

**DEAN'S CABINET AGENDA**  
**SEPTEMBER 29, 2025**

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*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.*

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**CABINET MEMBERS:**

*Table 1: Cabinet Members*

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| • <input checked="" type="checkbox"/> <b>Sandra Bauman</b> , Dean/CEO                  | • <input checked="" type="checkbox"/> <b>Robyn Kiesling</b> , Exec. Dir. Gen Ed & Trans |
| • <input checked="" type="checkbox"/> <b>Kelley Turner</b> , Operations                | • <input type="checkbox"/> <b>Sarah Dellwo</b> , Exec. Dir. Enrollment                  |
| • <input checked="" type="checkbox"/> <b>Stephanie Hunthausen</b> , CTE & DE           | • <input checked="" type="checkbox"/> <b>Abigail Rausch</b> , Director of Marketing ... |
| • <input checked="" type="checkbox"/> <b>Valerie Curtin</b> , Exec. Dir. Compliance/FA | • <input checked="" type="checkbox"/> <b>Cari Schwen</b> , Exec. Director of Fiscal Svc |
| • <input checked="" type="checkbox"/> <b>Jessie Pate</b> , Dir. IR/Effectiveness       | • <input checked="" type="checkbox"/> <b>Paige Payne</b> , Executive Assistant          |
| • <input checked="" type="checkbox"/> <b>Mel Ewing</b> , CIO                           | (recorder)  |

**Mastermind Discussion:**

**Dual Enrollment (DE)**

Guest: Cheryl Ravenscroft – K12 Partnerships

- Dual Enrollment is college classes taken by high school students for college credit; a bridge to college.
  - Concurrent Credit
  - Early College
- NACEP is the accrediting body for concurrent enrollment programs. (college courses taught in high schools)
- DE is reshaping college enrollment.
  - In 2023-24, 35% of all public-school juniors and seniors took at least one DE course.
- On average, 60% DE students are matriculating to MUS institutions.
- DE students have higher graduation and retention rates compared to first-year students.
  - The average grade point for Early College AY 24-25 students is a B+.
- One Two Free is a scholarship program offered by the State.
  - A student can take up to 2 classes free, then additional classes are billed at a 50% credit rate. They do not pay any fees.
  - One Two Free students contribute to HCs' overall revenue. In the previous academic year, the net was approximately \$224K.
- Stars Act HB 252: the state will pay students to take DE courses. It has some pitfalls.
  - There are risks when a high school student takes 15 credits – time, financial aid impact, and maturity.
  - Cheryl attended workshops to navigate the Stars Act.
    - It is very important to educate the high school counselors, advisors, and students. Each entity should know why they are taking the course and the pathway to the end result.
- HC will begin to evaluate and plan for the impact of more high school students on campus, the impact on the adjunct and faculty loads, and rigorously require all DE instructors to meet the teaching credential qualifications.

### Quarterly Facilities Update

Kelley Turner presented the facilities quarterly update.

### **Quarterly IT Update (ME)**

- The goal of quarterly updates help the Cabinet set up a long-term plan, identify trends, future forecasting, and prioritize goals.
- The Cabinet would like the IT report to include:
  - What are the upgrade schedules for laptops?
  - Inform HC what is coming from UM.
- Mel will report out next week instead.

### **Handshake**

- Handshake is a software that posts job opportunities.
- For some reason, HC hasn't been billed for the platform since June 2023.
- The Cabinet will evaluate the pros and cons on Oct. 13th.