



**Executive Cabinet Minutes**  
**Monday, September 8, 2025. 9:00 AM**  
**Alumni Room**

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**Members:**

- |  |   |
|--|---|
| <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"/> Megan Kasner                     |
| <input type="checkbox"/> Hunter Berg   | <input type="checkbox"/> Travis Kitchens                  |
| <input type="checkbox"/> Harrison Lucas                                      | <input type="checkbox"/> Brittny Mayo                     |
| <input type="checkbox"/> Alex Herman   | <input type="checkbox"/> John Mercer - Absent             |
| <input type="checkbox"/> Dr. Bernell Hirning                                 | <input type="checkbox"/> Keith Olson                      |
|  | <input type="checkbox"/> Deb Halvorson                    |
|  | <input type="checkbox"/>                                  |

**Action Item**

- 1) Minutes' approval for August 26
- 2) Agenda additions and approval
  - a. Keith motion to approve agenda and minutes from last meeting. seconded by Alex.
    - i. Committee approved

**Running Agenda**

- 1) Enrollment/Recruitment (Megan)
  - a. Megan shared update on enrollment and recruitment.
- 2) Capital Project
  - a. Dedication on Saturday the 13<sup>th</sup> for turf fields.
  - b. Update on The Healthcare Training Facility.
- 3) Legislative Update
  - a. Update and discussion on legislative Higher Ed funding committee's meeting
- 4) Personnel/Job Posting Updates
  - a. Harrison shares update personnel updates and job postings.
- 5) General Updates
  - a. Data Center meeting update.

**Agenda**

1. Fire Drill (Jenae)
  - a. Fire Drill will be set to happen on Sept. 24<sup>th</sup>. Muster points will be shared with department supervisors to share with each department the Monday before the fire drill. The muster points will be shared with students.
2. 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)
- c. 515.3 Hazing (Ready for Review)
  - i. Travis Motion to approve policy. Harrison seconded.
    - 1. Committee approved
- 3. Policy 600 Section
  - a. 618.1 Tobacco Free Campus (Ready for Review)
    - i. Deb Motion approve 618.1 with name change to Tobacco & Nicotine Free. Megan second.
      - 1. Committee Approved.
- 4. Policy 700 section
  - a. 703.11 Early Retirement
    - i. Tabled for Harrison to look at early retirement contracts
- 5. Policy 800 Section
  - a. 802.74 Identity Theft Prevention
    - i. Tabled, waiting on recommendations from John.

**Department updates**

Departments shared updates.