

DEAN'S CABINET MINUTES
MARCH 4, 2024

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:

- **Sandra Bauman**, Dean/CEO
- **Kelley Turner**, Exec. Director of Operations
- **Stephanie Hunthausen**, Exec. Dir. CTE & DE
- **Valerie Curtin**, Exec. Dir. Compliance/Fin. Aid
- **Jessie Pate**, Dir. IR/Effectiveness
- **Mel Ewing**, CIO
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Abigail Rausch** Director of Marketing ...
- **Cari Schwen**, Exec. Director of Retail Services
- **Melanie Heinitz**, Executive Assistant & Office Manager (recorder)

- **Mastermind Discussion:**
- **Strategy Time: (8:30-9:00) Reports**

8:30 Ann Willcockson:

- Ann reported to the cabinet

9:00-9:15 Ann & Amy Together:

- Accessibility moving the work forward

9:15 Amy Kong:

- Amy reported to the cabinet

Approve Minutes:

- 2024-01-29 Stephanie made a motion to accept the minutes as amended, and Jessie seconded the motion. All in favor, none opposed, none abstained: motion carried.
- 2024-02-05 Valerie made a motion to accept the minutes as read, and Cari seconded the motion. All in favor, none opposed, none abstained: motion carried.
- 2024-02-12 Mel made a motion to accept the minutes as amended, and Jessie seconded the motion. All in favor, none opposed, none abstained: motion carried.

- **Questions on Updates:** Kelley reported solar panels are gathering less sunshine. The savings to are not displayed on the bill.
- **SOC Update:** None
- **CARE Updates:**
 - One submitted care case. There was concern that students may be depressed. We discussed the care team and assigned a person to reach out.
- **Valerie's 2425 FAFSA Report:**
 - Due to the passing of the Continuing Resolution (CR) by Congress last Friday, the FAFSA Student Aid Index (SAI) calculations have been completely reverted to how the Expected Family Contribution (EFC) is currently determined for 2324.
 - The House placed this into the CR as a cost-savings measure.
 - The new SAI calculation would have increased the number of students receiving the Pell Grant; therefore, increasing the amount of Pell Grant paid out.
 - All system updates will need to be reversed, including ED and Banner.

- All of this will further delay FAFSAs sent to the institution and therefore the availability of aid offers to students.
- To put this into perspective:
 - Students who have already submitted their FAFSA and received an email from ED with the news they most likely will be Pell eligible, may not be eligible anymore.
 - The FAFSA is now almost 6 months behind schedule.
 - Students are having a difficult time completing the form with the new IRS-required changes. Completion rates are down significantly across the nation.
 - Students are not committing to colleges due to not knowing the amount of aid they will receive.
 - Aside from how the SAI is calculated, there are several unknowns if anything else will be affected in regards to the type of information required.
- The CR is in effect until March 22nd. There is no guarantee this adjustment will be struck down or included in the final budget approved by Congress
- **Policy 400.8**
https://helenacollege.edu/campus_facilities/policiesprocedures/docs/CurrentPolicies/policy400.8-protection-and-safety-of-minors-in-college-programs_20230101.pdf
 - UM's policy: Sandy will review and report
 - Research a Vector Training: Jessie found a Camps on Campus 15-minute training
 - Background on all employees, does this include sex offenses or a one-and-done background? Cost for annual background checks.
 - EDU students, students who are work studies, student interns, and nursing students have all had background checks.
 - The following questions were presented:
 - Training for all minors on campus?
 - Is K12 training every year needed?
 - What do our background checks report?
 - Condition of hire, can they be rechecked?
- **NWCCU Evaluators:** Jessie reported that NWCCU is seeking additional peer evaluators in their program.
- **Affiliation Meeting:** March 13, those who attend will report back to the cabinet.
- **Cameras by Cosmetology and east entrances:** Needed on the east side of Donaldson Campus. Mel will check on the camera for the east parking lot that has not been installed. A proposal is needed for the new additional camera(s).
- **Orientation Dates and IDD days:** Fall 2024 will need two orientations. When Tuesday registration is full then another one on Wednesday will be added.