



Executive Cabinet Minutes
Monday, December 19, 2022. 9:00AM
Alumni Room

Members:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Hunter Berg | <input checked="" type="checkbox"/> John Mercer |
| <input checked="" type="checkbox"/> Brandon Delvo | <input checked="" type="checkbox"/> Kenley Nebeker |
| <input checked="" type="checkbox"/> Dr. Bernell Hirning | <input checked="" type="checkbox"/> Keith Olson |
| <input checked="" type="checkbox"/> Jenae Hunter (Non-Voting Member) | <input checked="" type="checkbox"/> Jayden Olson |
| <input checked="" type="checkbox"/> Megan Kasner | <input checked="" type="checkbox"/> Clay Sponable |
| <input checked="" type="checkbox"/> Krista Lambrecht | <input checked="" type="checkbox"/> Dr. Kim Weismann (Non-Voting Member) |
| <input checked="" type="checkbox"/> Katie Makris | <input type="checkbox"/> Kim Wray – Administrative leave |

Action Item

1. Minutes approval for Dec.19th
2. Agenda additions and approval
 - a. Kenley motion to approve of agenda with the addition of performance review. Keith second.
 - i. Committee Approved

Running Agenda

1. Enrollment/Recruitment (Megan/Brandon)
 - a. Headcount down 10%
 - b. Early entry down 2%
 - c. Jordan and Hailey announced Tic Tok channel, Snap chat channel. Will be visiting Over to Havre and make the rounds. Few Conferences that they will be setting up at.
2. Sanford updates

Agenda

Guest: Brenda Keller

- 1.) CTS update (Brenda Keller)
 - a. Meeting moved to late February
- 2.) Legislative update (Dr. Hirning)
 - a. Capitol Project, Pay increase, inflationary increase
 - i. Pay Increase is talking about 6% then 4%. Inflationary increase could be 7%.
 - b. Re-energize ND Scholarship
 - c. Schedule
- 3.) P3 Funding update (Dr. Hirning)
 - a. Once it has gone through the Foundation board, more information will be shared.
- 4.) FY23 Financial Status update (Revenue & Expenses) (Dr. Hirning)
 - a. Revenues of \$4.9 mil and expenses of \$4.2 mil. If we look at where we need to look— have to keep one paycheck and one p-card statements so only have about \$450K). Compared to last year we are at about half of where we are now. This years P3 is \$426K.

We were estimated \$3.1mil in tuition. Only collected \$2.8mil in tuition dollars. About \$170K short of our estimate. We are required to have 5-7% in reserves (about \$350K). We have about \$1.1 mil in appropriated reserves right now.

- 5.) Financials Review Group (Dr. Hirning)
 - a. Will be meeting later today to discuss budget. More information will be shared once ideas come from group.
- 6.) Project updates: (Dr. Hirning)
 - a. Health Building Schematics
 - b. Childcare Center
 - i. Bids are coming in, and hopefully will start soon.
 - c. Turf Project
 - d. Hockey Power Play
 - i. WSC is a participant but not a leader in this group.
- 7.) Grants Updates: (Dr. Hirning)
 - a. CTE Director
 - i. Funding for a full salary and benefits for this position have been submitted.
 - b. Lactation Pod
 - c. Diesel Shop Floor
 - i. Redo the floor in the diesel shop
 - d. Security
 - i. February 1st Badland Security will start, campus forum to meet the new company. Cade is looking for grant money to help pay for the increase in cost.
 - e. Adult Learning Center
 - i. Expand into Watford city, rural grant funding.
- 8.) Foundation Grant Request (Action Item) (Jenae Hunter)
 - a. Kenley motion to approve grant request to ask foundation for \$100 each nominee. Krista second.
 - i. Committee approved
- 9.) Performance Review
 - a. Megan Motion to approve fiscal year with flexibility for managers due on April 1st of each year. Kenley Second
 - i. Committee approved

Round Robin

Student Services – Financial Aid starts imbursement.

Athletics – Athletic Trainer started in December and conference start later this week.