

DEAN'S CABINET MINUTES
AUGUST 11, 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:

Table 1: Cabinet Members

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|--|---|
| • <input checked="" type="checkbox"/> Sandra Bauman , Dean/CEO | • <input checked="" type="checkbox"/> Robyn Kiesling , Exec. Dir. Gen Ed & Trans |
| • <input type="checkbox"/> Kelley Turner , Operations | • <input checked="" type="checkbox"/> Sarah Dellwo , Exec. Dir. Enrollment |
| • <input checked="" type="checkbox"/> Stephanie Hunthausen , CTE & DE | • <input checked="" type="checkbox"/> Abigail Rausch , Director of Marketing ... |
| • <input checked="" type="checkbox"/> Valerie Curtin , Exec. Dir. Compliance/FA | • <input checked="" type="checkbox"/> Cari Schwen , Exec. Director of Fiscal Svc |
| • <input type="checkbox"/> Jessie Pate , Dir. IR/Effectiveness | • <input checked="" type="checkbox"/> Paige Payne , Executive Assistant |
| • <input checked="" type="checkbox"/> Mel Ewing , CIO | (recorder) |

Mastermind Discussion:

Hazing Policy – Goss Recommendations

- Recommendations:
 - Under Definitions, Hazing, 2. Add: *but not limited to*, at the end of the paragraph.
 - Under Definitions, Hazing, 2.4. Leave the language as it is.
 - Add this sentence at the top of page 4 under the *Investigation* heading: *The College retains the authority for its employees and agents to unilaterally report allegations of possible criminal activity to appropriate law enforcement agencies.*
 - Add this sentence at the end of the paragraph under the *Prevention and Awareness* heading on page 4: *Information about the training is available for review upon request.*
- Post Policy 100.3.2 on the website for 5 days. Request input from the campus, then finalize.

All-campus Welcome Presentation Final Topics:

- 8 am-9 am –
 - OCHE Galen Hollenbaugh will speak on legislative successes.
 - Karen Wood will speak on employee wellbeing.
- 9 a.m. to 10 a.m.
 - Welcome new employees
 - Celebrate summer work:
 - Last Chance Public Radio (SB, RK)
 - Onboarding Task Force (SB)
 - Facilities Project Updates (KT)
 - Moving Banner to the cloud (ME)
 - New Website (ME)
 - Campus Store Merchandise (Aiden)
 - Signage, Symphony, and Holter Sponsorships (AR)



- Holter Block Party Booth on Sept. 30, from 5:30 to 8 p.m. (RK)
- Boeing/Helena College Aviation Day on Sept. 6 (SH)
- Door prizes.

Holter Event Rental – Date (AR)

- As part of HC's sponsorship, HC can use the Holter space for an event.
- Date: November 22, 2025, for the Griz/Cat game.
 - Potluck
 - Bar available – one ticket for a free beverage, then cash bar.
 - Check availability to stream the game through ESPN 2 streaming or a link.

Symphony Tickets (AR)

- Four complimentary tickets to the opening symphony and after party on Sept 13, 2025.
 - Abby, Sandy, Robyn, and Stephanie will attend.
- HC will have an advertisement in the program for the entire season.
- There are 30 rehearsal tickets available for Sept. 12, 2025.