

DEAN'S CABINET MINUTES
MARCH 3, 2025

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.

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 Fiscal Services
- Paige Payne, Executive Assistant (recorder)

Mastermind Discussion:

Strategy Time:

- Cari Schwen presented the Revenue Projections & Fee Increases
- The Cabinet approved the Budget Council's mandatory fee schedule for the upcoming biennium.

Campus Fee	FY25	FY26	FY27	FY25 TO FY26		FY26 TO FY27	
				\$\$	%	\$\$	%
Academic Facility Fee	35.00	36.00	39.00	1.00	2.9%	3.00	8.3%
ASHC Fee	35.00	35.00	35.00	-	0.0%	-	0.0%
Building Maintenance Fee	54.00	59.00	62.00	5.00	9.3%	3.00	5.1%
Computer & Technology Fee	110.00	116.00	121.50	6.00	5.5%	5.50	4.7%
Equipment Fee	51.00	51.00	51.00	-	0.0%	-	0.0%
Library Fee	25.50	26.00	28.00	0.50	2.0%	2.00	7.7%
Registration	30.00	30.00	30.00	-	0.0%	-	0.0%
Student Union Building Fee	78.00	78.75	78.75	0.75	1.0%	-	0.0%
Student Wellness Fee	19.00	19.00	19.00	-	0.0%	-	0.0%
Grand Total	437.50	450.75	464.25	13.25	3.0%	13.50	3.0%

Technology 2.0 Fee not included due to this being a required change approved by the BOR

SOC Update: None

CARE Updates: Five cases were received last week.

Cybersecurity Tabletop Reschedule Dates (ME)

- Reschedule for late May or early June.

Review of Draft Student Services Bylaws (SD)

- Clarify that there are no set members on the committee and that departmental representatives are welcome to attend the meetings.

HB 121 Compliance (SB)

- Determination on Donaldson:
 - The gender-neutral bathroom will revert back to a men's bathroom. The signage will be replaced, and the locking mechanism will be removed.
 - The men's and women's bathrooms on the lower floor will be remodeled to be single-occupancy bathrooms. The signs will be changed to single occupancy, and a locking mechanism will be added.
 - Women's: A stall walls will be removed, and a cabinet will be placed over the toilet. The rest of the fixtures can stay.
 - Men's: The stall walls have to be removed. All of the fixtures can stay.
 - Funding: Facility reserve budget.
- APC:
 - Stephanie will check the APC bathroom signage and report if something needs to be changed.
 - **Note: 4 signs are needed at the APC.**