

**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, November 17, 2010, at 12:02 p.m.

**NOVEMBER 17, 2010**

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

**ATTENDANCE**

Chairman Tibbs welcomed Pastor Richard Triplett to deliver the invocation. Mr. Triplett is the pastor of First Church of God in Poplar Bluff.

**INVOCATION**

Chairman Tibbs called the regular meeting to order. The agenda for the meeting was unanimously approved as presented on a motion by Trustee Davis and seconded by Trustee Grassham.

**APPROVAL OF BOARD  
MEETING AGENDA**

The minutes of meeting on October 20, 2010, were unanimously approved on a motion by Trustee Winston and second by Trustee Thornton.

**APPROVAL OF MINUTES  
OF NOVEMBER MEETING**

Disbursements totaling \$2,366,393.05 as listed on the check register for the month of October were unanimously approved for payment on a motion by Trustee Thornton and second by Trustee Garrison.

**DISBURSEMENTS  
ACCOUNTS PAYABLE**

President Stephenson distributed updated brochures for *Building Partnerships*, Three Rivers Endowment Trust, and *Fasts Facts*.

**PRESIDENT'S REPORT  
UPDATED MARKETING  
MATERIALS**

Dr. Stephenson announced Delta Corp has offered 1,200 acres of pasture and forest land on Black River for use of the college's forestry club, Triple Creek Cutters, and the forestry program.

**LAND FOR FORESTRY  
CLUB**

Dr. Stephenson introduced the college's new advertising campaign and showed the television ads to board members. The purpose of the ads is to promote the college and the new online degree.

**NEW TV AD CAMPAIGN**

Dr. Stephenson announced the college Annual Report will be released on November 23 which will depict the college's accomplishments for the past year. The report will be followed by another publication called *Transitions*.

**2010 ANNUAL REPORT**

Dr. Stephenson announced *The Gift* will go on sale mid-November and all the proceeds will benefit the college's scholarship fund. *The Gift* is a CD of piano Christmas classics performed by Dr. Stephenson. The cost is \$15 each and will be sold in the Three Rivers Bookstore and at other college events.

***THE GIFT* – CHRISTMAS  
CLASSICS CD**

Dr. Stephenson reported the MCCA Annual Convention was held on November 3-5, 2010. Governor Jay Nixon told MCCA that community colleges are "essential" to job growth in the state of Missouri. Stan Cunningham, math instructor, received a Senior Faculty Service Award. Daily American Republic's Tim Krakowiak was honored with a News Media Award. Trustee Wilbur Thornton was elected to the MCCA Board of

**2010 ANNUAL MCCA  
CONVENTION**

Directors. Aaron Smothers received an Outstanding Student Leadership Award.

The 2<sup>nd</sup> Annual Legislative Brunch and Roundtable will be held on December 17, 2010; at 9:30 a.m. Senator Rob Mayer and Representative Steven Tilley will both be present. All legislators from the college's service area have been invited. The purpose of the meeting is to brief them on Three Rivers, the college's funding issues, and engage in conversation on the upcoming legislative agenda.

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

Dr. Stephenson reported Senator Mayer held a Jobs Summit on November 16 at the Black River Coliseum. Senator Mayer is the new President Pro Tem of Missouri Senate. The summit explored ways to improve Missouri's economy. Representatives from Three Rivers attended to promote the role of community colleges and workforce development.

## **SEN. MAYER'S JOBS SUMMIT**

Dr. Stephenson announced the college will be interviewing three capital fundraising companies during the month of December. The three companies are: Dini Partners, Clements Group, and American City Bureau.

## **CAPITAL FUNDRAISING INTERVIEWS**

Dr. Stephenson briefed board members about two recent President's Advisory Meetings that were held in Malden and Sikeston and discussed the outlook for each center and its community.

## **PRESIDENT'S ADVISORY MEETINGS**

Jason Hosenev reported the college and River Radio hosted Halloween Safe Zone on October 30, 2010. The event drew over 2,700 trick or treaters with 12 local businesses and 6 college organizations helping with the event.

## **2010 HALLOWEEN SAFE ZONE**

Jason Hosenev introduced the newly elected Student Government officers. They are: Paul Vanpraag, president; Aron McCormick, vice president; Aaron Smothers, vice president for programming; Jaymeey Hatfield, secretary/treasurer; Bobbie Kuper and Tobias Voice, programmers; Bob Amendola, parliamentarian; and Frank Kiwon, Robert Hatfield, and James Hancock, senate members at large.

## **2010-11 STUDENT GOVERNMENT**

Air Evac honored nursing student, Breana Bader, for saving the life of Robert McCoy when he had a heart attack at her family's farm in Campbell. The local newspaper, DAR, and local television station, KFVS-12, was present for the occasion.

## **NURSING STUDENT HONORED**

Jason Hosenev reported several employees from financial aid took a road trip to other community colleges around Missouri to discuss topics such as document imaging and streamlining processes.

## **FINANCIAL AID ROAD TRIP**

Bob Jansen reported the progress being made in the Bookstore since his arrival. Mr. Jansen announced a new point-of-sale system will be installed and operational on November 17, which will help automate bookstore procedures and decrease student wait time. A full e-commerce website will be unveiled in the spring semester.

## **BOOKSTORE UPDATE**

Dr. Wesley Payne reported on the several musical performances by the music department and music instructors, Buddy and Cindy White. Dr. Payne also announced upcoming Patron of the Arts performances.

## **MUSIC DEPARTMENT PATRONS OF THE ARTS UPDATE**

President Stephenson announced the following basketball games and invited board members to the Employee Christmas Breakfast on December 10 at 8:30 a.m.

## **UPCOMING EVENTS**

The Board unanimously approved a resolution for the Pear Tree restaurant on motion by Trustee Davis and second by Trustee Winston.

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

#### **CONSIDERATION OF RESOLUTION FOR PEAR TREE RESTAURANT**

“Be it resolved that Dr. Devin Stephenson, President, is hereby authorized by the Board of Trustees, to execute any and all documents pertaining to a contract for the sale of real estate to Handcut Steaks of Poplar Bluff, Inc. on behalf of Three Rivers Community College.”

The Board unanimously approved the purchase of a new college vehicle for Dr. Stephenson on motion by Trustee Winston and second by Trustee Thornton. The president’s current vehicle will become a fleet vehicle for cabinet members to use for business travel.

#### **CONSIDERATION OF VEHICLE PURCHASE**

The Board unanimously recognized the proposed campus master plan presented during the October 17, 2010, meeting as the starting point for the college’s new master plan. The motion was made by Trustee Garrison and second by Trustee Davis.

#### **COLLEGE CAMPUS MASTER PLAN**

President Stephenson led discussion about the Three Rivers Event Center and stated an alternative to building the event center would be the construction of a new classroom building.

#### **CONSIDERATION OF APPROVAL OF SEMA GRANT**

The Board unanimously approved the college proceed with the SEMA grant to construct a “safe room” on both the Poplar Bluff and the Matthews Family Campus in Sikeston on motion by Trustee Thornton and second by Trustee Winston. This approval will allow Dr. Stephenson to execute the grant and proceed with capital fundraising campaigns.

#### **CONSIDERATION OF ADOPTION OF COLLEGE POLICIES:**

The Board approved the following policy as presented: Absences from College on motion by Trustee Winston and second by Trustee Thornton. 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.

Absences from College

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 Davis on the following personnel action:

#### **CONSIDERATION OF PERSONNEL ACTION**

##### **Acceptance of Hiring**

Lori Armes, Administrative Assistant to Chief Financial Officer  
Cynthia Gray, Merchandise Coordinator  
Kimberly Hickson, Campus Center Facilitator – Kennett  
Melinda Turner, Campus Center Facilitator – Kennett  
Samantha Gerecke, Lab Assistant  
Sherry McDonald, Secretary II/Health & Human Services

**Armes  
Gray  
Hickson  
Turner  
Gerecke  
McDonald**

Grant Formal Status

Drew Bates, Campus Police Officer  
Matthew Thomas, Graphic Designer

**Bates  
Thomas**

Acceptance of Resignation

Chrisandra Harris

**Harris**

A motion was made by Trustee Thornton 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.

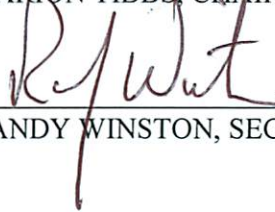
Following the executive session, Trustee Thornton moved to enter into the regular board meeting; Trustee Garrison seconded the motion. The Board was polled; the vote was as follows: Trustee Grassham, yes; Trustee Thornton, yes; Trustee Tibbs, yes; Trustee Garrison, yes; Trustee Davis, yes; and Trustee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

There being no further business, the meeting was adjourned at 3:47 p.m. on a motion by Trustee Garrison and second by Trustee Tibbs, with unanimous approval.

**ADJOURNMENT**

  
\_\_\_\_\_  
MARION TIBBS, CHAIRMAN

12/15/10  
APPROVAL DATE

  
\_\_\_\_\_  
RANDY WINSTON, SECRETARY

12/15/10  
APPROVAL DATE