

DEAN'S CABINET MINUTES
TUESDAY, JUNE 16, 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

- **Sandra Bauman**, Dean/CEO
- **Kelley Turner**, Operations
- **Stephanie Hunthausen**, CTE & DE
- **Valerie Curtin**, Exec. Dir. Compliance/FA
- **Jessie Pate**, Dir. IR/Effectiveness
- **Vacant**, 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:

Questions on Updates:

- Janaki Industries is located in Great Falls. Abby and Stephanie will meet to work on social media highlighting HC CNC machining and welding programs and workforce opportunities.
- The lecture series scheduled for the 2nd Thursday of the month starting in August.
- Add online meeting etiquette to the CCC agenda.
- NEO Ed will be able to create 790 numbers soon.

Website Updates & Questions (AR)

- Abby will receive a phase one overview soon. Brandish needed access to the back end of the website.
- Brandish will meet with Cabinet on June 23 online through MS teams. The group will discuss who will update unit pages. Content will be more dynamic. Any update will be reviewed before it is published.
- The current website will be kept but offline and accessible if needed.
- The group will also discuss processes, governance, restrictions, and access.

Discuss Priority 3 – Dual Enrollment (DE)

- Moving from broad to focused intent while keeping our integrity and standards even though it seems like a race to get more students.
- In the future, the new NWCCU guidelines will come into focus also.
- OCHE is talking about piloting a common application with City College. Currently, HC has an inefficient process and is hoping the common application will streamline the application process.
- There needs to be a balance between the director's role, advising, and a presence at the high schools leading to the need for more staff.
- Provide cross training in DE processing to different areas.

- Finding a fit for the DE processes we have.
- DE instructors will have to provide more reports, assessments, grades and other requirements which means figuring out stipends in the future.
- Follow through on the pathways and advising tracks for the DE students that fit the student.
- Communicate the realities of DE to the whole campus community.
- Explore policy for DE.

Priority 3 = Three P's: PATHWAYS, PERSON, PUBLIC RELATIONS (PR)

Review Policy 600.11 Campus Closure

- Change Commission to Commissioner
- Revised June 16, 2026.
- Approved.