

DEAN'S CABINET MINUTES  
AUGUST 5, 2024

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*Helena College Mission:*

*Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.*

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CABINET MEMBERS:

- **Sandra Bauman**, Dean/CEO
- **Kelley Turner**, Exec. Director of Operations
- **Stephanie Hunthausen**, Exec. Dir. CTE & DE
- **Valerie Curtin**, Exec. Dir. Compliance/Fin. Aid
- **Jessie Pate**, Dir. IR/Effectiveness
- **Mel Ewing**, CIO
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Abigail Rausch** Director of Marketing ...
- **Cari Schwen**, Exec. Director of Retail Services
- **Melanie Heinitz**, Executive Assistant & Office Manager (recorder)

**Mastermind Discussion:**

- **Strategy Time: (3:30-4:00) Discuss A&B Program review with Robyn Kiesling:**
  - Robyn discussed hiring for the Business Program.
    - Connection on campus and living in Helena is part of the commitment
    - Only one adjunct in accounting with a new full-time faculty member
    - Stipends offered for additional work
    - Review the number of students enrolled in the program
    - Two distinct areas Business and Accounting when hiring
    - Program review of the effectiveness of the move to fully online.
    - Program Assessment piece – Course share will work for a few courses
    - Building community with instructors
    - A student survey to review in-person or online preference
    - Synchronous required time might need to be an option
    - Robyn will add recommendations to the program review
- **Review Minutes:** Minutes will be post 8.6.24
- **Questions on Updates?**
  - UM visit discussed by Robyn & Sarah
  - Friday, a potential Cosmetology Director interviewee is coming to the Donaldson Campus for a personal visit
- **SOC Update:** None
- **CARE Updates:** None
- **Cabinet 4-hour meeting:** Wednesday, August 7, Sandy will send out the topics and drafts for review
- **Student Flight Fundraiser:** Joshua Schwerin completed his flight, and a reporter interviewed him on his accomplishments and the funds raised.