

DEAN'S CABINET MINUTES
MAY 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

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

Mastermind Discussion:

Gardner Institute

- Helena College has been accepted into the program.
- A welcome meeting will be scheduled with enrollment and advising.

Website Updates & Questions (ME & AR)

- Last week Abby met with Ed Benasky, who will fill in as Mel moves to a new position.
- Stakeholder interview meetings will start soon.
 - Some areas will have in-depth conversations with the vendor.
- Abby will send lists out to the project manager to schedule the meetings.

Narcan Policy Review (KT)

- Incorporated legal's suggestions.
 - The Narcan syringe will be kept in the AED.
 - Training will be provided.
- The Campus Coordinating Committee will be asked to review the policy from May 11 to May 18.

Cabinet Meeting Day and Time May through July/August.

- Tuesday, starting May 26 from 3:30 to 5 p.m. Cancel Mondays after May 18.

Budget Council and IDEA Council Cabinet Assignments

- At the next Cabinet meeting, evaluate the committee/council vacancies and Cabinet assignments.

Draft Disability, Pregnancy, and Religion Policy Review (VC)

- The Cabinet reviewed the disability policy revision. The language in the revisions on all three policies combine services for students and employees. The Cabinet would like the services separated the between student and employee for each policy to provide intuitive access for each group.