



Executive Cabinet Minutes
Monday, October 14, 2024. 9:00 AM
Alumni Room

Members:

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|---|--|
| <input type="checkbox"/> Dr. Zahi Atallah | <input type="checkbox"/> Megan Kasner |
| <input type="checkbox"/> Maren Furuseth (Non-Voting Member) | <input type="checkbox"/> Travis Kitchens |
| <input type="checkbox"/> Hunter Berg | <input type="checkbox"/> Brittney Mayo |
| <input type="checkbox"/> Harrison Lucas | <input type="checkbox"/> John Mercer |
| <input type="checkbox"/> Alex Herman | <input type="checkbox"/> Keith Olson |
| <input type="checkbox"/> Dr. Bernell Hirning | <input type="checkbox"/> Deb Halvorson |
| <input type="checkbox"/> Jenae Hunter (Non-Voting Member) | |

Action Item

- 1) Minutes approval for September 30th
- 2) Agenda additions and approval
 - a. Travis motion to approve minutes and agenda as presented. Alex second
 - i. Committee approved

Running Agenda

- 1) Enrollment/Recruitment (Megan)
 - a. Discussed Goals, strategies, and 3-year plans in their Enrollment meeting.
- 2) Capital Project
 - a. Healthcare building update.
- 3) Personnel/Job Posting Updates
 - a. Harrison is traveling TO HEUG, no update.
 - b. Dr. Hirning is on the committee for DSU president interviews.

Agenda

1. Canadian Student Scholarship
 - a. Discussed scholarships for Canadian student.
 - b. Dr. Atallah motion to for approval to move forward with developing par value scholarship or tuition waiver for Canadian residents. JJ second
 - i. Discussion was posed by Hunter as to how the scholarship will work, Dr. Hirning wants it to look like a waiver. WSC gives fewer waivers than any other college in our sister institution.
 - ii. Hunter questions on housing, tuition & fees. Dr. Atallah is asking not to go this far this fast as we should calculate appropriately with a committee to study and evaluate the par value.
 1. Committee Approved
 - a. Jenae Action item is to create the committee and send invite.

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2. WSC FTE Positions Local Funding Discussion
 - a. Attached spreadsheet from System office review.
 3. NDSU President Assistance Outreach
 - a. Nice email from Dr. Cook.
 4. Comprehensive Evaluation Feedback
 - a. Reviewed feedback from Dr. Hirning's Comprehensive Feedback. A quote from Jerry Rostad "It is evident that the faculty and staff respect each other"
 5. Employee handbook
 - a. The faculty Senate recommended creating an Employee Handbook, instead of two different handbooks.
 6. Supervisor Evaluations
 - a. Faculty senate asked if we could put together on an annual basis evaluation of supervisor (Bottom-up).
 - i. Tabled to bring back feedback.
 7. American State Bank Signer Removal – Krista Lambrect
 - i. Keith motion to remove Krista Lambrect, former VP of Business Services, as an authorized agent of Williston State College American State Bank accounts, safety deposit box access and business activities. JJ second.
 1. Committee approved
 8. Policy 500 Section
 - a. 512.06 Student Driver and Use of State Fleet
 - i. Tabled from last meeting, currently with Carol for review. (tabled)
 - b. 520.06 Title IX
 - i. Tabled from last meeting – reviewing in Title IX committee. (tabled)
 9. Policy 600 Section
 - a. 605.12 Academic Freedom and Tenure (Tabled)
 - i. Tabled until SBHE completes policy guidelines.
 - b. 605.22 Standing Committee (Tabled)
 - i. Tabled until SBHE completes policy guidelines.
 - c. 605.32 Nonrenewal, Termination or Dismissal (Tabled)
 - i. Tabled until SBHE completes policy guidelines.
 - d. 612.02 Faculty Grievance
 - i. Tabled until SBHE completes policy guidelines.
 10. Policy 700 section
 - a. 701.16 Leave Without Pay
 - i. Tabled working on verbiage change
 - b. 703.11 Early Retirement
 - i. Tabled for Harrison to look at early retirement contracts
 11. Policy 800 Section
 - a. 802.74 Identity Theft Prevention
 - i. Tabled, waiting on recommendations from John
 - b. 806.24 Staff and Faculty Recruitment Expenses

- i. Tabled, review what Rachel recommended
- c. 820.01 Waiver and Tuition Assistance
 - i. Tabled, review what Rachel recommended
- 12. Policy 900 Section
 - a. 901.01 Campus Planning and Facilities Management
 - b. 902.11 Construction Process – Legislative Approval
 - c. 902.51 Construction Process – Architects, Engineers and Construction Request
 - d. 902.114 Fire and Tornado Coverage
 - e. 906.01 Emergency Preparedness and Management
 - f. 907.01 Building Plaques
 - g. 908.01 Financing Through Revenue Bonds
 - h. 918.01 Alcoholic Beverages

Department updates

Departments provided updates to the committee