



THREE RIVERS COLLEGE

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE



THREE RIVERS COLLEGE

APPROVAL OF THE AGENDA

APPROVAL OF THE SEPTEMBER MINUTES

**APPROVAL OF THE TAX LEVY MINUTES FROM THE
SEPTEMBER BOARD MEETING**

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 October 21, 2026
12:00pm

- I. Call to Order**
- II. Roll Call**
- III. Invocation**
 - Pastor Jason Jordan, First Christian Church, Poplar Bluff, Missouri
- IV. Pledge of Allegiance**
- V. Approval of Agenda and Minutes**
 - 1. Consideration and Approval of the October Agenda
 - 2. Consideration and Approval of Minutes from the September Board Meeting
 - 3. Consideration and Approval of Tax Levy Minutes from September Board Meeting
- VI. 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
 - 6. Budget Amendments
- VII. President's Report**
- VIII. 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.)

IX. Items for Consideration, Discussion, and Vote

1. Consideration and approval of IP-6111

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

1. Acceptance of Employment

- a.) Steven Briscoe, Instructor, Nursing

2. Request for Resignation

- a). Megan Garland, Assistant Director of Enrollment Services
- b). Cynthia Humphrey, Part-time Distance Learning Lab Assistant
- c.) Nicki Lutes, Part-time Academic Support
- d.) Tina Richie, Administrative Assistant, Paramedic & Fire Science
- e.) Donna Pirc, Part-time Testing Specialist

3. Request for Retirement

- a). Sherri Dodson, Practical Nursing Coordinator/Instructor

XI. Appendix

1. Information Items

- a). FR-3110 Awards, Gifts and Prizes
- b). GAR-1410 Record Retention and Destruction

2. Upcoming Events

XII. FY27 Board of Trustees Meeting Dates

- Wednesday, November 18, 2026
- Wednesday, January 27, 2027
- Wednesday, February 24, 2027
- Wednesday, March 24, 2027
- Wednesday, April 28, 2027
- Wednesday, May 26, 2027
- Wednesday, June 23, 2027

XIII. Adjournment

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
September 23, 2026**

The regular meeting of the Board of Trustees began at 12:05 p.m. on Wednesday, September 23, 2026.

Roll call was taken to establish a quorum. Those present included Trustees: Dr. Amber Richardson, Chair, Gary Featherston, Vice-Chair, Brian Bess, Secretary; Eric Schalk, Treasurer; Darren Garrison, Member; and Dr. Tim Hager, member; Dr. Wesley Payne, College President; Mark Richardson, College Attorney; Melody Ducote, recording secretary.

Pastor Byron Beck from Fellowship Baptist Church gave the invocation.

Trustee Hager made the motion to approve the meeting agenda. On a second from Trustee Bess the motion passed unanimously.

Trustee Featherston made a motion to accept the August meeting minutes as presented. On a second by Trustee Hager, the motion passed unanimously.

Dr. Payne reviewed the college financial reports from August 2026 as presented in the board book.

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

Dr. Wesley A. Payne introduced the following:

Three Rivers College Students began Fall classes on August 24, 2026. It was a vibrant first day of classes. Due to programs by the Student Services Department and signage improvements, students were able to find classes and buildings much easier. Dr. Payne thanked Student Services, the Department of Communications and Chuck Stratton for their work in making sure these projects were completed before classes began.

Patrons of the Arts Society held its annual kick-off event on August 27, 2026, at the Tinnin Fine Arts Center, on

CALL TO ORDER

ATTENDANCE

INVOCATION

**APPROVAL OF THE
SEPTEMBER AGENDA**

**APPROVAL OF THE JUNE
BOARD MEETING MINUTES**

**PRESENTATION OF THE
FINANCIAL REPORT**

**APPROVAL OF
FINANCIAL REPORT**

PRESIDENTS REPORT

**FIRST DAY OF CLASSES
AUGUST 24, 2026**

**PATRONS OF THE ARTS
SOCIETY KICK OFF AND**

the Three Rivers Campus. This year the season boasts of twelve shows from September through May of 2027. The first show was held on September 21, 2026, featuring a John Denver tribute band. The program was well received and was a sold-out show.

The 11th annual Run for the Arts was hosted by the Three Rivers Endowment Trust on Saturday, September 12, 2026. More than eighty registered participants helped raise over \$6000 in money for Fine Arts Scholarships. Special thanks to Missouri Highlands Healthcare and Ozark Federal Credit Union for their sponsorships of the event.

Student Services, along with faculty and staff hosted Preview Days for over eight hundred students visiting Three Rivers College on September 16-17, 2026. This event is designed to bring high school students from our region to the campus to visit both academic and technical programs on campus, through engaging them in interactive sessions with faculty and staff. Dr. Payne thanked Megan Garland, Assistant Director of Enrollment Services, for a “fantastic job” on the event.

The Career and Transfer Center held its Fall open house on September 22-23, 2026. Students were able to learn about transfer options as well as having pizza, cookies, prizes, and gift bags.

Student Life, in collaboration with Poplar Bluff Parks and Recreation Department will hold its first pickleball tournament for students on September 24, 2026. Students will be able to learn how to play the game, rules of the game and then participate in a tournament. This event will be held in the Bess Activity Center.

Rocky’s Fanfest will return to campus on Sunday, September 27, 2026. This event is held by the Athletic Department and the Three Rivers Booster Club and is free for attendees. The event will be held from 1:00pm to 5:00pm at the Libla Family Sports Complex.

Raider Rally will be held on September 29 & 30th in the Quad. Students are encouraged to attend and learn about all the organizations and clubs on campus.

The Tinnin Art Gallery will present the David Ottinger

JOHN DENVER TRIBUTE PERFORMANCE

11TH ANNUAL RUN FOR THE ARTS SEPTEMBER 12, 2026

PREVIEW DAYS SEPTEMBER 16-17, 2026

CAREER AND TRANSFER CENTER OPEN HOUSE SEPTEMBER 22-23, 2026

UPCOMING EVENTS

PICKLEBALL TOURNAMENT

ROCKY’S FAN FEST

RAIDER RALLY SEPTEMBER 29-30, 2026

DAVID OTTINGER EXHIBIT

Exhibit on October 5 through November 6, 2026. An Artists reception will be held on October 8th at 6:00 p.m.

OCTOBER 5-NOVEMBER 6, 2026

Three Rivers College will sponsor a college transfer fair on October 6, 2026. The fair will be held in the Plaster Free Enterprise Center from 9:00 a.m. to 1:00 p.m. and will host four-year institutions that will have staff on hand to discuss their programs, scholarships, and financial aid.

**COLLEGE TRANSFER FAIR
OCTOBER 6, 2026**

Patrons of the Arts will host Broadway Spotlight on October 8, 2026, at 7:00 p.m. Experience Broadway up close in an All-Star Celebration. This show is expected to sell out.

**BROADWAY SPOTLIGHT
OCTOBER 8, 2026**

At the conclusion of the President’s Report, a motion was made by Trustee Hager at 12:17 p.m. to go into Executive Session. On a second by Trustee Featherston, the board was polled as follows: Trustee Richardson, (yes); Trustee Featherston, (yes); Trustee Bess, (yes); Trustee Schalk, (yes); Trustee Garrison (yes); and Trustee Hager, (yes).

**MOTION TO MOVE INTO
EXECUTIVE SESSION**

The board was asked to approve all personnel actions and associated documents. On a motion by Trustee Schalk, and a second by Trustee Featherston, the board was polled as follows: Trustee Richardson, (yes); Trustee Featherston, (yes); Trustee Bess, (yes); Trustee Schalk, (yes); Trustee Garrison (absent); and Trustee Hager, (yes).

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

With there being no further business, Trustee Bess made the motion to adjourn at 2:07 p.m. With a second by Trustee Featherston, the motion passed unanimously.

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

APPROVAL DATE

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
TAX LEVY RATE MEETING
SEPTEMBER 23, 2026**

The special meeting of the Board of Trustees was held in the Board Room, Westover Administration Building at the college in Poplar Bluff, Missouri, on Wednesday September 23, 2026, at 12:00 p.m.

SEPTEMBER 23, 2026

In attendance were the following: Trustees: Dr. Amber Richardson, Chair, Gary Featherston, Vice-Chair, Brian Bess, Secretary; Eric Schalk, Treasurer; Darren Garrison, Member; and Dr. Tim Hager, member; Dr. Wesley Payne, President; Mark Richardson, College Attorney; and Melody Ducote, recording secretary.

ATTENDANCE

Chairman Richardson announced that the purpose of the meeting was to set the rate of taxation to be established for the Three Rivers College District for calendar year 2026.

**PURPOSE OF CALLED
MEETING**

Trustee Hager moved (1) The rate of taxation for the calendar year 2022 be set at point two three three zero, (0.2278), as recommended by the State Auditor, on each one hundred dollars of assessed valuation of property within the college taxing district; and that (2) Certification of same be forwarded to the county officials at the appropriate time.

**ESTABLISHMENT OF TAX
LEVY FOR CALENDAR YEAR
2026**

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

There being no further business, the board unanimously approved to adjourn the meeting at 12:04 p.m. on a motion by Trustee Schalk and a second by Trustee Featherston.

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

APPROVAL DATE

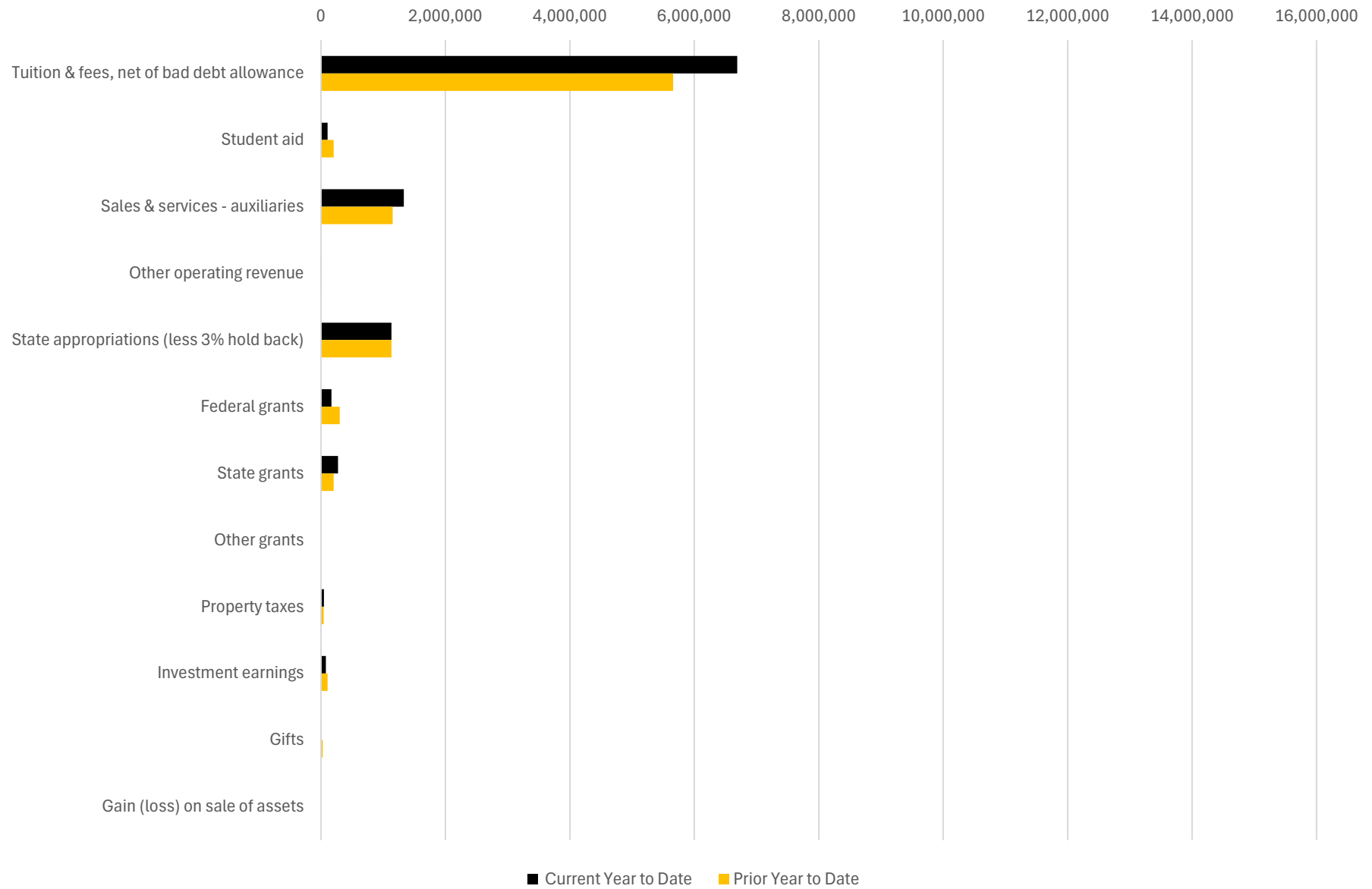


THREE RIVERS COLLEGE

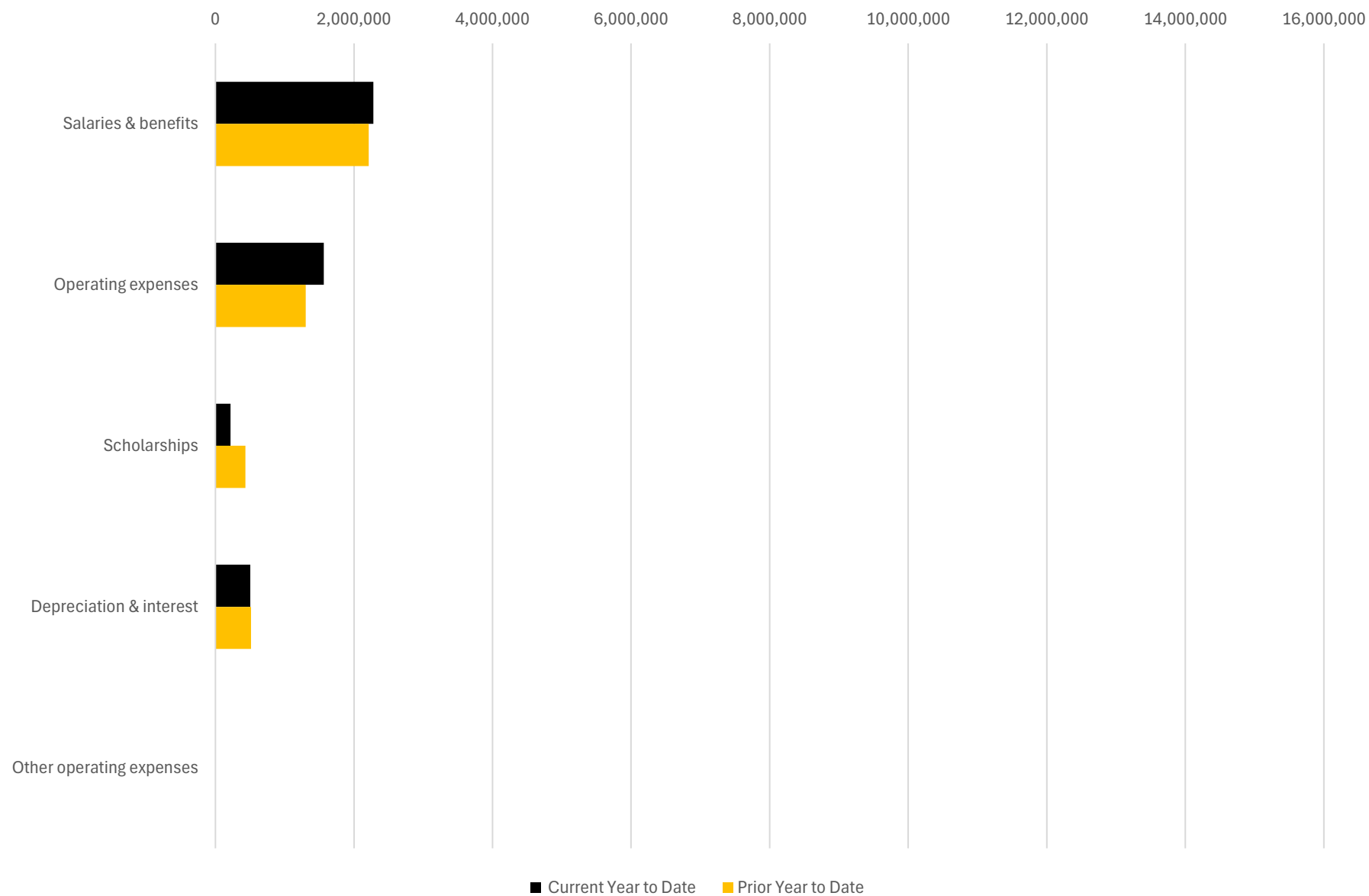
**PRESENTATION OF THE
COLLEGE FINANCIAL REPORT**

**CONSIDERATION AND APPROVAL
OF THE
COLLEGE FINANCIAL REPORT**

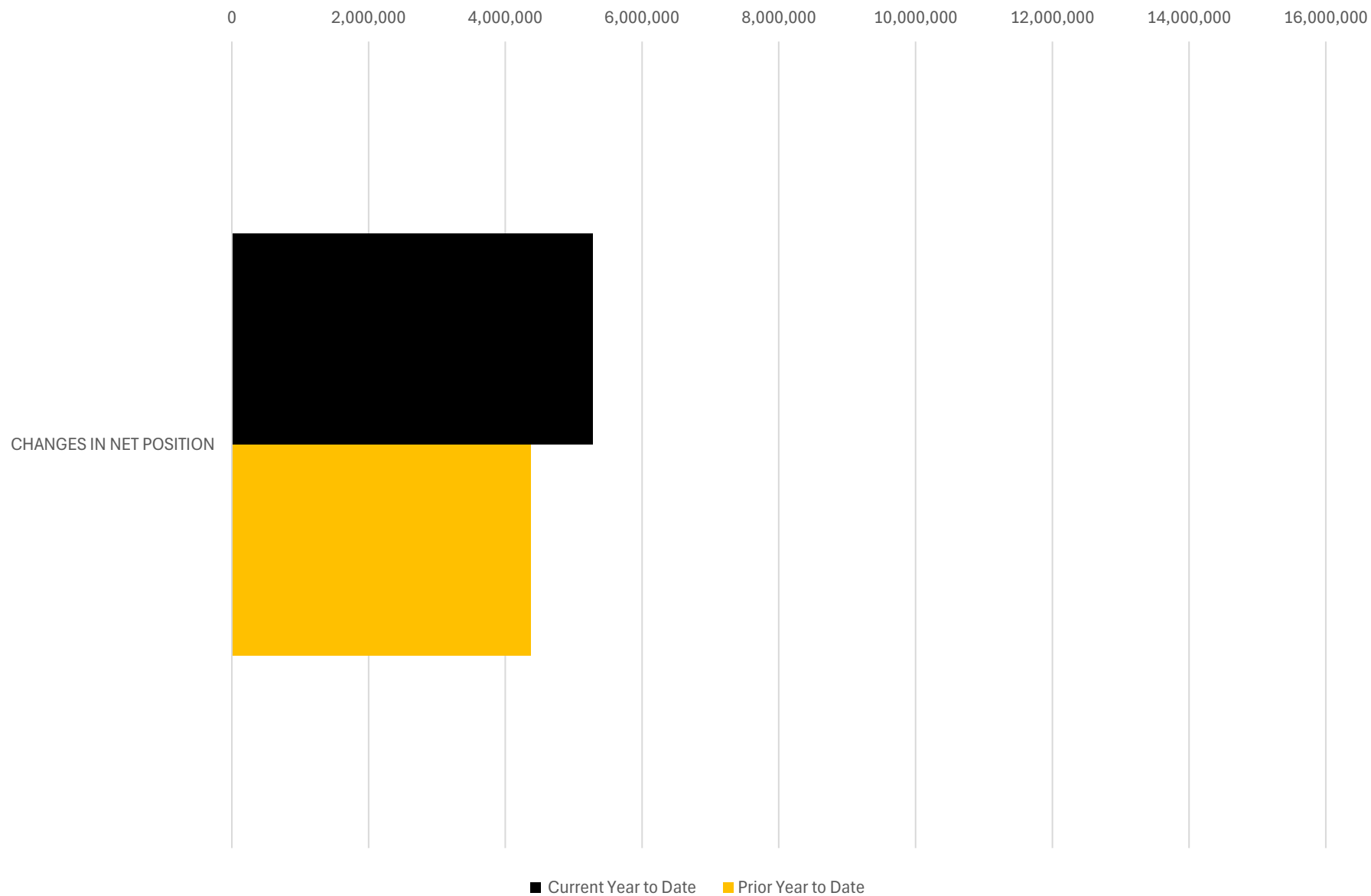
YTD Comparison to Previous Year 08/31/2026



YTD Comparison to Previous Year 08/31/2026



YTD Comparison to Previous Year
08/31/2026



Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
August 31, 2026

ASSETS AND DEFERRED OUTFLOWS

CURRENT ASSETS	
Cash & Cash Equivalents	16,964,886
Student Account Receivables, net	10,070,119
Property Tax Receivable	139,191
Other Receivables	14,130,304
Investments	611,843
Inventory	27,923
Prepaid Expenses	336,871
Total Current Assets	<u>42,281,136</u>
NON-CURRENT ASSETS	
Land	5,490,786
Capital assets	85,154,775
Plus: Current year additions to capital assets	599,168
Accumulated Depreciation	(39,914,141)
Unamortized Bond Issue Costs	0
Total Non-Current Assets	<u>51,330,588</u>
DEFERRED OUTFLOWS (Pensions, OPEB, Trusts, Leases)	<u>5,381,428</u>
 TOTAL ASSETS AND DEFERRED OUTFLOWS	 <u><u>98,993,152</u></u>

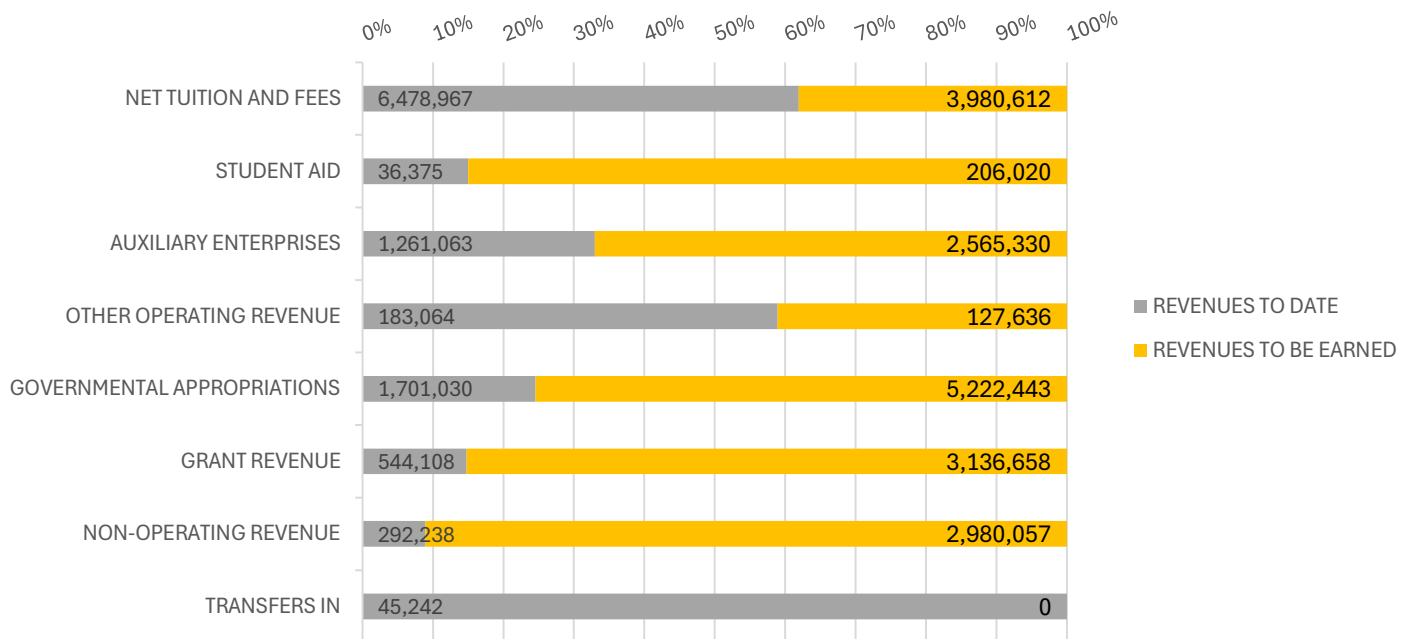
LIABILITIES, DEFERRED INFLOWS AND NET POSITION

CURRENT LIABILITIES	
Accounts Payable	1,454,456
Accrued Vacation	1,198,460
Student Deposits	35,325
Deferred Tuition & Fees	15,310
Scholarships	145,385
Total Current Liabilities	<u>2,848,935</u>
NON-CURRENT LIABILITIES	
Retirement Incentive Payable	0
Other Post Employment Benefits	9,804,685
Bonds, Notes and Leases Payable	4,212,718
Accrued Interest	0
Agency	617,303
Total Non-Current Liabilities	<u>14,634,705</u>
Total Liabilities	<u>17,483,641</u>
DEFERRED INFLOWS (Pensions, OPEB, Trusts, Leases)	<u>15,516,989</u>
NET POSITION	
Beginning Balance	60,715,107
Changes in Net Position	5,277,415
Total Net Position	<u>65,992,522</u>
 TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	 <u><u>98,993,152</u></u>

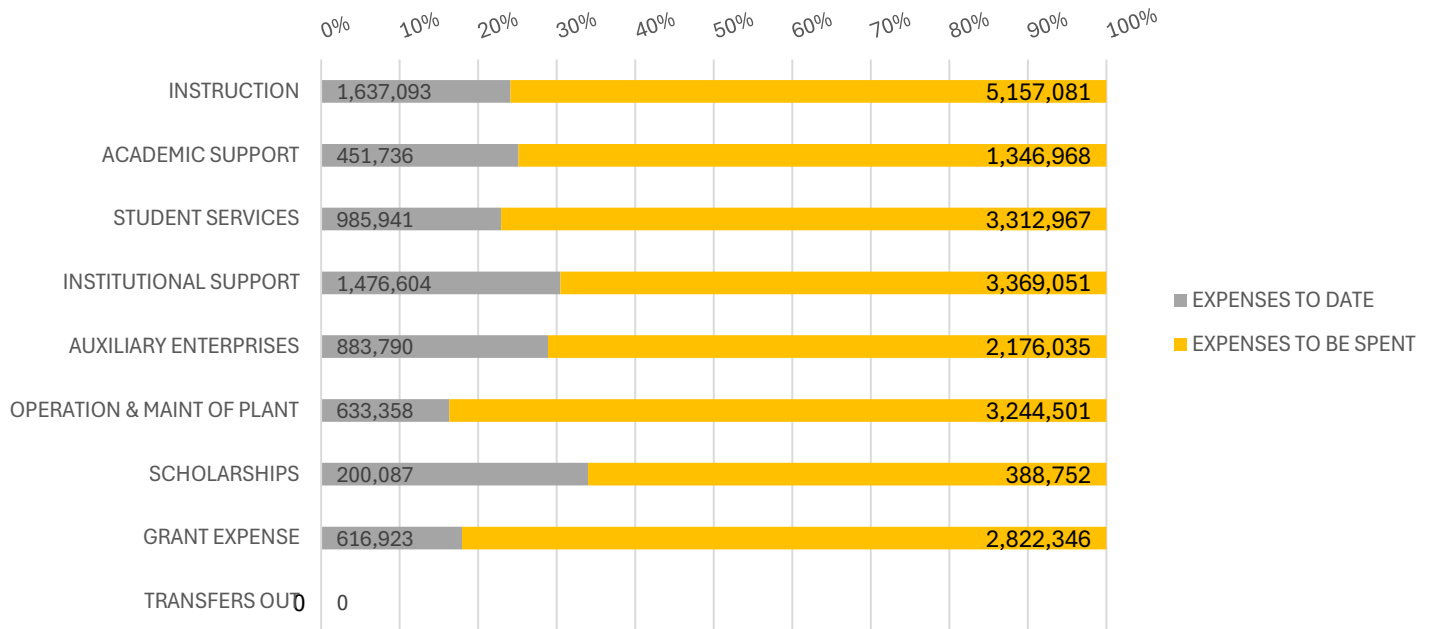
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
August 31, 2026

	July	August	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE						
Tuition & fees, net of bad debt allowance	5,758,817	932,008	6,690,825	5,658,843	1,031,982	18.24%
Student aid	95,990	10,881	106,871	202,321	(95,450)	(47.18)%
Sales & services - auxiliaries	1,022,059	308,134	1,330,193	1,151,499	178,694	15.52%
Other operating revenue	2,979	3,947	6,926	6,055	871	14.39%
Total Operating Revenue	6,879,845	1,254,970	8,134,815	7,018,718	1,116,097	15.90%
OPERATING EXPENSES						
Salaries & benefits	1,080,101	1,198,474	2,278,575	2,212,321	66,254	2.99%
Operating expenses	810,132	752,926	1,563,058	1,304,206	258,852	19.85%
Capital equipment	457,790	141,378	599,168	373,643	225,525	60.36%
Less: Transfer to capital assets	(457,790)	(141,378)	(599,168)	(373,643)	(225,525)	60.36%
Scholarships	178,684	39,906	218,589	433,542	(214,952)	(49.58)%
Depreciation & interest	203,981	299,840	503,820	515,375	(11,554)	(2.24)%
Other operating expenses	0	0	0	0	0	0.00%
Total Operating Expenses	2,272,897	2,291,145	4,564,043	4,465,444	98,599	2.21%
NON-OPERATING REVENUE (EXPENSES)						
State appropriations (less 3% hold back)	567,010	567,010	1,134,020	1,134,020	0	0.00%
Federal grants	83,498	85,137	168,635	300,494	(131,859)	(43.88)%
State grants	262,526	10,083	272,609	202,454	70,155	34.65%
Other grants	0	0	0	0	0	0.00%
Property taxes	24,038	25,400	49,438	43,774	5,665	12.94%
Investment earnings	41,362	39,064	80,426	106,511	(26,084)	(24.49)%
Gifts	1,515	0	1,515	26,992	(25,477)	(94.39)%
Gain (loss) on sale of assets	0	0	0	0	0	0.00%
Total Non-Operating Revenues (Expenses)	979,949	726,694	1,706,643	1,814,244	(107,601)	(5.93)%
CHANGES IN NET POSITION	5,586,896	(309,481)	5,277,415	4,367,518	909,898	20.83%

Budget to Actual Revenues 09/30/2026 (25%)



Budget to Actual Expenses 09/30/2026 (25%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
September 30, 2026
Fiscal Year Benchmark: 25%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>	10,459,579	6,478,967	62%	3,980,612
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	242,395	36,375	15%	206,020
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	3,826,393	1,261,063	33%	2,565,330
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	310,700	183,064	59%	127,636
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	6,923,473	1,701,030	25%	5,222,443
GRANT REVENUE <i>State Grants, Federal Grants</i>	3,680,766	544,108	15%	3,136,658
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	3,272,295	292,238	9%	2,980,057
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	45,242	45,242	100%	0
TOTAL REVENUES	28,760,843	10,542,086	37%	18,218,756

NOTE: We have recognized 37% of budgeted revenues. We have recognized over 62% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2026 and fall 2026, 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 <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	6,794,174	1,637,093	24%	5,157,081
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,798,704	451,736	25%	1,346,968
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	4,298,908	985,941	23%	3,312,967
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,845,656	1,476,604	30%	3,369,051
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	3,059,825	883,790	29%	2,176,035
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,877,859	633,358	16%	3,244,501
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	588,839	200,087	34%	388,752
GRANT EXPENSE <i>State Grants, Federal Grants</i>	3,439,270	616,923	18%	2,822,346
TRANSFERS OUT <i>General funds-current year transfers to capital</i>	0	0	0%	0
TOTAL EXPENSES	28,703,235	6,885,532	24%	21,817,703

NOTE: We have obligated 24% of our budgeted expenses at 25% into the fiscal year. September payroll is INCLUDED and credit card expenses are NOT INCLUDED as they were not 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	57,608	3,656,554
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Three Rivers College
Capital Budget - Unaudited
September 30, 2026
Fiscal Year Benchmark: 25%

FUNDING SOURCES	SOURCES TO DATE			
	BUDGET	SOURCES TO DATE	%	SOURCES TO BE EARNED
RESTRICTED				
State appropriations	0	0	0%	0
Insurance proceeds	882,500	160,318	18%	722,182
UNRESTRICTED				
General funds - prior year transfers in (Reserves)	1,865,692	220,813	12%	1,644,879
General funds - current year transfers in	0	0	0%	0
TOTAL FUNDING SOURCES	2,748,192	381,131	14%	2,367,061

USES OF FUNDS	USES TO DATE			
	BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
Campus improvements	163,000	146,143	90%	16,857
Westover Administration Building windows/remodel	795,000	0	0%	795,000
Academic Resource Commons remodel	200,000	0	0%	200,000
Tinnin Fine Arts Center exterior repair	350,000	0	0%	350,000
Libla Family Sports Complex roof repair	100,000	0	0%	100,000
2505/2507 Three Rivers Blvd (former nephrology clinic)	20,000	0	0%	20,000
Student Housing renovation	200,000	0	0%	200,000
Public Safety remodel	96,589	0	17%	68,089
Fleet vehicles	40,000	0	17%	68,089
Dexter location roof repair	491,338	0	0%	491,338
Former Bill & Gene's building remodel	160,000	60,495	38%	99,505
Athletic Fields	82,264	14,175	17%	68,089
Maintenance Building repair	50,000	0	0%	50,000
TOTAL EXPENSES	2,748,192	220,813	8%	2,527,379

NET SURPLUS (DEFICIT)	0	160,318
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THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF September 30, 2026

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
18919	Bank of Grandin	4.12	06/11/27	12	5,616,532.71	Contingency

Total Contingency Fund

5,616,532.71

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF September30, 2026

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

\$ -

Three Rivers College
CD Report
As of September 30, 2026

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
Total				-

Responses

<u>Bank</u>	<u>Term</u>	<u>Rate</u>	<u>APY</u>	<u>Amount</u>	<u>Type of Investment</u>
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CDs Transferred

Endowment CDs Redeemed for Investment

CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

Endowment CDs Transferred to Endowment Trust
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CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Month of September 2026

Current Fund:	General Fund - Southern Bank	\$ 2,398,141.21
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>21,276.00</u>
	Grand Total	<u><u>\$ 2,419,417.21</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Financial Services Office. Approved by the Board of Trustees, this 21st day of October 2026.

Chairman, Board of Trustees

Secretary, Board of Trustees

**THREE RIVERS COMMUNITY COLLEGE
BID REPORT
AS OF OCTOBER 9, 2026**

THREE RIVERS COLLEGE
PROPOSED BUDGET AMENDMENTS
AS OF 09/30/2026

OPERATING BUDGET			
	REVENUE	EXPENSE	NET
ADOPTED BY BOARD 06/17/2026	28,925,198.00	28,925,198.00	-
Perkins indirect	4,467.00	4,476.00	(9.00)
Perkins personnel changes	(22,482.00)	6,963.19	(29,445.19)
Enhancement Grant adjust to award	(194,404.56)	(259,206.08)	64,801.52
CTE Grant adjust to award	17,102.00	-	17,102.00
ETS Grant personnel changes	4,883.00	4,883.00	-
Gifts	1,500.00	1,500.00	-
Amendments 7/31/26	-	(13,820.00)	13,820.00
Westwood repair	1,200.00	1,200.00	-
CDL rental	1,400.00	1,400.00	-
Dexter rental building repair from capital	-	8,661.62	(8,661.62)
Achieve Grant adjust to award	21,979.73	21,979.73	-
Subtotal agreed to Budget to Actual 09/30/26	28,760,843.17	28,703,235.46	57,607.71
Increases (Decreases) Proposed:			
Personnel changes	-	(22,101.00)	22,101.00
Insurance claims	10,108.00	10,108.00	-
Cameras	-	17,637.00	(17,637.00)
PEP scholarship adjustments	41,133.00	41,133.00	-
Other income/operating expenses	-	-	-
Subtotal	28,812,084.17	28,750,012.46	62,071.71
REVISED AS OF 09/30/2026	28,812,084.17	28,750,012.46	62,071.71

CAPITAL BUDGET			
	SOURCES	EXPENSES	NET
ADOPTED BY BOARD 06/17/2026	2,604,000.00	2,604,000.00	-
Windscreens (insurance)	6,500.00	6,500.00	-
Amendments 7/31/26	146,353.38	146,353.38	-
Dexter rental building repair to operating	(8,661.62)	(8,661.62)	-
Subtotal agreed to Budget to Actual 09/30/26	2,748,191.76	2,748,191.76	-
Increases (Decreases) Proposed:			
			-
Subtotal	2,748,191.76	2,748,191.76	-
REVISED AS OF 09/30/2026	2,748,191.76	2,748,191.76	-



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 AND VOTE

IX. CONSIDERATION & APPROVAL OF IP-6111 CREDIT FOR NON-TRADITIONAL LEARNING.

BACKGROUND INFORMATION

HISTORY

The current policy adopted in August of 2018 needed revision. Removal and deletion of associated regulation IR 6111 Alternative College Credit. Updated language and methods for Alternative College Credit. Removal of "Credit for Prior Learning" heading and added "Credit Hour Limits" and "Alternative College Credit Guide" sections.

POSSIBLE ALTERNATIVES

None.

FINANCIAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATIONS

Re-Adopt the proposed policy

Three Rivers College supports the concept of life-long learning and advocates the Alternative College Credit method for students who qualify.

Methods for Awarding Alternative College Credit

Students are encouraged to consult a program advisor regarding the use of alternative college credit in their educational planning. Three Rivers College awards the following types of alternative college credit:

- Standardized Tests (CLEP, AP, IB, DSST, etc.)
- Credit for Prior Learning: Industry Credentials and Military Training
- Articulation Agreements between Three Rivers College and area High Schools or Career and Technical Centers.

To be considered for alternative college credit, a student must be currently enrolled at the College in a degree or certificate program. Alternative college credit will be considered on a case-by-case basis depending on a student's program of study.

Colleges and universities have different policies on the acceptance of alternative college credit (ACC). Three Rivers College cannot guarantee the transferability of ACC that has been granted by another college or university.

Credit Hour Limits:

A minimum of 15 credit hours must be completed at Three Rivers College for graduation. Students may not fulfill the College's residency requirement using Alternative College Credit. A maximum of 30 credits for Alternative College Credit may be awarded. Exceptions may be granted on a case-by-case basis.

Alternative College Credit Guide

The Alternative College Credit Guide provides detailed information about ACC, including standardized test score thresholds, credit for prior learning standards, and articulation agreements. Link to guide: <https://trcc.edu/wp-content/uploads/AltCreditGuide.pdf>.

DOCUMENT HISTORY:

- 08-28-2013:** Initial approval of Policy IP 6111 Credit for Non-Traditional Learning.
- 10-21-2015:** Revision of wording and policy title to Credit for Prior Learning and revised to reflect congruence with the Missouri Credit for Prior Learning (CPL) model.
- 06-22-2016:** Revision of Title “Alternative College Credit” and clarification of meaning thereof.
- 09-21-2016:** The College Board of Trustees approved the name change of the college from Three Rivers Community College to Three Rivers College.
- 06-13-2017:** Minor language edits for clarification.
- 02-19-2020:** Reference to fee removed.
- 10-21-2026:** Removal and deletion of associated regulation IR 6111 Alternative College Credit. Updated language and methods for Alternative College Credit. Removal of “Credit for Prior Learning” heading and added “Credit Hour Limits” and “Alternative College Credit Guide” sections.



THREE RIVERS COLLEGE

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

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

 X Faculty – Replacement for Brandy Grissom; resignation approved 11.19.25

_____ Support Staff

_____ Federal Program: _____

_____ Special Program _____

NAME: Steven Briscoe

POSITION TITLE: Instructor, Nursing

SALARY: \$50,251

FULL-TIME X PART-TIME: _____

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

Other: Non-tenure track.

STARTING DATE: October 19, 2026

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AAS	Three Rivers College	Nursing
AS	Poplar Bluff, MO	Health Sciences
AS		Police Administration
BS	Hannibal-LaGrange University	Criminal Justice
	Hannibal, MO	
BS	Capella University	Nursing
	Minneapolis, MN	

<u>EXPERIENCE</u>		
<u>03/2023 - present</u>	<u>Poplar Bluff Regional Medical Center</u>	<u>Registered Nurse</u>
	<u>Poplar Bluff, MO</u>	
<u>03/2016-09/2020</u>	<u>Department of Mental Health (DMH)/</u>	<u>Direct Care Assistant (DA-1,</u>
<u>12/2020-07/2022</u>	<u>Southeast Missouri Residential Services</u>	<u>DA-II, Interim DA-III)</u>
	<u>Poplar Bluff, MO</u>	
<u>04/2011-04/2017</u>	<u>Department of Defense/Army National</u>	<u>Military Police Officer</u>
	<u>Guard</u>	
	<u>Doniphan, MO</u>	

10.21.26

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Assistant Director, Enrollment Services

BACKGROUND INFORMATION

HISTORY

Megan Garland has been employed as the Assistant Director, Enrollment Services with the College since August 2025. She has submitted her request for resignation, effective October 9, 2026.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

10.21.26

From: [Brandi Brooks](#)
To: [Wesley Payne](#); [Kristina McDaniel](#); [Ann Matthews](#)
Subject: Fwd: Letter of Resignation
Date: Monday, September 28, 2026 2:44:50 PM

FYI-

Sent from my iPhone

Begin forwarded message:

From: Megan Garland <mgarland@trcc.edu>
Date: September 28, 2026 at 1:35:44 PM CDT
To: Brandi Brooks <brandibrooks@trcc.edu>
Subject: Letter of Resignation

Brandi,

I am formally submitting my resignation from my position as Assistant Director of Enrollment Services. My last day will be Friday, October 9.

As you and I have discussed, this has been a very difficult decision. I am so grateful to have had the opportunity to serve our students and work with such a dedicated team. I can't tell you how much your support during this process has meant to me.

I am committed to a smooth transition and will help hand off my responsibilities in whatever way is most helpful.

Thank you again for everything,
Megan

Megan Garland
Assistant Director of Enrollment Services
Three Rivers College
2080 Three Rivers Blvd.
Poplar Bluff, MO 63901
mgarland@trcc.edu
Phone: 573-840-9666 x 1211
trcc.edu

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time Distance Learning Lab Assistant

BACKGROUND INFORMATION

HISTORY

Cynthia Humphrey has been employed part-time in the technology and/or distance learning offices since May 2005. Her most recent position was Distance Learning Lab Assistant. Ms. Humphrey has submitted her verbal resignation, effective October 6, 2026.

FINANCIAL IMPLICATIONS

This is a part-time, institutionally funded staff position.

ADMINISTRATIVE RECOMMENDATION

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

10.21.26

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time Tutor Academic Support

BACKGROUND INFORMATION

HISTORY

Nicki Lutes has been most recently employed as a Part-time Tutor Academic Support since October 2023. Prior to that, Ms. Lutes worked part-time as a tutor in 2021. She has submitted her resignation, effective September 25, 2026.

FINANCIAL IMPLICATIONS

This is a part-time, institutionally funded staff position.

ADMINISTRATIVE RECOMMENDATION

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

10.21.26

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Administrative Assistant/Paramedic and Fire Science

BACKGROUND INFORMATION

HISTORY

Tina Richie was employed as the Administrative Assistant, Paramedic and Fire Science with the College since July 2026. She submitted her request for resignation, effective September 30, 2026.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

10.21.26

RESIGNATION LETTER

Tina Richie
521 Highway 158
Poplar Bluff, Mo 63901

September 23, 2026

Three Rivers College HR / Tami Cunningham
2080 Three Rivers Blvd
Poplar Bluff, Mo 63901

RE: Resignation

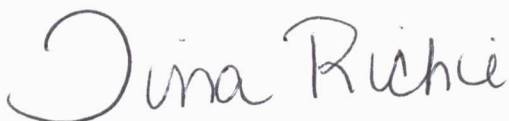
Dear Tami Cunningham,

Please accept this letter as my formal resignation from my position as Administrative Assistant, Paramedic & Fire Science here at Three Rivers College, effective one week from today September 23, 2026, making Wednesday September 30, 2026, my last working day.

I appreciate the opportunities for growth and development you have provided during my tenure. Thank you for your repeated guidance and support.

Please let me know how I can be of help during the transition period. I wish you and the college the very best going forward.

Sincerely,

A handwritten signature in cursive script that reads "Tina Richie". The signature is written in dark ink and is positioned above the printed name.

Tina Richie

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time Testing Specialist

BACKGROUND INFORMATION

HISTORY

Donna Pirc has been employed as a Part-time Testing Specialist since July 2024. Prior to that, Ms. Pirc was a Part-time Test Examiner/Proctor from September 2010 to July 2024. She has submitted her resignation, effective December 18, 2026.

FINANCIAL IMPLICATIONS

This is a part-time, institutionally funded staff position.

ADMINISTRATIVE RECOMMENDATION

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

10.21.26

From: [Donna Pirc](#)
To: [Wesley Payne](#)
Cc: [Kristina McDaniel](#); [Cassie Knox](#); [Ann Matthews](#); [Brandi Brooks](#)
Subject: Pirc - Resignation notice
Date: Friday, October 2, 2026 8:53:19 AM

Dr. Payne,

First of all, it has been awesome being a part of TRC since 2005, however, the time has come for me to enter a new stage of my life.

With mixed emotions, this is my resignation notice with December 18, 2026 being my last day of employment.

Thank you for all your support/advice throughout my employment. It has been a privilege.

Thank you,
Donna Pirc
Hannibal-LaGrange University
Site Program Coordinator
Three Rivers College Campus
573-429-4027

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Request for Retirement
Practical Nursing Coordinator/Instructor

BACKGROUND INFORMATION

HISTORY

Ms. Sherri Dodson has been employed full-time with the College as Practical Nursing Instructor since November 2017. She assumed the coordinator role in 2022. Ms. Dodson was in Poplar Bluff before moving to the Sikeston location in 2025. She has submitted her request for retirement, effective January 1, 2027.

FINANCIAL IMPLICATIONS

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

ADMINISTRATIVE RECOMMENDATION

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

10.21.26

10/06/2026

Andrea Pierce, Division Chair Workforce
Melissa Knapp, Director Practical Nursing Program
Three Rivers College

Dear Andrea and Melissa,

With mixed emotions, I am writing to formally announce my retirement from my position as a Nursing Instructor at Sikeston Practical Nurse Program, effective January 1, 2027 with my last day being December 31, 2026.

This decision has not been an easy one because teaching nursing has become so much more than a job for me. It has been a privilege, a passion, and a rewarding chapter of my professional life. Over the years, I have had the opportunity to teach, encourage, challenge, and mentor several nursing students. Watching students grow in confidence, develop their clinical skills, overcome challenges, and ultimately become compassionate and competent nurses has been one of the greatest rewards of my career.

While I am ready to begin this next chapter of my life, I have realized that I am not quite ready to completely walk away from something that has given me so much purpose and fulfillment. For that reason, I would like to respectfully request consideration for an adjunct nursing instructor position beginning February 2027. I would very much like to be an adjunct at the Sikeston facility if that would be possible to assist with my transition into retirement as well as being available to assist until new instructors are in place.

I would be honored to continue serving the nursing program in a more limited capacity and to share the knowledge, experience, and perspective I have gained throughout my nursing and teaching career. An adjunct role would allow me the flexibility of retirement while still providing me with the opportunity to remain connected to nursing education and, most importantly, to continue making a difference in the lives of nursing students.

As I look toward retirement, I do so with a grateful heart. I am thankful for the many opportunities Three Rivers has given me, for the people I have had the pleasure of working alongside, and for every student who has reminded me why nursing education is so important. I sincerely hope that retirement will not mean saying goodbye completely but rather beginning a different chapter in which I can continue to contribute to the program that has meant so much to me.

Thank you for your consideration of my request and, more importantly, for the opportunity to have served as a member of the nursing faculty. It has truly been an honor.

With sincere appreciation,

Sherri Dodson, BSN, RN, Coordinator/Instructor
Sikeston Campus, Three Rivers College
573-421-0953
dsdodson04@gmail.com



THREE RIVERS COLLEGE

APPENDIX

ADJOURNMENT

CHAIRMAN AND SECRETARY PLEASE SEE RECORDING SECRETARY FOR PAPERWORK

Awards, gifts, and prizes are allowed to the extent the expense is reasonable and necessary to carry out the mission of the College. They may not be lavish or extravagant and must comply with any funding source restrictions. Proper classification of payments is necessary to differentiate between scholarships, which may be tax-free, and awards, gifts, or prizes, which may be taxable.

The appropriate member of the Cabinet must approve all programs associated with the awarding of any gifts, prizes, or awards.

Definitions

Awards: Cash, gift certificates, gift cards, or non-cash merchandise given for meritorious performance, productivity, or other reasons connected with employment, or for non-employees, given in recognition of an accomplishment, achievement, or activity that does not require the performance of a service, as well as for other valid business reasons.

Gifts: Non-cash items of nominal value given to express appreciation or gratitude; not related to job performance and no negotiation conducted in advance

Prizes: Cash or items of value received as a result of a game of chance, drawing, or contests of skill, either with or without the purchase of a chance or ticket.

Chance or Ticket: Something of value that is given to participate in a game or contest.

De minimis awards: Gifts, awards, or prizes with a value of \$100 or less.

Awards to Employees

Awards to employees are acceptable practice; however, they must be part of a formally established program and approved by the Cabinet and the President.

In most cases, awards provided to employees will be reported as taxable compensation. This may include Staff Recognition Awards, Employee of the Month Awards, awards to boost employee morale, as well as awards originating with a gift to the College from a third party.

The award must be reported as compensation on the employee's Form W-2 and is subject to federal withholding and FICA taxes. The department presenting the award must notify Payroll unless the award qualifies as one of the exceptions below.

1. Certain achievement awards of tangible property may not be reported as taxable to an employee if they are awarded in a meaningful presentation that emphasizes the purpose of the award. The IRS clarifies that tangible personal property doesn't include cash, cash equivalents, gift cards, gift coupons, certain gift certificates, tickets to theater or sporting events, vacations, meals, lodging, stocks, bonds, securities, and other similar items. The value of the award funded by the College may not exceed \$400 per year per employee. These awards and additional criteria are as follows:
 - a. A "length of service" award is not reported as taxable if it is not granted to an employee more frequently than every five years. A retirement award generally will not be reported as taxable if given as a "length of service" award and does not exceed \$400 per employee.
2. Non-cash de minimis awards are not reported as taxable to an employee unless readily convertible into cash. IRS regulations use the example of holiday gifts of property with a low fair market value to define "de minimis". Awards of gift certificates of \$100 or less will not be reported as taxable, unless redeemable for cash.
3. IRS guidelines dictate that if an employee is given the choice of taking an award as cash or having the award amount put into a College account to support their work (travel, research, etc.), the amount is taxable to the employee in either case. Awards that an employee opts to have put into a College account will be taxed as taxable perquisite. If the employee is not given the choice of taking the award as cash (the award can only be a contribution to a College account to support their work), then it will not be considered taxable to the employee.

Awards to Non-Employees

Awards may be given in recognition of past accomplishments or activities, as well as for other valid business reasons. Granting/awarding financial aid is not considered an award for purposes of this regulation. Awards to students related to academic performance are considered financial aid and, as such, are not subject to the provisions of this regulation.

Gifts

To qualify as a gift, there should be no negotiation in advance for the gift. Cash, gift cards, and gift certificates redeemable for cash are not allowed as gifts. Gifts should be of nominal value and, ideally, bear the College's licensed logo. Gifts less than or equal to \$100 are not reportable to the IRS.

Gifts to Employees

In limited circumstances, gifts to employees are allowed if unrestricted non-operating funds or restricted gift funds approved for that purpose are used and it can be demonstrated to be in the College's best interest.

Gifts to Non-Employees

Non-cash gifts may be presented as token of appreciation to a donor, dignitary, guest, volunteer, visitor (or in certain circumstances, customer or client) when a valid and documented business purpose exists such as to recognize contributions to the College or to honor a distinguished visitor. Examples are token items given to donors by the Alumni Association or mugs given to conference attendees.

Prizes

Cash, to include gift cards and gift certificates, and non-cash prizes may be awarded to individuals for participation in games of chance or contests of skill. Games of chance include raffles and door prize events. Raffles and games of chance must be approved by the appropriate Cabinet member. Examples of contests of skill include an essay-writing contest and basketball shooting contest. In certain instances, the purchase of a chance or ticket may be required.

Prizes may only be awarded where benefits are expected to accrue to the College, such as a fund-raising event. No prize may be awarded to a College employee except where the individual's employment is incidental to the basis in which the prize is awarded. For example, a College employee would be eligible to win a door prize awarded at random or an essay-writing contest.

The department or organization sponsoring the contest must maintain detailed records of all receipts and expenditures associated with the contest, including the winner's name, amount

spent for a chance or ticket (if any), and the value of the prize won. All contests associated with games of chance or skill must be conducted in accordance with Missouri state law.

Reporting Requirements

Federal law requires the College to report prize winnings to the IRS and to the recipient on a calendar-year basis. Federal regulations also require a specific percentage of the winnings be withheld under certain conditions. Non-cash winnings are reported at their fair market value.

Prizes to Non-Employees

Prizes of \$2000 or more that involve the purchase of a chance or ticket are reported on a Form W-2G if the winnings are at least 300 times the amount of the chance or ticket. Prizes of \$2000 or more that do not involve the purchase of a chance or ticket are reported on a Form 1099-MISC if the recipient is not an employee.

Prizes to Employees

Non-cash prizes to employees having a value of \$100 or less that do not involve the purchase of a chance or ticket will be considered de minimis and will not be reported. Prizes awarded to an employee that do not involve the purchase of a chance or ticket are reported on a Form W-2 if cash or non-cash over \$100 value.

DOCUMENT HISTORY:

- 03-09-2014:** Initial approval of regulation FR 3110 Awards, Gifts and Prizes.
- 09-21-2016:** The College Board of Trustees approved the name change of the college from Three Rivers Community College to Three Rivers College.
- 02-19-2020:** Addition of language from the Tax Cuts and Jobs Act of 2017.
- 10-21-2026:** Updated the 1099 and W2G threshold from \$600 to \$2000 on prizes and minor changes for clarity and grammar consistency.

The Three Rivers College shall effectively maintain and manage its records, including those in electronic format, and ensure the preservation of certain records. The Office of the Secretary of State will serve as the legal authority and guide for retention and disposal of records, as well as any applicable federal guidelines. Refer to <https://www.sos.mo.gov/archives/localrecs/schedules>.

This regulation sets the enforcement of state, federal, and professional minimum timelines for record retention. Where the minimum timelines differ, the College shall select the maximum timeline for record retention and destruction. This regulation underscores the importance for employees to recognize their obligation in retaining College documents and files as those in electronic format, including but not limited to, e-mail, Web, text, video, sound, PDF, and all Microsoft Office or other formatted files.

Each cabinet member is the officer responsible for the administration of this regulation within their areas of control and the implementation of processes and procedures to ensure that the records retention schedule is followed.

Each cabinet member is responsible to:

- monitor local, state, and federal laws affecting records retention;
- annually review the record retention and disposal program; and
- monitor college compliance with this regulation.

Suspension of Records Disposal in Event of Litigation or Claims

In the event the College is served with a subpoena or request for documents or any employee becomes aware of a governmental investigation or audit concerning the College, or the commencement of any litigation against or concerning the College, such employee is to immediately inform the appropriate cabinet member. In the case of a scheduled disposition of any College documents that may be affected by such litigation, the process shall be suspended. The cabinet member, college president, and legal counsel shall determine the schedule for continuation. The cabinet member shall promptly inform all staff with access to the suspended college documents and inform them of a schedule for continuation of same.

Definitions

For purposes of this Record Retention and Destruction regulation, the term “record” is defined as any document, including electronic format, which was made or received pursuant to law or in connection with the transaction of official business.

DOCUMENT HISTORY:

- 10-20-2010:** Initial approval of regulation GAR 1410 Record Retention and Destruction.
- 09-21-2016:** The College Board of Trustees approved the name change of the college from Three Rivers Community College to Three Rivers College.
- 10-21-2020:** Employee Record(s) Retention and Destruction Retention Period Revisions: Employee Earnings Records revised from “time of separation + 7 years” to 5 years; Employee Personnel Records revised from “75 years from date of hire” to Date of Separation +20 years; Job Descriptions revised to 3 years after superseded (and added) “or obsolete”; Family and Medical Leave Act Records revised from “3 years” to 7 years; Employee Medical/Benefit Records revised from “7 years” to 3 years after separation or eligibility expired; “added Drug Testing Records 7 years after separation”; “added USDOT retention revised to Positive Results 5 years from end of calendar year and Negative Results 1 year from end of calendar year”; Worker’s Compensation Records revised from “7 years” to 3 years if no action and 10 years if action; Training records revised from “1 copy kept permanently” to Retain one copy until superseded; Leave Requests revised from “6 years” to 3 years + completion of audit. Added Reference(s) to Regulation Grid: Missouri Community College Record Retention Schedule; General Record Retention Schedule; eCFR 382.307
- 10-21-2026:** Replaced Retention Schedules detail with referenced link and minor changes for clarity and grammar consistency.