

**BOARD OF TRUSTEES  
THREE RIVERS COMMUNITY COLLEGE**

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

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

Trustee Grassham delivered the invocation for the meeting.

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

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

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

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

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

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

**JANUARY 19, 2011**

**ATTENDANCE**

**INVOCATION**

**APPROVAL OF BOARD  
MEETING AGENDA**

**APPROVAL OF  
MINUTES  
OF NOVEMBER  
MEETING**

**DISBURSEMENTS  
ACCOUNTS PAYABLE**

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

**UPDATE ON SPRING  
CONVOCATION**

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

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

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

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

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

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

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

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

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

## **2<sup>ND</sup> ANNUAL LEGISLATIVE BRUNCH & ROUNDTABLE**

## **CHRIS MASINGILL VISIT**

## **DEXTER CENTER RIBBON CUTTING**

## **CONGRESSWOMAN JOANN EMERSON VISIT TO DEXTER CENTER**

## **UPDATE ON PRESIDENT'S ADVISORY MEETINGS**

## **UPDATE ON KENNETT NURSING PROGRAM DISCUSSIONS**

## **UPCOMING PATRON OF THE ARTS PERFORMANCES**

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

## **CONSIDERATION OF CHANGING BOARD**

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

**MEETING DATES FOR  
FEBRUARY & MARCH**

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

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

**CONSIDERATION OF  
ADOPTION OF  
CORPORATE  
RESOLUTION**

The resolution reads as follows:

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

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

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

WITNESS my authorized signature as Secretary of the Corporation.”

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

**CONSIDERATION OF  
TRANSFER OF  
ENDOWED  
SCHOLARSHIP**

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

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

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

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

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

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

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

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

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

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

**REVIEW OF  
MARKETING  
STRATEGY FOR NEW  
LOGO AND  
STANDARDS MANUAL**

**CONSIDERATION OF  
ADOPTION OF FY12  
TUITION/FEEES**

education.

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

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

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

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

Acceptance of Hiring

Tim Thompson, Director of Fine Arts Center

**2<sup>ND</sup> QTR FINANCIAL  
SUMMARY FOR FY11**

**CONSIDERATION OF  
PERSONNEL ACTION**

**Thompson**

Grant Formal Status

Deana Carter, Business Office Assistant

Krystal Williams, Cashier

Gary Pride, Public Safety Institute Curriculum/Lab Coordinator

**Carter**

**Williams**

**Pride**

Acceptance of Resignation

Heather Davis, Nursing Instructor

Patricia Dodd, Administrative Assistant, Student Services

**Davis**

**Dodd**

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


**EXECUTIVE SESSION**

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

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

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

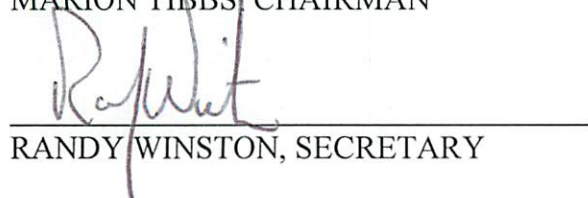
**ADJOURNMENT**



MARION TIBBS, CHAIRMAN

03/23/11

APPROVAL DATE



RANDY WINSTON, SECRETARY

3/23/11

APPROVAL DATE