

DEAN'S CABINET MINUTES
WEDNESDAY, JULY 22, 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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| • ☒ Sandra Bauman , Dean/CEO | • ☒ Robyn Kiesling , Exec. Dir. Gen Ed & Trans |
| • ☒ Kelley Turner , Operations | • ☐ Sarah Dellwo , Exec. Dir. Enrollment |
| • ☒ Stephanie Hunthausen , CTE & DE | • ☒ Abigail Rausch , Director of Marketing ... |
| • ☒ Valerie Curtin , Exec. Dir. Compliance/FA | • ☒ Cari Schwen , Exec. Director of Fiscal Svc |
| • ☒ Jessie Pate , Dir. IR/Effectiveness | • ☒ Paige Payne , Executive Assistant |
| • ☒ Lee Fossum , Exec. Dir. IT & Banner Admin | (recorder) |

Mastermind Discussion:

Holiday Plans Discussion (SB)

- Planning for coverage during the holidays.
 - In the next two weeks, determine personal holiday plans for Thanksgiving, Christmas, and New Years and submit leave requests to Sandy for review.
 - Review the tentative SOC schedule also. The schedule will be reviewed and discussed at the August 4 Cabinet meeting.

Meta Glasses on Campus (RK)

- Meta glasses have the ability to take videos and record audio without consent. This will be an issue for employees and students. The glasses can record even if the light is not on.
 - Privacy
 - Cheating
- A policy for both employees and students is being created by UM but it is not finalized yet.
- The syllabus covers the ban on recording.
 - What are the ramifications if someone on campus records without permission?
- State employees in the course of their job can be recorded without consent.
- Valerie will reach out to UM about student involvement and Sandy will ask legal about employee involvement.
 - Need language to protect Helena College.

Review Track Changes in the Policies Reviewed by CCC:

- Employee Pregnancy Accommodation, Employee Religious Accommodation, Employee/Applicant Disability Accommodation policies reviewed and edited.
- Next steps: Post the policies on the website for 15 days for campus review.
 - Post the three policies on the website for 15 days for review.

Start Review of the Student Disability, Pregnancy, and Religious Policies

- The Student Disability Accommodation Policy review will continue at the next Cabinet meeting on July 28, 2026.