



DEAN'S CABINET MINUTES
WEDNESDAY, FEBRUARY 9, 2022

Virtual Meeting

CABINET MEMBERS:

- **Sandra Bauman**, Dean/CEO
- **Tricia Fiscus**, Asst. Dean of Admin. Affairs
- **Tammy Burke**, Exec. Dir. CTE
- **Valerie Curtin**, Exec. Dir. Compliance/Fin. Aid
- **Jessie Pate**, Dir. IR/Effectiveness
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Donna Breitbart**, Director of Marketing, Communication, and Alumni Relations
- **Paige Payne**, Executive Assistant to the Dean/CEO (recorder)

Mastermind Discussion

Tricia Fiscus moved to approve the 1/19/2022 minutes. Tammy Burke seconded the motion. The minutes were approved unanimously.

BOR Regent

- Jeff Southworth, Allied Steel, from Lewistown, Montana will replace Robert Nystuen as a BOR Regent.

HVAC Remodel & Summer Projects

- The HVAC remodel and other summer projects on the Donaldson campus will start in May until mid-August.

2nd Chance Pell Update (SB)

- Helena College has applied to offer a C.A.S. in Automotive at the Montana State Prison in Fall 2022.
 - Ten students will be accepted.
 - Potential students must be HS graduates/equivalency, Pell Grant eligible, and have time in their sentence to be able to complete the program.
 - Students will join Jerry Stewart's class remotely.
 - Computer lab available.
 - Hands-on instruction and tutoring by prison staff.
 - The goal is to provide a campus experience to encourage future enrollment.

Bryant School (RK)

- The Bryant schedule is set for the rest of the semester.
 - February - Biology
 - March – Pi π Day (Math) (Promotional focus)
 - April - Nursing
 - Graduation is scheduled for May 13 in the Student Center.
 - Families are invited to attend.
 - Small ceremony to hand out a certificate and HC swag.

- Plans for next year.
 - Keep Bryant as a neighborhood partner.
 - The program is building excitement and prestige.
 - A special relationship to protect and continue.
 - In addition, possibly adopt a different school every year.
 - Create a committee to plan next year's program.
 - Schedule, funding, transportation, sponsors, expansion.

Hotspots for Students (RK)

- Currently, HC is paying a \$600/month subscription for 15 Hotspots. As of today, nine out of fifteen are checked out through the LLH.
 - CARES monies are paying for the subscription. When the funding expires, what is the replacement source? What other subscriptions will be affected?
 - The funding has been extended to Dec. 31, 2022, and there may be new COVID funds.
 - ACTION: Research the following:
 - Who is checking out the Hotspots?
 - What is the frequency?
 - Is there a permanent solution to offer the student through Fin Aid?

New COVID Money (TF)

- HEERF III application focuses on providing the basic needs of students including food, transportation, textbooks and other support.
- The application is due March 7, 2022. The funding date range is May 2022 to May 2023.

Upcoming Program Promotions (DB)

- Five programs are promotional priorities this year.
 - Elementary Education, Art, Fire and Emergency Services, Pre-Pharmacology, and Machining.
- Other programs will be highlighted cyclically.