



THREE RIVERS COLLEGE

Invocation

**Approval
of the
June Agenda**

**Approval
of the
May Minutes**

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
Wednesday June 18, 2025
12:00pm

- I. Invocation and Pledge of Allegiance**
- II. Approval of Agenda and Minutes**
 - 1. Consideration and Approval of the June Agenda
 - 2. Consideration and Approval of Minutes from the May Board Meeting
- III. Consideration of College Financial Report**
 - 1. Statement of Revenues, Expenses, and Changes in Net Assets
 - 1. Monthly Financial Statements
 - 2. 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**
 - 1. Consideration and approval of FY '26 Budget
 - 2. Consideration and approval of SP2150

VII. Consideration and Approval of all Personnel Actions and Associated Documents

1. Acceptance of Employment
 - a) Ashley Vernon, Assistant Director of Human Resources
 - b) Brice Margenthaler, Assistant Women's Basketball
 - c) Laura Hagood, Director, Prison Education Program
 - d) Tracy Horton, External Location Facilitator, Dexter
 - e) Tyra Forcha, Practical Nursing Instructor, Nursing
2. Request for Resignation
 - a) Brandon Branch, Assistant Men's Basketball Coach
 - b) Zachary McKenney, Assistant Men's Baseball Coach
 - c) Jeana Sanders, Financial Aid Advisor
 - d) Amanda Taylor, Dual Credit Coordinator
 - e) Kayla Sparkman, Cheerleading Coach
3. Transfer of Position
 - a) Alex Jameson, Assistant Director of Human Resources/
Instructor Business Instructor, Business Management
4. Request for Retirement
 - a) Dr. Maribeth Payne, Chief Institutional Effectiveness Officer

VIII. Appendix

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

IX. FY26 Board of Trustees Meeting Dates

- Wednesday, August 20, 2025
- Wednesday, September 17, 2025
- Wednesday, October 15, 2025
- Wednesday, November 19, 2025
- Wednesday, January 28, 2026
- Wednesday, February 25, 2026
- Wednesday, March 25, 2026
- Wednesday, April 15, 2026
- Wednesday, May 20, 2026
- Wednesday, June 17, 2026

X. Adjournment

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
May 21, 2025**

The regular meeting of the Board of Trustees began at 12:00 p.m. on Wednesday, May 21, 2025.

CALL TO ORDER

Those present included Trustees: Dr. Tim Hager, Chair, Dr. Amber Richardson, Vice-Chair, Gary Featherston, Secretary; Chris Williams, Treasurer; Eric Schalk, Member; and Darren Garrison, member; College administrator: Dr. Wesley Payne, President; Mark Richardson, College Attorney; and Melody Dolle-Ducote, recording secretary.

ATTENDANCE

Trustee Hager delivered the invocation.

INVOCATION

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

**APPROVAL OF THE
MEETING AGENDA**

Trustee Garrison made a motion to accept the April Board Meeting Minutes as presented. On a second by Trustee Schalk, the motion passed unanimously.

**APPROVAL OF THE APRIL
BOARD MEETING MINUTES**

Dr. Wesley Payne, President, reviewed the college financial report as of the end of April 2025. We have recognized 86% of budgeted revenues for the fiscal year. We have obligated 70% of our budgeted expenses 83% into the fiscal year.

**PRESENTATION OF THE
FINANCIAL REPORT**

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

**APPROVAL OF
FINANCIAL REPORT**

Dr. Wesley Payne presented the upcoming events with the board and public audience:

PRESIDENT'S REPORT

The Third annual Chicks Eggstravaganza was held at the Tinnin Center on April 17, 2025. The event was sold out again and all proceeds went to the Three Rivers Endowment Trust for scholarships.

CHICKS EGGSTRAVAGANZA

On April 22, Three Rivers College Booster Club hosted the annual Athletic Banquet at the Westwood Event Center in Poplar Bluff. More than 35 awards were

**THREE RIVERS ATHLETIC
BANQUET**

presented to our Three Rivers Athletes.

April 24, 2025, Three Rivers College honored Virginia Watson, Dawn Tutor and Bob Jansen at a retirement celebration in the Tinnin Center.

Three Rivers English Department hosted it's annual "Poetry Slam" on April 24. This annual community event commemorates National Poetry Month and Shakespeare's Death.

Friday evening, May 2, 2025, more than 40 students were honored for their achievements during the Student Excellence Awards.

The Surgical Technology Program has received official accreditation from the Commission on Accreditation of Allied Health Education Programs. Three Rivers College recently graduated six students in the first surgical technology class.

On May 9, 2025, Three Rivers College celebrated its 57th Commencement Ceremony. This is the college's 59th year of service and the institution conferred over 925 degrees and certificates to 573 students.

Three Rivers Behavioral Health Program received its Redesignation by the Missouri Department of Mental Health.

Professor Cindy White was chosen as the inaugural recipient of the Outstanding College Music Educator Award by the Missouri Music Educators Association. This award was voted on by the Southeast Missouri District of the MMEA.

- Memorial Day May 26, 2025, College Closed
- "ANNIE" Auditions May 29-31
- Summer Hours begin June 2, 2025
- 12th Annual TRET Golf Tournament
- Drama Camp July of 2025

THREE RIVERS COLLEGE RETIREMENT RECEPTION

POETRY SLAM

STUDENT EXCELLENCE AWARDS

SURGICAL TECHNOLOGY PROGRAM ACCREDITATION

57TH ANNUAL COMMENCEMENT CEREMONY

BHS PROGRAM REDESIGNATION

OUTSTANDING COLLEGE MUSIC EDUCATOR AWARD

UPCOMING EVENTS

At the conclusion of the President’s Report, Trustee Schalk made the motion to go into executive session at 12:16p.m. On a second from Trustee Garrison, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

**MOVE TO EXECUTIVE
SESSION**

**ITEMS FOR DISCUSSION,
CONSIDERATION AND
VOTE**

Upon adjournment of executive session at 12:32p.m. the Board of Trustees was asked to approve the Employee Benefits for the FY2026 fiscal year. On a motion by Trustee Garrison and 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); and Trustee Williams, (yes).

**APPROVAL OF THE
EMPLOYEE BENEFITS FOR
THE FY26 FISCAL YEAR**

The board was asked to approve all personnel actions and associated documents. On a motion by Trustee Schalk, and 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); and Trustee Williams, (yes).

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

With there being no further business, Trustee Schalk made the motion to adjourn at 12:37pm. With a second by Trustee Garrison, the motion passed unanimously.

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

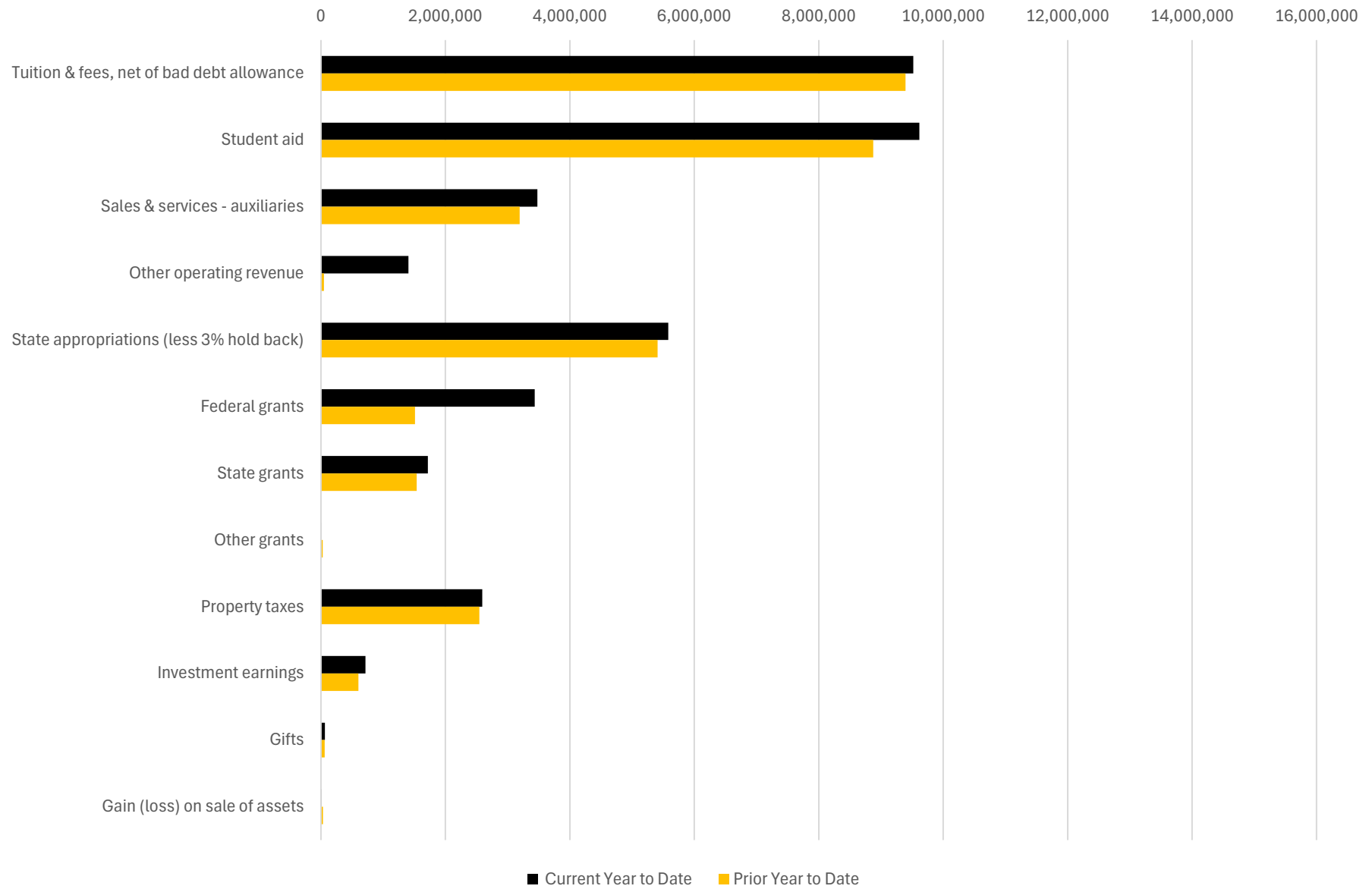
APPROVAL DATE



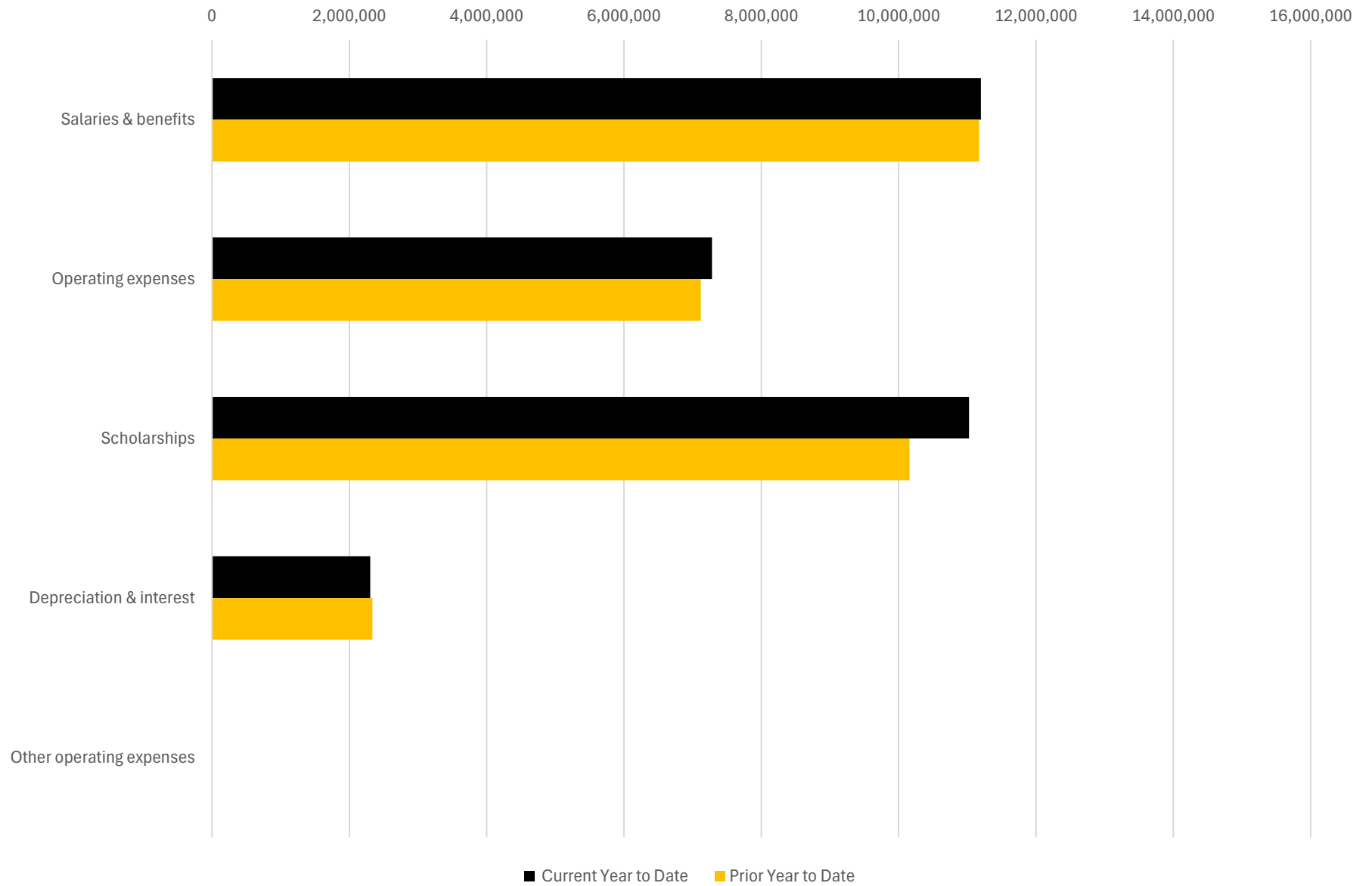
THREE RIVERS COLLEGE

PRESENTATION OF THE COLLEGE FINANCIAL REPORT

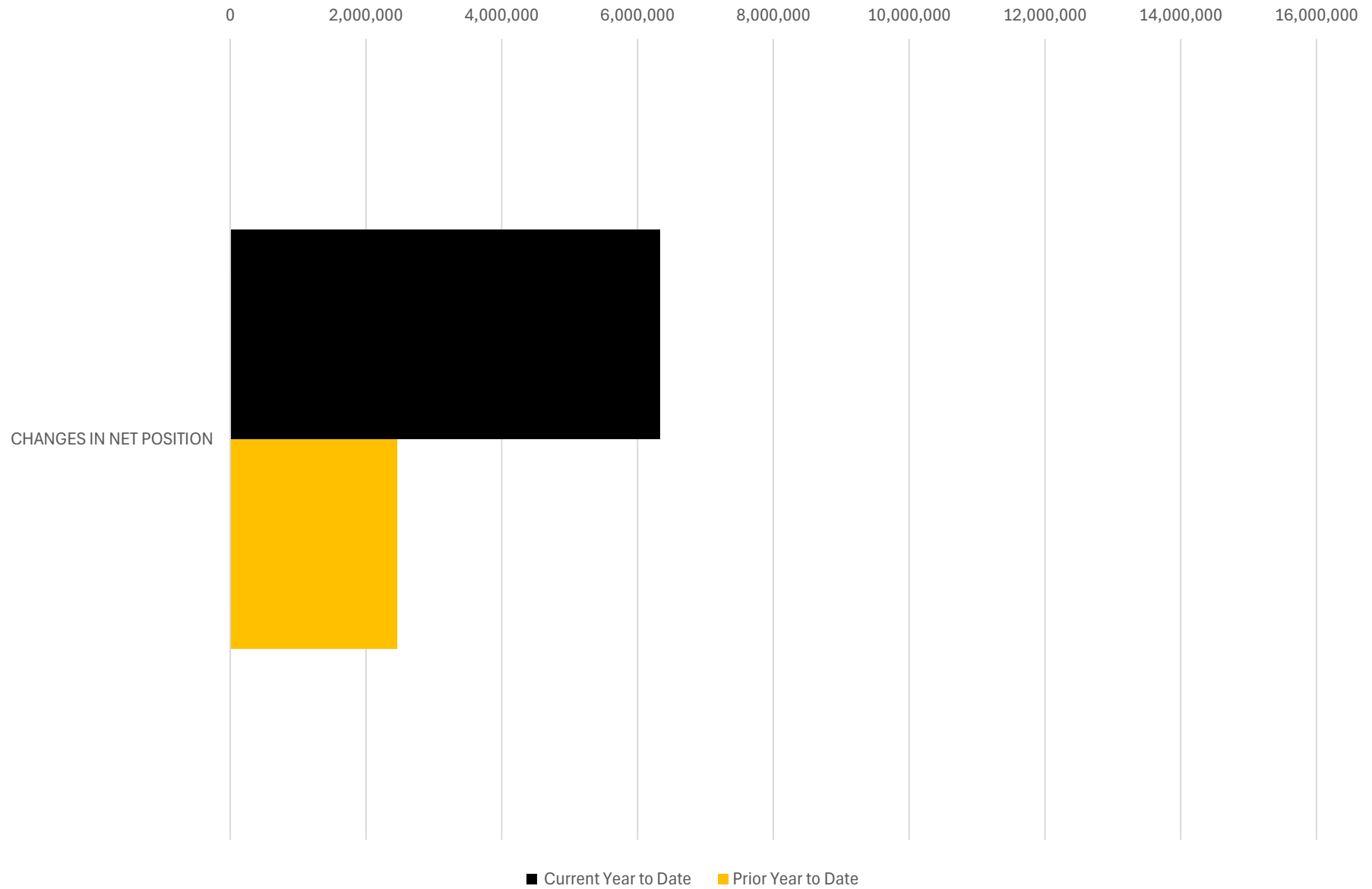
YTD Comparison to Previous Year 04/30/2025



YTD Comparison to Previous Year
04/30/2025



YTD Comparison to Previous Year
04/30/2025



Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
April 30, 2025

ASSETS AND DEFERRED OUTFLOWS

CURRENT ASSETS	
Cash & Cash Equivalents	20,631,851
Student Account Receivables, net	5,574,036
Property Tax Receivable	122,297
Other Receivables	9,356,677
Investments	499,144
Inventory	74,886
Prepaid Expenses	360,192
Total Current Assets	<u>36,619,083</u>
NON-CURRENT ASSETS	
Land	5,490,786
Capital assets	83,609,949
Plus: Current year additions to capital assets	3,026,168
Accumulated Depreciation	(41,629,498)
Unamortized Bond Issue Costs	0
Total Non-Current Assets	<u>50,497,406</u>
DEFERRED OUTFLOWS (Pensions, OPEB, Trusts, Leases)	<u>9,767,497</u>
 TOTAL ASSETS AND DEFERRED OUTFLOWS	 <u><u>96,883,986</u></u>

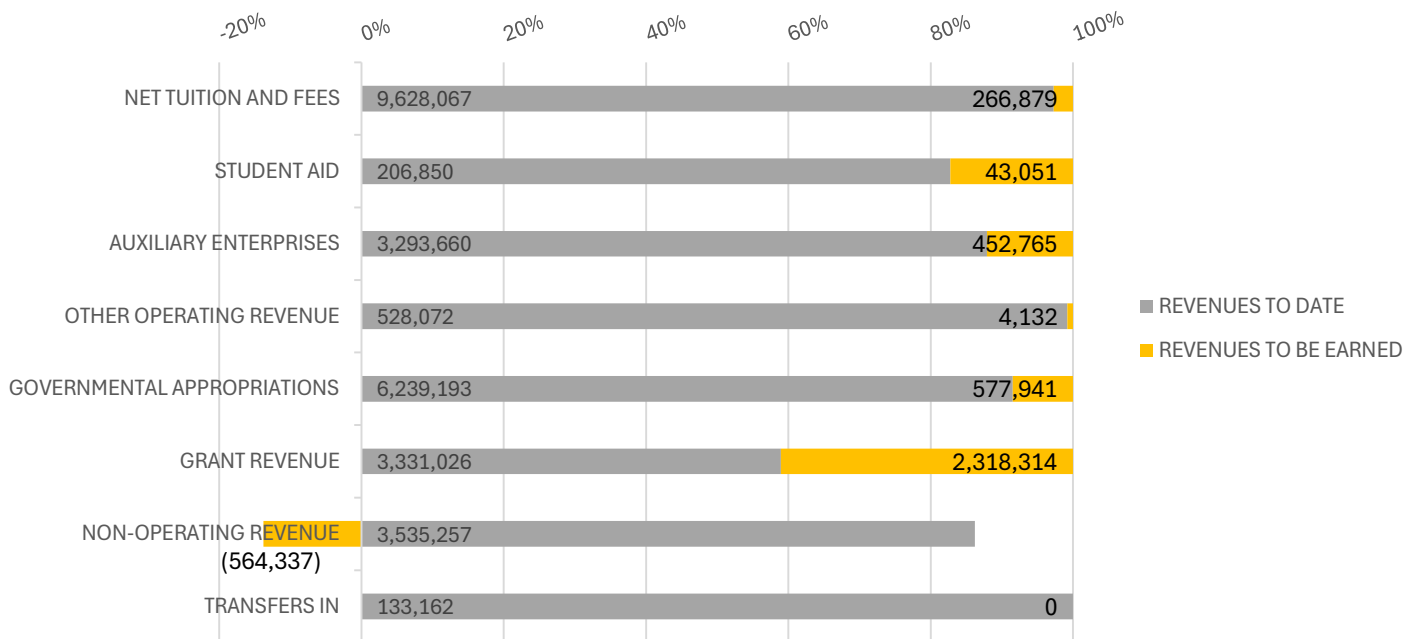
LIABILITIES, DEFERRED INFLOWS AND NET POSITION

CURRENT LIABILITIES	
Accounts Payable	630,338
Accrued Vacation	375,716
Student Deposits	32,418
Deferred Tuition & Fees	2,797,941
Scholarships	49,071
Total Current Liabilities	<u>3,885,483</u>
NON-CURRENT LIABILITIES	
Retirement Incentive Payable	0
Other Post Employment Benefits	14,015,451
Bonds, Notes and Leases Payable	6,885,121
Accrued Interest	0
Agency	535,692
Total Non-Current Liabilities	<u>21,436,264</u>
Total Liabilities	<u>25,321,747</u>
DEFERRED INFLOWS (Pensions, OPEB, Trusts, Leases)	<u>14,749,002</u>
NET POSITION	
Beginning Balance	50,484,148
Changes in Net Position	6,329,089
Total Net Position	<u>56,813,237</u>
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	<u><u>96,883,986</u></u>

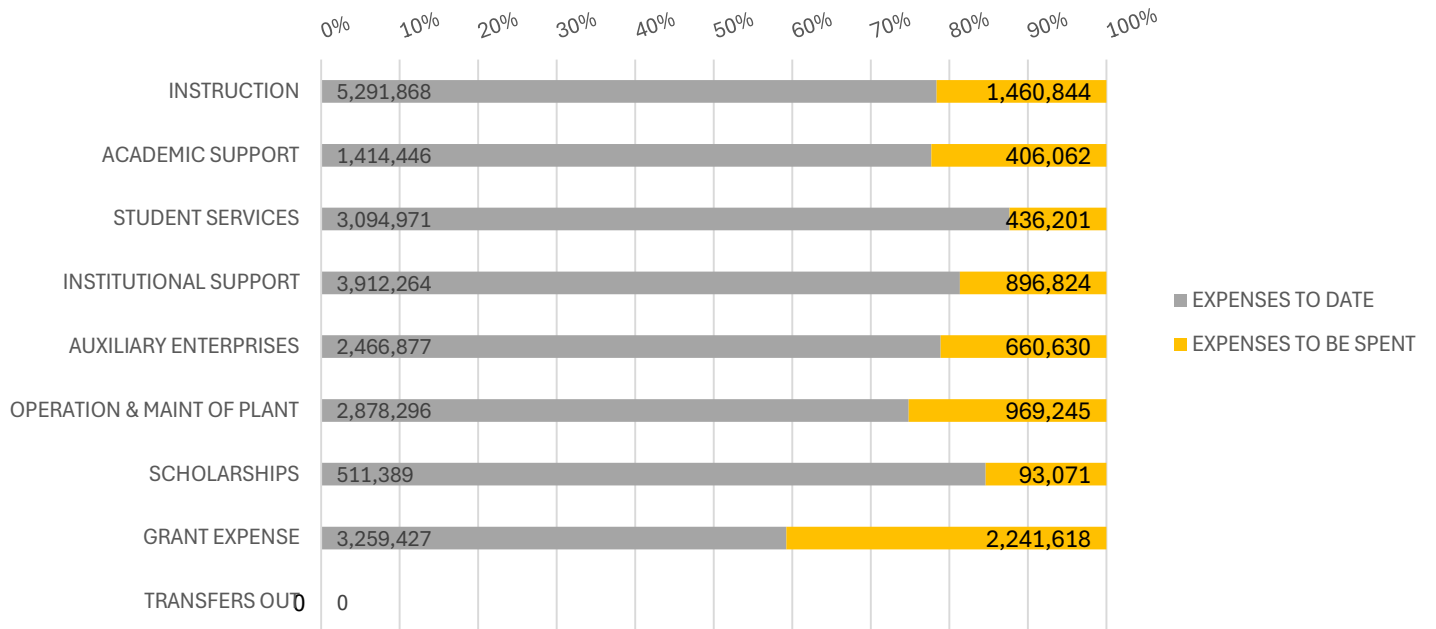
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
April 30, 2025

	July	August	September	October	November	December	January	February	March	April	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE														
Tuition & fees, net of bad debt allowance	4,761,191	398,337	(127,596)	1,483,457	906,704	1,280,110	490,480	(74,093)	118,110	281,764	9,518,465	9,394,692	123,772	1.32%
Student aid	143,821	16,423	4,356,838	409,675	197,421	153,619	13,187	3,892,321	225,573	209,228	9,618,105	8,875,609	742,496	8.37%
Sales & services - auxiliaries	959,689	345,419	180,266	355,168	195,592	525,909	225,598	136,385	277,460	278,436	3,479,922	3,191,968	287,954	9.02%
Other operating revenue	3,599	4,466	6,387	1,310,893	22,973	33,271	14,266	2,916	3,112	2,482	1,404,364	48,792	1,355,572	2,778.29%
Total Operating Revenue	5,868,301	764,645	4,415,895	3,559,192	1,322,690	1,992,909	743,531	3,957,528	624,256	771,910	24,020,856	21,511,061	2,509,795	11.67%
OPERATING EXPENSES														
Salaries & benefits	1,013,348	1,125,897	1,154,649	1,144,713	1,302,423	987,226	1,086,913	1,116,049	1,123,199	1,144,860	11,199,277	11,171,181	28,097	0.25%
Operating expenses	596,211	693,576	856,109	645,652	622,860	869,564	599,362	649,356	693,607	1,055,398	7,281,695	7,120,095	161,600	2.27%
Capital equipment	55,600	1,127,415	44,648	61,604	3,530	16,905	52,386	1,303,044	137,902	223,135	3,026,168	1,769,847	1,256,321	70.98%
Less: Transfer to capital assets	(55,600)	(1,127,415)	(44,648)	(61,604)	(3,530)	(16,905)	(52,386)	(1,303,044)	(137,902)	(223,135)	(3,026,168)	(1,769,847)	(1,256,321)	70.98%
Scholarships	217,686	58,097	4,818,037	519,520	250,943	177,717	47,161	4,359,850	284,516	291,373	11,024,900	10,156,019	868,880	8.56%
Depreciation & interest	231,606	227,671	221,512	222,927	224,154	223,056	216,908	290,396	222,705	224,887	2,305,822	2,337,857	(32,035)	(1.37)%
Other operating expenses	0	0	0	0	46	0	0	0	0	0	46	19	27	141.80%
Total Operating Expenses	2,058,851	2,105,240	7,050,307	2,532,812	2,400,425	2,257,563	1,950,345	6,415,651	2,324,027	2,716,518	31,811,739	30,785,170	1,026,568	3.33%
NON-OPERATING REVENUE (EXPENSES)														
State appropriations (less 3% hold back)	0	1,116,298	558,147	558,149	558,149	558,147	558,149	558,149	558,147	558,149	5,581,484	5,410,587	170,897	3.16%
Federal grants	72,197	1,070,568	141,264	134,545	198,087	113,232	138,847	1,205,138	138,700	222,757	3,435,335	1,512,866	1,922,469	127.07%
State grants	0	150,173	115,647	234,417	81,150	152,042	254,009	141,877	175,984	412,722	1,718,021	1,538,452	179,569	11.67%
Other grants	0	0	0	0	0	0	1,000	0	0	0	1,000	30,000	(29,000)	(96.67)%
Property taxes	18,510	26,700	18,831	9,840	42,197	398,053	1,635,671	285,082	108,873	50,152	2,593,908	2,546,036	47,871	1.88%
Investment earnings	53,584	115,579	70,895	50,045	117,094	41,366	49,314	106,525	56,445	53,364	714,212	600,602	113,610	18.92%
Gifts	0	1,000	8,177	26,500	0	0	0	29,000	0	0	64,677	61,200	3,477	5.68%
Gain (loss) on sale of assets	0	0	0	9,785	1,550	0	0	0	0	0	11,335	32,258	(20,922)	(64.86)%
Total Non-Operating Revenues (Expenses)	144,291	2,480,317	912,961	1,023,281	998,225	1,262,841	2,636,990	2,325,771	1,038,149	1,297,145	14,119,972	11,732,001	2,387,971	20.35%
CHANGES IN NET POSITION														
	3,953,741	1,139,722	(1,721,451)	2,049,661	(79,510)	998,186	1,430,176	(132,352)	(661,622)	(647,463)	6,329,089	2,457,891	3,871,198	157.50%

Budget to Actual Revenues 05/31/2025 (92%)



Budget to Actual Expenses 05/31/2025 (92%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
May 31, 2025
Fiscal Year Benchmark: 92%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES	9,894,946	9,628,067	97%	266,879
<i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>				
STUDENT AID	249,901	206,850	83%	43,051
<i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>				
AUXILIARY ENTERPRISES	3,746,425	3,293,660	88%	452,765
<i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>				
OTHER OPERATING REVENUE	532,203	528,072	99%	4,132
<i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>				
GOVERNMENTAL APPROPRIATIONS	6,817,134	6,239,193	92%	577,941
<i>State Aid, State Maint. & Repair</i>				
GRANT REVENUE	5,649,340	3,331,026	59%	2,318,314
<i>State Grants, Federal Grants</i>				
NON-OPERATING REVENUE	2,970,920	3,535,257	119%	(564,337)
<i>Taxes, Interest Earnings, Gifts</i>				
TRANSFERS IN	133,162	133,162	100%	0
<i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>				
TOTAL REVENUES	29,994,031	26,895,287	90%	3,098,745

NOTE: We have recognized 90% of budgeted revenues. We have recognized 97% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2024, fall 2024, spring 2025, and a portion of summer 2025, 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, as amended.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION	6,752,712	5,291,868	78%	1,460,844
<i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>				
ACADEMIC SUPPORT	1,820,508	1,414,446	78%	406,062
<i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>				
STUDENT SERVICES	3,531,172	3,094,971	88%	436,201
<i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>				
INSTITUTIONAL SUPPORT	4,809,087	3,912,264	81%	896,824
<i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>				
AUXILIARY ENTERPRISES	3,127,507	2,466,877	79%	660,630
<i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>				
OPERATION & MAINT OF PLANT	3,847,541	2,878,296	75%	969,245
<i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>				
SCHOLARSHIPS	604,460	511,389	85%	93,071
<i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>				
GRANT EXPENSE	5,501,045	3,259,427	59%	2,241,618
<i>State Grants, Federal Grants</i>				
TRANSFERS OUT	0	0	0%	0
<i>General funds-current year transfers to capital</i>				
TOTAL EXPENSES	29,994,031	22,829,537	76%	7,164,494

NOTE: We have obligated 76% of our budgeted expenses at 92% into the fiscal year. May payroll is INCLUDED and credit card expenses are NOT INCLUDED as they were not yet available at the time of this report. . Budgeted increase in Net Position is a result of awarded funding sources exceeding estimates, as amended.

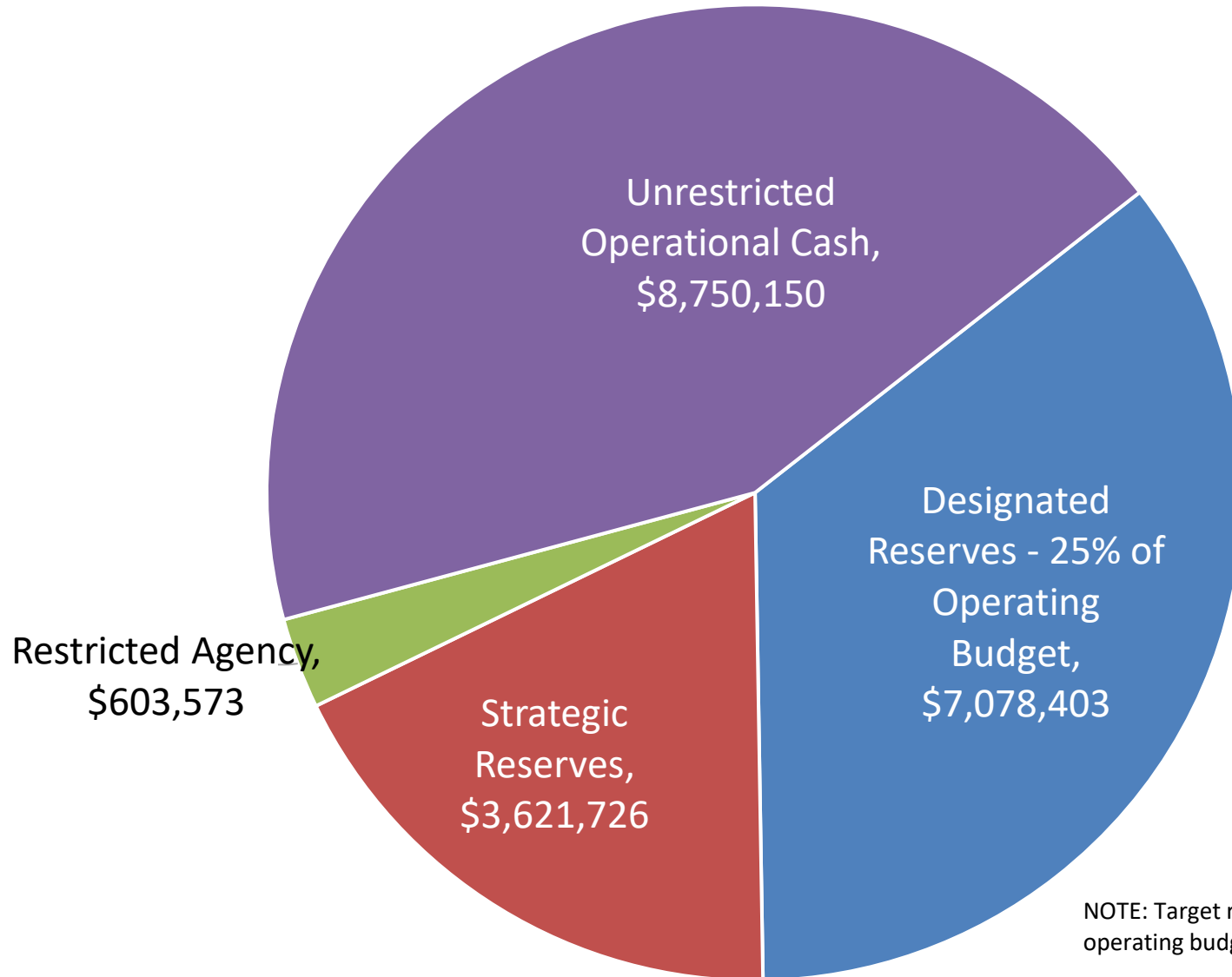
CHANGES IN NET POSITION	0	4,065,749
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**THREE RIVERS COMMUNITY COLLEGE
CASH IN BANKS**

June 2, 2025

	<u>05/01/25</u>	<u>06/02/25</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	600.00	600.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	2,488.00	2,488.00
<i>Total Cash Funds</i>	<u>3,425.00</u>	<u>3,425.00</u>
<i>General Accounts</i>		
Southern Bank - General Funds	9,726,625.72	8,632,199.11
Southern Bank - Credit Cards	92,171.05	75,103.09
<i>Total General Accounts</i>	<u>9,818,796.77</u>	<u>8,707,302.20</u>
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	50,416.36	36,297.64
Federal Clearing Account	3,374.02	3,124.68
<i>Total Restricted Accounts</i>	<u>53,790.38</u>	<u>39,422.32</u>
TOTAL CURRENT FUND	<u><u>9,876,012.15</u></u>	<u><u>8,750,149.52</u></u>
PLANT FUND		
<i>General Accounts</i>		
Plant Fund - Southern Bank	5,291,233.10	10,700,128.69
<i>Total Bank Accounts</i>	<u>5,291,233.10</u>	<u>10,700,128.69</u>
<i>Certificates of Deposit</i>		
People's Community Bank #0625	5,330,613.80	-
<i>Total Certificates of Deposit</i>	<u>5,330,613.80</u>	<u>-</u>
TOTAL PLANT FUND	<u><u>10,621,846.90</u></u>	<u><u>10,700,128.69</u></u>
AGENCY FUND		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	610,093.41	603,573.07
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	-	-
TOTAL AGENCY FUND	<u><u>610,093.41</u></u>	<u><u>603,573.07</u></u>

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT
\$20,053,852 AS OF 06/02/2025**



Three Rivers College
Capital Budget - Unaudited
May 31, 2025
Fiscal Year Benchmark: 92%

FUNDING SOURCES	SOURCES TO DATE				SOURCES TO BE EARNED
	BUDGET	SOURCES TO DATE	%		
RESTRICTED					
<i>State appropriations</i>	10,000,000	0	0%		10,000,000
<i>Insurance proceeds</i>	1,089,552	9,248	1%		1,080,304
<i>ARPA grant proceeds</i>	2,000,000	2,000,000	100%		0
UNRESTRICTED					
<i>General funds - prior year transfers in (Reserves)</i>	2,077,856	292,028	14%		1,785,828
<i>General funds - current year transfers in</i>	0	0	0%		0
TOTAL FUNDING SOURCES	15,167,408	2,301,277	15%		12,866,132

USES OF FUNDS	USES TO DATE			
	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
<i>Campus improvements</i>	250,000	0	0%	250,000
<i>Westover Administration Building repairs</i>	350,000	0	0%	350,000
<i>Libla Family Sports Complex</i>	450,000	50,125	11%	399,875
<i>Baseball Clubhouse</i>	266,000	0	0%	266,000
<i>Bess Activity Center repairs</i>	1,089,552	9,248	1%	1,080,304
<i>2509 Three Rivers Blvd (former license bureau)</i>	20,000	0	0%	20,000
<i>Student Housing</i>	10,194,369	57,345	1%	10,137,024
<i>Public safety remodel</i>	50,000	0	0%	50,000
<i>Fleet vehicles</i>	92,487	92,487	100%	0
<i>Dexter external location purchase</i>	1,503,581	1,201,293	80%	302,288
<i>CDL training center purchase</i>	901,420	890,779	99%	10,641
TOTAL EXPENSES	15,167,408	2,301,277	15%	12,866,132

NET SURPLUS (DEFICIT)	0	0
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THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF May 31, 2025

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Total Contingency Fund					<u>-</u>	

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF May 31, 2025

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Total Agency Fund CD's					<u>\$ -</u>	

Three Rivers College
CD Report
As of May 31, 2025

Investment CDs

Bank Account Interest Rate

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	91-day T-bill minus 40 basis points

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
People's Community Bank	8070625		5/20/2025	5,391,149.12
Total				5,391,149.12

Responses

Bank	Term	Rate	APY	Amount	Type of Investment
People's Community Bank	3 months	4.350	4.47	5,330,613.80	CD
People's Community Bank	6 months	4.200	4.31	5,330,613.80	CD
People's Community Bank	12 months	4.050	4.19	5,330,613.80	CD
Southern Bank	4 weeks	4.376	4.45	5,330,613.80	CD
Southern Bank	3 months	4.363	4.43	5,330,613.80	CD
Southern Bank	6 months	4.265	4.33	5,330,613.80	CD
Southern Bank	12 months	4.128	4.19	5,330,613.80	CD
Commerce Bank	1 month	4.250	4.25	5,330,613.80	US Treasury Bill
Commerce Bank	6 months	4.000	4.23	5,330,613.80	US Treasury Bill
Commerce Bank	12 months	3.720	4.07	5,330,613.80	US Treasury Bill

CDs Transferred

CD is being transferred to Southern Bank for 12 months @ 4.128% interest.

Endowment CDs Redeemed for Investment
--

CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

Endowment CDs Transferred to Endowment Trust

CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Months of May 2025

Current Fund:	General Fund - Southern Bank	\$ 1,197,418.16
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>17,816.58</u>
	Grand Total	<u><u>\$ 1,215,234.74</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 18th day of June 2025.

Chairman, Board of Trustees

Secretary, Board of Trustees

**THREE RIVERS COMMUNITY COLLEGE
BID REPORT
AS OF JUNE 10, 2025**

Sports Lockers

Status:	Open
Open Date:	6/4/2025
Close Date:	6/11/2025
Funding Source:	Reserves
Bids Submitted:	N/A
Recommendation:	N/A
Bid Awarded:	N/A



THREE RIVERS COLLEGE

Consideration and Approval of the College Financial Report



THREE RIVERS COLLEGE

President's Report



THREE RIVERS COLLEGE

Motion to move into Executive Session

Executive Session

**Motion to move out of
Executive Session**



THREE RIVERS COLLEGE

Items for Consideration, Discussion and Vote

VI.1 Consideration and approval of the FY26 Budget

BACKGROUND INFORMATION--HISTORY

A new budget must be adopted each fiscal year.

POSSIBLE ALTERNATIVES

None

FINANCIAL IMPLICATIONS

Failure to adopt a budget will prevent operations

ADMINISTRATIVE RECOMMENDATIONS

Administration recommends the adoption of the budget as presented



THREE RIVERS COLLEGE

FY26 BUDGET

Proposed to the Board of Trustees

06/11/2025

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BUDGET OVERVIEW	1
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Detail of Items by Budget Manager by Department	202

THREE RIVERS COLLEGE 2025-2026 CONSOLIDATED BUDGET OVERVIEW

Assumptions

Tuition and fee revenues were projected based on an expected enrollment level to FY2024-2025. Rates were used according to the previously approved tuition plan. Base tuition in-district and out-of-district increased by \$3 and \$6 per credit hour, respectively. Common Fees and Resource Fees were each increased by \$1 per credit hour. Tier Tuition Premiums remained unchanged.

State core allocation revenues have been estimated based on the most recent amounts provided by the state. The college expects an increase in core funding of approximately \$212,000.

Local property tax revenue remains strong at just over \$2,398,000, or 8% of expected revenues.

The college operating budget is developed to include all grant program revenues and associated expenses. The budget supports recurring annual expenses with recurring operating revenues, while funding one-time investments with one-time funding sources. Certain one-time investments are included in both the operating and capital budgets to be funded by college reserves and insurance proceeds in fiscal year 2025-2026.

Challenges

The local job market continues to be competitive as minimum wages increase. Salary and benefit expenses have increased from the previous year to reflect raises to be effective July 2025. Wages were increased the greater of 5% or \$1,560 per year (\$0.75 per hour). This brings the college entry level wage to \$13.75 per hour. Additionally, additional wages are included effective January 2026 to raise the college entry level wage to \$15.00 per hour.

Investments in the college's facilities to upgrade and maintain existing buildings (deferred maintenance) are included in both the operating budget and the capital budget.

Methodology

The college's annual planning cycle begins in January when budget managers set their annual objectives and develop departmental plans. Budget requests are then prepared by budget managers based on those approved plans. In conjunction with their supervisor, budget managers refine their budget requests to ensure alignment with the college's strategic plan. Budget managers presented their strategic plans and budgets to their respective supervisor and cabinet member. With input from cabinet members, the President, CFO and Controller reviewed the combined budget requests to bring the requests into balance with revenue projections. Final review is performed by the President and CFO to develop the proposal to be presented to the Board of Trustees for approval.

DRAFT

THREE RIVERS COLLEGE

Operating Budget

Fiscal Year 2025-2026

THREE RIVERS COLLEGE 2025-2026 OPERATING BUDGET OVERVIEW

The Operating Budget includes projected revenues to be generated in fiscal year 2025-2026 and the associated operating expenses necessary for the continued daily operation and improvement of the college. Operating revenue is projected at \$29,215,185 offset by projected operating expenses of \$29,372,951. Specific one-time purchases and potential repairs of \$157,765 are to be funded from college reserves accumulated from savings in prior fiscal years.

Revenue

The largest source of operating revenue is net tuition and fees at 34% of the total. State appropriations comprise 24% of total operating revenue sources. Auxiliary enterprises, primarily made up of student housing and the college store, contribute 12% of projected operating revenue. Property tax collections are estimated at \$2,398,500, or 8% of the total.

Expense

Salaries and benefits total over \$15 million, or 52%, of total operating expenses. Other operating expenses such as supplies and travel total \$9.5 million, or 32%. The operating budget includes \$1,243,010 of small capital expenses that are equipment purchases of less than \$5,000 or renovations of less than \$20,000 and therefore not included in the Capital Budget. The budget allocates nearly \$1.8 million to student scholarships for academic and athletic achievement as well as a variety of service scholarships.

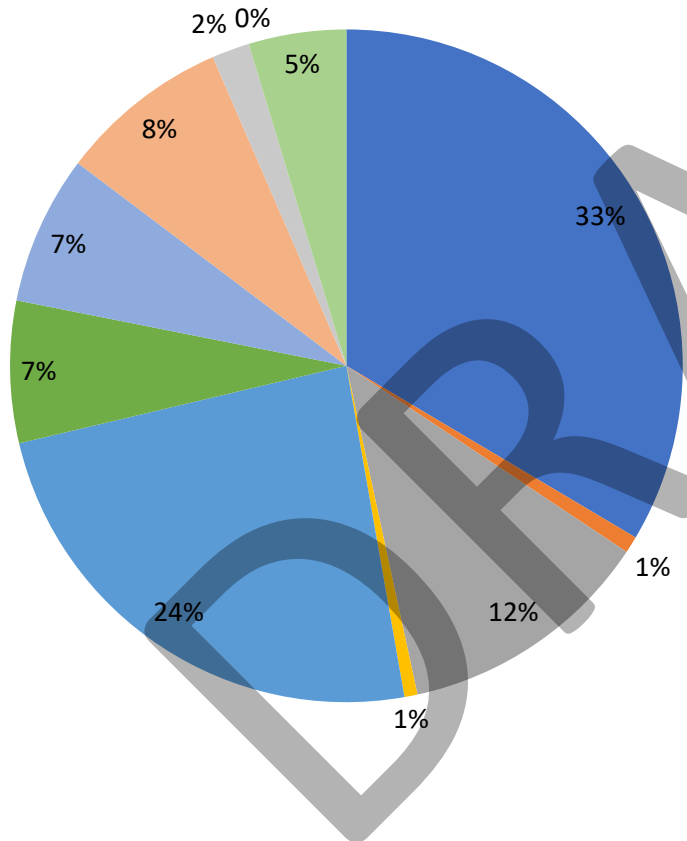
The college dedicates 28% of budgeted operating expenses to the instruction function in support of its core mission. The college tracks some departments, such as technology and computer services, centrally and therefore includes them as part of the institutional support function totaling 17% of budgeted operating expenses.

Expenses include various one-time projects identified by a campus assessment to be funded from college reserves totaling \$157,765. These projects include updates to interior signage, safety upgrades, improvements to student housing, and a fund for possible repairs or replacements of college equipment.

THREE RIVERS COLLEGE
BALANCED OPERATING BUDGET SUMMARY
FISCAL YEAR 2025-2026

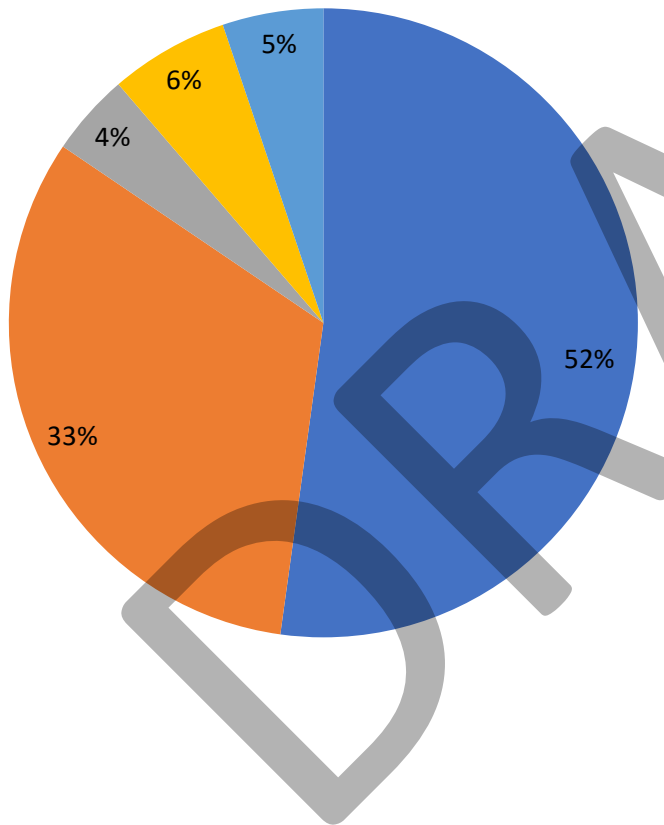
TOTAL REVENUE & RESERVES	\$	29,372,951
TOTAL EXPENSE		29,372,951
REVENUE OVER EXPENSE	\$	-

THREE RIVERS COLLEGE
BUDGETED REVENUE BY SOURCE
FISCAL YEAR 2025-2026



NET TUITION AND FEES	\$ 9,795,042	34%
STUDENT AID	234,550	1%
AUXILIARY ENTERPRISES	3,587,451	12%
OTHER OPERATING INCOME	182,700	1%
STATE APPROPRIATIONS	7,029,812	24%
STATE GRANTS	1,993,113	7%
FEDERAL GRANTS	2,095,011	7%
PROPERTY TAXES	2,398,500	8%
INVESTMENT EARNINGS	528,741	2%
OTHER GRANTS	-	0%
GIFTS	1,370,266	5%
TOTAL REVENUE	<u>\$ 29,215,185</u>	100%

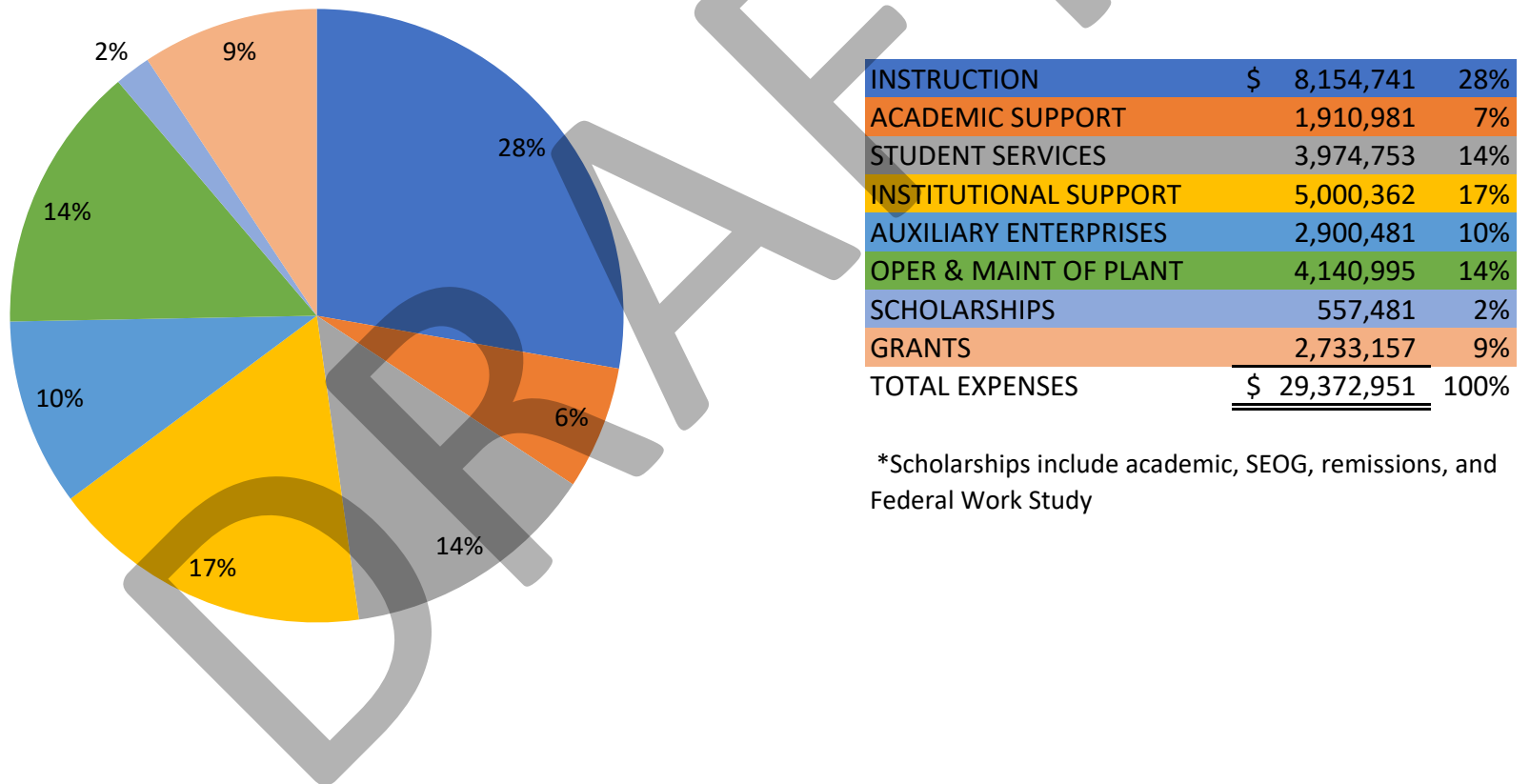
THREE RIVERS COLLEGE
BUDGETED OPERATING EXPENSES BY NATURAL CLASS
FISCAL YEAR 2025-2026



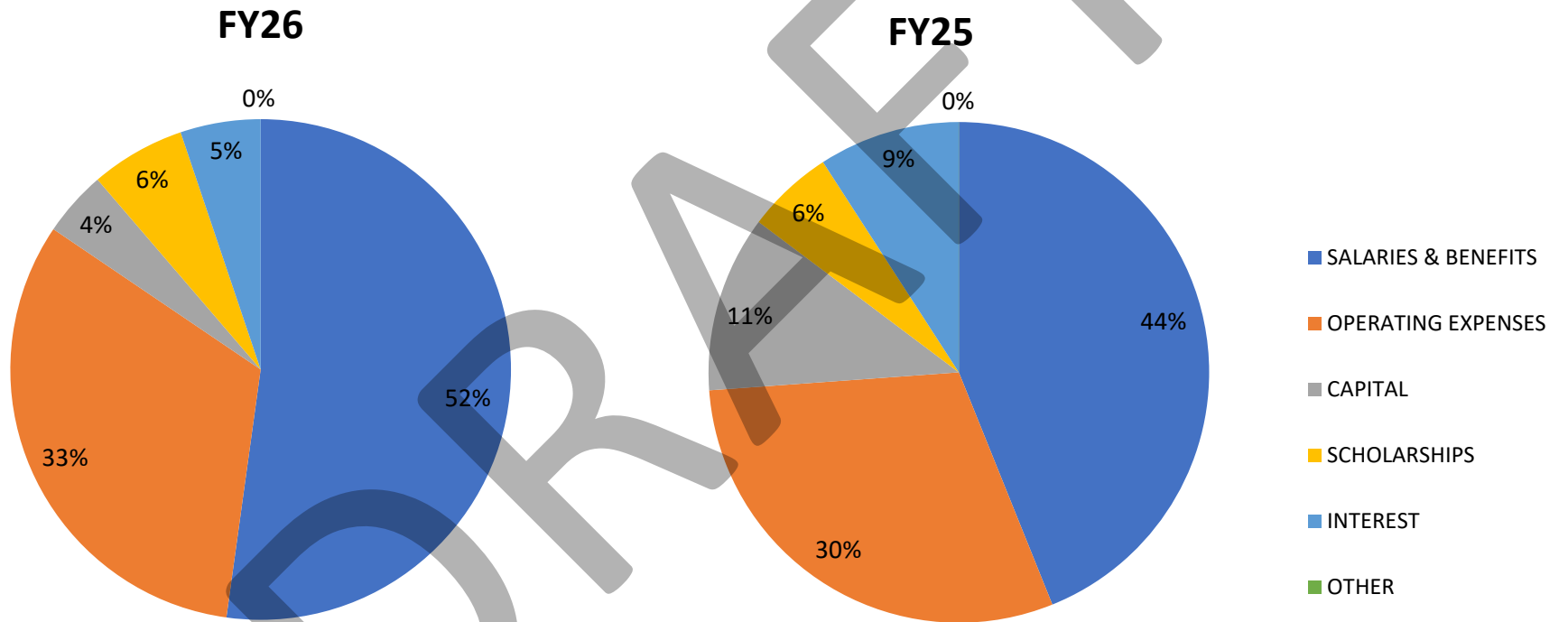
SALARIES & BENEFITS	\$ 15,328,920	52%
OPERATING EXPENSES	9,482,975	32%
CAPITAL EQUIPMENT	1,243,010	4%
SCHOLARSHIPS	1,795,860	6%
INTEREST	1,522,185	5%
TOTAL EXPENSES	<u>\$ 29,372,951</u>	100%

*Scholarships include academic, SEOG, remissions, ACHIEVE, athletics and housing

THREE RIVERS COLLEGE
BUDGETED OPERATING EXPENSES BY FUNCTION
FISCAL YEAR 2025-2026



THREE RIVERS COLLEGE OPERATING EXPENSES BY NATURAL CLASS COMPARISON



THREE RIVERS COLLEGE

Capital Budget

Fiscal Year 2025-2026

THREE RIVERS COLLEGE 2025-2026 CAPITAL BUDGET OVERVIEW

The Capital Budget includes large or long-term projects estimated to cost \$20,000 or more. Smaller projects are included in the Operating Budget. Strategic planning for capital projects requires allocating appropriate and adequate resources to complete the project. For fiscal year 2025-2029, capital expenses total \$4,713,095.

Campus Projects

The fiscal year 2025-2026 capital budget includes \$250,000 of improvements to restrooms. This project will be funded by college reserves.

Westover Administration and Classroom Building

The update of the college's oldest building on campus was begun in fiscal year 2015-2016 with state capital bond funds. State capital bond funding was exhausted in fiscal year 2017-2018. A new roof was added in fiscal year 2022-2023 with state HB19 maintenance and repair appropriations. The capital budget for fiscal year 2025-2026 includes \$450,000 to repair damage to windows and the exterior from the tornado of March 14, 2025, to be funded by insurance proceeds. An additional \$500,000 is included for further interior renovations, funded by college reserves.

Libla Family Sports Complex

The college has allocated \$20,000 from college reserves to the completion of the addition to the Libla Family Sports Complex. The project began in 2019-2020 with the installation of a concrete foundation and continued in 2023-2024. The extra space will allow for new indoor batting cages. Another \$52,000 is included from reserves for the construction of trophy cases. An additional \$500,000 is allocated from college reserves to restore parking that was damaged during the drainage project in 2023-2024.

Baseball Clubhouse

The fiscal year 2025-2026 capital budget includes \$266,000 for renovation to the baseball clubhouse. The project will be funded by college reserves.

Bess Activity Center

The capital budget for fiscal year 2025-2026 includes \$1,000,000 to complete repairs of the building after flood damage sustained during winter 2022-2023 and repair further damage from the tornado of March 14, 2025. The costs are expected to be covered by insurance proceeds.

2509 Three Rivers Blvd.

The capital budget for fiscal year 2025-2026 includes \$20,000 for the renovation and repairs of the rental property located at 2509 Three Rivers Blvd. which formerly housed the license bureau.

Student Housing

The capital budget for fiscal year 2025-2026 includes \$1,018,595 to repair extensive damage from the tornado of March 14, 2025. Insurance proceeds are expected to cover all damage.

Public Safety Building

The capital budget for fiscal year 2025-2026 includes \$67,500 from college reserves to remodel the space vacated when the 911 dispatch operations moved to their new city building and add a generator. The remodeled space will facilitate colocation of academic programming for first responders.

College Vehicle Fleet

A total of \$40,000 for the purchase of used vehicles is included in the capital budget for fiscal year 2025-2026 to be funded with college reserves. These vehicles will both expand the college fleet and replace older vehicles which are beyond their useful life.

Farm

A total of \$50,000 is included in the capital budget for fiscal year 2025-2026 to establish a dining facility at the college farm, to be funded by college reserves.

CDL Facility

In fiscal year 2024-2025, the college purchased property formerly owned by Bill and Gene's Rental. The 2025-2026 capital budget includes \$250,000 for renovations necessary to convert the property for use by the Commercial Driving License program as a training facility.

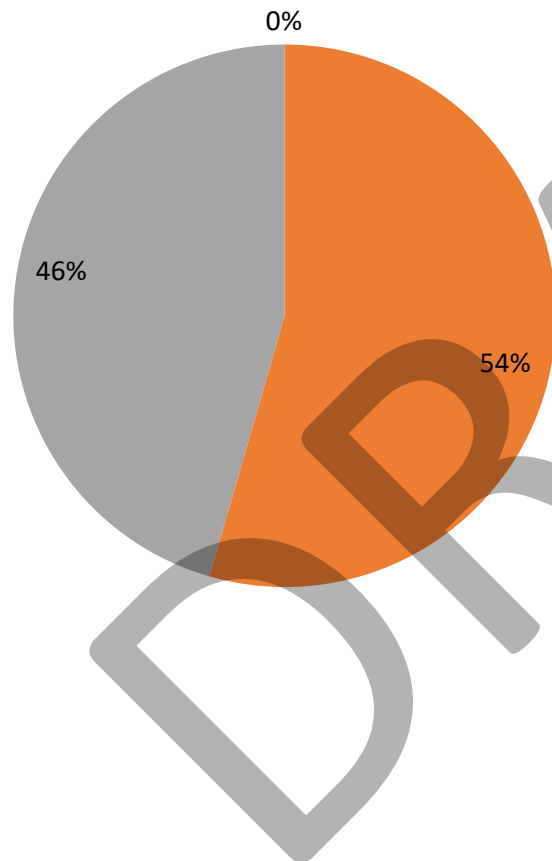
Athletic Fields

The college has allocated \$100,000 from college reserves to the renovation of the outdoor batting cages into a pavilion. Another \$30,000 from reserves is allocated for a net to separate the baseball and softball fields. The capital budget also includes \$99,000 from insurance proceeds to replace the batter's eye and windscreens damage in the March 2025 tornado.

THREE RIVERS COLLEGE
BALANCED CAPITAL BUDGET SUMMARY
FISCAL YEAR 2025-2026

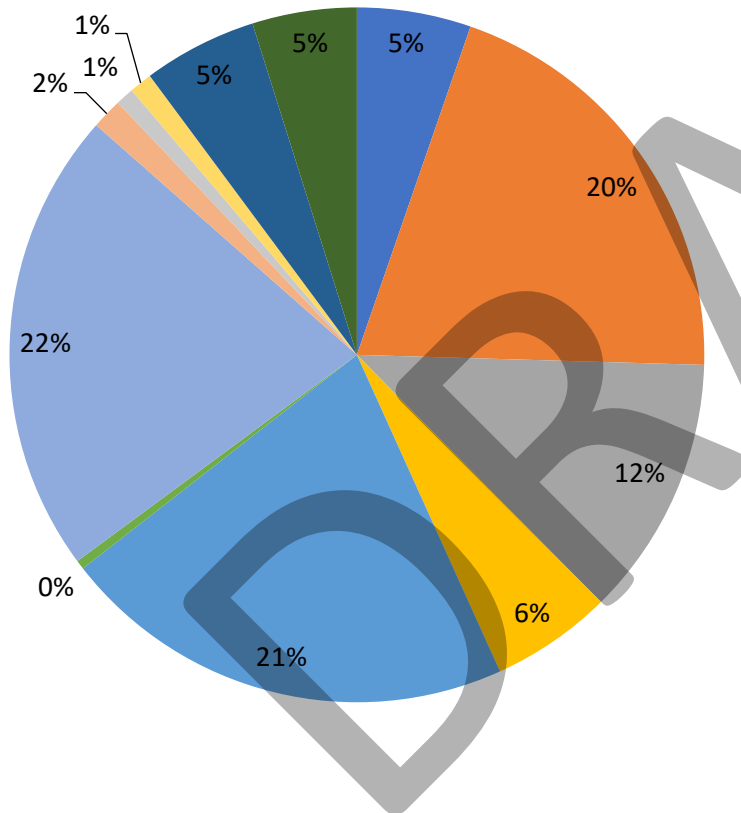
TOTAL FUNDING SOURCES	\$	4,713,095
TOTAL CAPITAL EXPENSES		4,713,095
NET SURPLUS (DEFICIT)	\$	-

THREE RIVERS COLLEGE
BUDGETED CAPITAL FUNDING BY SOURCE
FISCAL YEAR 2025-2026



STATE APPROPRIATION	\$	-	0%
INSURANCE CLAIM PROCEEDS		2,567,595	54%
RESERVE FUNDS		2,145,500	46%
TOTAL CAPITAL SOURCES	\$	<u>4,713,095</u>	100%

THREE RIVERS COLLEGE
BUDGETED CAPITAL EXPENSES BY PROJECT
FISCAL YEAR 2025-2026



CAMPUS PROJECTS	\$	250,000	5%
WESTOVER ADMIN		950,000	20%
LIBLA FAMILY SPORTS COMPLEX		572,000	12%
BASEBALL CLUBHOUSE		266,000	6%
BESS ACTIVITY CENTER		1,000,000	21%
2509 THREE RIVERS BLVD (FORM		20,000	0%
STUDENT HOUSING		1,018,595	22%
PUBLIC SAFETY BUILDING		67,500	1%
COLLEGE VEHICLES		40,000	1%
FARM		50,000	1%
CDL FACILITY		250,000	5%
ATHLETIC FIELDS		229,000	5%
TOTAL CAPITAL EXPENSES	\$	<u>4,713,095</u>	100%

THREE RIVERS COLLEGE

Operating Budget Detail

Fiscal Year 2025-2026

THREE RIVERS COLLEGE
SUMMARY TOTALS BY DEPARTMENT
FISCAL YEAR 2025-2026

Budget Name	Budget Number	Requested Total	Approved Total
Instruction Budget	11-00-11000	\$ 1,722,722	\$ 1,722,722
Dept Ch Career Studies & Workforce	11-00-11005	\$ 218,366	\$ 218,366
Dept Ch Humanities & Teach Ed	11-00-11010	\$ 142,253	\$ 141,103
Nursing & Allied Health	11-00-11020	\$ 127,068	\$ 127,068
Developmental Education	11-00-11030	\$ 88,240	\$ 88,240
Languages	11-00-11500	\$ 445,378	\$ 441,204
Speech & Communications	11-00-11510	\$ 69,048	\$ 69,048
Social Science	11-00-12000	\$ 250,780	\$ 250,780
Behavioral Health Support	11-00-12005	\$ 74,076	\$ 74,076
Fine Arts & Communications	11-00-12500	\$ 219,059	\$ 219,059
Mathematics	11-00-13000	\$ 304,019	\$ 304,019
Engineering Technology	11-00-13005	\$ 519,630	\$ 519,630
Welding	11-00-13010	\$ 105,355	\$ 105,355
Diesel Technology	11-00-13015	\$ 20,000	\$ 20,000
Construction Trades & EOSH	11-00-13020	\$ 111,770	\$ 14,500
Life Science	11-00-13500	\$ 235,413	\$ 235,413
Physical Science	11-00-13505	\$ 218,975	\$ 218,975
Teacher Education	11-00-14000	\$ 83,786	\$ 82,286
Early Childhood Development	11-00-14005	\$ 66,417	\$ 66,417
Business Admin & Acctg Tech	11-00-14500	\$ 59,199	\$ 59,199
Business Management	11-00-14501	\$ 68,816	\$ 68,816
Info Technology Specialist	11-00-14505	\$ 64,056	\$ 64,056
Agriculture & Forestry	11-00-15000	\$ 128,768	\$ 128,768
Medical Laboratory Technology	11-00-15500	\$ 6,385	\$ 6,385
Surgical Technology	11-00-15505	\$ 98,758	\$ 98,758
Law Enforcement	11-00-15510	\$ 79,710	\$ 79,710
Emergency Medical Services	11-00-15515	\$ 583,473	\$ 574,673
Fire Science	11-00-15520	\$ 310,375	\$ 309,375

THREE RIVERS COLLEGE
SUMMARY TOTALS BY DEPARTMENT
FISCAL YEAR 2025-2026

Budget Name	Budget Number	Requested Total	Approved Total
Physical Education	11-00-15525	\$ 90,653	\$ 90,653
Occupational Therapy Assistant	11-00-15530	\$ 134,075	\$ 134,075
Nursing RN	11-00-16000	\$ 1,007,866	\$ 1,007,866
Nursing LPN Program - Poplar Bluff	11-00-16005	\$ 310,054	\$ 310,054
Tutoring & Learning Center	11-00-20000	\$ 65,342	\$ 65,342
Academic & Career Outreach Svc	11-00-20005	\$ 107,385	\$ 106,758
Distance Learning Support	11-00-20020	\$ 318,126	\$ 318,126
University Center	11-00-20025	\$ 15,875	\$ -
Academic Support & Retention	11-00-20030	\$ 84,440	\$ 84,440
Library	11-00-23000	\$ 251,355	\$ 251,355
Disability Services	11-00-30010	\$ 59,522	\$ 59,522
Commencement	11-00-30015	\$ 76,298	\$ 30,686
Student Life	11-00-31000	\$ 19,227	\$ 11,657
Honors Program	11-00-31005	\$ 1,840	\$ 1,840
Men's Basketball	11-00-32000	\$ 366,366	\$ 363,252
Women's Basketball	11-00-32005	\$ 360,493	\$ 357,905
Baseball	11-00-32010	\$ 386,087	\$ 386,532
Softball	11-00-32015	\$ 352,368	\$ 351,518
Cheerleaders	11-00-32020	\$ 69,425	\$ 69,425
Rodeo	11-00-32035	\$ 221,478	\$ 239,478
Esports	11-00-32040	\$ 28,700	\$ 28,700
Athletic Administration	11-00-32099	\$ 567,917	\$ 566,367
Advising	11-00-33000	\$ 153,789	\$ 153,789
Career and Transfer Center	11-00-33005	\$ 78,168	\$ 78,168
Financial Aid	11-00-34000	\$ 353,725	\$ 302,493
Recruitment	11-00-35000	\$ 143,681	\$ 142,581
Enrollment Services	11-00-35005	\$ 315,102	\$ 315,102
Registrar	11-00-35010	\$ 140,710	\$ 140,710

THREE RIVERS COLLEGE
SUMMARY TOTALS BY DEPARTMENT
FISCAL YEAR 2025-2026

Budget Name	Budget Number	Requested Total	Approved Total
Phi Theta Kappa	11-00-39003	\$ 3,412	\$ 3,412
Spelling Bee	11-00-39024	\$ 6,640	\$ 6,940
Board Of Trustees	11-00-40000	\$ 45,340	\$ 40,142
President	11-00-40001	\$ 532,082	\$ 531,337
Chief Academic Officer	11-00-40005	\$ 300,321	\$ 250,491
Dean of Student Services	11-00-40010	\$ 228,783	\$ 226,558
Chief Financial Officer	11-00-40015	\$ 288,898	\$ 289,269
Financial Services	11-00-41000	\$ 252,732	\$ 252,732
Student Accounts	11-00-41001	\$ 216,969	\$ 199,399
Human Resources	11-00-42010	\$ 320,320	\$ 320,512
Purchasing	11-00-42015	\$ 266,157	\$ 266,157
Institutional Effectiveness	11-00-42020	\$ 373,957	\$ 342,011
Communications	11-00-43000	\$ 662,885	\$ 631,209
College Development	11-00-43010	\$ 129,052	\$ 114,358
Technology & Computer Services	11-00-44000	\$ 983,655	\$ 982,239
Student Info System Admin	11-00-44005	\$ 553,947	\$ 553,947
Insurance	11-00-60010	\$ 399,216	\$ 464,840
Maintenance Services	11-00-61000	\$ 1,223,905	\$ 1,223,665
Custodial Services	11-00-62000	\$ 352,812	\$ 352,812
Utilities	11-00-63000	\$ 644,650	\$ 694,860
Groundskeeping	11-00-64000	\$ 96,637	\$ 96,637
Land Improvements	11-00-65000	\$ 1,400,000	\$ 500,000
Westover Admin/Classroom Bldg.	11-00-65005	\$ 950,000	\$ 950,000
Bess Activity Center	11-00-65020	\$ 1,000,000	\$ 1,000,000
Public Safety Building	11-00-65030	\$ 67,500	\$ 67,500
Baseball Clubhouse	11-00-65045	\$ 466,000	\$ 266,000
2509 Three Rivers Blvd. Bldg.	11-00-65065	\$ 20,000	\$ 20,000
Libla Family Sports Complex	11-00-65085	\$ 72,000	\$ 72,000

THREE RIVERS COLLEGE
SUMMARY TOTALS BY DEPARTMENT
FISCAL YEAR 2025-2026

Budget Name	Budget Number	Requested Total	Approved Total
Campus Safety	11-00-66000	\$ 301,065	\$ 301,065
Mail Services	11-00-67010	\$ 54,547	\$ 54,547
College Vehicles	11-00-67015	\$ 56,500	\$ 56,500
Academic Scholarship	11-00-70000	\$ 192,930	\$ 192,930
Emp/Dep Tuition Remission	11-00-70001	\$ 85,000	\$ 85,000
Other Tuition Remission	11-00-70002	\$ 45,000	\$ 45,000
Federal Work Study	11-00-70200	\$ 115,801	\$ 115,801
SEOG	11-00-70201	\$ 118,750	\$ 118,750
LPN Program - Sikeston	11-10-16005	\$ 304,093	\$ 304,093
Tutoring - Sikeston	11-10-20000	\$ 4,799	\$ 4,799
Center Support-Sikeston	11-10-20015	\$ 396,936	\$ 396,864
Center Support-Sikeston Tech Lab	11-12-20015	\$ 23,318	\$ 22,266
Tutoring - Kennett	11-15-20000	\$ 1,872	\$ 1,872
Center Support-Kennett	11-15-20015	\$ 216,121	\$ 191,121
Tutoring - Dexter	11-25-20000	\$ 2,401	\$ 2,401
Center Support-Dexter	11-25-20015	\$ 222,894	\$ 222,216
Prison Education Program-SE Correctional Charleston	11-56-20035	\$ 142,725	\$ 142,725
Prison Education Program-Crossroads Correctional Cent	11-75-20035	\$ 46,773	\$ 46,773
Center Support-Fairdealing Farm	11-70-20015	\$ 105,923	\$ 103,923
Bookstore	12-00-50010	\$ 1,404,770	\$ 1,404,770
Student Housing	12-00-50015	\$ 1,348,270	\$ 1,348,183
Tinnin Fine Arts Center	12-00-50020	\$ 174,782	\$ 172,782
Testing & Assessment	12-00-50025	\$ 86,902	\$ 86,902
Theater Productions	12-00-50045	\$ 32,216	\$ -
Continuing Education	12-00-50050	\$ 2,000	\$ 100
Workforce Development-Third Party	12-00-50051	\$ 444,124	\$ 443,524
Workforce Development-CDL Non Credit	12-00-50052	\$ 287,246	\$ 286,846
Rental of 2509 Three Rivers Blvd	12-00-50055	\$ 4,260	\$ 4,260

THREE RIVERS COLLEGE
SUMMARY TOTALS BY DEPARTMENT
FISCAL YEAR 2025-2026

Budget Name	Budget Number	Requested Total	Approved Total
Westwood Event Center	12-00-50095	\$ 71,272	\$ 71,272
College Transportation Services	12-00-50096	\$ 89,621	\$ 89,621
Rental of Sikeston Community Room	12-10-50080	\$ 250	\$ 250
Fitness Center (Bess)	12-00-51010	\$ 10,567	\$ 10,567
Men's Basketball-Scholarships	22-00-32000	\$ 129,060	\$ 129,060
Women's Basketball-Scholarships	22-00-32005	\$ 129,060	\$ 129,060
Baseball-Scholarships	22-00-32010	\$ 206,496	\$ 206,496
Softball-Scholarships	22-00-32015	\$ 129,060	\$ 129,060
Student Support Services	23-00-80000	\$ 352,664	\$ 352,664
Educational Talent Search	23-00-80001	\$ 561,363	\$ 561,363
Veterans Admin Reporting Fees	23-00-80004	\$ 2,245	\$ 2,245
Project DRIVE Grant	23-00-80012	\$ 123,698	\$ 123,698
Perkins	23-00-83000	\$ 219,244	\$ 219,244
Perkins Poplar Bluff School District	23-01-83000	\$ 3,556	\$ 3,556
Perkins West Plains School District	23-51-83000	\$ 28,807	\$ 28,807
Delta Regional Authority Grant	23-00-83009	\$ 98,875	\$ 98,875
TREAD Grant	23-00-83018	\$ 148,200	\$ 148,200
MODHSS Community Health Worker Grant	23-00-83021	\$ 14,000	\$ 14,000
MOSeWork (ABA)	23-00-83023	\$ 157,412	\$ 157,412
Heartland Forward-DOL WORC Grant	23-00-84000	\$ 223,093	\$ 223,093
Missouri One-Start	23-00-86000	\$ 800,000	\$ 800,000
Plant Fund	51-00-00000	\$ 1,436,069	\$ 1,436,069

Total Operating Expense Budget	\$ 29,372,951
Total Capital Expense Budget	4,713,095
Grand Total	<u>\$ 34,086,045</u>

THREE RIVERS COLLEGE
SUMMARY OF TRANSFERS FROM RESERVES
FISCAL YEAR 2025-2026

OPERATING BUDGET

CAMPUS PROJECTS

Signage

\$ 52,972

Technology & safety upgrades

79,693

REPAIR & REPLACEMENT

Facility and equipment repair fund

25,100

TOTAL TRANSFERS FOR OPERATING EXPENSES

157,765

THREE RIVERS COLLEGE
SUMMARY OF TRANSFERS FROM RESERVES
FISCAL YEAR 2025-2026

CAPITAL BUDGET

CAMPUS PROJECTS

Restroom renovations

250,000

WESTOVER ADMIN

Remodel

500,000

LIBLA FAMILY SPORTS COMPLEX

Baseball practice facility turf

20,000

Trophy cases

52,000

Small parking lot restoration

500,000

BASEBALL CLUBHOUSE

Renovation

266,000

2509 THREE RIVERS BLVD (FORMER LBO)

Renovation

20,000

PUBLIC SAFETY BUILDING

Renovation

50,000

Generator

17,500

COLLEGE VEHICLES

Used vehicles

40,000

FARM

Dining facility

50,000

CDL FACILITY

Revnovation

250,000

ATHLETIC FIELDS

Athletic pavilion

100,000

Ballfield separation net

30,000

TOTAL TRANSFERS FOR CAPITAL EXPENSES

2,145,500

TOTAL TRANSFERS FROM RESERVES

\$ 2,303,265

THREE RIVERS COLLEGE
SUMMARY OF TRANSFERS FROM RESERVES
FISCAL YEAR 2025-2026

ESTIMATED RESERVES BALANCE PROJECTION

Reserves as of 05/01/2025	\$ 10,621,847
Use of reserves above	(2,303,265)
Projected future reserves balance	<u>8,318,582</u>
Proposed operating budget	29,372,951
25% of operating budget	7,343,238
Remaining reserves in excess of minimum 25%	<u><u>\$ 975,344</u></u>

V1. Consideration and approval SP-2150

BACKGROUND INFORMATION--HISTORY

Three Rivers College is committed to fostering a safe, inclusive and respectful learning environment. SP-2150 Anti-Hazing was created in compliance with the Stop Campus Hazing act, which was signed into federal law on December 23, 2024. Institutions of Higher Learning are required to have anti-hazing policies in place by June 23, 2025.

This policy includes information on how to report hazing incidents and provides a description of the process used to investigate incidents and information on applicable local, state and tribal laws on hazing.

POSSIBLE ALTERNATIVES

N/A

FINANCIAL IMPLICATIONS

Noncompliance with Federal requirements may lead to significant fines and potential loss of federal funding for institutions of higher education if not approved.

ADMINISTRATIVE RECOMMENDATIONS

Approve the Policy as presented.

Three Rivers College is committed to fostering a safe, inclusive, and respectful learning environment. Hazing poses significant risks to the health, safety, and well-being of individuals and has no place in the educational experience. The College strictly prohibits hazing in any form.

This policy applies to all students, faculty, staff, recognized student organizations, clubs, athletic teams, and other groups affiliated with Three Rivers College, regardless of location. Every member of the College community is responsible for preventing hazing. All reports of hazing incidents, on campus, off campus, and online, will be promptly investigated, and appropriate action taken.

DOCUMENT HISTORY:

06-18-2025: Initial approval of policy SP 2150 Anti-Hazing.



THREE RIVERS COLLEGE

Consideration and Approval of all Personnel Actions and Associated Documents

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

 X Support Staff – Replacement for Alex Jameson; transfer for approval 06.18.25

_____ Federal Program: _____

_____ Special Program _____

NAME: Ashley Vernon

POSITION TITLE: Assistant Director, Human Resources

SALARY: \$22.58 per hour

FULL-TIME X PART-TIME: _____

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

Other: _____

STARTING DATE: May 28, 2025

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AA	Three Rivers College	History
Certificate	Poplar Bluff, MO	General Education
BA	Southeast Missouri State University	Social Science
	Cape Girardeau, MO	

EXPERIENCE

07/2018 – 10/2024	Three Rivers College	Executive Assistant/Accreditation
	Poplar Bluff, MO	Coordinator/Chief Institutional Effectiveness
		Officer
02/2017 – 07/2018	ResCare Workforce Services	Talent Development Specialist
	Poplar Bluff, MO	
11/2015 – 02/2017	South Central MO Community	Community Outreach Coordinator
	Action/Poplar Bluff, MO	Departments

Consideration of Personnel Action
Employment of Personnel
Assistant Women's Basketball Coach/Character Development Program

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

 X Faculty - Replacement for Tyrie Hill-Thomas; resignation approved 04.16.25

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Brice Margenthaler

POSITION TITLE: Assistant Women's Basketball Coach/Character Development Program

SALARY: \$40,000

FULL-TIME X PART-TIME: _____

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

Other: _____

STARTING DATE: June 16, 2025

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AGS	Carl Sandburg College Galesburg, IL	General Studies
BA	Saint Louis University Saint Louis, MO	Communication
BIS	Murray State University Murray, KY	Integrated Studies

<u>EXPERIENCE</u>		
<u>08/2001 – present</u>	<u>University of North Alabama</u>	<u>Assistant Operations/</u>
	<u>Florence, AL</u>	<u>Recruiting Coordinator</u>
<u>08/2023 – 07/2024</u>	<u>Youngstown State University</u>	<u>Graduate Assistant</u>
	<u>Youngstown, OH</u>	
<u>08/2020 – 03/2022</u>	<u>Saint Louis University</u>	<u>Student Manager</u>
	<u>Saint Louis, MO</u>	

06.18.25

Consideration of Personnel Action
Employment of Personnel
Director, Prison Education Program

PERSONNEL DATA SHEET

_____ Administrative Officer

 X Professional Staff

_____ Faculty

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Laura Hagood

POSITION TITLE: Director, Prison Education Program

SALARY: \$55,000

FULL-TIME X PART-TIME: _____

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

Other: _____

STARTING DATE: August 1, 2025

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AA	Three Rivers College Poplar Bluff, MO	General Studies
BS	Murray State University Murray, KY	Physiology
MBA	William Woods University Fulton, MO	Business Administration

<u>EXPERIENCE</u>		
2020 – present	Missouri Department of Corrections	Probation & Parole Officer
2025 - present	Poplar Bluff, MO	Corrections Officer
06/2019 – 07/2020	Missouri Department of Health & Senior Services	Water Fluoridation & Dental Sealant Specialist
03/2008 – 06/2019	Poplar Bluff, MO	Immunization Quality Mgr.
12/1996 – 02/1998	Butler & Ripley County Health Departments	Health Educator

Consideration of Personnel Action
Employment of Personnel
External Location Facilitator, Dexter

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Tracy Horton

POSITION TITLE: External Location Facilitator, Dexter

SALARY: \$14.00/hour

FULL-TIME X PART-TIME: _____

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

Other: _____

STARTING DATE: July 1, 2025

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
Certificate	Missouri Department of Insurance	Property and Casualty Licensed Realtor-Associate

<u>EXPERIENCE</u>		
<u>12/2016 – present</u>	<u>First Missouri Bank of SEMO</u>	<u>Human Resources Officer</u>
	<u>Dexter, MO</u>	
<u>04/2011 – 08/2016</u>	<u>County Wide Insurance</u>	<u>Insurance Agent</u>
	<u>Dexter, MO</u>	
<u>04/2009 – 04/2011</u>	<u>Preferred Hospice</u>	<u>Volunteer Coordinator</u>
	<u>Dexter, MO</u>	

06.18.25

Consideration of Personnel Action
Employment of Personnel
Practical Nursing Instructor

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

 X Faculty - Replacement for Andrea Pierce; transfer approved 04.16.25

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Tyra Forcha

POSITION TITLE: Practical Nursing Instructor

SALARY: \$54,384

FULL-TIME X PART-TIME: _____

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

Other: _____

STARTING DATE: August 1, 2025

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
ASN	Northwest Florida State College	Nursing
AA	Niceville, FL 32578	General Education
BSN		Nursing

<u>EXPERIENCE</u>		
<u>11/2020 – present</u>	<u>LHC</u>	<u>RN Hospice Coordinator</u>
	<u>Memphis, TN</u>	
<u>08/2020 – 10/2022</u>	<u>The Village of Germantown</u>	<u>RN Clinic Manager</u>
	<u>Germantown, TN</u>	
<u>08/2018 – 05/2020</u>	<u>Walton County School District</u>	<u>RN Educator</u>
	<u>Santa Rosa Beach, FL</u>	

06.18.25

CONSIDERATION OF PERSONNEL ACTION

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

BACKGROUND INFORMATION

HISTORY

Mr. Brandon Branch has been employed as the Assistant Men's Basketball Coach/Player Development since June 2024. He has submitted his verbal request for resignation, effective May 18, 2025.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

06.18.25

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation

Assistant Men's Baseball Coach/Academic Advising & Planning

BACKGROUND INFORMATION

HISTORY

Mr. Zachary McKenney has been employed as the Assistant Men's Baseball Coach/Academic Advising and Planning since September 2021. He has submitted his request for resignation, effective June 30, 2025.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

06.18.25

To Human Resources,

Please accept this letter as my formal resignation from my position at Three Rivers College as Assistant Baseball Coach/Athletic Advisor, effective June 30, 2025.

This decision was not made lightly, and I would like to thank Three Rivers College, Dr. Wes Payne and Tyler Smith for allowing me to be part of this institution. I have learned so much during my years at Three Rivers. The friendships I have made here will last a lifetime and Three Rivers College will forever have a special place in my heart. I am excited for both my future going forward as an educator and the future of Three Rivers as it continues to offer excellent college experiences for the future students of southeast Missouri.

During my remaining time I will continue my duties registering students, recruiting student athletes and taking care of the baseball facilities. I will do whatever is needed to make the transition as smooth as possible.

Thank you once again for the opportunity to call Three Rivers College home for 9 years of my playing and coaching career. We Are 3R.

Sincerely,

Zachary McKenney

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Financial Aid Advisor

BACKGROUND INFORMATION **HISTORY**

Ms. Jeana Sanders has been employed as a full-time Financial Aid Advisor since February 2024. She has submitted her request for resignation, effective June 6, 2025.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

06.18.25

Letter of Termination

Jeana Sanders

The Office of Financial Aid

05/27/2025

Dear Dr. Payne,

This letter is to notify you that my last day will be June 06, 2025. I would like to thank you for the kindness that you showed me and for the opportunity to work here at Three Rivers. It has been a journey that I will never forget and one that I have learned from. I am taking another journey to expand my knowledge in a different field that I believe would be a better fit for me.

Best Regards,

Jeana Sanders

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Dual Credit Coordinator

BACKGROUND INFORMATION

HISTORY

Ms. Amanda Taylor has been employed full-time with the College since October 2007 and as the Dual Credit Coordinator since July 2020. Prior to dual credit, Ms. Taylor served as an External Location Facilitator in Sikeston as well as the Coordinator for Academic & Outreach Services. Before her full-time service, she worked part-time with continuing education. Ms. Amanda Taylor has submitted her request for resignation, effective June 30, 2025.

FINANCIAL IMPLICATIONS

This is a full-time, exempt professional position.

ADMINISTRATIVE RECOMMENDATION

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

06.18.25

TRC

AMANDA L. TAYLOR
573.620.7210
ALTAYLOR1S@YAHOO.COM

30 MAY 2025

TO WHOM IT MAY CONCERN:

THREE RIVERS COLLEGE
2080 THREE RIVERS BLVD
POPLAR BLUFF MO 63901

It is with a myriad of emotions that I'm writing to formally announce my resignation from Three Rivers College, as the Dual Credit Coordinator, with my last day being June 20th.

The College has been an invaluable experience, and I am grateful for the opportunities, support, and guidance that fueled my passion for higher education. I cannot say enough about the relationships and memories that have been formed over the last 17 years.

To facilitate a smooth transition, I'm committed to sharing my knowledge and ensuring that ongoing projects are seamlessly handed over. I will always be an advocate and a resource for TRC.

I wanted to say a special thank you to Dr. Payne for never letting me take the easy way out, always challenging me, and entertaining my need to know why. However, I stand by my claim that medium pizza is better than a large pizza. To the student services team, you are rockstars and your dedication to serving students with diligence and compassion is unmatched. To the academic side of the house, I hear repeatedly how students trust you with their future, don't take that for granted and remember teaching is a privilege.

Three Rivers will always be home for me... protect it and commit to moving it forward.

With love and respect,



Amanda L. Taylor

AMANDA L. TAYLOR

68 of 81
06/16/2025

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Adjunct Instructor/Cheer Coach

BACKGROUND INFORMATION **HISTORY**

Ms. Kayla Sparkman has been employed as the Adjunct Instructor/Cheer Coach since April 2016. She has submitted her request for resignation, effective July 31, 2025.

FINANCIAL IMPLICATIONS

This is an adjunct (part-time) faculty position.

ADMINISTRATIVE RECOMMENDATION

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

06.18.25

June 6, 2025

Jeff Null
Athletic Director
Three Rivers College
Poplar Bluff, MO

Dear Coach Null,

I am writing to formally resign from my position as Cheerleading Coach at Three Rivers College, effective July 31, 2025.

I have recently accepted a new professional opportunity as the Director of Special Education with the Doniphan School District, which will require my full attention and commitment. While I am excited for this new chapter, it is difficult to step away from the program and student-athletes who have meant so much to me over the past nine years.

Coaching at Three Rivers College has been an incredibly rewarding experience. I am proud of the growth, teamwork, and spirit our team has displayed, and I am grateful for the support from the athletic department and college community throughout my time here.

Please let me know how I can help with the transition and support the program during this time of change.

Thank you again for the opportunity to lead and be a part of the Raider family.

Sincerely,
Kayla Sparkman

CONSIDERATION OF PERSONNEL ACTION

Transfer of Position

Assistant Director, Human Resources to Instructor, Business Management

BACKGROUND INFORMATION

HISTORY

The position of Instructor, Business Management, has been vacant for some time. Alexander Jameson has been employed full-time with the College since August 2016. His most recent position is as the Assistant Director, Human Resources. Mr. Jameson applied for the faculty position and was selected. In conjunction with GAR1120 College Reorganization, the President has recommended the transfer of Alexander Jameson to the position of Instructor, Business Management, effective August 11, 2025.

FINANCIAL IMPLICATIONS

This is a full-time, institutionally funded nine-month faculty position.

ADMINISTRATIVE RECOMMENDATION

Approve the internal transfer of Alexander Jameson.

06.18.25

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Request for Retirement
Chief Institutional Effectiveness Officer

BACKGROUND INFORMATION

HISTORY

Dr. Mary (Maribeth) Payne has been employed full-time in the Office of Institutional Effectiveness since October 2011. Prior to full-time, Dr. Payne served part-time in strategic planning roles starting in August of 2009. She has requested retirement from Three Rivers College, effective June 1, 2025.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

Accept Dr. Maribeth Payne's request for retirement and proceed with review of the position and the appropriate replacement process.

06.18.25



THREE RIVERS COLLEGE

APPENDIX

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2750 Return of Title IV Information	Page 1 of 4
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policies: IP 6310 Classroom Attendance; GAP 1101 Debts to College; GAP 1200 Equal Opportunity; SP 2740 Student Rights and Responsibilities	
Associated Regulations: IR 6310 Classroom Attendance; FR 3109 Student Refunds; SR 2740 Student Rights and Responsibilities	
References: Higher Education Act of 1965; Federal Student Aid Handbook; 34 CFR 668	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 06-18-2025

Three Rivers College adheres to strict guidelines in keeping with Federal Regulations governing Title IV Federal Financial Aid Programs. In accordance with the Federal Department of Education's regulations, Three Rivers College is responsible for determining earned and unearned aid for each semester when a student completely withdraws, drops, or otherwise fails to complete the period of enrollment.

Three Rivers College students are expected to earn Federal Financial Aid by attending classes and completing scheduled coursework. Students who stop attending or withdraw from all courses prior to 60 percent of the semester but have already received their federal financial aid disbursement for the semester, will owe money back. The college will return funding on the student's behalf to the appropriate federal financial aid program. For students who are determined to never have attended courses during the 100 percent refund period, no calculation should be required if no charges exist. Students who have all tuition and fee charges removed throughout the semester for extenuating circumstances will be reviewed on a case-by-case basis to determine if funding should be returned. Early implementation effective July 1, 2025.

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

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

Note: According to U.S. Department of Education, a program is "offered in modules" if the program uses a standard-term, nonstandard-term, or semester length and is not a subscription-

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2750 Return of Title IV Information	Page 2 of 4
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policies: IP 6310 Classroom Attendance; GAP 1101 Debts to College; GAP 1200 Equal Opportunity; SP 2740 Student Rights and Responsibilities	
Associated Regulations: IR 6310 Classroom Attendance; FR 3109 Student Refunds; SR 2740 Student Rights and Responsibilities	
References: Higher Education Act of 1965; Federal Student Aid Handbook; 34 CFR 668	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 06-18-2025

based program, and a course or courses in the program that do not span the entire length of the payment period or period of enrollment. (This would include, but not be limited to, A and B session courses that do not expand the full semester that earn college credit and should not be confused with weekly units of instruction). This process, established by the Federal Department of Education through the Higher Education Act of 1965, affects students who have received assistance through the following federal financial aid programs at Three Rivers College:

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

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

Example: Student withdraws on the 37th day of the semester. Formula: enrolled days/days in enrollment period (excluding breaks of 5 days or more) equals the percentage of aid earned ($37/111 = 33.3$ percent earned, and 66.7 percent of funds received by the college must be returned to the appropriate federal aid program.)

When determining the last date of attendance and calculating the portion of funds earned by the student, the student's last date of attendance as indicated in official attendance records within Colleague reported by the faculty will be used. The college reviews student attendance and withdrawal information throughout each semester. Students who have documented attendance and did not receive all the earned financial aid shall be offered a post-withdrawal disbursement. Federal Pell Grants will automatically be disbursed to the student's account unless written notification is received from the student no later than 14 days of the date of notification that the student chooses to decline the disbursement. For loan funds, a letter will be sent within 30 days

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2750 Return of Title IV Information	Page 3 of 4
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policies: IP 6310 Classroom Attendance; GAP 1101 Debts to College; GAP 1200 Equal Opportunity; SP 2740 Student Rights and Responsibilities	
Associated Regulations: IR 6310 Classroom Attendance; FR 3109 Student Refunds; SR 2740 Student Rights and Responsibilities	
References: Higher Education Act of 1965; Federal Student Aid Handbook; 34 CFR 668	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 06-18-2025

of the date of determination and the student should follow the instructions in the letter carefully to accept the disbursement. The student will have 14 days to accept or decline funding. Students may choose to decline some or all the loan funds to avoid additional debt. There may be some Title IV Funds that cannot be disbursed once a student withdraws because of other eligibility requirements. If required, the student should turn in all items needed for verification at the time of withdrawal.

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

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

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

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2750 Return of Title IV Information	Page 4 of 4
Primary Policy: SP 2710 Financial Aid Programs	
Associated Policies: IP 6310 Classroom Attendance; GAP 1101 Debts to College; GAP 1200 Equal Opportunity; SP 2740 Student Rights and Responsibilities	
Associated Regulations: IR 6310 Classroom Attendance; FR 3109 Student Refunds; SR 2740 Student Rights and Responsibilities	
References: Higher Education Act of 1965; Federal Student Aid Handbook; 34 CFR 668	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 06-18-2025

DOCUMENT HISTORY:

- 02-15-2017:** Initial approval of SR 2750 Return of Title IV Information.
- 10-16-2019:** Revisions based on the updated Federal Student Aid Handbook for 2019-20 and the addition of the recommended return to title IV calculation example.
- 06-01-2021:** Update to language from the Federal Department of Education for students enrolled in modular courses that may no longer be considered “withdrawn” if certain circumstances apply.
- 07-12-2023:** Minor edits to clarify procedures described herein regarding College operations.
- 06-19-2024:** Update to process regarding outstanding balances to align with revised 34 CFR 668.
- 06-18-2025:** Minor edits to clarify procedures and updates to allow for new Federal regulation regarding refunding of tuition and fees and Return of Title IV calculations.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2100 Nondiscrimination and Student Rights	
Title: SR 2150 Anti-Hazing	Page 1 of 7
Primary Policy: SP 2150 Anti-Hazing	
Associated Policies: GAP Equal Opportunity; SP 2610 Student Code of Conduct; SP 2620 Disciplinary Proceedings; SP 2140 Student Appeals; SP 2740 Student Rights and Responsibilities; PP 4730 Suspension or Termination	
Associated Regulations: SR 2610 Student Code of Conduct; SR 2620 Disciplinary Proceedings; SR 2140 Student Appeals; SR 2740 Student Rights and Responsibilities; PR 4730 Suspension or Termination	
References: Missouri law (§ 578.360 RSMo); Jeanne Clery Campus Safety Act 20 U.S.C. § 1092(f); Stop Campus Hazing Act (Public Law 118-173)	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 06-18-2025	Last Revision:

Three Rivers College is committed to fostering a safe, inclusive, and respectful learning environment. Hazing poses significant risks to the health, safety, and well-being of individuals and has no place in the educational experience. The College strictly prohibits hazing in any form.

This regulation applies to all students, faculty, staff, recognized student organizations, clubs, athletic teams, and other groups affiliated with Three Rivers College, regardless of location. Every member of the College community is responsible for preventing hazing. All reports of hazing incidents, on campus, off campus, and online, will be promptly investigated, and appropriate action taken.

Hazing is defined as any activity expected of someone joining or participating in a group that humiliates, degrades, abuses, or endangers them, regardless of their willingness to participate. Hazing may be physical, psychological, or emotional and can occur in person, online, or through other means.

Missouri law (§ 578.360 RSMo) defines hazing as:

"Any activity, on or off-campus, that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation, admission, or continued membership in any organization."

Hazing includes, but is not limited to:

- Forced consumption of food, alcohol, drugs, or other substances.
- Physical harm (e.g., hitting, whipping, paddling).
- Sleep deprivation or excessive physical exertion.
- Psychological intimidation, humiliation, or harassment.

THREE RIVERS COLLEGE STUDENTS REGULATION

Section: 2000 Students	
Sub Section: 2100 Nondiscrimination and Student Rights	
Title: SR 2150 Anti-Hazing	Page 2 of 7
Primary Policy: SP 2150 Anti-Hazing	
Associated Policies: GAP Equal Opportunity; SP 2610 Student Code of Conduct; SP 2620 Disciplinary Proceedings; SP 2140 Student Appeals; SP 2740 Student Rights and Responsibilities; PP 4730 Suspension or Termination	
Associated Regulations: SR 2610 Student Code of Conduct; SR 2620 Disciplinary Proceedings; SR 2140 Student Appeals; SR 2740 Student Rights and Responsibilities; PR 4730 Suspension or Termination	
References: Missouri law (§ 578.360 RSMo); Jeanne Clery Campus Safety Act 20 U.S.C. § 1092(f); Stop Campus Hazing Act (Public Law 118-173)	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 06-18-2025	Last Revision:

- Forced participation in illegal or inappropriate activities.
- Any action that causes mental distress, including isolation or verbal abuse.

Consequences of Hazing

Hazing is a violation of College policy, the Federal Stop Campus Hazing Act and Anti-Hazing Act of 2018, and Missouri Statute. Individuals and organizations found responsible for hazing may face:

- Disciplinary Actions: Suspension or expulsion from the College, or up to termination of employment.
- Organizational Sanctions: Suspension or revocation of recognition, funding, or privileges.
- Legal Consequences: Criminal charges, fines, and civil liability.

Reporting Hazing

The Chief Student Services Officer is authorized by the College President to be responsible for the administration of anti-hazing and shall determine whether hazing applies to conduct occurring on campus, off campus, and online; on a case-by-case basis; and at their discretion. When appropriate, the College President may, at their discretion, appoint a designee to fulfill student conduct responsibilities.

Anyone who experiences or witnesses hazing must report it immediately. Reports of alleged hazing can be made through the Student Complaint Portal found at trcc.edu, to any faculty or

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2100 Nondiscrimination and Student Rights	
Title: SR 2150 Anti-Hazing	Page 3 of 7
Primary Policy: SP 2150 Anti-Hazing	
Associated Policies: GAP Equal Opportunity; SP 2610 Student Code of Conduct; SP 2620 Disciplinary Proceedings; SP 2140 Student Appeals; SP 2740 Student Rights and Responsibilities; PP 4730 Suspension or Termination	
Associated Regulations: SR 2610 Student Code of Conduct; SR 2620 Disciplinary Proceedings; SR 2140 Student Appeals; SR 2740 Student Rights and Responsibilities; PR 4730 Suspension or Termination	
References: Missouri law (§ 578.360 RSMo); Jeanne Clery Campus Safety Act 20 U.S.C. § 1092(f); Stop Campus Hazing Act (Public Law 118-173)	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 06-18-2025	Last Revision:

staff, or to the Chief Student Services Officer. Reports can be made anonymously. Retaliation against those who report hazing is strictly prohibited.

Hazing incidents can be reported as follows:

- The Office of Student Services (Email: Studentservices@trcc.edu Phone: 573-840-9669)
- Online reporting portal <https://www.pavesuite.com/trcc/publicportal/homepage>
- Campus Public Safety Office (Phone: 573-840-9079)
- To any faculty or staff member
- The Missouri Hazing Hotline (888-668-4293)

Adjudication Process

1. Initial Review

Upon receiving a report of hazing, the Office of Student Services will:

- Conduct a preliminary assessment to determine if the report falls under the definition of hazing.
- Refer the case to Campus Public Safety for additional investigation, if appropriate.

**THREE RIVERS COLLEGE
STUDENTS REGULATION**

Section: 2000 Students	
Sub Section: 2100 Nondiscrimination and Student Rights	
Title: SR 2150 Anti-Hazing	Page 4 of 7
Primary Policy: SP 2150 Anti-Hazing	
Associated Policies: GAP Equal Opportunity; SP 2610 Student Code of Conduct; SP 2620 Disciplinary Proceedings; SP 2140 Student Appeals; SP 2740 Student Rights and Responsibilities; PP 4730 Suspension or Termination	
Associated Regulations: SR 2610 Student Code of Conduct; SR 2620 Disciplinary Proceedings; SR 2140 Student Appeals; SR 2740 Student Rights and Responsibilities; PR 4730 Suspension or Termination	
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2. Investigation

The Office of Student Services, in collaboration with Campus Public Safety, will:

- Notify the respondent(s) of the alleged violation. The respondent can present witnesses on their behalf.
- Interview the complainant, respondent(s), and witness(es). All parties may have an advisor with them during the interviews. Any party being interviewed may have an advisor present who may be a College employee or attorney; however, the advisor may not speak on the student's behalf.
- Collect relevant evidence, including but not limited to, electronic communications, video footage, and medical reports.
- Ensure confidentiality throughout the investigation, to the greatest extent possible.

3. Interim Measures (If Necessary)

If there is a credible risk to student safety, the College may impose interim measures, such as:

- Temporary suspension of the accused individual(s) or organization.
- Restrictions on participation in campus activities.

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4. Decision

Once the investigation is complete, the Office of Student Services will review all gathered information from the investigation and make a determination of responsibility based on a preponderance of evidence (more likely than not) if the respondent(s) is/are responsible for violation of the anti-hazing policy.

5. Sanctions

If found responsible, the individual or organization may face:

Individual Sanctions:

- Educational workshops on hazing prevention.
- Probation, suspension, or expulsion from the College.
- Probation, suspension, or termination of employment.

Organizational Sanctions:

- Revocation of recognition and campus privileges.
- Loss of funding and event restrictions.

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6. Appeals

The accused has the right to appeal within three (3) business days based on:

- New evidence not previously available.
- Procedural errors that impacted the outcome.
- Disproportionate sanctions.

Appeals will be reviewed as outlined in SR 2140 Student Appeals.

Transparency Report

Three Rivers College will post the Transparency Report biannually to trcc.edu.

Education & Prevention

Three Rivers College is committed to hazing prevention through:

- Mandatory training for students, faculty, and staff.
- Awareness campaigns and educational workshops.
- Clear guidelines for student organizations and athletic teams.

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DOCUMENT HISTORY:

06-18-2025: Initial approval of regulation SR 2150 Anti-Hazing.



THREE RIVERS COLLEGE

ADJOURNMENT

CHAIRMAN AND SECRETARY

PLEASE SEE RECORDING SECRETARY FOR PAPERWORK