



**Executive Cabinet Minutes**  
**Monday, July 24, 2023. 9:00 AM**  
**Alumni Room**

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**Members:**

- |  |   |
|--|---|
| <input type="checkbox"/> Dr. Zahi Atallah                  | <input type="checkbox"/> Krista Lambrecht           |
| <input type="checkbox"/> Robert Benson (Non-Voting Member) | <input type="checkbox"/> John Mercer                |
| <input type="checkbox"/> Hunter Berg                       | <input type="checkbox"/> Wanda Meyer (Interim VPAA) |
| <input type="checkbox"/> Brandon Delvo                     | <input type="checkbox"/> Kenley Nebeker             |
| <input type="checkbox"/> Dr. Bernell Hirning               | <input type="checkbox"/> Keith Olson                |
| <input type="checkbox"/> Jenae Hunter (Non-Voting Member)  | <input type="checkbox"/> Martha Strouth             |
| <input type="checkbox"/> Megan Kasner                      |   |
| <input type="checkbox"/> Travis Kitchens                   |   |

**Action Item**

- 1) Minutes approval for June 26
- 2) Agenda additions and approval
  - a. Kenley motion to approve agenda as is and minutes from our last meeting. Keith second.
    - i. Committee approved.

**Running Agenda**

- 1) Enrollment/Recruitment (Megan)
  - a. Enrollment attached.
- 2) Capital Project
  - a. Discussion on Medical Building Committee. Possible day is later in the day on Executive Cabinet Mondays.
- 3) Personnel/Job Posting Updates
  - a. Discussion on all open positions on campus.

**Agenda**

1. Employee and Student Lactation policy (action item) (Dr. Hirning)
  - a. Policy attached.
    - i. Kenley motion to approve employee and student lactation policy with the updated location specified as temporary. Keith second
      1. Motion passes, committee approved.
2. Hiring procedure and new forms
  - a. See attached.
    - i. Each cabinet member is to review attachments and bring edits next Executive Cabinet.
      1. Tabled until next meeting.

**Round Robin**