



**Executive Cabinet Minutes**  
**Monday, January 12, 2025. 9:00 AM**  
**Alumni Room**

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**Members:**

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|--|--|
| <input type="checkbox"/> Dr. Zahi Atallah                                    | <input type="checkbox"/> Jenae Hunter (Non-Voting Member)      |
| <input type="checkbox"/> Gail Raasakka or Katie Renville (Non-Voting Member) | <input type="checkbox"/> Brenna Lordermann (Non-Voting Member) |
| <input type="checkbox"/> Hunter Berg <i>Kristina Kitchens</i>                | <input type="checkbox"/> Megan Kasner                          |
| <input type="checkbox"/> Harrison Lucas                                      | <input type="checkbox"/> Travis Kitchens                       |
| <input type="checkbox"/> Alex Herman   | <input type="checkbox"/> Brittny Mayo                          |
| <input type="checkbox"/> Dr. Bernell Hirning                                 | <input type="checkbox"/> John Mercer <i>absent</i>             |
|  | <input type="checkbox"/> Keith Olson                           |
|  | <input type="checkbox"/> Deb Halvorson                         |
|  | <input type="checkbox"/> Jim Bervig                            |

**Action Item**

- 1) Minutes' approval for December 16
- 2) Agenda additions and approval
  - a. Keith Motion to approve December 16 minutes and agenda approval. Travis second.
    - i. Committee approved

**Running Agenda**

- 1) Enrollment/Recruitment (Megan)
  - a. Megan shared and reviewed enrollment report and NDUS enrollment dashboard.
- 2) Capital Project
  - a. Finishing touches are happening in HCTF.
  - b. Turf signage is going up on the fields.
- 3) Legislative Update
  - a. Institution Committee: They discussed tuition waivers, tuition fees.
  - b. Funding Committee: They will be bringing a new funding formula, with completion, campus enrollment, and weighted credit-hours.
- 4) Personnel/Job Posting Updates
  - a. Shared recruiting spreadsheet
- 5) General Updates
  - a. Backfill furniture update for the old nursing space
  - b. Matt Clark promoted to State Fire Marshall
  - c. DSU audit update

**Agenda**

1. McKenzie County Health MOU (Dr. Hirning)
  - a. Discussion and update on the MOU in works with McKenzie County Rural Health.
2. Discussion on Tobacco & Nicotine Policy from Senates (tabled from last meeting)
  - a. Faculty Senate (Katie)
    - i. Shared Faculty Senate questions apposing this policy.

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- b. Staff Senate (Brenna)
    - i. Brenna shared staff senate approval.
  - c. Student Senate (Email)
    - i. Shared Student support email.
      - 1. Cabinet had discussion about questions from faculty senate, approval from student and staff senate and decided to keep policy as written.
  - 3. Policy 500 Section (Policies ready for review)
    - a. 512.06 Student Driver and Use of State Fleet
  - 4. Policy 700 section
    - a. 703.11 Early Retirement
  - 5. Policy 800 Section
    - a. 802.74 Identity Theft Prevention

#### **Department updates**

Department shared various updates.