



Executive Cabinet Minutes
Monday, February 9, 2026. 9:00 AM
HCTF Conference Room 151

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 Dr. Katie Renville (Non-Voting Member) | <input type="checkbox"/> Brenna Lordermann (Non-Voting Member) |
| <input type="checkbox"/> Hunter Berg | <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 <i>absent</i> |
| <input type="checkbox"/> Dr. Bernell Hirning | <input type="checkbox"/> John Mercer |
| | <input type="checkbox"/> Keith Olson |
| | <input type="checkbox"/> Deb Halvorson |
| | <input type="checkbox"/> Jim Bervig |

Action Item

- 1) Minutes' approval for January 26
- 2) Agenda additions and approval
 - a. Keith motions to approve agenda and minutes as it. seconded by Travis.
 - i. Committee approved

Running Agenda

- 1) Enrollment/Recruitment (Megan)
 - a. Reviewed system wide dashboard.
- 2) Capital Project
 - a. Update on HCTF punch list and simulation room.
- 3) Legislative Update
 - a. Deb provided an update on 2 proposals for funding from the interim committees.
- 4) Personnel/Job Posting Updates
 - a. Harrison updated committee on job posting spreadsheet.
- 5) General Updates
 - a. Dr. Hirning shared community and industry updates.
 - b. Minot MOU is almost completed to be part of the degree bridge program.
 - c. Update on security RFP. Once completed, Dr. Hirning will share with the campus.
 - d. NDSU football moved to Mountain West conference.

Agenda

1. Women's Club Flag Football discussion (Dr. Hirning)
 - a. Open discussion for women's club flag football.
 - i. Tabled. Megan will send out a survey
2. Faculty Senate Concern's (Dr. Renville)
 - a. Katie shared complaint from Faculty Senate concerning Business and Trades to help with a CTE Director.
 - i. Dr. Atallah expressed his thoughts on what was shared.

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- ii. Dr. Hirning will take the lead on a discussion on how to separate the two positions and consider the recommendation.
 - 3. Policy 500 Section (Policies ready for review)
 - a. 512.06 Student Driver and Use of State Fleet
 - i. Tabled to next meeting.
 - 4. Policy 700 section
 - a. 703.11 Early Retirement
 - i. Tabled to next meeting.
 - 5. Policy 800 Section
 - a. 802.74 Identity Theft Prevention
 - i. John motion to approve policy 802.74. seconded by Hunter.
 - 1. Committee approved

Department updates

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