

DEAN'S CABINET MINUTES
TUESDAY AUGUST 4, 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 (recorder) |
| • ☒ Lee Fossum , Exec. Dir. IT & Banner Admin | |

Mastermind Discussion:

Questions on Updates:

- Exclusive use of parking on Townsend approved for 4 years during the Helena High School construction project.

Metrics Academy Discussion

- The Metrics Academy is building MUS leaders' capacity to use labor market information to understand, communicate, and improve students' return of investment (ROI).
- The next session is September 1-2: Designing and creating targeted actions.
 - Invite Sevda Raghieb and others
- The Cabinet discussed how to start incorporating ROI metrics into existing institutional priorities.

Website Update (AR)

- The Cabinet reviewed the website's packet structure and timeline.
 - Working on what to keep on the pages in the feedback phase.
- Site architecture is in progress.
- Students will be able to participate in the Sandbox phase.

Discuss and finalize the Cabinet meeting day and time.

- **8:30-10 Thursday at Donaldson.**
 - August 18 is the last Tuesday
 - Start August 27 at 8:30 a.m.
 - Change stand-up to Tuesdays

Topics to Discuss with President Shinn visit on Aug. 11

- Continental breakfast at the AP Lecture Hall
 - Round robin Cabinet introductions of programs
- Tour APC
- Tour DON