluff, MO	Electrical Sales

(09/21/2022)

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Part-time Nursing Clinical Adjunct to Practical Nursing Instructor

BACKGROUND INFORMATION

HISTORY

With the resignation of Felicia Dodge, the Practical Nursing Instructor position became available. Mary "Libby" Anderson has been employed as a Part-time Nursing Clinical Adjunct since August 2022. Ms. Anderson expressed interest and was interviewed for the position. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Ms. Anderson to this position. She will assume the duties, effective October 1, 2022.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Mary "Libby" Anderson.

9/21/2022

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position
Part-time CDL Trainer to Temporary Instructor, CDL Program

BACKGROUND INFORMATION

HISTORY

With the several personnel changes and program needs, the Temporary Instructor for the CDL Program is available. James Bumpus has been employed as a Part-time CDL Trainer since July 2022. Mr. Bumpus applied for and was interviewed for the position. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of James Bumpus to this position. He will assume the duties, effective September 12, 2022.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of James Bumpus.

9/21/2022

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position
Instructor, Nursing to Simulation Laboratory Coordinator

BACKGROUND INFORMATION

HISTORY

With the resignation of Larissa Brown, the Simulation Laboratory Coordinator position became available. Lauren Vincent has been employed as an Instructor in Nursing since January 2021. The position was posted internally, and Ms. Vincent applied for and was interviewed for the position. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Lauren Vincent to this position. She will assume the duties, effective September 1, 2022.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Lauren Vincent.

9/21/2022

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Request for Retirement
Professor, Communication and Language

BACKGROUND INFORMATION

HISTORY

Mr. Steven Lewis has been employed with the College as a full-time faculty member since January 2001. Prior to full-time, Mr. Lewis served as an adjunct faculty member since August 1998. He has submitted his request for retirement, effective January 1, 2023.

FINANCIAL IMPLICATIONS

This is a nine-month faculty position.

ADMINISTRATIVE RECOMMENDATION

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

9/21/2022

From: [Steven D. Lewis](#)
To: [Wesley Payne](#)
Cc: [Melissa Davis](#); [Kristina McDaniel](#)
Subject: Retirement
Date: Thursday, September 1, 2022 10:43:47 AM

Dr. Payne,

I am eligible for retirement next month, and I am making application to retire on January 1, 2023, making this semester my last as a full-time employee. Please let me know what next steps I need to take.

Steve

Steve Lewis
Professor, Speech Communication and Fine Arts
Three Rivers College
573-840-9122
www.trcc.edu

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2100 Nondiscrimination and Student Rights	
Title: SR 2115 Disability Services for Students	Page 1 of 4
Primary Policy: SP 2115 Disability Services for Students	
Associated Policy: GAP 1200 Equal Opportunity	
References: Section 504 of the Rehabilitation Act; Title II of the Americans with Disabilities Act	
Addendum: Disability Services Accommodation Request Form; Release Authorization	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 01-18-2017	Last Revision: 09-21-2022

Three Rivers College provides reasonable accommodations to qualified students with a disability according to Section 504 of the Rehabilitation Act and Title II of the Americans with Disabilities Act to ensure that there will be no discrimination on the basis of a disability. Accommodations are adjustments made for students with disabilities to allow the same educational experiences as their peers. The purpose of an accommodation is to attempt to level the educational learning field for students with disabilities.

Pursuant to the Rehabilitation Act of 1973 (Section 504) and Title II of the Americans with Disabilities Act (ADA), Three Rivers College will provide reasonable and individualized accommodations for requesting students who provide the required documentation outlining their disabilities. Because each student’s disability may differ in degree and impact, reasonable accommodations will be made on an individual basis.

Declaration of a student’s disability is voluntary. Documentation to support the disability must be provided to the College at the time of the request for a student to receive services. Information pertaining to a student’s disability is kept confidential. Information provided by an appropriate licensed professional will be used to determine the reasonable accommodations provided. It is the intent of the College to ensure equal opportunity while maintaining the integrity and quality of its educational offerings.

Acceptable Documentation

A written report prepared by an appropriate licensed professional that clearly diagnoses a disability and/or records indicating the history of the disability and the current impact of the disability in relation to the educational setting must be provided. The documentation must be recent (within the last 3 to 5 years). Medical doctors, psychiatrists, psychologists, and school psychologists are among the professions who routinely evaluate, diagnose, and treat disabilities. Requests for accommodations or auxiliary aids are evaluated by the ODS using the documentation to best serve the student with disabilities.

Three Rivers College has developed the following procedures to better serve students with disabilities:

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2100 Nondiscrimination and Student Rights	
Title: SR 2115 Disability Services for Students	Page 2 of 4
Primary Policy: SP 2115 Disability Services for Students	
Associated Policy: GAP 1200 Equal Opportunity	
References: Section 504 of the Rehabilitation Act; Title II of the Americans with Disabilities Act	
Addendum: Disability Services Accommodation Request Form; Release Authorization	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 01-18-2017	Last Revision: 09-21-2022

Accommodation Procedure

1. The student requesting an accommodation must register with the Office of Disability Services (ODS). It is the student's responsibility to initiate the request for services. The Request for Disability Accommodations packet (PDF) can be accessed at the ODS or at <https://trcc.edu/student-services/disability-services/>. The packet can be completed online and submitted to disabilityservices@trcc.edu via email, or can be printed and turned in to the ODS via email, in person, or faxed to 573-840-9018.
2. Students seeking disability services are responsible for providing documentation from an appropriate licensed professional and should make an appointment with the ODS.
 - a. Students are responsible for any financial charges incurred while obtaining the necessary documentation.
 - b. Documentation requirements vary by disability. The documentation must clearly identify the disability and provide sufficient information regarding the limitation of the disability to permit the ODS to make a determination as to whether the requested accommodations are appropriate. The ODS will review the date of the evaluation and relevant information to determine the most appropriate accommodation based on the documentation provided.
 - c. Documentation of a disability should be mailed by the licensed professional to the Office of Disability Services at Three Rivers College, 2080 Three Rivers Blvd, Poplar Bluff, Missouri 63901 or faxed to 573-840-9018. The documentation may also be hand delivered by the student in a sealed company envelope with the professional's signature across the seal.
3. Once reasonable accommodations are provided, the student must meet with the Disability Services Coordinator each semester. Continuing services are not automatically provided each semester.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2100 Nondiscrimination and Student Rights	
Title: SR 2115 Disability Services for Students	Page 3 of 4
Primary Policy: SP 2115 Disability Services for Students	
Associated Policy: GAP 1200 Equal Opportunity	
References: Section 504 of the Rehabilitation Act; Title II of the Americans with Disabilities Act	
Addendum: Disability Services Accommodation Request Form; Release Authorization	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 01-18-2017	Last Revision: 09-21-2022

Accommodation Determination and Implementation

Accommodations will be determined based upon the documentation of the disability, students' reported needs, and an interview with the ODS Coordinator. It is important to have a stated description within the documentation as to how the disability affects the students' academic performance.

The ODS will make every effort to meet the students' needs while maintaining compliance with Three Rivers College Institutional, Instructional, and Administrative Policies. However, students who believe they would need additional or alternate accommodations may discuss this with the ODS at any time during their educational experience at the college.

After accommodations have been established by the ODS the student may pick up from the ODS and carry with them an Accommodations Card. The student will also receive an electronic copy of their Accommodations Card, and each of their Three Rivers College instructors will be notified electronically of the student's specific accommodations. The instructor and the ODS shall work closely to ensure the appropriate accommodations are implemented. Students experiencing unresolved challenges implementing the accommodations should contact the ODS immediately. The ODS Coordinator is the 504/ADA Compliance Officer for students at Three Rivers College.

Three Rivers College is in compliance with Title II of the Americans with Disabilities Acts (ADA) regarding service animals. Students are required to register their service animal with the ODS.

ODS contact information is provided on each class syllabus. If students have questions or need clarification, please contact the ODS located in the Westover Building on the Poplar Bluff campus; or calling 573-840-9608.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2100 Nondiscrimination and Student Rights	
Title: SR 2115 Disability Services for Students	Page 4 of 4
Primary Policy: SP 2115 Disability Services for Students	
Associated Policy: GAP 1200 Equal Opportunity	
References: Section 504 of the Rehabilitation Act; Title II of the Americans with Disabilities Act	
Addendum: Disability Services Accommodation Request Form; Release Authorization	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 01-18-2017	Last Revision: 09-21-2022

DOCUMENT HISTORY:

- 01-18-2017:** Initial approval of regulation SR 2115 Disability Services for Students.
- 02-18-2022:** Clarification of process for registering a service animal with the Office of Disability Services.
- 09-21-2022:** Aligned ODS operations with TRC location as well as contact information for disability services, and clarification of process for continued services and receipt of identification card.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 1 of 9
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2740 Students Rights and Responsibilities; SR 2750 Return of Title IV Information; SR 2610 Student Code of Conduct; SR 2140 Student Appeals	
References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

Three Rivers College has established both quantitative and qualitative measures for evaluating the progress of Federal Student Aid recipients to meet specific Financial Aid Satisfactory Academic Progress (FASAP) in accordance with Federal Student Aid Regulations. The Three Rivers College Office of Financial Aid monitors Financial Aid Satisfactory Academic Progress (FASAP) for financial aid recipients at the end of each semester. The purpose of this regulation is to establish policy guidelines for Three Rivers College to ensure compliance with the minimum statutory and regulatory requirements for continuation of Federal Title IV eligibility.

The following information describes the Three Rivers College standards for maintaining Financial Aid Satisfactory Academic Progress (FASAP) requirements for financial aid eligibility:

- **Maximum Timeframe:** Financial aid recipients must complete specified degree program within 150% of the published length of the program. Once a student has reached the maximum timeframe, the student will no longer be eligible to receive financial aid without an approved Timeframe FA Extension Request (Effective Summer 2016.) Students who graduate with a one-year certificate or Associate Degree will be considered to have met the pace maximum (2019).
- **Credit Hour Completion (Quantitative):** Complete (67%) of all attempted credit hours
- **Grade Point Average (Qualitative):** Maintain the required cumulative grade point average (GPA) listed below in Table A based on total hours attempted.

Table A

Credits Attempted	GPA Required
0-15	1.50
16-30	1.70
31-44	1.90
45+	2.00

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 2 of 9
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2740 Students Rights and Responsibilities; SR 2750 Return of Title IV Information; SR 2610 Student Code of Conduct; SR 2140 Student Appeals	
References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

A student must meet Financial Aid Satisfactory Academic Progress (FASAP) by completing their degree program within the specified period, demonstrate they are making progress towards their degree by earning a minimum number of credit hours, and achieving the required GPA as stated herein based on total hours attempted.

Note: Grades of A, B, C, D, and F are counted when determining a student's cumulative GPA for financial aid. Grades of I, P, NP, CR and W are not counted when determining a student's cumulative GPA for financial aid.

All classes with a grade of A, B, C, D, F, P, NP, CR, W and I are counted in the pace calculation. For FASAP, all Transitional (Developmental) courses are computed in the GPA and credit hours attempted and completed.

No additional time will be allowed for program of study completion if a student changes majors or programs. All courses in all semesters are counted in the pace maximum.

New Financial Aid Recipients and Transfer Students

Students who attend Three Rivers College without financial aid and then apply for assistance will be required to meet the satisfactory academic progress standards as if they had received Federal Student Aid from the beginning of their attendance at Three Rivers College. For Financial Aid Satisfactory Academic Progress purposes, students will be eligible for Federal Student Aid during their first semester of attendance and will have their eligibility evaluated at the end of the first semester they receive Federal Student Aid.

For transfer students, all credits transferred in and accepted by the college are used in the calculation of student aid eligibility.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 3 of 9
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2740 Students Rights and Responsibilities; SR 2750 Return of Title IV Information; SR 2610 Student Code of Conduct; SR 2140 Student Appeals	
References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

Procedures for FASAP Statuses

Financial Aid Warning

Students who do not meet either the pace or GPA requirement will be placed on a warning status. During the warning status, a student may continue to receive federal financial aid. While on warning, you will be recommended to meet with an advisor to alter your educational plan and may be required to reduce the number of courses you are taking. If a student fails to meet financial aid satisfactory academic progress while on a warning status, federal aid will be suspended. Students will be notified of the warning status via their college student email account.

Financial Aid Suspension: Unsatisfactory “U”

Unsatisfactory (U) is a status assigned to a student who fails to make financial aid satisfactory academic progress for any subsequent semesters following the warning status. Students who have an unsatisfactory status are not eligible for federal funding. The student will be notified of the unsatisfactory status via their college student email account.

A student may submit a Suspension Override Request for review to determine if federal financial aid eligibility may be reinstated. Requests for an override of financial aid suspension may only be considered for extenuating circumstances.

Extenuating circumstances may include but are not limited to personal illness, injury or accident, serious illness or death of close family member, unforeseen or undue hardship, and demonstrated academic improvement. Circumstances under which a request may not be granted include but are not limited to poor choice of classes, lack of motivation or interest.

Financial Aid Probation

Financial Aid Probation is a status assigned to a student when the Suspension Override Request has been approved. Students on probation may continue to receive aid; however, if they fail to meet financial aid satisfactory progress in subsequent terms, federal aid will be suspended, and

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 4 of 9
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2740 Students Rights and Responsibilities; SR 2750 Return of Title IV Information; SR 2610 Student Code of Conduct; SR 2140 Student Appeals	
References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

the student may submit a Suspension Override Request. If you are granted an override, you will be recommended to meet with an advisor to evaluate your educational plan. You may be required to reduce your course load, eliminate online coursework, or repeat failed coursework

Financial Aid Extension

Financial Aid Extension is a status assigned to students who graduate or have exceeded the maximum number of allowable credit hours for their program of study. The student will no longer be eligible to receive financial aid without an approved Timeframe FA Extension Request (Effective Summer 2016).

Suspension Override Request and Timeframe for Financial Aid Extension Request Process

The process to request a waiver or extension request for the loss of Federal Student Aid benefits will be maintained by the Office of Financial Aid and communicated to the appropriate students at the end of each semester.

Denial of Request

If a student's request is reviewed and Federal Student Aid is not reinstated the student may appeal the decision in accordance with the SR 2140 Student Appeals.

Reestablishing Eligibility

The student may reestablish eligibility by regaining the cumulative GPA as indicated in Table A and meeting the 67% pace for all hours attempted, or with an approved suspension override request or appeal.

Once the student has obtained the required pace and GPA requirement a Suspension Override Request must be submitted for review. The student will not be eligible for Title IV funding until an approved suspension override request or appeal is granted.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 5 of 9
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2740 Students Rights and Responsibilities; SR 2750 Return of Title IV Information; SR 2610 Student Code of Conduct; SR 2140 Student Appeals	
References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

Repeating Coursework

Students may receive federal funding for one repetition of a previously passed course. For example, if a student passes a course once and then is repaid for retaking the course, the student cannot be paid to take the course a third time. A course is considered passed if the student receives a grade of D or better. A student who does not receive a passing grade is not limited on the number of attempts and may repeat a failed or withdrawn course until it is passed.

Dropping Classes

Dropping classes can affect the student's financial aid eligibility for specific programs, prevent student's from meeting the financial aid satisfactory academic progress requirements or student's being responsible to repay financial aid funding. Before dropping courses, it is strongly recommended to contact the Office of Financial Aid.

Withdrawn Courses

Withdrawn courses will not be included in the student's GPA; however will be calculated in total number of hours attempted.

Transitional/Remedial Courses

Transitional and remedial courses will be included in the GPA calculation and hours attempted for financial aid purposes.

Incomplete Courses

Incomplete grades will not be included in the GPA calculation for financial aid until a final grade is assigned but will be included in the hours attempted.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 6 of 9
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2740 Students Rights and Responsibilities; SR 2750 Return of Title IV Information; SR 2610 Student Code of Conduct; SR 2140 Student Appeals	
References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

Financial Aid Suspension Override Request Process

- Students have the right to request an override of Financial Aid Suspension by completing the Suspension Override Request form.
- Financial Aid Satisfactory Academic Progress will be evaluated at the end of each semester once all grades are received, and students will receive notification by email of unsatisfactory progress.
- Students should submit their Financial Aid Suspension Override Request for fall and spring to the Office of Financial Aid at least 2 weeks before the start of the term to allow sufficient time for review prior to classes beginning. Requests for summer should be submitted within 48 hours of student being notified of ineligibility to ensure review prior to classes beginning.

All requests will be reviewed on a case-by-case basis. Late requests are reviewed throughout the semester. The request and documentation should be attached for the override to be considered. Failure to provide all requested documentation could result in the request not being reviewed or denied. Students will be notified if additional information is requested by the Standing Committee.

Documentation:

- Completed Suspension Override Request Form
- Typed or neatly written summary of the following:
 1. Extenuating circumstances that may have prohibited the student from meeting Financial Satisfactory Academic Progress.
 2. Any changes that have occurred to enable Financial Aid Satisfactory Academic Progress.
 3. Supporting documentation that verifies the circumstances referenced in the written summary should be provided.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 7 of 9
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2740 Students Rights and Responsibilities; SR 2750 Return of Title IV Information; SR 2610 Student Code of Conduct; SR 2140 Student Appeals	
References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

- The Standing Committee/FA Committee reviews requests regarding financial aid suspension.
- Exceptions to the college's Financial Aid Satisfactory Academic Progress (FASAP) policies are not made lightly and will generally be considered only for extenuating circumstances. Decisions will be based on an individual's extenuating circumstances, supporting documentation, and academic history.
- Extenuating circumstances may include, but are not limited to: personal illness, injury or accident, serious illness or death of close family member, unforeseen or undue hardship, and demonstrated academic improvement. Circumstances under which a request may possibly not be granted include but are not limited to: poor choice of classes, and lack of motivation or interest.
- If the committee approves the request, the student's status may be reinstated under conditions as outlined by the committee.
- If the request is denied, the student will not be eligible for Title IV funding until the student reestablishes eligibility. Once eligibility is reestablished, a Suspension Override Request should be submitted for additional review.
- The Office of Financial Aid will notify the student via email of the committee's decision.
- Students granted an override of Financial Aid Suspension will be asked to meet with an advisor to evaluate their educational plan. Suggestions may be made to reduce course load, eliminate online course work, or repeat failed course work.

The decisions regarding Financial Aid Suspension and Academic Suspension are separate processes. Therefore, a student can be approved for one but denied for the other. If a financial aid suspension is overridden but the academic request is denied, the student will not be able to register for classes. The decision of the review committee may be appealed by completing a Student Appeals Intake Form and submitting it to the Chief Student Services Office. For more information, refer to College Regulation SR 2140 Student Appeals.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 8 of 9
Primary Policy: SP 2710 Financial Aid Programs	
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References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

Financial Aid Timeframe for Financial Aid Extension Request Process

- Students may submit a Timeframe FA Extension Request when they are beyond 150% of hours required for his/her degree program or have graduated.
- Progress will be evaluated at the end of each semester once all grades are received, and students will receive notification by email.
- Students should submit the request for fall and spring to the Office of Financial Aid at least (2) weeks before the start of the term to allow sufficient time for the committee to review prior to classes beginning. Requests for summer should be submitted within 48 hours of student being notified of ineligibility to ensure review prior to classes beginning. All requests will be reviewed on a case-by-case basis. Late requests will be reviewed throughout the semester.
- The Office of Financial Aid will notify the student via email account.
- The decision may be appealed by completing a Student Appeal Intake Form and submitting it to the Chief Student Services Office. Refer to College Regulation SR 2140 Student Appeals.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2760 Financial Aid Satisfactory Academic Progress	Page 9 of 9
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policy: GAP 1200 Equal Opportunity	
Associated Regulations: SR 2740 Students Rights and Responsibilities; SR 2750 Return of Title IV Information; SR 2610 Student Code of Conduct; SR 2140 Student Appeals	
References: Federal Student Financial Aid Handbook; Student Appeals Intake Form; Suspension Override Request Form	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 08-23-2017	Last Revision: 09-21-2022

DOCUMENT HISTORY:

- 08-23-2017:** Initial approval of regulation SR 2760 Satisfactory Academic Progress for Financial Aid.
- 05-15-2019:** Revision of process for clarification.
- 09-21-2022:** Edits made to clarify process for the recommendation of students to meet with an advisor to alter their educational plan which may require such things as reducing their current course-load if they are placed on warning status for not meeting the pace or GPA requirement. Also, a Financial Aid Suspension Override Request may only be considered for extenuating circumstances and those extenuating circumstances may now include, but are not limited to, a student’s employment obligations, financial difficulties, loss of transportation, relocation, childcare difficulties, or loss of internet services.

UPCOMING EVENTS

Drag Pageant: September 22, 6 - 9 p.m., Tinnin Theater. Sponsored by the Gay-Straight Alliance Student Club.

Tim Lovelace: September 23, 7 p.m., Tinnin Theater. Funnyman Tim Lovelace pairs his award-winning musical talents with crystal clean humor for a comedy concert that will entertain the entire family. Tickets: \$15.

No One Walks Alone: September 24, 4 - 6 p.m., Three Rivers College walking trail. A Suicide Prevention Awareness Walk hosted by The Mental Health Awareness Coalition, FCC Behavioral Health, and Three Rivers College. The Mental Health Awareness Coalition is organized through the Butler County Resource Council. The goal of the walk is to raise awareness for suicide prevention and to show support for suicide loss survivors.

Load & Go: September 30, 9 a.m. - 2 p.m., Bess Activity Center parking lot. The TRC Student Food Pantry is holding a Load & Go food giveaway event in courtesy of SEMO Food Bank and Kroger.

Raider Madness: October 1, 12 a.m., Libla Family Sports Complex.

Fall Break: October 6 - 7. No Classes/College Closed.

Three Rivers College Championship Rodeo: October 13 – 15., Sikeston Jaycee Bootheel Rodeo Grounds. The rodeo will begin at 7 p.m. on Thursday and Friday evenings, and 3 p.m. on Saturday.

University Center Open House: October 18 – 19, 10 a.m. – 2 p.m., Westover Administration Building, Room 204.

Raider Baseball:

vs. Mizuno Canada, Oct. 17 @ TBA

Raider Softball:

vs. Missouri State Univ. West Plains, Sept. 25
@ 2 p.m.

Raider Rodeo:

Sikeston, Oct. 13 – 15

* The Baseball and Softball games listed above are exhibition games.

For the latest on Three Rivers events, visit trcc.edu/events.



THREE RIVERS COLLEGE

DAR Headlines: August 24 – September 15

August 25: TRC sets tax rate, marks fiscal recovery

September 1: Higher Learning Commission: TRC passes with flying colors

September 2: Mary Poppins Photo Feature

September 8: Meet the raiders set for Monday

September 10: Three Rivers welding students modify cat cages

September 13: Fans get first look at Raiders

September 14: TRC to host Murder Mystery Dinner

September 15: Getting to Work: TRC women have plenty of new players joining program this season (women's basketball)