



Executive Cabinet Agenda
Monday, September 18, 2023. 9:00 AM
Alumni Room

Members:

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

Action Item

- 1) Minutes approval for Sept. 4
- 2) Agenda additions and approval
 - a. Kenley motion to approve minutes and agenda as is. JJ second.
 - i. Committee Approved

Running Agenda

- 1) Enrollment/Recruitment (Megan)
 - a. Enrollment report will be delayed due to Remi being out of the office.
- 2) Capital Project
 - a. Ribbon cutting for Bright Beginnings at 5:30 with VCSU.
 - b. The Healthcare Taskforce is this afternoon 4-5 pm. Multiple updates were discussed.
- 3) Personnel/Job Posting Updates
 - a. Multiple positions were filled, and positions have been posted.

Agenda

1. Distance Education (Dr. Atallah)
 - a. The presentation was discussed. PDF is attached.
2. Armed Security (Krista)
 - a. JJ Motion to approve badlands security to open carry. Travis second
 - i. Committee approved.
3. Enterprise Risk Management (ERM) – FY24 Risk Assessment and Response (Krista)
 - a. Attached Documents include:
 - i. ERM introduction
 - ii. Risk Assessment Template
 - iii. Risk Inventory – common risks to colleges that can be used in the risk identification process.
 - b. FY23 Identified Risks & Response:
 - i. Enrollment Decline - Reduce
 - ii. Employee turnover, lack of institutional knowledge, and cross-training - Reduce
 - iii. Future decreases in legislative funding – Reduce

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1. Tabled for Krista to bring more dollar amounts.
 4. Policy/Procedure Updates Discussion (Dr. Hirning)
 - a. Multiple policies and procedures will be coming from Dr. Atallah.
 - b. Discussion on the current Constitution and policy and procedures on the website.
 5. TrainND Testimony (Kenley)
 - a. The presentation was shared and discussed changes.
 6. Hiring procedure and new forms (tabled from the last meeting)
 - a. Being put on hold until the HR position is filled.

Round Robin

Each department shared informative things happening in their departments.