



THREE RIVERS COLLEGE

COLLEGE CABINET MEETING MINUTES

Thursday, April 21, 2022

9:30am

Board Room – Westover Administration Building

Attendance

Dr. Wesley Payne

Dr. Sherry Phelan

Charlotte Eubank

Ann Matthews

Dr. Maribeth Payne

Kristina McDaniel

Steve Atwood

Edie Dilbeck

1. Dr. Payne

- State budget – long way from balancing
- Talks with County Commissioners concerning the Rodgers Theater - unsuccessful.
- CBHE Board Meeting that involved the MAC/Southeast ended with decision to go to 3rd party meditation.
- Meeting with PBRMC on Friday, hoping for new release afterward for the plans for moving forward.
- Tax credit grant to buy a building in Sikeston to house the Diesel Technology program was approved.
- An additional \$5M in CARES funds were applied for/
- Meeting Monday 4/25 with Mike Pollard to discuss the bathroom project.
- Working on financial evaluation of a D2 soccer program.

2. Student Services/External Location

- ROCS sessions held. 183 students served at 13 schools.
- Submitted A+ waivers for the Nursing and Practical Nursing programs.
- Parking tags for students coming back. Will be hang-tags and will be sent to the students after the verification process.
- Applied for a \$30K MSLF grant for CNA/CMT Phlebotomist program. The grant will pay for equipment.
- Just received notification from SMTS/BATS that all students can ride free with photo ID. Time to revisit a bus stop(s) on campus.
- Leeann Clark with Workforce Development has inquired about the non-credit/workforce student being able to get a student ID. Since they are in Colleague, they were no issue giving them IDs.
- Customer Information Page is up on new website – Please check your area and make sure everything is okay.

3. Financial Services

- Skid steer – taking pictures to surplus it.
- There are changes with M&R and what you can use it on. Rules are becoming stricter. So things that were allowable in the past may or may not be allowable in future

- While working on the budget, signing forms are getting a little behind. Jason is working on catching up on them on.
- Working on the “housekeeping” part of the budget at this point.
- Raises are in the budget. This is the final year of our multi-year plan and the final year before minimum wage is to increase to \$12/hour (Jan '23). The College chooses to include a cross the board raise of \$1,800 as of July 1.
- With the current economic and student enrollment trends, a tuition and fee plan for FY'24 may need to be revisited.

4. Human Resources

- The list of the FY'23 payroll dates were shared.
- Enrollment dates for benefits coming up in May
- Construction Instructor was hired – Gus Winkler; PT Workforce lab – Joseph McCallister. Couple of internal transfers, Heather King – Coordinator, Academic Advisor; Matthew Dowd – Science Lab Manager.
- PayCor is up and running. Being used by a few departments. Finding a few things to change to make it like we want.

5. Institutional Effectiveness

- Has met with everyone at least once going over their documents and preparing for the HLC visit.
- Read over the Assurance Argument – add more documents if needed. Contact the Office of IE if you have questions.
- There will be more discussions over the next couple of weeks.
- Lots of work between now and June to make sure everything over the last few years that we have done is documented in SPOL. With the cyber attack and COVID it was hard to make sure everything was on target.
- IE has the majority of the documents covered in the assurance argument already.
- Mid-point of Aspire 2025
- Civil Right Audit visit is Tuesday – on campus, Wednesday – off campus

6. Information Technology/Communications

- Working on the Ellucian Experience and single sign-on.
- RFID in the Library – getting vendor to show up is a problem.
- If anyone notices something missing on the new website let Communications ASAP. Carrie is on standby to add things as soon as they possibly can.

7. Instruction

- Kevin Crafford and Ben Gordon are working to set up a Zoom room in Porter. Zoom rooms will be replacing ITV rooms with MoreNet no longer supporting ITV technology.
- Dr. Phelan has viewed the new Zoom room, the ITV working group will review it next. Then the Tech Trainers will review. Once everything is in order, the Tech Trainers will set up trainings for faculty.
- Faculty has expressed interest in setting up a compensation committee.
- Rank and Promotion is back in effort.

- Gragg, McElroy, and Pierce are meeting today for a pre-hospital meeting as to what to bring to the table for tomorrow's meeting with PBRMC.
- Still searching for Director of Distance Learning.