



# THREE RIVERS COLLEGE

## **PRESIDENT'S CABINET MINUTES**

Wednesday April 9, 2025

9:30am

Board Room, Westover Administration Building

### **Attendance:**

Dr. Wesley Payne  
Dr. Maribeth Payne  
William Cooper  
Charlotte Eubank  
Ann Matthews  
Kristina McDaniel  
Steve Atwood  
Melody Dolle-Ducote

### **1. President**

Dr. Payne welcomed William Cooper to the Cabinet as our new Chief Academic Officer.

Dr. Payne gave a brief update on the building damage done by the EF3 tornado that hit the Three Rivers campus on March 14, 2025. He also spoke about the tornado claim but had no definitive dollar amount on the amount of the claim or the cost of the damage.

The Prison Education Program will be expanding to Cameron, Missouri and Ozark, Missouri.

Reminder that Commencement was 30 days away and we need Grad Stories for the ceremony.

April 11, 2025, we will host ENGAGE 2030 Private Reception for those on the Strategic Planning Committee.

### **2. Information Technology/Communications**

We saw a new increase in the type of phishing attacks and there is a need for all employees to be aware of these.

**3. Student Services/External Locations**

Discussed Current Numbers for enrollment  
ROCKS is going on ask Brandi about the Acronym  
Dual Credit Registration on Friday April 11, 2025 at PBHS  
Commencement details  
External Locations: Dexter Roof Leaking  
Working on Hazing Policies to get it done by June 23<sup>rd</sup>.  
“Hazing through Student Organizations”  
HLC Visit May 5, 2025

**4. Financial Services**

Prison Program Consortium  
Athlete Meals while they are displaced in hotels  
Dexter Harps will take food cards  
Bid out hotels for all hotel use in the future for all  
Westwood Center  
Honor Lock Status  
Budget  
Evaluating 5 different ways to calculate new salaries and wages for the coming year.  
Will schedule meeting with Charlotte and Kristina with Dr. Payne regarding pay scales.

**5. Human Resources**

Personnel  
5 New positions filled - IT, ETS, Nursing, Teacher Coordinator, Housing  
Benefit Changes  
Staff voted to pay for half of their dental and vision  
Benefit meetings are scheduled for April 22<sup>nd</sup>  
Open Enrollment will be an online process April 28<sup>th</sup> through Friday May 2<sup>nd</sup>  
Email from HR regarding Life Insurance and Disability

**6. Office of Instruction**

Move for the new Office of Instruction Staff and Personnel are finished.  
Prison Education-update  
Gregg Watts will be our first full time employee at the Southeast Correctional Center in  
Charleston, MO.  
Planning and Budget preparation

**7. Office of Institutional Effectiveness**

One meeting with new Instruction Administration on Planning and SPOL  
By Commencement IE should have met with all departments.  
SPOL Reviews

College Wide Outcomes Committee

HLC Academy

Technology Surveys Full Time Part Time Staff

External Locations Survey for Students

Graduation Survey for Students at Cap and Gown Pick Up

Follow up Commencement Survey