

DEAN'S CABINET MINUTES
TUESDAY, JUNE 9, 2026

*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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| <ul style="list-style-type: none">• <input checked="" type="checkbox"/> Sandra Bauman, Dean/CEO• <input type="checkbox"/> Kelley Turner, Operations• <input checked="" type="checkbox"/> Stephanie Hunthausen, CTE & DE• <input checked="" type="checkbox"/> Valerie Curtin, Exec. Dir. Compliance/FA• <input checked="" type="checkbox"/> Jessie Pate, Dir. IR/Effectiveness• <input type="checkbox"/> Vacant, CIO | <ul style="list-style-type: none">• <input checked="" type="checkbox"/> Robyn Kiesling, Exec. Dir. Gen Ed & Trans• <input checked="" type="checkbox"/> Sarah Dellwo, Exec. Dir. Enrollment• <input type="checkbox"/> Abigail Rausch, Director of Marketing ...• <input checked="" type="checkbox"/> Cari Schwen, Exec. Director of Fiscal Svc• <input checked="" type="checkbox"/> Paige Payne, Executive Assistant (recorder) |
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Mastermind Discussion:

Financial Aid NAPR Discussion

- Discussed in Cabinet.

Website

- WordPress will manage the backside of the new website.

Policy 100.3 & 100.3.1 comments from campus.

- Recommendations discussed and accepted. The final version will be posted for campus review for 5 days.

Institutional Travel noted on Dean's Calendar

- Direct reports will be asked to send an email to the Executive Assistant when they will be off campus for institutional meetings and conferences. The information will be added to the Dean's calendar.

Future Cabinet Meeting Dates

- June 16 meeting will move to 12-1:30 p.m.
- June 23: Brandish will join the meeting.
- June 30 meeting will move to July 1 at 3:30 p.m.

Annual Plans for AY2627 (JP)

- Continue to align to defining characteristics since it is the last year of the current strategic plan. Under each goal, list the five institutional priorities, set by Cabinet, and provide a checkbox to mark the priority or priorities that apply to the goal. A narrative will not be required. Encourage the author to select at least one priority.
- Still discussing the future of annual plans.

- One thought is to conduct an annual check-in to assess goal completion.
 - How is the data going to be collected?

NWCCU Final

- Discussed the final changes for the commission approval. Dual Enrollment language seems more flexible allowing an institution to follow internal institutional policies.

Gardner Sensemaking Planning

- The Cabinet discussed open dates to schedule the onboarding meeting.
- The Cabinet discussed the best time for the working group to meeting during the next academic year. The working group will be a mixture of enrollment services, faculty, and other staff. The best dates were at the end of fall semester December 16 and half day December 17.