

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

**A G E N D A**  
**REGULAR SESSION**  
**Wednesday, May 15, 2024**  
**12:00 p.m.**

- I. Invocation and Pledge of Allegiance**
- II. Approval of Agenda**
  1. Consideration and Approval of Agenda
- III. Approval of Minutes**
  1. Consideration and Approval of the April Board Meeting
- IV. Consideration of College Financial Report**
  1. Statement of Revenues, Expenses, and Changes in Net Assets
    - a) Monthly Financial Statements
    - b) Budget to Actual Financial Statements
  2. Cash in Bank
  3. Certificates of Deposits
  4. Checks Issued
  5. Bid Report
  6. Budget Amendments
- V. President's Report**
- VI. 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.)
- VII. Consideration and Approval of all Personnel Actions and Associated Documents**
  1. Acceptance of Employment
    - a) Myesha Prater-Apprenticeship Coordinator
    - b) Keith Huggins-Career Services
    - c) Robert Kirby-Head Men's Basketball Coach
    - d) Teri Crutsinger-Additional appointment Nursing Coordinator/Sikeston

\*Representatives of the news media may obtain copies of this Agenda by contacting Melody Dolle-Ducote, Executive Assistant to the President, 573-840-9698

**2. Request for Retirement**

- a)** Brian Bess-Athletic Director/Head Men's Basketball Coach
- b)** James Bumpus-Instructor CDL/Coordinator

**VIII. Appendix**

- 2. Informational Items
  - a)** PR 4510-Benefits
- 3. Upcoming Events
- 4. Recent Newspaper Articles

**IX. FY24 Board of Trustees Meeting Dates**

- Wednesday, June 19, 2024

**X. Adjournment**

**BOARD OF TRUSTEES  
THREE RIVERS COLLEGE  
April 15, 2024**

The regular meeting of the Board of Trustees began at 12:00 p.m. on Wednesday, April 15, 2024.

**CALL TO ORDER**

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

**ATTENDANCE**

Trustee Hager delivered the invocation.

**INVOCATION**

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

**APPROVAL OF BOARD  
MEETING AGENDA**

Trustee Featherston nominated Dr. Wesley Payne as temporary Chairman and Melody Ducote as temporary Secretary to the Board of Trustees. With a second by Trustee Williams, the motion passed unanimously.

**TEMPORARY  
APPOINTMENT OF CHAIR  
AND SECRETARY**

Pursuant to Chapter 115.124, Election Authorities and Conduct of Elections of the Missouri Revised Statutes, ‘the number of candidates who have filed for a particular office is equal to the number of positions in that office to be filled by the election, no election shall be held for such office’.

**ELECTION RESULTS**

For the 2024 election there were two seats available. One seat in Sub-District 1 and one seat in Sub-District 2 Each vacant seat had only one candidate that filed therefore no election was held.

The seats were filled as followed:

**SUB DISTRICT 1**

**Dr. Amber Richardson**

**SUB DISTRICT 2**

**Dr. Tim Hager**

In accordance with the Public School Laws of Missouri, Temporary Chairman Dr. Payne administered the Oath of Office to

- Trustee Dr. Amber Richardson, Sub-District 1
- Trustee Dr. Tim Hager, Sub-District 2

Trustee Schalk made the motion to reorganize the board and accept the slate of officers as follows:

Chair – Trustee Garrison  
Vice Chair – Trustee Hager  
Secretary – Trustee Richardson  
Treasurer – Trustee Featherston  
Member – Trustee Williams  
Member – Trustee Schalk

With a second by Trustee Williams, the motion passed unanimously.

Trustee Garrison assumed the Chair position.

Trustee Schalk made positive remarks about the last year as Chairman of the Board.

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

Charlotte Eubank, Chief Financial Officer, reviewed the Budget to Actuals as of the end of March 2024. Mrs. Eubank noted that we have recognized 80% of budgeted revenues. We have obligated 68% of our budgeted expenses of the fiscal year.

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

Dr. Payne presented on the following:

Steve Whitworth presented on our recent art exhibit by Greg Edmundson a St. Louis artist. The show has been well received. Mr. Edmundson is an abstract artist who has studied in the United States and Europe who breaks down his experiences with geometric shapes inspired by the personal experiences.

## **OATH OF OFFICE AND REORGANIZATION OF THE BOARD**

## **COMMENTS FROM RETIRING CHAIR**

## **APPROVAL OF THE MARCH BOARD MEETING MINUTES**

## **PRESENTATION OF THE FINANCIAL REPORT**

## **APPROVAL OF FINANCIAL REPORT**

## **PRESIDENT’S REPORT**

## **GREG EDMUNDSON ART EXHIBIT**

Professors Buddy and Cindy White presented on the MSHSAA District Music Festival. We had over 1017 area band and choir students on campus. This was for our regional and district band and choir competitions.

**MSHSAA DISTRICT MUSIC FESTIVAL**

Professor Mark Sanders presented on the 15<sup>th</sup> Annual Spelling Bee. 25 students from 9 counties participated.

**15<sup>TH</sup> ANNUAL SPELLING BEE**

Coach Alex Wiggs presented on the NJCAA National Tournament where our Lady Raiders placed in the top 8<sup>th</sup> in the nation.

**NJCAA NATIONAL TOURNAMENT**

Dr. Payne presented on the Miniseries, "How to Spot a Sociopath" which was held March 20<sup>th</sup> and March 27<sup>th</sup> in addition to April 3, 2024. This event was well attended.

**HOW TO SPOT A SOCIOPATH SERIES**

Dr. Melissa Davis presented on Liberal Arts Week which was held the week of April 4, 2024. The campus celebrated with several activities including our Student Showcase, a Patron's of the Arts performance, the Greg Edmundson Art Exhibit and our annual Confluence publication of Student and Faculty writing.

**LIBERAL ARTS WEEK**

On April 8, the Chamber of Commerce of Poplar Bluff hosted Total Eclipse of the Bluff. Three Rivers College participated by hosting Three Lectures by Dr. Paul Larson, Faculty Member; Doctoral Candidate Issac Laseter, from Poplar Bluff, MO; and Tom Akers, retired astronaut from NASA. All of the events were well attended.

**2024 ECLIPSE**

Dr. Payne presented on our Spring Transfer Fair. We had 10 colleges and universities participate along with many students and faculty.

**COLLEGE TRANSFER FAIR**

On April 16, 2024, Three Rivers College along with the Butler County Resource Council and Parent's Working Committee, sponsored their Spring Job Fair. Over 100 job seekers and community members visited the fair and feedback was positive.

**JOB FAIR AND CAREER EXPO**

Our University Center Open House was held April 17<sup>th</sup> and 18<sup>th</sup> in the University Center.

**UNIVERSITY CENTER OPEN HOUSE**

## UPCOMING EVENTS

Patrons of the Arts will host, "An Evening with Mark Twain" on April 18<sup>th</sup> at the Tinnin Fine Arts Center.

### AN EVENING WITH MARK TWAIN

Area high school students will present their art at the annual High School Art Exhibit in the Tinnin Fine Arts Center Gallery April 22 through May 17, 2024.

### HIGH SCHOOL ART EXHIBIT

Music Bingo will be held on April 26, 2024, in the Bess Activity Center. This is a community sponsored event with our partners at Haven House, Inc, FCC Behavioral Health, and Missouri Highlands.

### MUSIC BINGO

Three Rivers Music Department will present State Fair on April 26-28, 2024. The show will feature a cast of students, faculty, staff and community members.

### STATE FAIR THE MUSICAL

Our employee appreciation lunch will be held on May 3, 2024, at the Westwood Event Center. The college will close at noon so that employees will enjoy their afternoon off.

### EMPLOYEE APPRECIATION LUNCH

Distinguished Alumni 2024 is Dr. Sonya DiCiro. Dr. DiCiro will be honored at a reception on Monday May 6, 2024, at 4:30pm at the Tinnin Fine Arts Center. Dr. DiCiro will also deliver the commencement address to our graduates on May 17, 2024.

### DISTINGUISHED ALUMNI RECEPTION

Our annual retirement celebration will be held on Tuesday May 7, 2024, at the Tinnin Fine Arts Center. This year we will honor three retirees: Brian Bess, Valjeane Burge and Penny Sitzes.

### RETIREMENT CELEBRATION

The music department Spring Concert will be held May 7, 2024, at 7:00pm in the Tinnin Fine Arts Center.

### MUSIC DEPARTMENT SPRING CONCERT

The Student Excellence Awards will take place on May 10, at 6:00pm in the Tinnin Fine Arts Center.

### STUDENT EXCELLENCE AWARDS

On May 17<sup>th</sup> at 2:00pm, Three Rivers Nursing Department will hold its Spring RN Pinning Ceremony in the Tinnin Fine Arts Center.

### RN PINNING

Later that evening Three Rivers College will hold its Commencement Ceremony at the Libla Family Sports Complex. Festivities will start at 6:00pm.

**COMMENCEMENT**

The 11<sup>th</sup> annual Three Rivers Endowment Trust Golf Tournament will be held at Westwood Hills Country Club on June 21<sup>st</sup>, 2024. All proceeds benefit Three Rivers Annual Fund.

**TRET GOLF TOURNAMENT**

Upon completion of the President's report, Trustee Richardson made a motion to go into executive session at 12:37pm. Upon a second from Trustee Eric 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).

**EXECUTIVE SESSION**

Trustee Schalk made the motion to accept the Board of Trustees Meeting Dates for Fiscal Year 2025. With a second by Trustee Hager, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

**ITEMS FOR  
CONSIDERATION AND  
VOTE**

**CONSIDERATION AND  
APPROVAL OF FY2025  
BOARD OF TRUSTEES  
MEETING DATES**

Trustee Featherston made a motion to accept the fiscal year 2025 Holiday Schedule. With a second by Trustee Richardson, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

**CONSIDERATION AND  
APPROVAL OF THE FY2025  
HOLIDAY SCHEDULE**

Trustee Featherston made a motion to accept the recommendation for the employee benefits for fiscal year 2025. With a second by Trustee Hager, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

**CONSIDERATION AND  
APPROVAL OF EMPLOYEE  
BENEFITS FOR FY2025**

Trustee Schalk made a motion to accept and approve all personnel actions and associated documents as presented. With a second by Trustee Richardson, the

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

board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

**ASSOCIATED DOCUMENTS**

There being no further business, Trustee Richardson, made the motion to adjourn the meeting at 2:23 p.m. and with a second by Trustee Hager, the motion passed unanimously.

**ADJOURNMENT**

\_\_\_\_\_  
CHAIRMAN

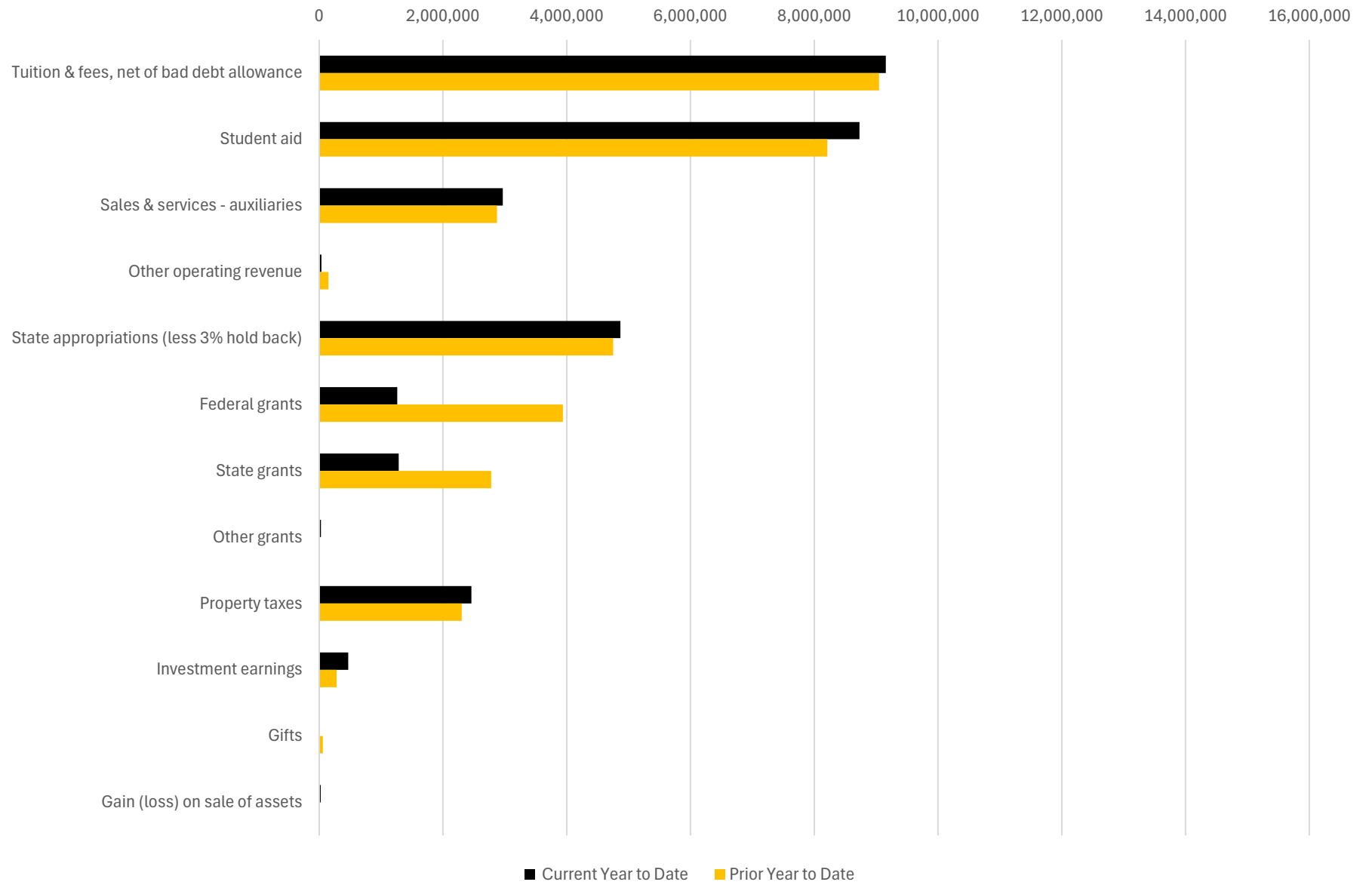
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APPROVAL DATE

\_\_\_\_\_  
SECRETARY

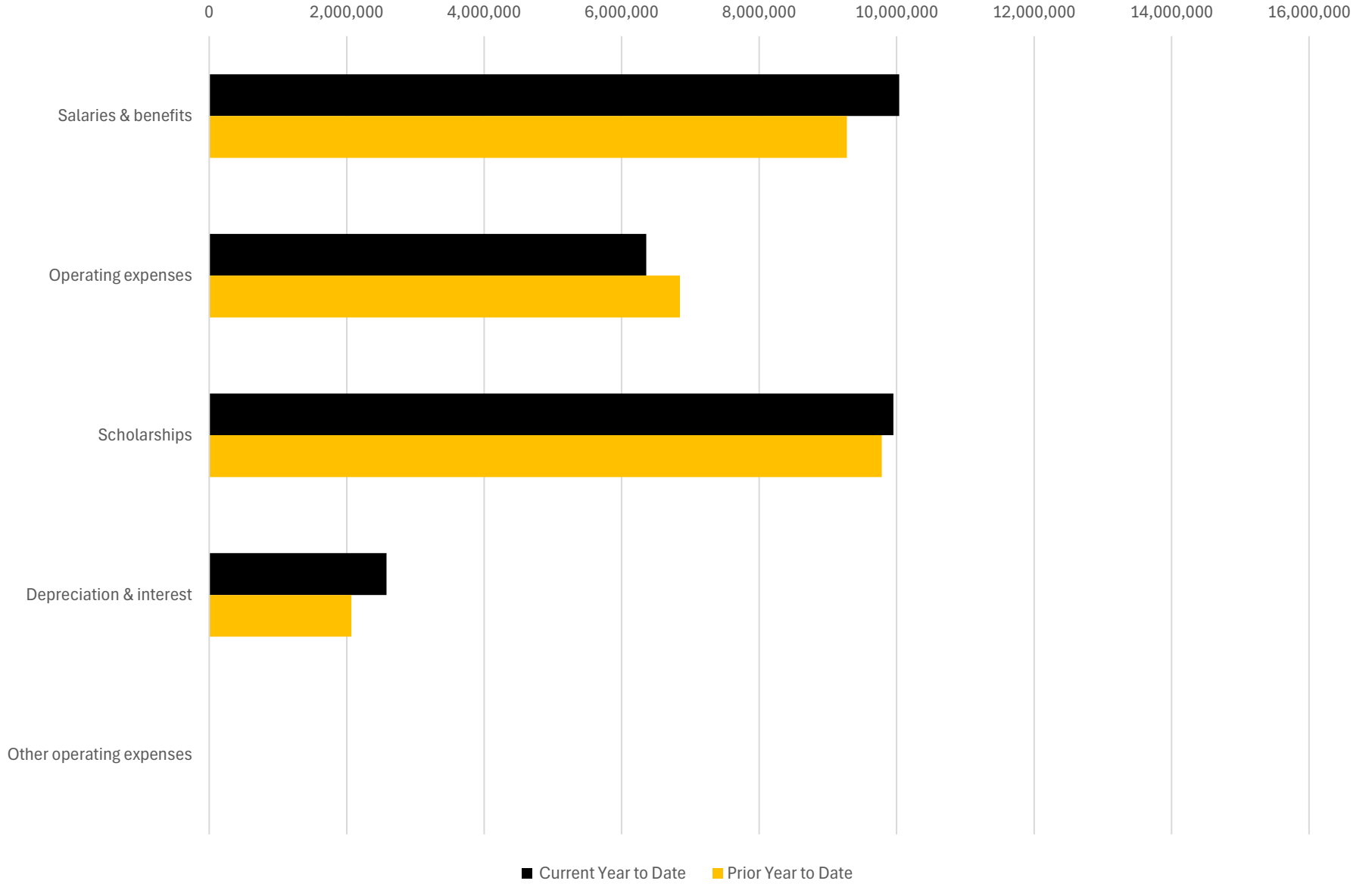
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APPROVAL DATE



YTD Comparison to Previous Year  
03/31/2024



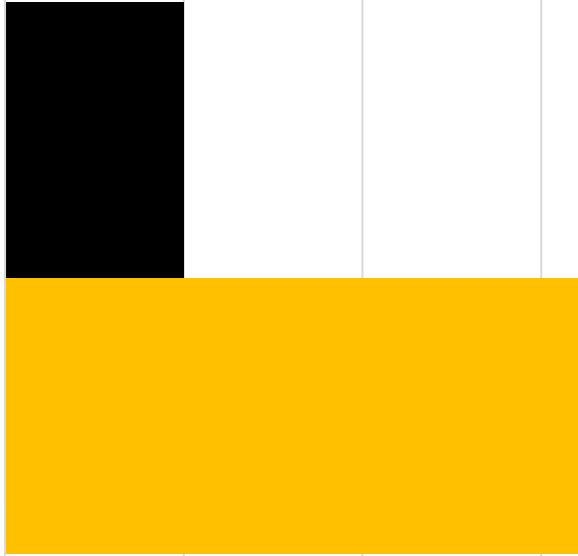
YTD Comparison to Previous Year  
03/31/2024



YTD Comparison to Previous Year  
03/31/2024

0 2,000,000 4,000,000 6,000,000 8,000,000 10,000,000 12,000,000 14,000,000 16,000,000

CHANGES IN NET POSITION



■ Current Year to Date ■ Prior Year to Date

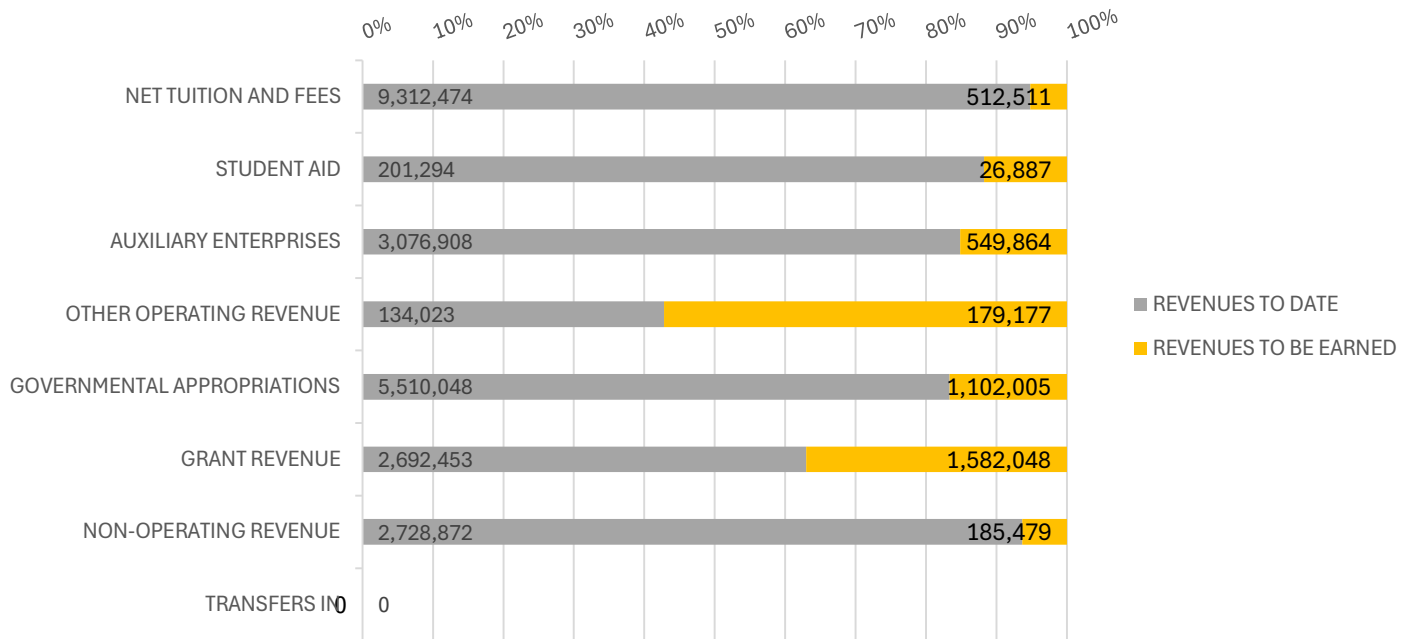
Three Rivers College  
Statement of Net Position  
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited  
March 31, 2024

<b>ASSETS AND DEFERRED OUTFLOWS</b>		<b>LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>	
<b>CURRENT ASSETS</b>		<b>CURRENT LIABILITIES</b>	
Cash & Cash Equivalents	17,317,711	Accounts Payable	686,783
Student Account Receivables, net	3,895,760	Accrued Vacation	391,645
Property Tax Receivable	109,255	Student Deposits	33,700
Other Receivables	8,172,169	Deferred Tuition & Fees	979,080
Investments	0	Scholarships	(324,996)
Inventory	76,961	<b>Total Current Liabilities</b>	<b>1,766,213</b>
Prepaid Expenses	273,458		
<b>Total Current Assets</b>	<b>29,845,315</b>	<b>NON-CURRENT LIABILITIES</b>	
<b>NON-CURRENT ASSETS</b>		Retirement Incentive Payable	0
Land	5,490,786	Other Post Employment Benefits	13,532,710
Capital assets	83,674,415	Bonds, Notes and Leases Payable	8,846,722
Plus: Current year additions to capital assets	1740830.97	Accrued Interest	0
Accumulated Depreciation	(40,443,982)	Agency	509,607
Unamortized Bond Issue Costs	0	<b>Total Non-Current Liabilities</b>	<b>22,889,039</b>
<b>Total Non-Current Assets</b>	<b>50,462,051</b>	<b>Total Liabilities</b>	<b>24,655,251</b>
<b>DEFERRED OUTFLOWS (Pensions, OPEB, Trusts, Leases)</b>	<b>11,840,369</b>	<b>DEFERRED INFLOWS (Pensions, OPEB, Trusts, Leases)</b>	<b>16,634,054</b>
		<b>NET POSITION</b>	
		Beginning Balance	48,857,001
		Changes in Net Position	2,001,427
		<b>Total Net Position</b>	<b>50,858,429</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b>92,147,734</b>	<b>TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>	<b>92,147,734</b>

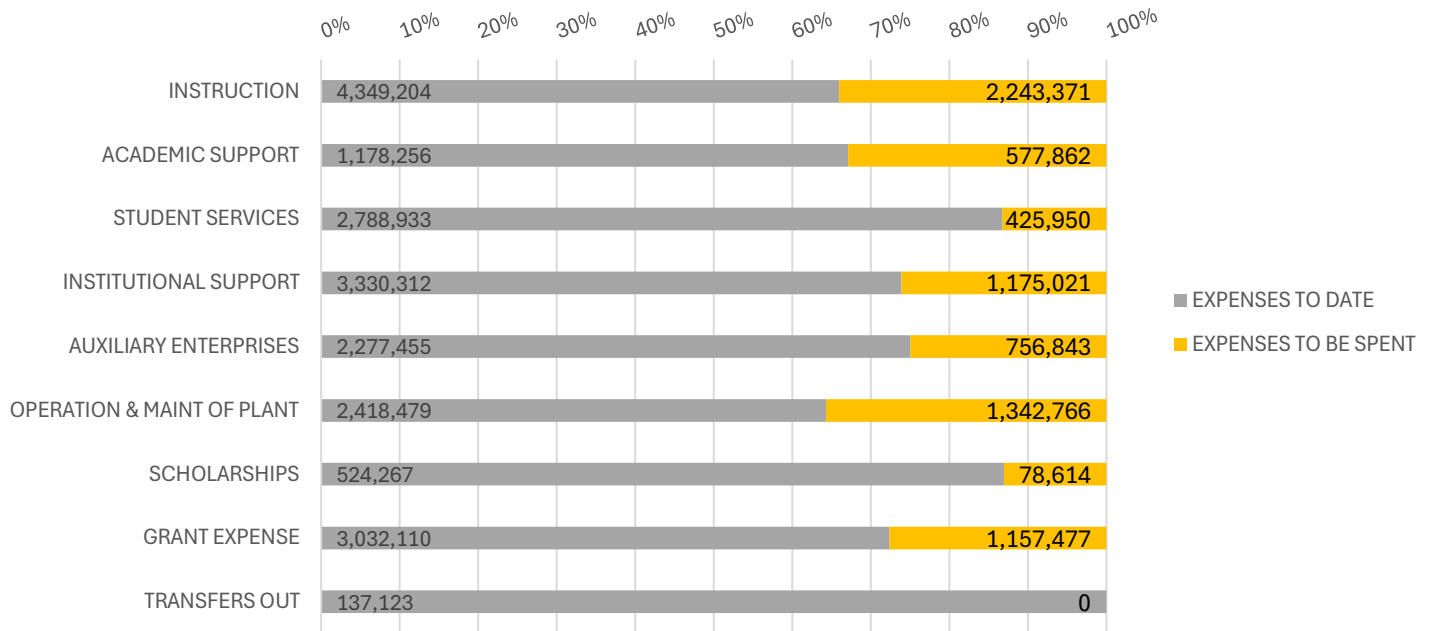
Three Rivers College  
Statement of Revenues, Expenses and Changes in Net Position  
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited  
March 31, 2024

	July	August	September	October	November	December	January	February	March	Current Year to Date	Prior Year to Date	\$ Change	% Change
<b>OPERATING REVENUE</b>													
Tuition & fees, net of bad debt allowance	4,417,553	1,315,268	(200,011)	1,335,597	195,111	1,323,719	729,953	(85,761)	126,053	9,157,484	9,047,432	110,053	1.22%
Student aid	154,887	19,016	3,974,629	493,598	153,535	116,053	17,695	3,640,528	160,596	8,730,537	8,211,448	519,089	6.32%
Sales & services - auxiliaries	891,173	185,516	312,817	284,192	502,592	297,084	141,507	245,463	105,848	2,966,191	2,871,944	94,247	3.28%
Other operating revenue	3,532	3,534	3,670	2,689	3,147	3,990	3,416	3,938	8,569	36,486	148,043	(111,556)	(75.35)%
<b>Total Operating Revenue</b>	<b>5,467,145</b>	<b>1,523,334</b>	<b>4,091,105</b>	<b>2,116,077</b>	<b>854,385</b>	<b>1,740,847</b>	<b>892,571</b>	<b>3,804,170</b>	<b>401,067</b>	<b>20,890,699</b>	<b>20,278,867</b>	<b>611,832</b>	<b>3.02%</b>
<b>OPERATING EXPENSES</b>													
Salaries & benefits	1,052,665	1,104,256	1,136,432	1,133,392	1,158,238	1,091,105	1,103,786	1,137,198	1,120,858	10,037,930	9,274,865	763,065	8.23%
Operating expenses	663,779	568,617	685,753	790,507	886,741	680,143	668,035	870,835	543,300	6,357,711	6,847,029	(489,318)	(7.15)%
Capital equipment	245,148	312,205	295,181	122,571	25,624	11,623	159,984	79,978	488,516	1,740,831	3,579,117	(1,838,286)	(51.36)%
Less: Transfer to capital assets	(245,148)	(312,205)	(295,181)	(122,571)	(25,624)	(11,623)	(159,984)	(79,978)	(488,516)	(1,740,831)	(3,579,117)		
Scholarships	209,718	49,245	4,453,154	560,796	190,168	139,383	49,692	4,112,194	188,087	9,952,437	9,783,791	168,646	1.72%
Depreciation & interest	223,701	235,423	228,522	224,557	223,412	224,095	223,046	773,189	223,870	2,579,814	2,066,814	513,001	24.82%
Other operating expenses	0	0	0	0	0	19	0	0	0	19	0	19	#DIV/0!
<b>Total Operating Expenses</b>	<b>2,149,864</b>	<b>1,957,541</b>	<b>6,503,860</b>	<b>2,709,252</b>	<b>2,458,558</b>	<b>2,134,745</b>	<b>2,044,559</b>	<b>6,893,417</b>	<b>2,076,115</b>	<b>28,927,911</b>	<b>27,972,499</b>	<b>(882,874)</b>	<b>(3.16)%</b>
<b>NON-OPERATING REVENUE (EXPENSES)</b>													
State appropriations (less 3% hold back)	541,059	541,059	541,058	541,059	541,059	541,058	541,059	541,059	541,058	4,869,528	4,751,688	117,840	2.48%
Federal grants	49,786	129,901	288,693	649,708	(345,782)	88,509	124,244	97,371	180,977	1,263,408	3,937,595	(2,674,187)	(67.91)%
State grants	369,716	(349,824)	173,858	194,799	334,844	297,702	119,660	60,285	82,233	1,283,274	2,780,973	(1,497,699)	(53.86)%
Other grants	0	0	0	0	0	0	0	30,000	0	30,000	5,000	25,000	500.00%
Property taxes	22,669	21,750	20,008	8,370	32,107	468,058	1,569,696	248,207	69,175	2,460,038	2,303,236	156,802	6.81%
Investment earnings	60,778	58,289	55,026	62,815	56,301	40,437	42,750	43,529	48,971	468,897	282,527	186,369	65.96%
Gifts	3,700	0	1,000	27,500	(424,028)	0	0	0	29,000	(362,828)	59,210	(422,038)	(712.78)%
Gain (loss) on sale of assets	0	0	0	0	3,902	0	0	0	22,421	26,323	4,194	22,129	527.59%
<b>Total Non-Operating Revenues (Expenses)</b>	<b>1,047,708</b>	<b>401,175</b>	<b>1,079,645</b>	<b>1,484,251</b>	<b>198,404</b>	<b>1,435,763</b>	<b>2,397,409</b>	<b>1,020,451</b>	<b>973,834</b>	<b>10,038,640</b>	<b>14,124,424</b>	<b>(4,085,784)</b>	<b>(28.93)%</b>
<b>CHANGES IN NET POSITION</b>	<b>4,364,989</b>	<b>(33,032)</b>	<b>(1,333,111)</b>	<b>891,076</b>	<b>(1,405,770)</b>	<b>1,041,865</b>	<b>1,245,421</b>	<b>(2,068,796)</b>	<b>(701,215)</b>	<b>2,001,427</b>	<b>6,430,791</b>	<b>(2,591,078)</b>	<b>(40.29)%</b>

### Budget to Actual Revenues 04/30/2024 (83%)



### Budget to Actual Expenses 04/30/2024 (83%)



Three Rivers College  
Statement of Revenues, Expenses and Changes In Net Position  
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited  
April 30, 2024  
Fiscal Year Benchmark: 83%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt &amp; Scholarship Allowances</i>	9,824,985	9,312,474	95%	512,511
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	228,181	201,294	88%	26,887
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing &amp; Assessment, Tinnin Center Operations, License Bureau Rental</i>	3,626,772	3,076,908	85%	549,864
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	313,200	134,023	43%	179,177
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. &amp; Repair</i>	6,612,053	5,510,048	83%	1,102,005
GRANT REVENUE <i>State Grants, Federal Grants</i>	4,274,501	2,692,453	63%	1,582,048
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,914,351	2,728,872	94%	185,479
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	0	0	0%	0
<b>TOTAL REVENUES</b>	<b>27,794,043</b>	<b>23,656,073</b>	<b>85%</b>	<b>4,137,970</b>

NOTE: We have recognized 85% of budgeted revenues. We have recognized 95% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2023, fall 2023, winter/spring 2024, and a portion of summer 2024, 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. It also includes transfers out to the capital budget for items funded with operating surplus.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health &amp; Human Services</i>	6,592,575	4,349,204	66%	2,243,371
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,756,118	1,178,256	67%	577,862
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	3,214,883	2,788,933	87%	425,950
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,505,333	3,330,312	74%	1,175,021
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing &amp; Assessment, License Bureau Rental</i>	3,034,298	2,277,455	75%	756,843
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,761,244	2,418,479	64%	1,342,766
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	602,881	524,267	87%	78,614
GRANT EXPENSE <i>State Grants, Federal Grants</i>	4,189,588	3,032,110	72%	1,157,477
TRANSFERS OUT <i>General funds-current year transfers to capital</i>	137,123	137,123	100%	0
<b>TOTAL EXPENSES</b>	<b>27,794,043</b>	<b>20,036,138</b>	<b>72%</b>	<b>7,757,905</b>

NOTE: We have obligated 72% of our budgeted expenses at 83% into the fiscal year. April 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.

<b>CHANGES IN NET POSITION</b>	<b>(0)</b>	<b>3,619,934</b>
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Three Rivers College  
 Capital Budget - Unaudited  
 April 30, 2024  
 Fiscal Year Benchmark: 83%

<b>FUNDING SOURCES</b>	<b>BUDGET</b>	<b>SOURCES TO DATE</b>	<b>SOURCES TO DATE %</b>	<b>SOURCES TO BE EARNED</b>
<b>RESTRICTED</b>				
<i>HEERF (CARES) federal grant</i>	0	0	0%	0
<i>Insurance proceeds</i>	1,000,000	2,440	0%	997,560
<b>UNRESTRICTED</b>				
<i>General funds - prior year transfers in (Reserves)</i>	2,742,514	1,139,787	42%	1,602,727
<i>General funds - current year transfers in</i>	137,123	112,599	82%	24,524
<b>TOTAL FUNDING SOURCES</b>	<b>3,879,637</b>	<b>1,254,826</b>	<b>32%</b>	<b>2,624,811</b>

<b>USES OF FUNDS</b>	<b>BUDGET</b>	<b>USES TO DATE</b>	<b>USES TO DATE %</b>	<b>USES UNSPENT</b>
<i>Campus improvements</i>	1,490,368	723,908	49%	766,461
<i>Academic Resource Commons roof</i>	74,382	82,330	111%	(7,948)
<i>Westover Administration Building repairs</i>	441,769	250,104	57%	191,665
<i>Libla Family Sports Complex</i>	266,798	17,343	7%	249,455
<i>Baseball Clubhouse</i>	266,000	0	0%	266,000
<i>Bess Activity Center repairs</i>	1,000,000	2,440	0%	997,560
<i>Tinnin Fine Arts Center refurbish</i>	35,000	34,882	100%	118
<i>Student Housing</i>	104,000	0	0%	104,000
<i>911 Center remodel</i>	50,000	0	0%	50,000
<i>Fleet vehicles</i>	145,320	137,820	95%	7,500
<i>Tent</i>	6,000	6,000	100%	0
<b>TOTAL EXPENSES</b>	<b>3,879,637</b>	<b>1,254,826</b>	<b>32%</b>	<b>2,624,811</b>

<b>NET SURPLUS (DEFICIT)</b>	<b>0</b>	<b>0</b>		
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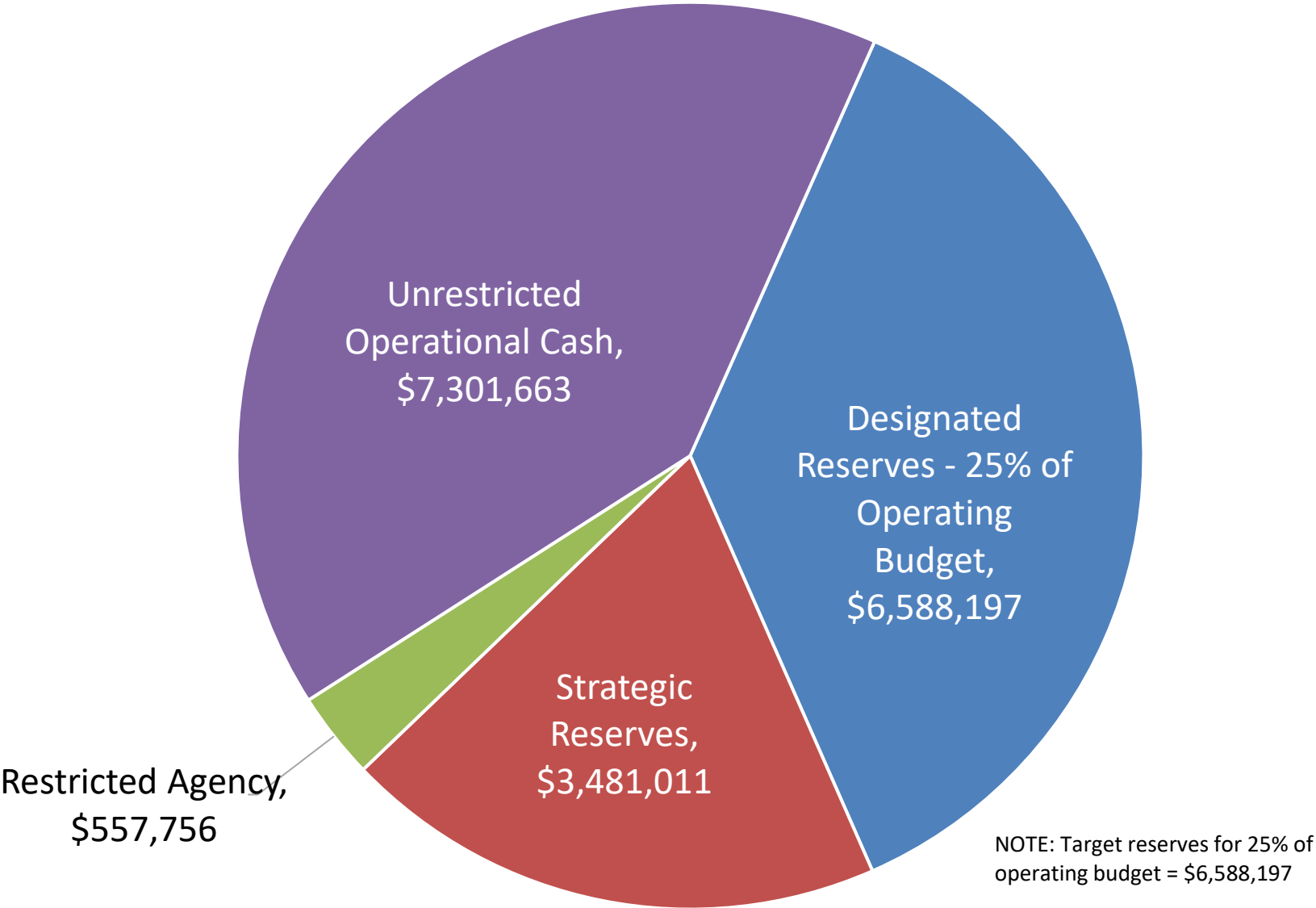


**THREE RIVERS COMMUNITY COLLEGE  
CASH IN BANKS**

May 1, 2024

	<u>04/02/24</u>	<u>05/01/24</u>
<b>CURRENT FUND</b>		
<i>Cash Funds</i>		
Bookstore	600.00	600.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	1,688.00	1,688.00
<i>Total Cash Funds</i>	2,625.00	2,625.00
 <i>General Accounts</i>		
Southern Bank - General Funds	7,180,133.60	7,191,543.30
Southern Bank - Credit Cards	101,649.37	84,878.65
<i>Total General Accounts</i>	7,281,782.97	7,276,421.95
 <i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	21,545.35	22,615.88
Federal Clearing Account	-	-
<i>Total Restricted Accounts</i>	21,545.35	22,615.88
 <b>TOTAL CURRENT FUND</b>	 7,305,953.32	 7,301,662.83
 <b>PLANT FUND</b>		
<i>General Accounts</i>		
Plant Fund - Southern Bank	5,051,808.24	5,069,208.20
<i>Total Bank Accounts</i>	5,051,808.24	5,069,208.20
 <i>Certificates of Deposit</i>		
People's Community Bank #0625	5,000,000.00	5,000,000.00
<i>Total Certificates of Deposit</i>	5,000,000.00	5,000,000.00
 <b>TOTAL PLANT FUND</b>	 10,051,808.24	 10,069,208.20
 <b>AGENCY FUND</b>		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	561,787.50	557,756.10
 <i>Certificates of Deposit</i>		
Restricted CD's & Savings	-	-
<b>TOTAL AGENCY FUND</b>	561,787.50	557,756.10

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT  
\$17,928,627 AS OF 05/01/2024**



THREE RIVERS COLLEGE  
CERTIFICATE OF DEPOSIT

**CERTIFICATES OF DEPOSIT AS OF April 30, 2024**

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
8070625	People's Community Bank	5.650	05/20/24	3 mths	5,000,000.00	Contingency
Total Contingency Fund					<u>5,000,000.00</u>	

**SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF April 30, 2024**

<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 April 30, 2024

Investment CDs
----------------

**Bank Account Interest Rate**

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	80% of the 91 Day T Bill

**CDs Maturing**

Bank	Certificate Number	Endowment	Maturity Date	Amount
<b>Total</b>				-

**Responses**

Bank	Amount	3 months	6 months	9 months	1 year

**CDs Transferred**

Endowment CDs Redeemed for Investment
---------------------------------------

**CDs Maturing**

Bank	Certificate Number	Endowment	Amount
<b>Total</b>			-

Endowment CDs Transferred to Endowment Trust
--

**CDs Maturing**

Bank	Certificate Number	Endowment	Amount
<b>Total</b>			-

**THREE RIVERS COMMUNITY COLLEGE**  
**Summary of Checks Issued**  
**Months of April 2024**

Current Fund:	General Fund - Southern Bank	\$ 884,210.54
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>18,206.94</u>
	Grand Total	<u><u>\$ 902,417.48</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 15th day of May 2024.

\_\_\_\_\_ Chairman, Board of Trustees

\_\_\_\_\_ Secretary, Board of Trustees

**THREE RIVERS COLLEGE  
BID REPORT  
AS OF MAY 8, 2024**

**Banking Services**

Status:	Open
Open Date:	5/8/2024
Close Date:	5/28/2024
Funding Source:	General Revenue
Bids Submitted:	N/A
Recommendation:	N/A
Bid Awarded:	N/A

THREE RIVERS COLLEGE  
 PROPOSED BUDGET AMENDMENTS  
 AS OF 04/30/2024

OPERATING BUDGET			
	REVENUE	EXPENSE	NET
ADOPTED BY BOARD 06/21/2023	26,352,788	26,352,788	-
Surplus to fund capital projects	91,000	91,000	-
ACHIEVE	17,990	17,990	-
TRET gifts	1,750	1,750	-
Perkins indirect	10,011	5,373	4,638
AMENDMENTS approved 08/23/23	75,000	42,384	32,616
Surplus to fund capital projects	(37,254)		(37,254)
Enhancement Grant savings 9/22/23	(267,593)	(356,791)	89,198
89004 9/18/23	30,000	30,000	-
ACHIEVE 9/6/23	104,674	104,674	-
83020 Teacher Recruitment grant 8/29/23	1,880	1,880	-
OneStart 8/21/23 7/1/23	47,500	47,500	-
AMENDMENTS approved 10/18/23	-	60,003	(60,003)
Surplus to fund capital projects	(27,856)	1,339	(29,195)
Project DRIVE 1/9/24	349,265	349,265	-
Workforce Development 1/23/24	397,995	397,995	-
ACHIEVE 12/13/23 1/30/24	11,728	11,728	-
83009 DRA grant 11/29/23 12/12/23	204,642	204,642	-
Gifts 10/6/23	700	700	-
AMENDMENTS approved 02/21/24	96,876	96,876	-
23-0-84000	290,906	290,906	-
Gifts 3/20/24	1,500	1,500	-
ACHIEVE 4/3/24	10,540	10,540	-
Student meal plans 4/16/24	30,000	30,000	-
Subtotal agreed to Budget to Actual 04/30/2024	27,794,042	27,794,042	-
Increases (Decreases) Proposed:			
Property tax revenue	50,333		50,333
Personnel bus drivers		16,671	(16,671)
Gym floor refinishing		11,220	(11,220)
Prison Education Program planning costs		2,731	(2,731)
Sikeston Tech Lab building operating costs		4,623	(4,623)
Insurance premiums increase		2,429	(2,429)
Other operating expenses		4,710	(4,710)
Surplus to fund capital projects		7,948	(7,948)
Subtotal	27,844,375	27,844,375	0

REVISED AS OF 04/30/2024

27,844,375 27,844,375 0

CAPITAL BUDGET			
	SOURCES	EXPENSES	NET
ADOPTED BY BOARD 06/21/2023	4,106,579	4,106,579	-
AMENDMENTS approved 08/23/23	(625,000)	(625,000)	-
AMENDMENTS approved 10/18/23	353,274	353,274	-
Workforce Development vehicles from operating	34,995	34,995	-
Light poles from operating	503	503	-
AMENDMENTS approved 10/18/23	8,336	8,336	-
Tent from operating	950	950	-
Subtotal agreed to Budget to Actual 04/30/2024	3,879,637	3,879,637	-
Increases (Decreases) Proposed:			
ARC roof overage	7,948	7,948	-
Subtotal	3,887,585	3,887,585	-

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REVISED AS OF 04/30/2024

3,887,585	3,887,585	-
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Consideration of Personnel Action  
Employment of Personnel  
Apprenticeship Coordinator

**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer

X  Professional Staff – New position; grant funded

\_\_\_\_\_ Faculty

\_\_\_\_\_ Support Staff

\_\_\_\_\_ Federal Program: \_\_\_\_\_

\_\_\_\_\_ Special Program \_\_\_\_\_

NAME:  Myesha Prater

POSITION TITLE:  Apprenticeship Coordinator

SALARY:  \$37,000

FULL-TIME  X  PART-TIME: \_\_\_\_\_

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months  X

Other:  Grant funded position – Nursing Grant; DOL WORC

STARTING DATE:  May 1, 2024

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AS	Three Rivers College	Administration of Justice
AA	Poplar Bluff, MO	General Education
BAS	Hannibal-LaGrange University Hannibal, MO (Poplar Bluff)	Criminal Justice

EXPERIENCE

<u>10/2023 - present</u>	<u>Lifeskills Connection, Inc</u>	<u>Outreach &amp; Admissions</u>
	<u>Poplar Bluff, MO</u>	<u>Counselor</u>
<u>04/2023 – 09/2023</u>	<u>SEMO Behavioral Health Prevention</u>	<u>Prevention Project Coordinator</u>
	<u>Resource Center, Poplar Bluff, MO</u>	
<u>01/2021 – 03/2023</u>	<u>W.E. Sears Youth Center</u>	<u>Youth Specialist</u>
	<u>Poplar Bluff, MO</u>	
<u>02/2021 – 09/2021</u>	<u>FCC Behavioral Health</u>	<u>Care Coordinator</u>
<u>06/2016 – 01/2017</u>		

05.15.2024

Consideration of Personnel Action  
Employment of Personnel  
Coordinator, Career Services

**PERSONNEL DATA SHEET**

Administrative Officer

Professional Staff – Replacement for Alex Jameson

Faculty

Support Staff

Federal Program: \_\_\_\_\_

Special Program \_\_\_\_\_

NAME: Keith Huggins

POSITION TITLE: Career Services

SALARY: \$37,000

FULL-TIME  PART-TIME: \_\_\_\_\_

9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months

Other: Grant funded position-Perkins

STARTING DATE: May 20, 2024

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
BS	Southeast Missouri State University	Business Administration
MA	Cape Girardeau, MO	Educational Technology

EXPERIENCE

<u>08/2019 – present</u>	<u>Missouri Department of Health &amp; Senior Services; Poplar Bluff, MO</u>	<u>Staff Development Training Specialist</u>
<u>02/2017 – 08/2019</u>	<u>Self-Employed Cape Girardeau, MO</u>	<u>Freelance Instructional Designer</u>
<u>01/2012 – 02/2017</u>	<u>Southeast Missouri State University Cape Girardeau, MO</u>	<u>Business Counselor &amp; Trainer</u>

05.15.2024

Consideration of Personnel Action  
Employment of Personnel  
Head Men's Basketball Coach

**PERSONNEL DATA SHEET**

\_\_\_\_\_ Administrative Officer  
\_\_\_\_\_ Professional Staff  
 X  Faculty – Replacement for Brian Bess; retirement approved 05/15/2024  
\_\_\_\_\_ Support Staff  
\_\_\_\_\_ Federal Program: \_\_\_\_\_  
\_\_\_\_\_ Special Program \_\_\_\_\_

NAME:  Robert Kirby

POSITION TITLE:  Head Men's Basketball Coach

SALARY:  \$60,000

FULL-TIME  X  PART-TIME: \_\_\_\_\_  
9 months \_\_\_\_\_ 10 months \_\_\_\_\_ 11 months \_\_\_\_\_ 12 months  X

Other: \_\_\_\_\_

STARTING DATE:  May 1, 2024

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
Transfer	Three Rivers College Poplar Bluff, MO	
BS	University of Texas-Rio Grande Valley Edinburg, TX	Physical Education

EXPERIENCE

<u>05/2023 – present</u>	<u>Kennesaw State University</u> <u>Kennesaw, GA</u>	<u>Assistant Coach</u>
<u>05/2022 – 05/2023</u>	<u>University of Mississippi</u> <u>Oxford, MS</u>	<u>Assistant Men's Coach</u>
<u>05/2018 – 05/2022</u>	<u>Georgetown University</u> <u>Washington, DC</u>	<u>Assistant Coach</u>

05.15.2024

## **CONSIDERATION OF PERSONNEL ACTION**

Additional Appointment  
Nursing Coordinator/Sikeston

## **BACKGROUND INFORMATION** **HISTORY**

State nursing laws require the appointment of a nursing coordinator role in addition to the Director of Nursing. The additional appointment in Sikeston will be assumed by Ms. Teri Crutsinger, effective January 1, 2024. She will continue in the role of full-time Instructor in Nursing.

## **FINANCIAL IMPLICATIONS**

This is an additional appointment and grant funded.

## **ADMINISTRATIVE RECOMMENDATION**

Approve the additional appointment of Teri Crutsinger.

05.15.2024

## **CONSIDERATION OF PERSONNEL ACTION**

Acceptance of Request for Retirement  
Head Men's Basketball Coach/Professor/Athletic Director

## **BACKGROUND INFORMATION**

### **HISTORY**

Mr. Brian Bess has been employed full-time with the College since August 1993. During his time with the College, Coach Bess has served as an Instructor, Associate Professor and Assistant Men's Basketball Coach. Most recently as the Head Men's basketball Coach, Professor, and Athletic Director. Coach Bess has submitted his verbal request for retirement, effective July 1, 2024.

## **FINANCIAL IMPLICATIONS**

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

## **ADMINISTRATIVE RECOMMENDATION**

Accept Coach Bess's request for retirement and proceed with review of the position and the appropriate replacement process.

5.15.2024

## **CONSIDERATION OF PERSONNEL ACTION**

Acceptance of Resignation  
Instructor, CDL Program/Coordinator

## **BACKGROUND INFORMATION**

### **HISTORY**

James Bumpus has been employed full-time as an Instructor for the CDL Program since September 2022, first in a temporary capacity before moving to formal status in October of 2023. In addition to Instructor, he serves as a Coordinator for the program. Prior to full-time, Mr. Bumpus worked part-time as a CDL Trainer. He has submitted his request for resignation, effective May 31, 2024.

## **FINANCIAL IMPLICATIONS**

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

## **ADMINISTRATIVE RECOMMENDATION**

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

05.15.2024

**From:** [James Bumpus](#)  
**To:** [Will Cooper](#)  
**Cc:** [Kristina McDaniel](#)  
**Subject:** Letter of Resignation  
**Date:** Thursday, May 9, 2024 5:45:29 PM

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Good afternoon,

I am hereby officially submitting my letter of resignation. May 31, 2024 will be my last day as a CDL Coordinator/ Instructor. That will allow me to finish my current class of students whose last day will be in the week between the 27th and 31st. All keys and key fob will be turned in Friday afternoon of the 31st.

Thank you for the opportunity to grow here and advance my education that has been on hold for a decade and once more will be put on hold.

I will not be seeking any part time employment as previously discussed, when the 30th of April was originally designated as my last day for full time - temporarily. Things were pushed back on my end which delayed me. Sorry for any confusion or frustration.

James Bumpus  
Coordinator, Instructor CDL Program - Workforce Development  
Three Rivers College  
2080 Three Rivers Blvd  
Poplar Bluff, MO 63901  
Email: [jbumpus@trcc.edu](mailto:jbumpus@trcc.edu)  
Phone: 573-840-9682  
[trcc.edu](http://trcc.edu)

"scientia potentia est" - Sir Francis Bacon

**THREE RIVERS COLLEGE  
PERSONNEL REGULATION**

Section: 4000 Personnel	
Sub Section: 4500 Compensation	
Title: PR 4510 Benefits	Page 1 of 6
Primary Policy: PP 4510 Employee Benefits	
Associated Policy: PP 4505 Workers' Compensation	
Supersedes: 6.3, 6.4, 6.5, 11.1, 11.2, 11.3, and 11.9	
Responsible Administrator: Director of Human Resources	
Initial Approval: 09-22-2010	Last Revision: 05-15-2024

Three Rivers College provides benefits to full-time employees only, except as required by law. The Board of Trustees considers the inclusion of said benefits on an annual basis. The extent and nature of benefits provided may vary by employee group and work schedule. Information and summary communications intended to explain benefit plans are furnished to all plan participants on a continuing basis. Additional information regarding the College benefits outlined herein is available through the office of human resources.

**Liability Insurance**

The College maintains liability insurance policies for the protection of employees and the College. A description of the coverage afforded by these policies is available to employees through the office of human resources. If the employee is witness to or involved in an incident which could conceivably expose the College and/or the employee to liability, the employee must notify campus police to initiate a report. A copy of the report will be provided to the office of financial services.

**Workers' Compensation**

College employees are covered under workers' compensation and unemployment insurance. Reference: PP 4505 – Workers' Compensation Benefits.

**Unemployment Compensation Insurance**

Both full- and part-time employees at Three Rivers College are covered by unemployment insurance. The Missouri Employment Security Law provides unemployment insurance benefits for workers who become totally or partially unemployed, if the employee meets the eligibility requirements of the law. No deductions are made from the employee's pay for this insurance; it is paid by the College. Further information is available from the Missouri Department of Labor and Industrial Relations.

**Social Security and Medicare**

College employees contribute to the Social Security System and Medicare except for instructors and certified employees covered by Public School Retirement System of Missouri (PSRS). The College matches Social Security and Medicare (FICA) contributions. Since March 31, 1986, Medicare has been deducted from new employees' earnings, but not from those full-time staff



**THREE RIVERS COLLEGE  
PERSONNEL REGULATION**

Section: 4000 Personnel	
Sub Section: 4500 Compensation	
Title: PR 4510 Benefits	Page 2 of 6
Primary Policy: PP 4510 Employee Benefits	
Associated Policy: PP 4505 Workers' Compensation	
Supersedes: 6.3, 6.4, 6.5, 11.1, 11.2, 11.3, and 11.9	
Responsible Administrator: Director of Human Resources	
Initial Approval: 09-22-2010	Last Revision: 05-15-2024

with PSRS membership and those with continuous employment at Three Rivers beginning prior to March 31, 1986.

**Bookstore Discounts**

College employees receive a 10% discount on merchandise purchased at the College bookstore. Employees will be required to show their College identification to receive the discount.

**Group Insurance Benefits**

Insurance payments will not be made by the College for full-time employees in federally funded programs once funding by the Federal Government has ceased.

**Medical Insurance**

The College pays the full cost of the medical premium for the base plan election for the employee. Employees may cover their spouses and/or eligible children under the group plan. If dependent coverage is elected, the employee is required to pay the monthly premium through payroll deduction. Employees may decline the coverage; however, proof of other coverage must be provided, and a declination form must be completed and filed with the office of human resources. Coverage for new employees becomes effective as specified in the summary plan description.

**Life Insurance**

The College provides employees with basic term-life and accidental death and dismemberment insurance. Employees may choose to purchase additional supplemental coverage for themselves subject to specified approved guidelines. Employees may also purchase dependent life insurance coverage on spouses and/or dependent children. The premiums for additional coverage are paid by the employee through payroll deduction.

**Dental Insurance**

The College provides employees with dental insurance coverage. Employees may cover their spouses and/or eligible children under the same group plan. If dependent coverage is elected, the employee will be required to pay the monthly premium through payroll deduction. Coverage for new employees becomes effective as specified in the summary plan description.

**THREE RIVERS COLLEGE  
PERSONNEL REGULATION**

Section: 4000 Personnel	
Sub Section: 4500 Compensation	
Title: PR 4510 Benefits	Page 3 of 6
Primary Policy: PP 4510 Employee Benefits	
Associated Policy: PP 4505 Workers' Compensation	
Supersedes: 6.3, 6.4, 6.5, 11.1, 11.2, 11.3, and 11.9	
Responsible Administrator: Director of Human Resources	
Initial Approval: 09-22-2010	Last Revision: 05-15-2024

**Vision Insurance**

The College pays the full cost for employee vision coverage. Employees may cover their spouses and/or eligible children under the group plan. If dependent coverage is elected, the employee pays the monthly premium through payroll deduction. Coverage for new employees becomes effective as specified in the summary plan description.

**Cafeteria Plan**

The College offers full-time eligible employees the opportunity to participate in a Premium Only Plan. This allows employer-sponsored premium payments to be paid by the employee on a pre-tax basis instead of after-tax. The Three Rivers College Premium Only Plan Document specifies participation requirements.

**Public School Retirement System (PSRS) of Missouri**

In compliance with PSRS guidelines, all full-time and part-time instructors and qualified professional staff are members of PSRS provided they work 17 hours or more per week and are employed in a position that normally requires at least 600 hours of annual service. Contributions to PSRS are matched by the College at the authorized rate. Members of PSRS are not covered by Social Security.

**Public Education Employee Retirement System (PEERS) of Missouri**

In compliance with PEERS guidelines, all employees eligible for PEERS Retirement and who work 20 hours or more per week in a position that normally requires at least 600 hours of service per year are members of The Public Education Employee Retirement System (PEERS). The College matches employees' contributions into PEERS. Members of PEERS are also covered by Social Security. The College matches employees' contributions in Social Security.

**Tax Sheltered Annuities (403b)**

The College provides for payroll deduction and processing for employees participating in tax-sheltered annuities on a voluntary basis. The College makes no contribution on the employee's behalf.

Administration services for the College are provided by a third-party vendor to assist in

**THREE RIVERS COLLEGE  
PERSONNEL REGULATION**

Section: 4000 Personnel	
Sub Section: 4500 Compensation	
Title: PR 4510 Benefits	Page 4 of 6
Primary Policy: PP 4510 Employee Benefits	
Associated Policy: PP 4505 Workers' Compensation	
Supersedes: 6.3, 6.4, 6.5, 11.1, 11.2, 11.3, and 11.9	
Responsible Administrator: Director of Human Resources	
Initial Approval: 09-22-2010	Last Revision: 05-15-2024

compliance with federal/state tax regulations. The plan document and a list of approved 403(b) providers are available for employees to review in the office of human resources. The College does not endorse any particular policy or company.

**Tuition Waivers for Full-time Employees**

A waiver of tuition for Three Rivers College courses is provided for all full-time employees on a space available basis. Tuition remission applications must be resubmitted annually and will be applicable one academic year beginning with the fall semester. Continuing Education courses and individual instruction are not eligible for waiver of tuition.

The waiver is for tier one tuition and common fees only. Employees may enroll in courses during working hours using flex-time with the approval of their supervisor. The College president reserves the right to exempt special courses.

**Tuition Waivers for Spouses of Full-Time Employees**

A waiver of tuition is available for spouses of all full-time employees who enroll in Three Rivers College courses on a space available basis. Tuition remission applications must be resubmitted annually and will be applicable one academic year beginning with the fall semester. Continuing Education courses and individual instruction are not eligible for waiver of tuition.

The waiver is for tier one tuition and common fees only. The tuition waiver for spouses is granted only to those students not receiving institutional scholarships. The College president reserves the right to exempt special courses.

**Tuition Waivers for Qualifying Children of Full-Time Employees**

A waiver of tuition is authorized for the qualifying children (as defined by the Internal Revenue Service IRS) of all full-time employees who enroll in Three Rivers College courses on a space available basis. Tuition remission applications must be resubmitted annually and will be applicable one academic year beginning with the fall semester. Continuing Education courses and individual instruction are not eligible for waiver of tuition.

The waiver is for tier one tuition and common fees only. The tuition waiver for qualifying children is granted only to those students not receiving institutional scholarships. The College president

**THREE RIVERS COLLEGE  
PERSONNEL REGULATION**

Section: 4000 Personnel	
Sub Section: 4500 Compensation	
Title: PR 4510 Benefits	Page 5 of 6
Primary Policy: PP 4510 Employee Benefits	
Associated Policy: PP 4505 Workers' Compensation	
Supersedes: 6.3, 6.4, 6.5, 11.1, 11.2, 11.3, and 11.9	
Responsible Administrator: Director of Human Resources	
Initial Approval: 09-22-2010	Last Revision: 05-15-2024

reserves the right to exempt special courses.

**Tuition Exchange**

Three Rivers College is a member of The Tuition Exchange, Inc. Additional benefits may be available through participating institutions.

**Air Evac**

The College provides annual family membership for Air Evac services to all full-time employees employed as of July 1 on an annual basis. Air Evac provides prepaid protection against air ambulance costs not covered by a member's insurance or medical benefits. Additional information is available by contacting the office of human resources.

**Benefits Available to Retired Employees**

All life insurance coverage is cancelled at the point of retirement. Retired employees and their dependents that received coverage under the College's group health insurance policy have the option of continuing coverage at the group rate paid by the College. Continuing coverage must be declared by the employee prior to the date of retirement. College-paid insurance will continue for retired employees until the final payment date of the last completed contract.

Retired employees and their qualifying children are provided the opportunity to access the tuition waiver for Three Rivers College courses. A waiver of tuition is authorized for the qualifying children (as defined by the Internal Revenue Service IRS) of all retired College employees who enroll in Three Rivers College courses on a space available basis. Tuition remission applications must be resubmitted annually and will be applicable one academic year beginning with the fall semester. Continuing Education courses and individual instruction are not eligible for waiver of tuition.

The waiver is for tier one tuition and common fees only. The tuition waiver for qualifying children (as defined by the IRS) is granted only to those students not receiving institutional scholarships. The College president reserves the right to exempt special courses.

Retired employees are also eligible to receive a lifetime pass to all College sporting events.

**THREE RIVERS COLLEGE  
PERSONNEL REGULATION**

Section: 4000 Personnel	
Sub Section: 4500 Compensation	
Title: PR 4510 Benefits	Page 6 of 6
Primary Policy: PP 4510 Employee Benefits	
Associated Policy: PP 4505 Workers' Compensation	
Supersedes: 6.3, 6.4, 6.5, 11.1, 11.2, 11.3, and 11.9	
Responsible Administrator: Director of Human Resources	
Initial Approval: 09-22-2010	Last Revision: 05-15-2024

**DOCUMENT HISTORY:**

- 09-22-2010:** Initial approval of regulation PR 4510 Benefits.
- 09-21-2016:** The College Board of Trustees approved the name change of the College from Three Rivers Community College to Three Rivers College.
- 01-18-2017:** Addition of statement "Tuition remission applications must be resubmitted annually and will be applicable one academic year beginning with the fall semester" to tuition waivers for full-time employees, spouses, and a waiver of tuition is authorized for the qualifying children (as defined by the Internal Revenue Service IRS).
- 03-22-2017:** Language edits to add clarity.
- 10-21-2020:** Removal of medical insurance annuity option (active prior to July 1, 1993); the College no longer has an employee on staff with this option.
- 03-16-2021:** Alteration of tuition waiver language to match new tuition structure.
- 10-18-2023:** Revised Cafeteria Plan section to reflect changes to a Premium Only Plan that discontinues the offering of the flexible spending and dependent care account options.
- 05-15-2024:** Addition of tuition exchange benefit and third-party vendor disclosure for employees seeking Tax Sheltered Annuities (403b).

## UPCOMING EVENTS

**RN Pinning:** 2 p.m. May 17, Tinnin Fine Arts Center.

**Commencement:** 6 p.m. May 17, Libla Family Sports Complex.

**EMS Week Celebration:** 12-3 p.m. May 21, in the parking lot between the fire house and the Crisp Technology Center on the Poplar Bluff campus. The event will honor emergency responders, and attendees can learn about careers in EMS, Police, and Fire.

**Memorial Day:** May 27, College closed.

**Summer Hours:** June 3 – July 26. During summer hours, the College will be open 7 a.m. – 6 p.m., Monday – Thursday.

**Summer Classes Begin:** June 3.

**Mental Health Conference:** 8:30 a.m. - 2 p.m. June 13, Robert W. Plaster Free Enterprise Center, Lecture Hall (room 108). This conference is hosted by the Mental Health Awareness Coalition. Lunch will be provided by FCC Behavioral Health. Free to attend, but prior registration is required. The Mental Health Awareness Coalition is brought to you by the Community Resource Council, Three Rivers College, and Missouri Highlands Healthcare.

**Three Rivers Golf Tournament:** 12-7:30 p.m. June 21, Westwood Hills Country Club. Join us for the 11th Annual Golf Tournament hosted by the Three Rivers Endowment Trust. All proceeds will benefit the Three Rivers Annual Fund, which funds special projects and helps make a difference in the lives of TRC students. Register by Thursday, June 13. For any questions, please contact Christy Frazier-Moore at 573-987-9680 or Melody Dolle-Ducote at 573-840-9698.

For the most current information on upcoming events, view the College Calendar at [trcc.edu/events](http://trcc.edu/events).



THREE RIVERS COLLEGE

## DAR Articles

Dated April 11, 2024 - May 8, 2024

- Apr. 13:** University Center Open House at TRC  
'A Big Time Player' Jackson is second-team all-American for TRC
- Apr. 16:** Raiders, Lady Raiders have pair of rough Saturdays on Diamond
- Apr. 17:** Raiders get Sweep, Smith gets Win No.100
- Apr. 18:** TRC nursing students pass 100%
- Apr. 19:** Lady Raiders split pair with Crowder
- Apr. 20:** Former Raider Lane Below named head coach at Gulf Coast State  
Congratulations Coach Brian Bess on your retirement
- Apr. 23:** TRC reorganizing, reviews at meeting  
Lady Raiders sweep East Central, on three-game winning streak  
Robert Kirby named Raiders' coach  
Raiders set records in split with Crowder (baseball)
- Apr. 24:** DiCiro will be TRC distinguished alum  
Worley signs to be Rocky Raider at TRC  
Raiders pick up walkoff victory over Rend Lake  
Softball: Lady Raiders sweep Arkansas State
- Apr. 27:** TRC Music department to perform "State Fair"  
Sellars headed to UAPB after strong season for Raiders
- Apr. 30:** Lady Raiders fall to North Central in sub-regional
- May 2:** TRC celebrating alumnus DiCiro
- May 4:** Carr, Jeffco bring end to Raider's season in sub-regional round (baseball)  
TRC music groups present spring concert;  
Lady Raiders Sophs head to four-year schools
- May 8:** DiCiro recognized by TRC