

DEAN'S CABINET MINUTES
TUESDAY, JULY 28, 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:

Questions on Updates?

- Decide when to meet as a Cabinet in the fall at the next meeting. The two choices are Monday afternoon at 3:30 p.m. or Wednesday at 8:30 a.m. at Donaldson instead of the Airport campus due to parking restrictions at Donaldson.

Gardner Sensemaking Discussion (JP)

- Survey dates: October 5 – October 16.
- Impacts/Priorities for Helena College to share with Gardner:
 - Measuring ROI – NWCCU and STATS
 - State STARS Act - Dual enrollment push and lack of funding
 - 406 jobs, workforce development, microcredentials
 - OCHE's on time completion initiatives without funding
 - Support online students (suggestion: use online fee pot to hire an advisor for online students)
 - Perkins report: HC is below the national average (18%), at 12.4% for gender equity in the trades programs which includes men in nursing, cosmetology, OTA, accounting, and women in welding, aviation, auto, and emergency services.
 - Institutional Priorities
 - Changes to how we can award Dean's waivers and institutional scholarships
 - Transfer
 - Also share
 - Strategic Plan
 - NWCCU documentation
 - Gaps identified by the IDEA committee

New Website Student Feedback (Brandish)

- No participation from students on the activity.
 - Is there a way to contact or incentivize it or is it too late in the process?

Waiver and Scholarship Changes:

- Waiver flexibility cut.
- No institutional money for HC stars.
- The endowment-based scholarships may be allowed.
- New guidelines go into effect in the fall of 2027.
- The Dean's waiver and financial aid's funds are obsolete now.
 - Assistance will be allowed if the Commissioner approves a request.
- Waivers can be used for OCHE initiatives like MT10.

NWCCU Standards Vote (JP)

- Discussed the new standards and concerns.
- The Cabinet voted to approve the standards and vote "yes". Lee abstained

Committee Membership

- Please review the spreadsheet for accuracy by Thursday. Sandy will send final list to Kim Feig so faculty can review and assign members.
 - Remove Cari Schwen from the SAOC and insert Beau.
 - Switch Robyn to promotion. Stephanie will chair the tenure.
 - Stephanie and Sarah will join the Budget Council.
 - Robyn is interested in IDEA.
 - Faculty will create a faculty evaluation workgroup.

Discuss August 3 Campus Coordinating Committee Agenda

- Excel and UMDW data professional development exercise by Cari Schwen.
- Bring your laptop.

President Shinn UM Tuesday, August 11

- Continental breakfast with the Cabinet at the AP Lecture Hall.
 - Coffee/ Tea, Vanilla Bean or Dive Bakery
- Tour of AP campus
- Tour Donaldson campus.
- Create a list of topics to discuss with President Shinn at the next Cabinet meeting.

Non – Smoking area now restricted on Sanders and Livingston on Donaldson

- The non-smoking area has expanded.
- Facilities will order non-smoking signage for the streets.
- Sandy will mention it in the MMM