

Institute of American Indian Arts
President's Cabinet Meeting
LKN Welcome Center – Boardroom 202
Wednesday, July 17, 2019 | 11:00 AM

Present: Dr. Robert Martin, Angie Brown, Dr. Bill Sayre, Laurie Logan Brayshaw, Patsy Phillips, Eric Davis, Nena Martinez Anaya, Larry Mirabal, Charlene Teters, Eric Davis, Danyelle Means, Carmen Henan

Absent:

Guests:

1. Opening,

Nena Martinez Anaya provided the opening.

2. Opening on a Positive Note

Larry returned from National Association of College and University Business Officers (NACUBO) annual conference in Austin, TX; about 2000 people represented various colleges. The major topics were crisis management, crisis response, reputational crises, and physical threat.

3. Approval of Minutes

Dr. Martin introduced for consideration the approval of the Cabinet Meeting Minutes of June 5, 2019. Dr. Sayre made, and Patsy Phillips seconded the motion, to approve the minutes. Carmen Henan abstained. Motion carried.

4. Student Concerns Ad Hoc Committees Status Reports

Dr. Martin asked each of the ad hoc subcommittee leads to state their charge and provide a status update. Below is the status of each committee:

Danyelle Means & JR Romero, Student Life Rep. - Accountability and Ongoing Improvement

The subcommittee's charge will include the on-going scheduling of the full committee meetings, ensuring that tasks remain on schedule, and formulating a plan to educate the wider IAIA community on the ongoing work of the initiative. Additionally, this committee will make recommendations for incorporating required revisions to IAIA's Strategic Plan, ensuring that student safety and security is an ongoing process and institutional priority.

- The next full-committee meeting will be August 9 at 11:00 am.
- In September, monthly updates will be scheduled for the 2019-20 academic year.
- The IAIA Strategic Plan, Plan '22, will include a Mission Objective relative to student safety.

Larry Mirabal & Eric Davis - Staffing and Resource Analysis

The subcommittee's charge is to explore options for student advocacy, review resources allocated to the Student Life area, and examine measures that could better inform students about the progress of ongoing Title IX issues/investigations.

- The subcommittee held two meetings with several students in attendance.
- A recommendation was made for student advocates to be comprised of peers. There was further discussion of this starting as a volunteer position.

- Additional resources will be made available for the Title IX Coordinator's position and possibly other positions.
- Considering the use of the "Yale model" to capture data as it is reported to inform students about the ongoing progress of Title IX investigations. Under this model, regular updates are posted to the website about ongoing Title IX investigations, identifying the incident in general terms without using specific names or actions. The question was raised if a student could opt-out from having their case captured in the update system, which is being considered.

Laurie Logan-Brayshaw & Nena Martinez Anaya - Title IX and Student Life Policies/Procedures

This ad hoc subcommittee is charged with completing a thorough review of Student Life policies and procedures and recommending changes in Title IX processes. Additionally, this committee will develop a draft for the Title IX position job description and recommended strategies for required Title IX training for IAIA faculty, staff and students.

- The Committee developed a job description for the new Coordinator of Title IX, Equity and Inclusion. The position is now posted on the IAIA website.
- A telephone hotline has been created for anonymous reports. The number is 505-424-5790.
- The Committee agreed that the existing Title IX and Student Life Policies and Procedures should be replaced with the ATIXA Policy and Procedure template. The policies in the Student Handbook will be removed from the handbook and will be a stand-alone document. The revised policies are complete, and the revised procedures will be completed within the next two weeks.
- The IAIA Title IX webpage will be revised and the Clery Act material will reside on another page. The webpage will link to the IAIA Sexual Misconduct policy and procedure manuals and the list of Crisis Treatment Resources
- Title IX informational videos from other colleges will be on the IAIA Title IX web page. We will work with our students to create our own videos in the coming year.
- Title IX training will be provided for MFA students, new freshmen, transfers, and the Orientation Leaders. The training also will be offered to faculty, adjunct faculty, and staff.
- The Committee is considering adding a report to the Title IX webpage like the Yale reports on the Title IX page but will first survey students to determine if they were comfortable with a similar report for IAIA.

Bill Sayre & Patsy Phillips- - Life/Safety

The subcommittee's charge includes assessing gaps in safety and security on the IAIA campus. This may include lighting, safety beacons, times when additional security officers may be needed, the implementation of peer campus escorts, etc.

- The administering of a campus climate survey was postponed until the fall semester to provide an opportunity for student consultation.
- Security logs and incident reports were reviewed for 2018 and 2019. Below are highlights of what has been learned:
 - Not all events are recorded, e.g., security opens a lot of doors for people
 - Logs don't exist for every hour of each day, depending on staffing levels
 - This is a "reasonable approximation" of the level of activity on campus

- Only 8 to 15% of incidents involved someone who was a non-community member; however, some of those incidents were serious
- There were very few incidents of self-harm, but they, too, were of a serious nature
- 25% of incidents involved alcohol
- 60% took place at night time, both on weekdays and weekends
- 33% of incidents took place in the Residence Hall. The other frequent locations were the Casitas and the Academic Building.
- The Title IX Campus Safety web page will be split into two, one for Title IX and one for Campus Safety. There will be a form on the Campus Safety page for anonymous reports and comments, as there is now for Title IX.
- A safety email address has been created, safety@iaia.edu.
- The committee is exploring the designation of “a safe space” on campus for students after filing a report or complaint.
- A nighttime campus walk-through was conducted and identified several poorly lit areas. The committee recommended installing unobtrusive low lighting as a possibility.
- Security cameras have been audited to determine which are working. Approximately 80% are functional, and most parking lots are not covered. The cameras are not synchronized, and there will be substantial costs in upgrading all security cameras.
- Quotes for emergency notification buttons/phones for the campus are being solicited, but the cost may be prohibitive. Although buttons have been placed on many American college campuses, their effectiveness is low. Smartphone apps may be more useful than emergency notification buttons. The app allows for two-way communication rather than one-way, such as our current emergency notification system.
- Hours will be added to the security contract.
- Propose the creation of a permanent committee focused on safety. Utilizing an Indigenous community-based framework, the committee would include representation from faculty, staff, students, and alumni.

Dr. Martin mentioned that everything is not going to get done at once, due to costs, and encourages each subcommittee to prioritize the needs from high to low.

5. Board of Trustees Meeting

Review of the May Board of Trustee Meeting. Students, Amelia Sparks, and Jazmin Novak will be invited to present on Marist College-LdM Venice Biennale: Art History and Studio Art Program. The Trustees will have lunch with the ASG Students. Cabinet members will include ad hoc subcommittee updates in their board reports.

6. 2019 AIHEC Summer President's Meeting

Dr. Martin commended staff and faculty for assisting with the 2019 AIHEC Summer President's Meeting. The attendees gave positive remarks on the campus and presentations. The executive session discussion was on Title IX Issues.

7. Fiscal Year-End Budget Review Template

Aimee Balthazar has sent each Cabinet Member the proposed FY20 budgets for review. The reviews will be due July 31.

8. Strategic Priority Proposals Process

Larry Mirabal encouraged cabinet members to follow the process when requesting one-time funds that are not part of the annual operating budget. The project request must include a narrative that ties back to one of the college's strategic priorities. The request should include the reason for funding, a timeline for the project, and a breakdown of the amount requested. The requests are due by 5:00 pm on Friday, 9/27/19.

9. Advancement Updates

The 2019 Scholarship Dinner and Auction Gala is sold out. The amount received for table and ticket sales is at \$110,000. There are 60 silent auction items and 12 live auction items, including a donation of her books from Joy Harjo.

10. Studio Use During Summer and Winter Break

During the summer and winter breaks, a number of students are using the Studios for personal use. Dean Teters is concerned that the Studio is a high dollar space that is also teaching space. She has put in place a policy that requires the Dean's permission to use the Studio. Dean Teters will work with facilities to include the Studios in the EMS system to schedule and rent the Studio.

11. Admissions Report FA 19

Admissions has a new process and will report on only those accepted students who have confirmed their intent to attend IAIA. This change should provide a more accurate number for a semester's projected enrollment. The total number of confirmed students for the Fall of 2019 is slightly higher than the Fall of 2018. The 2019 Summer Bridge Program will begin next week, with 23 students expected to attend.

12. Clip Report | Website | Facebook Statistics

Eric Davis shared articles featuring Joy Harjo's appointment as U.S. poet laureate, and the July premiere of Molly of Denali - the first action-adventure animation to feature an Alaska Native lead character.

Website users, sessions, and views have slowed in June and will continue through July and August. The IAIA Facebook page had 22,000 likes and over 12,000 for the museum's page.

13. MACP Report

MACP will assist IAIA in building capacity in two phases – short term and long term. First, MACP requested that we identify three short-term institutional capacity building priority areas that would be funded beginning in January 2020. The three priority areas identified were:

- Information Technology - \$405,000 is requested to increase capacity for online learning, internet bandwidth and mass data storage capacity. Funds were also requested to move data hosted by IAIA servers to the Cloud and purchase a power generator to replace the battery backup system.
- Institutional Advancement - \$150,000 is requested for additional staffing and travel.
- Marketing and Communications - \$125,000 is requested for additional staffing and consultants to increase capacity in the strategic use of the various social media platforms.

Second, MACP contracted with Kaufmann and Associates, Inc. to assist the college in identifying priorities for long-term institutional capacity building. The first identified is the elimination of the low interest loan debt to the New Mexico Finance Authority for the construction of the \$7.8 million residence center in 2007. If the \$6.2 million remaining debt were paid-off, IAIA could then reallocate the annual debt service payment of \$475,000 for institutional capacity building priorities. The additional long-term priorities identified were the implementation of IAIA's comprehensive fundraising and communications plans,

enhancing technical capacity and ensuring Institutional memory, community, influence and leadership succession.

14. Announcements

Patsy Phillips announced that the Museum Program Manager position would change to a Museum Educator.

15. Closing Positive Note

The American Alliance of Museums (AAM) Accreditation is making progress. All documentation has been reviewed, and a site visit will take place in December.

IAIA has received a \$288,000 unrestricted gift from the estate of Katherine Rust who was a longtime supporter of IAIA.

Adjournment

Dr. Marin adjourned the meeting at approximately 12:45 PM.