

**DEAN'S CABINET MINUTES**  
**MARCH 16, 2026**

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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:

Table 1: Cabinet Members

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

**Mastermind Discussion:**

**Spring Census Enrollment & Fall to Spring Retention Leading Indicators**

- **Spring Census Enrollment** ( [Link from Institutional Research Website](#) - no login needed)
- **Fall to Spring Retention**
  - Spring Census Enrollment: 1261 overall.
    - Dual Enrollment (DE) =544, General Enrollment=717
  - 589 degree seeking students this spring
- Fall to Spring Retention: 626 overall.
  - DE=135, General= 491, up over the 5-year average.
- 71% of part-time students are retained.
- Overall, enrollment and retention are healthy.
- The average number of credits is 14.9.

**CARE Updates:** Reviewed

**Update Discussion:**

- Zach Rossmiller, UM, CIO, has scheduled a meeting to talk about how AI can help HC run codes in Banner to generate reports. AI VIB writes the codes for the software to generate reports. In the future, entry level programmers will be obsolete because AI will write the software. Upper-level programmers will be in demand to check safety/security requirements.

**Policy 600.12**

- Reviewed and edited the policy. Advisory board.
- We need to meet to decide on internal procedures.

**Policy 600.15, Vehicle and Equipment Use**

- Still under review.