



*Artist: LaShawn Medicine Horn (Yankton Sioux)*

# Institute of American Indian and Alaska Native Culture and Arts Development



Board of Trustees Meeting  
November 15 - 16, 2019

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**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT  
BOARD OF TRUSTEES MEETING  
NOVEMBER 2019**

<b>Travel Days:</b> <i>Thursday, November 14<sup>th</sup> and Saturday, November 16<sup>th</sup> (late afternoon) or Sunday, November 17<sup>th</sup></i>
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**Thursday, November 14, 2019**

<b>2019 Fall Senior Graduating Exhibition-Opening Reception</b>	<b>6:00 pm – 8:00 pm</b>
<b>Balzer Contemporary Edge Gallery</b>	

**Friday, November 15, 2019  
8:30 am - 4:00 pm**

**COMMITTEE MEETINGS  
LKN Welcome Center Boardroom**

<b>Academic Affairs</b>	<b>8:30 am – 9:30 am</b>
<b>Debby Goodman, Chair</b>	

- I. Academic Division
- II. Enrollment Management
- III. Student Life Division

<b>Finance Committee</b>	<b>9:30 am – 10:30 am</b>
<b>Ann Marie Bledsoe Downs, Chair</b>	

- I. Budget to Actuals – Year to Date
- II. Resolution Change of Authorized Signers
- III. Resolution 4<sup>th</sup> Qtr. Gift Acceptance
- IV. Human Resources
- V. Facilities
- VI. Book Store/Museum Shop

<b>Institutional Advancement</b>	<b>10:30 am – 11:30 am</b>
<b>Brenda Kingery, Chair</b>	

- I. 2019 IAIA Gala Update
- II. 2019 Holiday Market
- III. IAIA Foundation
- IV. Alumni Update

<b>Museum Committee</b>	<b>11:30 am – 12 :30 am</b>
<b>Beverly Morris, Chair</b>	

- I. Museum Accreditation

<b>Luncheon: Board Lunch</b>	<b>12:30 pm – 1:30 pm</b>
<b>CLE Commons</b>	

<b>Campus Master Plan Update</b> <b>CLE Commons</b>	<b>1:30 pm – 4:30 pm</b>
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<b>Board Dinner</b> <b>The Shed - 113 ½ East Palace</b>	<b>6:30 pm – 9:00 pm</b>
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**Saturday, November 16, 2019**

**General Session**  
**IAIA Board of Trustees**  
**Lloyd Kiva New Welcome Center Boardroom**

**9:00 am – 12:00 pm**

- I. Call to order – Loren Kieve, Chair
- II. Invocation
- III. Determination of a Quorum
- IV. Approval of the agenda
- V. Approval of minutes
- VI. Establish Board Goals for 2019-2020
- VII. President's Report
- VIII. Alumni Council President's Report
- IX. ASG President's Report
- X. Finance Committee – Ann Marie Bledsoe Downs, Chair
  - Resolution 2019-015 Change Authorized Signers
  - Resolution 2019-016 4<sup>th</sup> Qtr. Gift Acceptance
- XI. Institutional Advancement Committee – Brenda Kingery, Chair
- XII. Museum Committee – Beverly Morris, Chair
- XIII. Audit Committee – Bidtah Becker, Chair
- XIV. Academic Affairs – Dr. Deborah Goodman, Chair
- XV. New Board Business
- XVI. Executive Session (if necessary)
- XVII. Adjourn



## IAIA Board of Trustees 2019 -2020 Schedule of Meetings

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<b>November 15, 2019</b>	<b>Friday</b>	Committee Meetings	<b>9:00 a.m. – 4:00 p.m.</b>
<b>November 16, 2019</b>	<b>Saturday</b>	General Session	<b>9:00 a.m. – 12:00 p.m.</b>

*\*Travel Days: Thursday, November 14<sup>th</sup> and Saturday, November 16<sup>th</sup> (afternoon) or Sunday, November 17<sup>th</sup>*

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<b>February 14, 2020</b>	<b>Friday</b>	Committee Meetings	<b>9:00 a.m. – 4:00 p.m.</b>
<b>February 15, 2020</b>	<b>Saturday</b>	General Session	<b>9:00 a.m. – 12:00 p.m.</b>

*\*Travel Days: Thursday, February 13<sup>th</sup> and Saturday, February 15<sup>th</sup> (late afternoon) or Sunday, February 16<sup>th</sup>*

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<b>May 14, 2020</b>	<b>Thursday</b>	Committee Meetings	<b>10:00 a.m. – 4:00 p.m.</b>
<b>May 15, 2020</b>	<b>Friday</b>	Committee Meetings	<b>9:00 a.m. – 10:30 p.m.</b>
<b>May 15, 2020</b>	<b>Friday</b>	General Session	<b>10:30 a.m. – 3:30 p.m.</b>
<b>May 16, 2020</b>	<b>Saturday</b>	Commencement	<b>11:00 a.m. – 1:00 p.m.</b>

*\*Travel Days: Wednesday, May 13<sup>th</sup> and Saturday, May 16<sup>th</sup> (late afternoon) or Sunday, May 17<sup>th</sup>*

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<b>August 12, 2020</b>	<b>Wednesday</b>	IAIA Gala	<b>5:30 p.m. – 9:00 p.m.</b>
<b>August 13, 2020</b>	<b>Thursday</b>	Board Retreat/General Session	<b>9:00 a.m. – 4:00 p.m.</b>
<b>August 15-16, 2020</b>	<b>Sat/Sun</b>	Indian Market	

*\*Travel Days: Tuesday, August 11<sup>th</sup> or Wednesday, August 12<sup>th</sup> and Friday, August 13<sup>th</sup>*

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<b>November 5, 2020</b>	<b>Thursday</b>	Open House	<b>3:00 p.m. – 6:00 p.m.</b>
<b>November 6, 2020</b>	<b>Friday</b>	Committee Meetings	<b>9:00 a.m. – 4:00 p.m.</b>
<b>November 7, 2020</b>	<b>Saturday</b>	General Session	<b>9:00 a.m. – 12:00 p.m.</b>

*\*Travel Days: Wednesday, November 4<sup>th</sup> or Thursday, November 5<sup>th</sup> and Saturday, November 7<sup>th</sup> (afternoon)*

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# IAIA Board of Trustees Committees and Liaisons

November 2019

<b>Executive Committee</b> Dr. Robert Martin, President  Loren Kieve, Chair Brenda Kingery, Vice Chair JoAnn Balzer, Treasurer Debby Goodman, Secretary Andrea Sanders, Member at Large	<b>Academic Affairs Committee</b> Char Teters, Dean  Debby Goodman, Chair Ann Marie Downes Princess Johnson Brenda Kingery Larry Roberts Matt Snipp Bryson Meyers, ASG President
<b>Finance Committee</b> Lawrence Mirabal, CFO  Ann Marie Downes, Chair Charlie Galbraith Debby Goodman	<b>Institutional Advancement Committee</b> Danyelle Means, Director, Institutional Advancement  Brenda Kingery, Chair JoAnn Balzer Barbara Ells Charlie Galbraith Beverly Morris
<b>Museum Committee</b> Patsy Phillips, Director  Beverly Morris, Chair Bidtah Becker Barbara Ells Charlie Galbraith Princess Johnson Larry Roberts Andrea Sanders Matt Snipp Bryson Meyers, ASG President	<b>Audit Committee</b> Lawrence Mirabal, CFO  Bidtah Becker, Chair Barbara Ells Charlie Galbraith
<b>Accreditation Liaisons</b> Bill Sayre, Director, Office of Institutional Research  Ann Marie Downes, Chair Debby Goodman Barbara Ells Andrea Sanders Matt Snipp	<b>President Martin's Annual Evaluation</b> Loren Kieve, Board Chair  Larry Roberts, Chair Debby Goodman Ann Marie Downes Beverly Morris
<b>Gala Board Liaisons</b> Danyelle Means, Director, Institutional Advancement Sandra Nevarez, Advancement Services Manager  JoAnn Balzer Barbara Ells Beverly Morris	<b>Honorary Doctorate Board Representatives</b> Dr. Robert Martin, President  Larry Roberts Charlie Galbraith Andrea Sanders  <b>Foundation Board Liaisons</b> Danyelle Means, Director, Institutional Advancement  Barbara Ells Beverly Morris

## **2018 - 2019 BOARD GOALS**

1. Participation and approval of the strategic plan.
  - Planning process should include the Board and all IAIA community stakeholders.
2. Continue our interaction and dialogue with the Foundation Board.
  - The Board agreed to invite the Foundation Board to attend regularly scheduled Board meetings. The Foundation Board will also invite the Board members or liaisons to the Foundation meetings.
3. Continue interaction with students including an annual Trustee/Student forum.
  - Continue to have students engage with Trustees at forums and donors, in addition to events.
4. Be available as needed and as appropriate for advancement and outreach efforts.
  - Build more relationships with alumni
  - Seek support from other potential donors.
  - Providing timely thank-you notes.
  - Grow enrollment and update facilities.
5. Support efforts to build our national visibility and outreach.
  - More traveling exhibits nationally and internationally.
  - Marketing of IAIA and more visibility in Indian Market.
  - Advertise IAIA in the Albuquerque and Santa Fe Airports.
6. How do we support the Office of Institutional Advancement? Regular updates and discussions at each meeting.
  - Part of the strategic planning process is to determine IAIA's specific needs.
7. Continue with Board training opportunities.
  - Identify other Board training opportunities.
8. Review Board goals at every meeting.

## **INSTITUTE OF AMERICAN INDIAN ARTS 2019 - 2020 BOARD GOALS**

1. Participation and approval of the campus facilities master plan.
  - Planning process should Include the Board and all IAIA community stakeholders.
2. Continue our interaction and dialogue with the Foundation Board.
  - The Board will continue to invite Foundation Board of Directors to attend regularly scheduled Board meetings. The Foundation Board also will continue to invite Board members or liaisons to the Foundation meeting
3. Continue interaction with students, faculty and staff at forums and events.
4. Engage in appropriate advancement and outreach efforts with alumni, donors and other IAIA stakeholders.
5. Participate in at least one project to build IAIA's national visibility and outreach.
6. Provide annual Board training opportunities.
7. Review Board goals at every meeting.



# INSTITUTE OF AMERICAN INDIAN ARTS

## 2019 BOARD OF TRUSTEES RETREAT AND MEETING GENERAL SESSION

**Friday, August 15, 2019**  
**LKN Welcome Center Board Room**

**1:45 pm – 3:30 pm**

<b>Board Members:</b>	Loren Kieve, Chair Brenda Kingery Ann Marie Downes Andrea Sanders Charles Galbraith	Dr. Robert Martin Beverly Morris Princess Johnson Dr. Matthew Snip Dr. Deborah Goodman	JoAnn Balzer Barbara Ells Bidtah Becker Bryson Meyers
<b>Absent:</b>	Lawrence Roberts		
<b>Staff:</b>	Angie Brown Dean Charlene Teters Dean Carmen Henan Eric Davis Paul Moore	Dr. William Sayre Danyelle Means Nena Martinez Anaya Todd Spilman	Patsy Philips Larry Mirabal Patsy Phillips Rachael Machovec
<b>Guests:</b>	Stock Colt		

### **I. Call to Order**

Loren Kieve, Chair, called the meeting to order at 1:50 PM MST.

### **II. Invocation**

Andrea Sanders provided the invocation.

### **III. Determination of a Quorum**

Loren Kieve, Chair determined that a quorum was present.

### **IV. Approval of the Agenda**

Loren Kieve approved the agenda.

### **V. Approval of Minutes**

A motion to approve the minutes of the May 2019 meeting was made by Loren Kieve and seconded by Bidtah Becker. The vote was unanimous. Motion carried.

## **VI. Cabinet Reports**

### Presidents Report

Biddah Becker requested clarification on the “Roof Policy” in Dr. Martin’s report. Dr. Martin shared that they are removing Title IX from the Student Handbook so that it can be a stand-alone document. There were no further questions for Dr. Martin regarding the President’s Report.

### Marketing and Communications

Biddah Becker inquired on hiring a social media person. Eric Davis replied, there is a need for a social media person to market IAIA more aggressively.

There was discussion on the Dini Spheres planning study for Marketing and Communications that would build institutional capacity in this area with support from the Margaret A. Cargill Philanthropies.

### Institutional Research

There were no questions for Dr. Bill Sayre, on the Institutional Research Report.

### Office of Sponsored Programs

There were no questions for Laurie Brayshaw, on the Sponsored Programs report.

Biddah Becker inquired if additional resources have been allocated to hire the Title IX Coordinator. Dr. Martin confirmed that the funding is in place and commended Laurie Brayshaw regarding the progress she had made as the Interim Title IX Coordinator.

### Academic Affairs

Dean Charlene Teters shared that the Dartmouth program has begun, and IAIA students have enrolled in the Dartmouth courses. The program is fast-paced and requires a high degree of reading and writing. Integrating the Dartmouth students within the campus community has been a work in progress; ASG has been called upon to assist in including them in campus activities.

This year’s Summer Bridge program was a success and attracted national and international students and potential leaders.

Dr. Matthew Snipp inquired on the differences between Indigenous Assessment and the Non-Indigenous Assessment.

Dean Teters shared that IAIA’s Indigenous Assessment model was facilitated by Dr. Lara Evans and Dr. Stephen Wall. The Indigenous assessment model is an

application of community-based research where the community performs the research of teaching and learning for the community. The community includes faculty, students, and staff. The actions and decision-making arise from community participation during the process.

The Non-Indigenous Assessment methods uses an externally determined assessment model to make the final recommendations or decisions relative to student learning outcomes.

The search for the Low-Residency Studio Arts Program Director was unsuccessful. Dean Teters will work with Jennifer Forester to create a structure for the MFA and Studio Arts to attract a more competitive pool of applicants.

### Enrollment

Nena Martinez Anaya was attending an ATD Conference. Dr. Bill Sayre presented on Ms. Anaya's behalf. He shared that there were 87 new freshmen, with transfers students still arriving. The total number was not available but overall there is an increase in the number of new freshmen.

### Student Life Division

Dean Carmen Henan will retire at the end of September; Paul Moore will be the Interim Dean of Students.

Dean Henan shared that the student life division is working on an action plan to address underage drinking, prescription drug misuse, and suicide prevention.

### Finance

There were no questions for Larry Mirabal on the Finance Report.

Mr. Mirabal thanked JoAnn Balzer for serving as Chair of the Finance Committee and welcomed Anne Marie Bledsoe as her replacement.

### Museum

Ms. Phillips and Manuela Well-Off-Man returned from Greenland where they visited indigenous communities affected by the mining and processing of uranium. They shared photos of artist's paintings illustrating the destruction to the land and the harm to the residents by uranium mining.

Five students will accompany IAIA staff to the Suzan Shown Harjo Symposium, September 20, 2019, National Museum of the American Indian, Washington, DC. Representatives from the American Alliance of Museums (AAM) are scheduled for a site visit at the museum in December, as the final phase for the achievement of accreditation.

### Institutional Advancement

Danyelle Means shared that the 2019 Scholarship Dinner and Auction raised a total of \$343,188 in support of student success.

## **VII. FY 2020 Budget Presentation**

Larry Mirabal provided an overview of the FY'20 Operating Budget beginning with the revenues:

- Congressional appropriation is projected to be \$10.2 million, which is a \$250k increase.
- Tuition, fees, and the auxiliaries are projected to increase between 3% and 5%.
- Advancement is projected to achieve an increase of 10% in scholarship revenue, with strong results in FY19.
- Museum admissions are predicted to be up 5%.

Mr. Mirabal concluded with the expenses:

- FY'20 budget calls for 1.9% cost of living increase adjustment for all full-time and regular staff. Compensation for faculty has been adjusted as mandated by the rank and step schedule.
- A 10% increase has been built into the budget for FY' 20 healthcare insurance.

## **VIII. “Investment Overview” – First Citizen’s Bank Wealth Management Team**

The First Citizens Bank Investment team: Phillip Strickland, Phil Newhart, and Gene Lewis reported on the Endowment Account and the Temporarily Redistricted Account Portfolios.

The Endowment is approximately \$5.8 million through the end of the quarter. Year-to-date Performance at the end of the quarter was 12.7%. During the last 12 months, performance is up 6%. Since its inception in 2017, the annualized return is 7.11%.

The Temporarily Restricted, is a conservative portfolio of about \$4 million and year-to-date earnings of 8%. The last 12 months it's been up 5.8%. This portfolio earnings of investment-grade bonds have rallied. Since its inception in 2011 it has been up by 3.8%.

On the Temporary Restricted account there were no recommendations because it is well positioned.

The following resolution was brought forward for consideration:

Loren Kieve moved to accept **Resolution 2019 – 012 – FY 2019 Investment Policy Statement (IPS) amended:**

Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves the allocations in the management strategy proposed by First Citizens Wealth Management.

**Second:** Brenda Kingery

**Outcome:** Passed by unanimous approval.

## **IX. New Business**

The Committee brought forward the following resolutions for consideration:

Dr. Decorah Goodman moved to accept **Resolution 2019 – 010 – FY'2020, Budget.**

IAIA Anticipates our Federal Appropriation in FY20 to be \$10,210,000; and  
IAIA Anticipates other revenues, such as tuition and fees, room and board, auxiliary revenue and fundraising, of \$4,263,073; and

Be it resolved that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the balanced FY 2019 Operations Budget in the amount of \$14,173,073 in total revenue and expenditures.

**Second:** Brenda Kingery

**Outcome:** Passed by unanimous approval.

Bidtah Becker moved to accept **Resolution 2019 - 011 FY'2019 - Third Quarter Gift Acceptance.**

Be it resolved, that the President of the Institute of American Indian Arts has reviewed and recommends the acceptance of the gift donations to the IAIA Trust from April 1, 2019, through June 30, 2019, which are listed below:

3<sup>rd</sup> Quarter (April 1 – June 30, 2019)

Gifts of \$ 216,044

\$ 4,213 Scholarships & Endowments;

\$ 8,906 General Donations & Museum Memberships;

\$ 202,925 Grant Proceeds and Temporarily Restricted Gifts

**Second:** Barbara Ells

**Outcome:** Passed by unanimous vocal approval

## **X. Executive Session**

An executive session was unnecessary.

- XI.** Loren Kieve made a motion to adjourn the General Session at 3:45 PM MST. Bidtah Becker seconded the motion. It was passed by unanimous vocal approval.

# INSTITUTE OF AMERICAN INDIAN ARTS

## 2019 BOARD OF TRUSTEES RETREAT MEETING MINUTES

**Thursday, August 15, 2019**  
**LKN Welcome Center Board Room**  
**9:00 am – 12:00 pm**

<b>Board Members:</b>	Loren Kieve, Chair Brenda Kingery Ann Marie Downes Dr. Deborah Goodman Charles Galbraith	Dr. Robert Martin Beverly Morris Princess Johnson Dr. Matthew Snipp	JoAnn Balzer Barbara Ells Bidtah Becker Andrea Sanders
<b>Absent:</b>	Lawrence Roberts	Bryson Meyers	
<b>Staff:</b>	Angie Brown	Dr. William Sayre	Danyelle Means
<b>Guests:</b>	Amalia Sparks-Schuler Stock Colt	Ed Hughes Mark Figueroa	

### **I. Marist College Venice Biennale, Student Presentations: Amalia Sparks-Schuler and Jazmin Novak.**

IAIA students, Amelia Sparks-Schuler and Jazmin Novak, presented their work and experiences at Marist College-LdM Venice Biennale: Art History and Studio Art Program. They explored works of artists featured at the Biennale sites and museums. At the end of the four-week program, each created a unique body of work based on their exploration.

Ms. Sparks-Schuler shared her final project of a graffiti photograph with an overlay of red hands. She included “No more stolen sisters,” and “MMIW” (Missing and Murdered Indigenous Women) captions.

Ms. Novack presented photos of her lifelike flower figurine sculptures. Each figurine had a face, arms, and legs made from paper-mâché clay.

### **II. Student Success/Achieving the Dream Coaches-Dr. Ed Hughes and Dr. Mark Figueroa:**

Dr. Martin introduced the Achieving the Dream (ATD) coaches, Dr. Ed Hughes, and Dr. Mark Figueroa, who have been working with IAIA since 2017. They summarized the ATD framework and the TCU Student Success initiatives. ATD has worked with

Student Success for 15 years with a network of over 200 colleges and universities throughout the United States. This network includes the participation of the 34 Tribal Colleges and Universities (TCUs).

The coaches shared that IAIA's first year with ATD was a year of discovery. In the first year, they focused on data and developed an Action Plan. The second-year was the implementation of the plan from year one; aligning policy, practice, and processes. IAIA is now in its third year and will evaluate its progress to see what is working and what needs improvement. They stated, for year three, IAIA has made sufficient progress.

They commended Dr. Martin on the way the institution responded to the Title IX issues that surfaced in May. They stressed the importance of Title IX policies and practices to create a culture of caring and belonging. The coaches asked the Trustees to define and write what student success and equity at IAIA means. Dr. Sayre collected the definitions to share with IAIA to refine. Dr. Hughes and Dr. Figueroa concluded their presentation by recognizing the Trustees and Dr. Martin for their support of the campus community and the ATD initiatives.

### **III. Establish Board Goals for 2019 – 2020**

Loren Kieve recommended moving the review and discussion of the 2019 - 2020 Board Goals to the November meeting agenda.

The following resolution was brought forward for consideration:

Loren Kieve moved to accept **Resolution 2019-013, Plan '22 Recommendation:** Be it resolved, the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development adopts the newly modified Plan '22 incorporating a safety objective within IAIA's strategic plan.

**Seconded:** Bidtah Becker

**Outcome:** Passed by unanimous approval

The Chairman adjourned at 12:00 pm MST.

# INSTITUTE OF AMERICAN INDIAN ARTS BOARD OF TRUSTEES TRAINING

**Friday, August 15, 2018**  
**LKN Welcome Center Board Room**  
**1:15 pm – 1:45 pm**

**Board Members:** Loren Kieve, Chair      Dr. Robert Martin      JoAnn Balzer  
Brenda Kingery      Beverly Morris      Barbara Ells  
Ann Marie Downes      Princess Johnson      Bidtah Becker  
Andrea Sanders      Dr. Matthew Snip      Bryson Meyers  
Charles Galbraith      Dr. Deborah Goodman

**Absent:** Lawrence Roberts

**Staff:** Angie Brown      Dr. William Sayre      Larry Mirabal  
Danyelle Means

**Guests:** Stock Colt

**Call to Order:** Loren Kieve, Chair, called the meeting to order at 1:15 PM MST.

## Training

Larry Mirabel provided the second training on IAIA Board of Trustees Learning Conversations about Finances.

**Part 2 – Understanding Financial Statements 101.** This session addressed the following three learning objectives and were discussed in detail:

- Identify the 3 key financial statements
  - ✓ The Statement of Net Position (the Balance Sheet)
  - ✓ The Statement of Revenues, Expenses, and Changes to Net Position (the Income Statement)
  - ✓ The Statement of Cash Flows (contains the most detail)
- Interpret what is begin presented in each financial statement
  - ✓ Discerning typical results from atypical results
- Utilizing the notes to the financial statements as a resource

The next sessions are tentatively scheduled as follows:

- Part 3 – Understanding the audit and financial ratios, February 2020
- Part 4 Wrap-up – The Board of Trustee's role in fiscal oversight, May 2020

Training adjourned at 1:40 PM MST



**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**RESOLUTION # 2019 – 015**

**November 16, 2019**

**Whereas**, the Institute of American Indian Arts and the Institute of American Indian Arts Trust must maintain up-to-date signatory information with its bank, First-Citizens Bank and Trust Company; and

**Whereas**, the President and Chief Financial Officer have determined who among the officers of the Institute should have signature authority; and

**Whereas**, the Board of Trustees must approve the list of authorized officers with signature authority; and

**Whereas**, I, the undersigned, hereby certify that I am the Secretary of the Corporation entitled Institute of American Indian Arts Trust, which Corporation is duly organized and existing under the laws of the State of New Mexico; that the following is a true copy of the Resolution duly adopted by the Board of Trustees of said Corporation effective on the 16<sup>th</sup> day of November 2019; and

**Whereas**, I further certify that this Resolution has neither been rescinded nor modified; therefore

**Be it resolved**, that the officers listed below are authorized Representatives of the Corporation with the authority to conduct all Trust Business on behalf of the Corporation with First-Citizens Bank and Trust Company.

**Name**

Robert Martin  
Charlene Teters  
Lawrence Mirabal

**Title**

President  
Academic Dean  
Chief Financial Officer

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye \_\_\_\_\_

Nay \_\_\_\_\_

Attachments:              Yes \_\_\_\_\_

No \_\_\_\_\_ X \_\_\_\_\_

\_\_\_\_\_  
Deborah Goodman, Secretary

**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**RESOLUTION # 2019 – 016**

**November 16, 2019**

**Whereas**, the President of the Institute of American Indian Arts has reviewed and recommends the acceptance of the gift donations to the IAIA Trust from July 1, 2019 through September 30, 2019, which are listed below:

4th Quarter (July 1 – September 30, 2019)

Gifts of \$ 379,773	\$ 215,077 Scholarships & Endowments;
	\$ 11,459 General Donations & Museum Memberships;
	\$ 153,237 Grant Proceeds and Temporarily Restricted Gifts

**Now Therefore Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the President and accepts said gifts.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye \_\_\_\_\_                      Nay \_\_\_\_\_

Attachments:              Yes   X                        No \_\_\_\_\_

\_\_\_\_\_  
Deborah Goodman, Secretary

**SCHEDULE OF GIFT REVENUE**  
**For the Quarter Ending SEPTEMBER 30, 2019**

<b>FISCAL YEAR 2019</b>	<b>IAIA</b>				<b>4TH QTR</b>
<b><u>IAIA TRUST</u></b>	<b><u>Fund</u></b>	<b><u>July-19</u></b>	<b><u>August-19</u></b>	<b><u>September-19</u></b>	<b><u>Total</u></b>
IAIA Board of Trustees Endwd Schlrsip	1388			2,692	2,692
Permanent Endowment	1390			4,345	4,345
Emergency Student Fund	3002			5,054	5,054
Andrew Krusko, Sr Memorial Scholarship Fund	3011			2,347	2,347
General Scholarships	3101			9,257	9,257
American Indian College Fund	3104			64,300	64,300
Johnson Scholarship Foundation Entrepreneurship	3134 D			2,750	2,750
IAIA BOT Scholarship Fund	3142			3,800	3,800
MFA Scholarship Fund	3155			107,350	107,350
Allan Houser Scholarship	3156			855	855
Kim Denise Willetto Scholarship	3160			475	475
Jeri Ah-be-hill Scholarship	3162			1,663	1,663
NM State Comm. Of N.M.of W. in the Arts Scholarship	3163			2,375	2,375
B&H Morris Indigenous Liberal Studies Scholarship	3166			5,915	5,915
R&D Sculpture Scholarship	3171			1,900	1,900
<b>TOTAL SCHOLARSHIPS/AWARDS</b>		<b>0</b>	<b>0</b>	<b>215,077</b>	<b>215,077</b>
General Donations	5001			3,152	3,152
Museum Membership	5004	3,126	3,961	1,220	8,307
<b>TOTAL - UNRESTRICTED</b>		<b>3,126</b>	<b>3,961</b>	<b>4,372</b>	<b>11,459</b>
Academic Division-Restricted	4100			166	166
Full Dome Development Interactive Training	4152	30,076			30,076
Museum Restricted	4200	23,000		2,586	25,586
NMHED Academic Building Roof & Cooling Units	4539	5,851			5,851
Museum Studies Department - Trust	4100/178			475	475
USDOE Title III - MFA Curriculum & Academic Support	4430/02	1,974	3,515		5,489
USDOE Title III - Academics Visiting Faculty Program	4430/05	5,520	20,840		26,360
USDOE Title III - Development Ed Coordinator	4430/12	4,756	4,755		9,510
USDOE Title III - Fiber Cabling	4430/13	28,152	1,050		29,203
USDOE Title III - EMSI Analyst & Alumni Insight	4430/14	2,028	5,271		7,299
USDOE Title III - Fulbright Scholar	4430/15	368			368
USDOE Title III Part F	4542/04		2,874		2,874
Multi-Purpose Building Capital Campaign - Trust	6171			9,980	9,980
<b>TOTAL - RESTRICTED</b>		<b>101,726</b>	<b>38,305</b>	<b>13,207</b>	<b>153,237</b>
<b>QUARTERLY TOTAL</b>		<b>104,852</b>	<b>42,266</b>	<b>232,656</b>	<b>379,774</b>

To: IAIA Board of Trustees  
From: Robert Martin, President  
Date: November 2019  
Subj: President's Quarterly Report

### **Mission Objective I: Improve Student Success**

#### **A. Increase Resources for Students**

- We have received official notification from the United States Department of Education that the emergency aid, paid internships, financial literacy and Achieving the Dream (ATD) programs will be funded again starting in October 2019. Although expected, we have not been informed relative to programmatic and budgetary changes in the ATD program.
- The Fall 2019 Semester Scholarship Awards Luncheon was held in the Performing Arts and Fitness Center gymnasium, September 12. Donors, supporters, faculty, staff and students were in attendance to celebrate the awarding of \$520,000 in scholarships.

#### **B. Improve retention and completion**

- After delays with the New Mexico Children, Youth and Families Department (CYFD) certification process because Presbyterian Medical Services (PMS) had difficulties recruiting a licensed site supervisor, the daycare center is staffed and open to our students with children
- I am mentoring two students as part of IAIA Mentorship Program.
- Student enrollment for the 2019 Fall Semester is 507 full-time equivalent (FTE) students.

#### **C. Develop student leadership skills**

- In October, Bryson Meyers and Caleigh Benally, attended the AIHEC Student Congress meeting in Minneapolis.
- In October, the IAIA Associated Student Government (ASG) officers attended the American Student Government Association (ASGA) National Conference in Washington, D.C. The ASGA provides training in networking, research and information services to college student leaders to assist them in becoming more effective, ethical and influential leaders on campus.

#### **D. Promote involvement of all IAIA stakeholders in student success**

- Dr. Jessie Ryker-Crawford and Andrea Otero, faculty members, will co-chair the 2019-2020 Achieving the Dream (ATD) student success initiative. The initial campus-wide meeting is scheduled for October 29.

Ed Hughes and Mark Figueroa, ATC coaches, noted the following after their visit to the campus in August:

- IAIA is in a good place as year three of the student success initiative begins. Data is more widely shared and used, the Action Plan is in place and some improvement in student outcomes has been experienced.
- There are working definitions of Student Success and Equity from which to frame future discussions.
- Engagement of the campus community is greatly improved as is the culture of evidence.
- There are organizational structures in place to guide the work and opportunities to integrate many more actions, policies and practices.
- The institution's leadership is highly committed to student success.
- Dr. Jessie Ryker-Crawford and Jennifer Love provided strong leadership and energy for the Pathways Council student success initiative.
- It appears as if IAIA could benefit from a renewed effort to carefully track and document the actions completed for each of the three student success priorities using the format previously established. The format provides a framework that includes the person or team that is accountable for leading strategy development and

implementation and making periodic reports to the college community and the Pathways Council.

- It is imperative to align specific metrics with the Action Plan and with the institutional strategic plan metrics.

#### **Mission Objective IV: Ensure a safe community**

##### **A. Promote health, wellness and safety**

- I will continue to schedule monthly meetings to discuss student safety concerns and issues and recurring talking circles for healing. The major themes emphasized to date are:
  - The importance of improving Title IX processes and training.
  - Continuing to work on issues through the Student Concerns Committee
  - Emphasize community-based problem-solving and solutions
  - Underscore the importance of communication and transparency.

##### **B. Strengthen Title IX programs and processes**

- Funded and posted a job description for the new Coordinator of Title IX, Equity and Inclusion
- Annual Title IX training is required for faculty, staff and students
- A revised Title IX webpage has been developed
- Regular reporting of the progress of Title IX investigations will be made public without using specific names or actions
- Revised policies and procedures manuals are available on the website
- A student peer-advocate program has been established
- A list of Crisis Treatment Resources was developed
- A telephone hotline has been created for anonymous reports. The number is 505-424-5790.

##### **C. Engage the community in addressing safety concerns**

- Created a safety webpage and email address for anonymous reports and comments
- Campus lighting will be evaluated. Funding for security camera upgrades has been requested through the strategic initiatives funding process.
- Additional hours for security have been approved
- A permanent standing committee has been established that focuses on safety utilizing an Indigenous community-based framework
- A safety mission objective and priorities has been incorporated into IAIA's Strategic Plan.

##### **D. Develop educational and training programs to promote safety on campus and at the Museum**

- As the Interim Title IX Coordinator, Laurie Logan Brayshaw has developed an ongoing schedule of no cost training sessions offered to students, faculty, and staff. We are collaborating with various organizations to provide classes, e.g. Sex and Trauma, Contraception, Anatomy, Introduction to Gender and Sexuality, Consent, Healthy Relationships, Sexually Transmitted Diseases and other related topics.

#### **Mission Objective V: Advance contemporary Native arts and cultures**

##### **C. Consider developing a Native Research Center**

- Funded through a grant from the Mellon Foundation, Kauffman and Associates, Inc. (KAI) has completed a draft feasibility study and strategic plan to establish a research center for contemporary arts on the IAIA campus. The research center would consolidate resources and programs to more efficiently provide researcher access to IAIA Archives, the Museum collection and the Artist-in-Residence program. It also provides funding for Scholar Fellowships beginning this semester.

Additional funding from Mellon is anticipated in 2021 to assist with the renovation of existing facilities necessary for optimum success of the Research Center. Construction of a new building was initially considered to house the Research Center, but the Museum Studies Program in the Science and Technology Building requested to relocate to the Academic building, which would free-up space for housing the Research Center. Archives then would move into the space vacated by the Museum Studies Department and this space would be reconfigured for offices and classrooms to properly house the Research Center scholars, faculty, staff and students. The Academic Building would be renovated to accommodate the required classrooms and office space for the Museum Studies department.

Upgrades to the climate control system and additions to the storage system in the Museum Collections area would be required. Improvements in the climate control system will provide an environment to properly preserve the collection. In order to properly store the growing IAIA Collections and ensure its accessibility to students and scholars, additional panels must be added to the existing Space Saver storage rack system.

## **Mission Objective VI: Build Institutional Capacity for Growth**

### **A. Ensure long-term sustainability and financial growth**

- We anticipate \$600,000 in funding for short-term capacity building to be awarded in January 2020 from Margaret A. Cargill Philanthropies (MACP). The funding will be used to build capacity in information technology, Institutional Advancement and Marketing and Communications. MACP also will continue to support the Artist-in-Residence, Internship and Foundry programs.
- As previously reported, the House Subcommittee on Interior Appropriations mark-up included an additional \$600,000 above the administration's FY 20 federal funding request of \$10,210,000 for IAIA. It is expected that the Senate's mark-up will be much closer to the administration's request. The Senate, however, has yet to pass a single measure to support federal programs for the current fiscal year, which began on October 1. If the Senate approves a package of bills, the House and Senate will be required to negotiate their different spending proposals. With the Senate just getting started, it is doubtful that all bills will be negotiated and passed by November 21, when the current continuing resolution expires. That sets the stage for the development of another stopgap measure at a time when partisanship is increasing and the relationship with the White House is exasperated.
- Dyron Murphy Architects in Albuquerque was selected to facilitate the development of the college's 2020 Campus Facilities Master Plan. As part of the process in revising IAIA's Campus Master Plan, two Campus Plan Design Charrettes will be conducted in which stakeholders will have opportunities to provide input in developing general themes and a shared vision for the College's future growth. The Campus Master Plan will provide a roadmap for the development and refinement of the physical campus to meet present and future academic and social needs. It will establish the parameters, policies and directions for the physical development of the campus, including buildings, landscaping, circulation systems and the infrastructure. The first of the Campus Plan Design Charrettes was scheduled for Friday October 25, in the CLE Commons. Representatives from the following stakeholders were invited to participate:
  - Board of Trustees Representatives (Thanks to JoAnn Balzer for representing the Trustees)
  - Executive leadership of the IAIA Foundation
  - Alumni Council
  - President's Cabinet
  - ASG (4)
  - Staff representation (3 appointed by the staff council)
  - Faculty representation (3 appointed by the faculty council)

The second Campus Plan Design Charrette is scheduled for 1:30 pm – 4:30 pm, Friday, November 15, as part of the board meeting, in the CLE Commons, to further refine the planning document.

**B. Implement a marketing and communication plan to brand and promote IAIA**

- As previously reported, the MACP capacity building funding grant will be used to create a viable Marketing and Communications Strategic Plan.
- In support of the Santa Fe Independent Film Festival, IAIA sponsored the Indigenous Film Program in which eight feature films and 10 short films highlighted the most exciting indigenous themes and filmmakers of 2019. The program represented indigenous cultures and filmmakers globally, including First Nations, Māori, Native American, Sámi, Greenlandic, Aboriginal, Inuit, and Alaskan Native peoples.
- I attended the following meetings/events:
  - The Inaugural reception and reading by Joy Harjo, United State Poet Laureate, September 19, Library of Congress, Washington, DC.
  - Spoke at The Suzan Shown Harjo Symposium held Friday, September 20, 2019, at the National Museum of the American Indian, Washington, DC. Patsy Phillips led the planning for the symposium but was unable to attend because of a broken arm. Several IAIA faculty, staff and students were present to participate in this well-deserved tribute to Suzan.
  - The American Indian Higher Education Consortium's (AIHEC) Fall Presidents Meeting, October 7-11, 2019, in Minneapolis. A report was provided regarding the AIHEC Student Conference scheduled for March 21-24, 2020, Albuquerque Convention Center. Paul Moore, Interim Student Life Dean delivered an update for the 2020 AIHEC Basketball Tournament to be hosted by IAIA, March 25 – 28.
  - I am scheduled to attend the Higher Learning Commission's Board of Trustees meeting November 6-8, in Chicago.
- The 2019 Open House was held on Wednesday, October 23, and was a huge success. It featured open studios and classrooms, exhibitions and demonstrations, a bronze pour, a student art show and sale, Pueblo Dancing in the Dance Circle, an Archery Demonstration, and a portfolio review with scholarships being awarded to a select number of qualified students. The Open House showcases IAIA's beautiful campus and provides a wonderful opportunity for the general community to learn more about our mission, programs and the creative talents of our amazing faculty and students.

**C. Determine need and capacity of new undergraduate and graduate programs**

- A low residency MFA in Studio Arts will be the next new program established at IAIA. Assistant Professor Jim Rivera will serve as the Interim Director to provide leadership in the development of this program and Dr. Jennifer Foerster will assist in writing the proposal. It is expected the substantive change proposal will be submitted to the Higher Learning Commission and the National Association of Schools of Art and Design in the spring.

**D. Annually reduce IAIA's carbon footprint by 5%**

- The installation of solar panels at the greenhouse was completed, dramatically reducing its energy costs and carbon footprint.

To: Dr. Robert Martin, President  
From: Dr. Bill Sayre, Director, Institutional Research  
Date: October 22, 2019  
Subj: Quarterly Board Report

### **Mission Objective 1: Improve Student Success**

#### **B. Improve retention and completion**

Project: Improve student persistence. 10% complete.

Contractor Jesse Morris continues to work on a logistic regression predictive model of persistence, that is, whether a student enrolls in the next semester, unless they've graduated. The model's successful prediction rate is between 75 and 85%; we're still working on the details. We have submitted a proposal to present the results of our work at the Higher Learning Commission's annual conference in April 2020.

Other: At its August meeting, Board members were asked for their definitions of student success. Our ATD coaches proposed: Working toward personal growth and learning while actively completing educational goals of graduating with a certificate or degree. Here are individual Board member responses (several provided multiple ideas):

- Learning how to live a balanced life and to be of service to yourself, your family and community through education, culture and the arts.
- IAIA helps to achieve student success by lifting up students' creative expression of themselves and the world around them.
- Culturally response social emotional learning (exposed, embedded and maintained as an essential framework for all staff/faculty/administration) as a method to help achieve student success.
- Moving from a "you" to a "we" conversation for how to achieve student success.
- For first year students, create cohorts who work together to create a "family tree" so they better understand each other's backgrounds, cultures, and geographic areas.
- Creating a caring environment that is also attempting to incorporate and reflect tribal values.
- Creating an active learning community that fosters learning inside and outside of the classroom, giving students opportunities to explore and take intellectual risks, knowing that risks make you different and that difference is valued.
- Acquiring a baseline of social, cultural and human capital that will serve as a foundation for continued personal and professional growth for the duration of the student's life.
- So, I think it's very specific to students to understand, know their learning methods, their self-learning methods, and to recognize when they can move on from phase one to phase two in their education and their personal life, in self-awareness. So, I think it's just recognizing how one learns and moving forward, I think will begin the process.
- If not at a tribal school, it seems like it should be where we would want group goals as well as personal. Because traditionally, Native Americans, the group is more important than the individual. But education makes it individualized, so the individual is more than the group. It seems like our goal here would have something to do with improving both the personal and the group and pursuing preserving Native American Culture.
- To achieve their personal goals as well as their educational goals, and to learn new life skills.
- The ability of the student to find personal growth and a feeling of self-worth and the ability to graduate with the degree in their chosen field of study.
- Personal and academic growth in an environment that creates a sense of belonging and joy with an end result that strengthens a student's future.



- Gaining the awareness necessary to identify an individual direction towards productive fulfillment and taking educational and developmental steps towards that ideal.
- Harness the raw energy that talented young people bring into the institution and direct it towards student success
- Behaviors that I want to see in an institution designed for student success are: kindness, compassion, active listening skills, providing constructive feedback, even when it is not popular to do so.
- IAIA helps students to achieve success by providing a welcoming environment, providing excellent faculty and support from staff, students, and faculty.
- IAIA is a place where all students are made to feel welcome and accepted and where each person learns in their own way. There are many ways to teach and individual learns at their own ability
- IAIA is a unique and vibrant institution that fosters a sense of family for indigenous students and others, interested in the Arts, with talented faculty, administration, staff, and students.
- What does IAIA do? Willingness to collaborate; safe environment; open communication encouraged and valued; everyone generous with their time; everyone an active listener; solution oriented; inclusive; resources appropriately allocated and spent
- Listening; respect; goals beyond expectations; Indian Culture
- What does IAIA do? Brings leaders together; is willing to listen; evolves and isn't resistant to change
- IAIA helps facilitate student success by creating a welcoming, safe and collaborative working environment that is responsive to individual student needs
- Culturally responsive social/emotional learning.

And the Board's definitions of equity:

- What does IAIA do? Inclusive, intentional, and thoughtful in the treatment of people and relationship building.
- Provide opportunities for student leadership, self-growth, and achieving their degree in the chosen field. Make each student worthwhile and to accept the differences and similarities among fellow students.
- Respect for the individual, respect for the institution, respect for diversity, respectful behavior.
- An institution that educates on issues of equity and intersectionality of issues facing our students and communities, and we actively seek out ways to increase and include the voices of all students' needs and desires to increase equity at IAIA.
- Inclusive, intentional, thoughtful treatment of people, and a desire to build a relationship with that.
- Inclusiveness

Other: We are optimistic that Federal Student Aid will renew its funding for Project Success, and we will be able to participate in Achieving the Dream. Formal notification may be forthcoming by the time of the November Board meeting.

C. Develop student leadership skills

Other: Alexis Wald, President's office student worker, and I have formed a meditation group that meets twice a week.

#### **Mission Objective 4: Ensure a safe community**

C. Engage the community in addressing safety concerns

Other: The President has reformed the permanent Health, Safety, and Security Committee and has appointed Sara Quimby, Library Director, and me as co-chairs.

The charge is: The Committee will review, analyze and provide policy and procedure recommendations for the Health, Safety and Security programs. The Committee will provide a forum to identify what resources are required to meet the health, safety and security goals necessary to provide a safe and secure environment for work, educational and public interactions for all IAIA students, staff, faculty and the general public.

Membership is: Chief Financial Officer or his designee; Chief Enrollment and Retention Officer or her designee; Academic Dean or her designee; Dean of Students or his designee; Title IX Coordinator; Director, Human Resources; Director of the Library (Co-chair); President of ASG; Additional student member designated by ASG; Museum Security Supervisor; Supervisor, G4S Security; Faculty member designated by Faculty Council; Staff member designated by Staff Council; Director, Institutional Research (Co-chair).

The committee reviewed the work of the Life/Safety Ad hoc Committee and proposed three projects for the strategic priority funding cycle this year:

- Replace and upgrade the institute's security camera system: \$212,000
- Purchase a new app for campus and Museum safety notifications and monitoring: \$7,500 per year
- Add 80 hours per week (during fall and spring semesters) to the security contract: \$58,000.

The committee is also considering the weapons policy and pepper spray and a campus climate survey.

Other: The Talking Circle for Healing took place on August 21. About 70 students, faculty, and staff attended. The following themes were developed based on written comments and discussions:

- Our work is not done. We need to continue working on safety.
- Community dialogue, involving as many people and groups as possible, is very important and should continue and expand.
- There needs to be an easier way to file reports and complaints, and we need to build more awareness about how to file report and complaints.
- Transparency and communication continue to be of critical importance in the work of the Student Concerns Committee and any work going forward.
- All members of the community must have respect for every other member of the community. We all can benefit from a better understanding of the challenges facing different community members and groups of community members, particularly those related to gender and gender identity.
- We need to find more ways to provide direct support to community members who feel unsafe.
- Mental health services need to be expanded.
- We should have more culturally-based activities.
- The actions the institution takes, once a Title IX violation has been confirmed, need to be reviewed.

### **Mission Objective 5: Advance contemporary Native arts and cultures**

A. Continue to refine and implement indigenous assessment

Project: HLC Quality Initiative. 5% complete. Once we've received formal notification of our continued involvement in Achieving the Dream, I'll wrap it into our Quality Initiative proposal.

Other: I attended the annual conference of the National Association of Schools of Art and Design in October. I updated my training as a NASAD peer reviewer.

### **Mission Objective 6: Build Institutional Capacity for Growth**

#### **A. Ensure long-term sustainability and financial security**

Project: Plan '22 metrics and indicators. 10% complete. As in last quarter, IR has focused on learning more about the Tableau software package that we'll be using to portray metrics and indicators. The beginning of fall semester is filled with operational tasks, so we haven't made much progress here this quarter.

Other: Anita Gavin was promoted to Associate Director of Institutional Research in September.

Other: Reports, datasets, and projects generated by Institutional Research, largely done by Anita Gavin this quarter:

#### **Compliance Reports:**

- NSC Monthly Enrollment Reports
- NSLDS Reports-Update Degrees
- NMHED Summer Enrollment Files
- NMHED Financial Aid Files
- NMHED Degree File
- NMHED Fall Census
- IPEDS - Institutional Characteristics
- IPEDS—12-month enrollment
- IPEDS—Completions
- US News online programs

#### **Ad Hoc Reports**

- New Student Accounts
- New Employee Accounts
- Dual Credit Exception Report - Admissions
- Enrollment Report— Student Success
- FISAP UG Numbers – Financial Aid
- Email/No Shows – IT
- Emails/Current Students – IT
- Non-Returner's Report – Student Success
- Continuing Education Enrollment – Sponsored Programs
- High School/College List – Admissions
- Online Only Students – Bookstore, Financial Aid, Student Success
- Exception Report Student Tuition – Financial Aid, Student Billing
- New Student Report – Admissions, Library, IT
- New Freshmen Report – Blue Tarpalechee

#### **Projects**

- Empower Training – In person with ComSpec Trainer 7-23-19 through 7-27-19
- Online Empower Trainings – (Scott Whittaker, Jeminie, Loyola)
- Assisted Registrar with Empower Projects (Rolling Data, Degree Audit, Course Fees)
- Assisted Student Billing/Financial Aid with Empower Projects (New Charges Set up, Fee and Student Types)

- Assisted Student Retention Director with Empower Project (Alpha Chi Candidates)
- Monthly Empower User's Group Meeting
- Healing Ceremony
- ATD Coaches Visit Data Report - (Retention Rates, Persistence Rates, DevEd, Absences)
- Life/Safety Ad hoc Committee
- Institutional Review Board

#### Other Empower Duties

- Assist Students/Staff with Empower- Log in, forgotten password, problems with reports, web applications, permissions, training etc.
- Responded to approximately 125 Empower Tickets
- Degree Verifications for National Student Clearinghouse
- Submit concerns to ComSpec and follow up with user issues.
- Evaluate need for Enhancements and submit to ComSpec, then, follow up.

To: Dr. Robert Martin  
From: Eric Davis  
CC: Bill Sayre, Angie Brown  
Date: October 22, 2019  
Subj: Quarterly Board Report

**Mission Objective: III. Build College Community**

III.C. Identify and deliver effective institutional communication

Project: Develop New Editorial and Style Guide with Revised Logo Packages

The MarCom Department is in the process of updating the **Style Guide** and **Editorial Guide** and combining them into one package which will include revised logos including the “®” designation on the logo since we finalized copyrighting the design. The draft will be reviewed by the Communications Committee before issuing.

The guide will address the following issues (and more):

- Correct usage of logos, titles, departments, etc.
- Correct display of Tribal Affiliations
- Social Media communication guidelines
- Approval process of documents which include logos
- Preferred punctuation usage

% completed – 25%

**Mission Objective: IV. Advance contemporary Native arts and culture**

IV.E. Strengthen the connection between the College, its Museum, and the Santa Fe Community

Project: Strengthen Relationship Between Museum and School

I have sent the school **recruitment video** to the museum to play as part of their programming on the 1<sup>st</sup> floor hallway monitor. I have also discussed signage at the museum and in the collections area at the school referencing each location. On “**Through our Eyes**”, the KSFR radio show I host, I am continually reinforcing the connection between the two entities.

We have been developed a revised joint museum/school advertisement to be utilized in appropriate situations, and it is being reviewed by the Communications Committee.

Additionally, I have insured inclusion of the museum in our annual Open House. Museum staff will be hanging exhibitions on campus and distributing literature and complimentary passes to attendees.

% completed - 30%

**Mission Objective: IV. Advance contemporary Native arts and culture**

IV.E. Strengthen the connection between the College, its Museum, Tribes, and the Santa Fe community.

Project: IAIA Blanket and Other Merchandising Opportunities

MarCom has finalized a deal with **Pendleton** to create a custom logoed IAIA blanket/robe. We have selected a design from our collection and received approval and a signed licensing agreement from the Artist's (Bennie Buffalo) widow and are moving into production. Based upon successful completion

of this project MarCom will work with Stores Manager to create and sell other merchandise with this and other images.

% completed - 35%

**Mission Objective: IV. Advance contemporary Native arts and culture**

IV.E. Strengthen the connection between the College, its Museum, Tribes, and the Santa Fe community.

Project: Community Events

The MarCom department continues to utilize Event Sponsorship to strengthen IAIA's connection to the community. We have extended our promotional partnerships in 2019 with **Indian Market, Santa Fe Bandstand, Santa Fe Independent Film Festival** (increased level of sponsorship for this year's festival), **New Mexico Film and Media Industry Conference, The Pueblo Film Fest, and Indian Day at the Legislature**. We will continue to expand the program as the MarCom budget will allow. Have recently begun to strengthen our ties to **SWAIA, MIAC**, and other Native institutions through sponsorship and joint collaborative programs. Most programs will include an opportunity for the Admissions Department to communicate with prospective students/parents.

% completed - 35%

**Mission Objective: V. Build institutional capacity for growth**

V.B. Implement Marketing and Communication Plan to brand and promote IAIA.

Project: Communication Committee

I have assembled a standing committee that includes key members of the IAIA community. We were originally going to meet quarterly, but after a very successful first meeting it was suggested that we meet on a monthly basis. I have revised and expanded the **Communication Plan**, which will be presented to the President and cabinet in the near future. I am developing the next redesign of our print ad and will share with Dr. Martin and the cabinet after I receive the input of the committee.

I am in the process of working with the committee to develop policies and procedures regarding advertising, social media, event development and promotion, and other topics that arise in our meetings.

% completed – 20%

**Mission Objective: V. Build institutional capacity for growth**

V.B. Implement a marketing and communication plan to brand and promote IAIA

Project: Revised Advertising Campaign

With the success of the “**Dean Char**” and “**Students**” ads, the MarCom Department feels that it is time for an up-date. With all of the attention on Student Success, we feel that the new ad should be focused in that direction. Suggested subjects for the new campaign include notable IAIA Alumni including:

Joy Harjo  
Santee Frazier  
Rose Simpson  
Layli Long Soldier  
Cara Romero

One the determination is made regarding Joy Harjo's (our first choice) participation, we'll move forward with the ad design, or move on to approach another Alum.

% completed – 10%

**Mission Objective: V. Build institutional capacity for growth**

V.B. Implement a marketing and communication plan to brand and promote IAIA

Project: Campus Event Program

In addition to existing events on campus, such as **MusicFest, Open House, Food Day, Holiday Market, Powwow**, and others – create new events to bring potential students and donors (along with Santa Fe area community members) to see the campus. This will be a part of the Communication Committee projects.

As the first step, a survey has been developed and approved by the Communication Committee for distribution within the IAIA community regarding the relaunching of a revised MusicFest.

% completed - 25%

**Mission Objective: V. Build institutional capacity for growth**

V.B. Implement a marketing and communication plan to brand and promote IAIA

Project: Increase IAIA's Online Presence

In light of our continued success on **Facebook**, the MarCom Department plans to increase the number of platforms that we utilize and increase activity on each. We've updated our presence on **Linked-In**, launched an **Instagram** account, added videos to our **YouTube** account. Future plans include expanding our **Twitter** visibility, adding **Snapchat** and others. We will also be doing more joint postings with the Museum on their pages.

We are investigating adding a **Social Media Specialist** to the MarCom Department to spearhead these efforts. The Job Description is being developed, and once approved by the Communication Committee, will be presented to Dr. Martin for his approval.

% completed - 20%

**Mission Objective: V. Build institutional capacity for growth**

V.B. Implement a marketing and communication plan to brand and promote IAIA

Project: Website Testimonials

We have been recording **testimonials** for all of the degree programs for use on our website and social media. The **Business Certificate Program** and **Cinematic Arts and Technology** are complete. We'll need to reshoot **ILS** and **MFA** due to new department chairs. **Dean Teters** is scheduled to be next, followed by **MFA, ILS, Studio Arts, etc.**

% completed - 20%

To: Dr. Robert Martin  
From: Laurie Brayshaw  
Date: Oct 22, 2019  
Subj: Quarterly Board Report

## **Strategic Theme I. Improve Student Success**

### **A. Increase resources for students**

#### Project: Continuing Education

Project Description: Increase the number of IAIA students and members of the outside community that enroll in Continuing Education courses and workshops.

Percentage complete 50%

#### Continuing Education (CE) - Activities/Courses Offered

#### **Fall 2019 – Enrollment** (as of 10/01/19)

Semester	Spring 2019	Summer 2019	Fall 2019
Number of CE Courses Offered	16	8	19
Number of CE Students Attending Classes	108	28	68 (as of 10.22.19)

Continuing Education has/is offering 19 courses/events in areas of professional development, personal enrichment, and health and wellness. These courses have not yet ended. The total number of students will likely increase by that time. The number of courses and students is consistent with the numbers from previous Academic Years.

The Fall schedule includes the following classes:

#### Professional Development

- Native Artist Professional Development Training – Tosa Two Heart
- Grant Writing for Arts and Non-Profit Sector Professionals – Melanie Buchleiter
- Journey into Entrepreneurship – Mark Thomas
- Financial Pathways – Mark Thomas

#### Personal Enrichment

- Personal Care and Traditional Plant Medicines – Arianna Johnny-Wadsworth

#### Health and Wellness

- Learning Choctaw Stickball – Brenner Billy
- Planned Parenthood Presents: Anatomy – Becky Jones
- Planned Parenthood Presents: Contraception – Becky Jones
- Planned Parenthood Presents: Consent – Becky Jones
- Planned Parenthood Presents: Intro to Gender and Sexuality – Becky Jones
- Planned Parenthood Presents: Healthy Relationships – Becky Jones
- Planned Parenthood Presents: Sexually Transmitted Infections – Becky Jones
- Krav Maga Self-Defense – Heather Rider
- Self-Serve Presents: Consent, Negotiation, and Safe Sex – Hunter Riley
- Self-Serve Presents: Queering Sex Ed – Tere Baca
- Self-Serve Presents: Sex and Trauma – Matie Fricker

#### Creative Writing

- Self-Publishing 101 – Carol MacLeod



## **Partnership Development and Outreach**

Continuing Education has established and is furthering partnerships, most notable with First Peoples Fund, IAIA Title IX, Self-Serve Resource Center, and Planned Parenthood. These partnerships have resulted in several courses being offered with Continuing Education and a variety of supporting courses.

## **Leave of Absence**

Jonathan Breaker received the American Indian College Fund's (AICF) Mellon Foundation Fellowship for TCU Staff to study his final semesters of his M.A. Public Administration degree at Carleton University. The fellowship is designed to assist TCU staff to take on more responsibilities in scholarship, teaching, research and career growth as future TCU faculty. Loyola Rankin is acting Interim Continuing Education Manager in his absence.

When Mr. Breaker returns in December, the Continuing Education classes for the Spring 2020 semester will be developed. This includes offering Fitness classes that will allow participants to access the Fitness Center during non-class times. We will market this benefit particularly to the residents of Rancho Viejo.

### Project: Grants

Project Description: Identify potential funding for IAIA needs and interests

Percentage complete 50%

The yearly award for the USDA Endowment program was provided. IAIA was awarded \$133,688.

The USDA Rural Development grant was awarded for \$137,702. The proposal requested \$129,000 for a wheelchair accessible van, kitchen cooking equipment for the Cafe, and additional solar panels.

A proposal was submitted to the Margaret A. Cargill Philanthropies for \$600,000. The proposal is requesting funds to support the IT department, the Marketing department, and the Institutional Advancement department.

Two strategic priority funding requests were submitted to the Budget Advisory Committee:

- 1) The six existing lounge chairs in the CLE Commons are tattered and torn. A request for \$12,757 was submitted to purchase new lounge chairs, ottomans, and additional free-standing power plugs for the CLE Commons, and reupholster the existing chairs for use around the campus.
- 2) A request for \$4,142 was submitted to relocate 15 fruit trees from the FabLab courtyard to the garden and purchase a semi-truck load of organic fertilizer to be used in the Land Grant garden and around the campus.

## **Strategic Theme III: Build College Community**

### **III: B. Promote Health, Wellness and Safety**

Project: IAIA Junior Master Gardener program for Native youth.

Project Description: Revise the Texas A&M AgriLife curriculum for relevance in Native communities and offer to local youth.

Percentage complete 50%

Land Grant Director, Charlene Carr, is away on maternity leave until late November 2019. During her absence, Teresa Quintana, the Land Grant Gardener, has been filling in and taking care of the Junior Master Gardener program. For this session, several attempts were made to bring in youth from the IAIA community. Unfortunately, we were not successful in our attempts. For the Spring 2020 session we hope to recruit Santa Fe youth - including the local Amy Biehl school, ATC, Santa Fe Public School Native American Student Success program, and the Santa Fe Indian School --to participate. There are 3 youth within the IAIA community that are currently participating. Ms. Quintana has done a great job in keeping the program active. We will look at the program over the next few months to determine the needed changes for the coming year.

An Amaranth harvesting demonstration in conjunction with Qachuu Aloom, Assoc, an indigenous Guatemalan organization, took place in the garden in September. The demonstration included the history and significance of the plant in Indigenous cultures, showed how to harvest, and process the highly nutritious amaranth seeds. This is the follow up to the Amaranth planting workshop that took place in June. 17 people from Tewa Women United and the Espanola Healing Oasis Garden participated.

The corn, bean, and squash plants in the Reconciliation Garden exhibit at MoCNA was a successful project which yielded cornstalks taller than the building.

We are looking to update the Land Grant webpage in the coming months to include:

- Gardening tips by season
- Recipes
- Art projects using garden produce
- The amount of produce delivered to the Café

Stephanie Martinez will provide material that can be added to the pages.

The Land Grant garden has also been successful in growing produce for the IAIA Café and the families in the casitas. The IAIA Community Gardener's program has 9 participants who utilize the raised bed, greenhouse, and garden spaces. Seven students have volunteered their time to help trouble shoot and repair the drip irrigation in the orchard, general weed maintenance, and harvesting in the garden. While families are encouraged to grow their own produce, the garden is available for the IAIA community to pick fruits, vegetables, and herbs that are grown without pesticides and chemicals. The produce grown and distributed in recent months includes:

- Blue corn
- Tomatoes (yellow pear, early girl, golden rave, indigo cherry)
- Hot and Medium Green Chile
- Basil
- Peaches
- Arugula

The garden and the greenhouse produce a variety of foods that change with the seasons. Ms. Quintana tracks the amount of produce that is provided to the Café. The following has been harvested from the Land Grant garden From August to October:

- 28 lbs. Peaches
- 20 lbs. Sandia Green Chile
- 139 lbs. Tomatoes - varieties included:
  - 33 lbs. Yellow Pear
  - 30 lbs. Indigo Cherry
  - 5 lbs. Golden Rave
  - 23 lbs. Early Girl
- Approximately 300 ears Blue Corn
- 15 small Pumpkins
- 3 Watermelons
- 10 lbs. squash (various)
- 6 lbs. Purple Basil
- 6 lbs. Italian Basil
- 1 lb. Potato
- 30 lbs. Taos Red Bean, Yellow Hopi Bean, Cherokee Black Bean
- 5 lbs. Kota "Indian Tea"
- Microgreens
- Assorted herbs

The garden creates an abundance of produce and is also a wonderful place to meditate and to get back in touch with nature. We encourage all students, faculty, and staff to explore the space. Jonathan Loretto, an

advanced sculpture student has asked to install a temporary sculpture that is 18 ft H, 8 ft W and 4 in D with a base box that would be used to plant corn. It would be a part of a class project. Senior student Megan Kachiroubas has utilized the greenhouse and raised bed space for her Senior Thesis installation piece. The Ethnobotany class and the Drawing classes also use the space as a demonstration and learning space.

### **Title IX**

188 Faculty, adjunct Faculty, staff, Cabinet members, students, docents, and vendors have participated in the 11 Title IX training sessions that have taken place since July 22, 2019. 62 attended the MFA training on 7/21/19. Several additional trainings are slated for the Fall of 2019 for faculty, staff, and returning students that may have missed the earlier trainings. The IAIA community has been informed that the trainings are mandatory, and everyone in attendance is asked to sign in. The 30-45-minute training (depending on the number of questions asked) has been well received. Refresher trainings will have to be developed and prepared for delivery to Faculty, staff and students for the Fall 2020 semester.

17 Title IX cases have been opened since July 22, 2019. A redacted version of the cases will be listed bi-annually on the Title IX webpage.

The Title IX webpage was revised, and the Policy and Procedure manuals were added. Links to Title IX videos that were produced by other colleges and universities were also placed on the IAIA page. We are encouraging everyone to view these to increase their Title IX knowledge. A video entitled [Tea Consent](#) was sent to all Faculty, staff and students, and is now playing on the monitors across the campus. The video explains consent on a basic, yet humorous level.

I have asked Dean Teters and Danyelle Means to identify speakers to assist in empowering students and providing male role models. Dean Teters has contacted Monte Yellow Bird Sr., IAIA Foundation Board member, and he will be the speaker for the October Community Gathering to talk about respect for self and community.

To assist in empowering the students, developing their skill sets, and potentially averting some future incidents, the following classes are being offered to students, faculty, and staff free of charge. Self-Serve and Planned Parenthood from Albuquerque, along with Heather Rider, a certified Krav Maga instructor from Santa Fe, were contracted to provide the following classes:

Self-Serve: Consent, Negotiation, and Safe Sex
Self-Serve: Sex and Trauma
Krav Maga Self Defense
Planned Parenthood: Contraception
Planned Parenthood: Anatomy
Planned Parenthood: Introduction to Gender and Sexuality
Planned Parenthood: Consent
Planned Parenthood: Healthy Relationships
Planned Parenthood: Sexually Transmitted Diseases

An additional class in Queering SexEd will take place on 10/29/19. The classes will be offered at various time during the semesters so that students will have multiple opportunities to attend.

I have been in contact with Sharon Begay and Glennita Haskey at Dine College. They had a program known as the SACRED program that taught Bystander Intervention training to students. The program is an 11-week program that was developed by Dine College and taught to their students. While the program is no longer in place, I have asked if they would be willing to teach the program to IAIA students. They will get back to me.

The Victim Advocacy training from The Center for Legal Studies is being reviewed. The curriculum may be used to train IAIA students to be student advocates.

To: Dr. Robert Martin, President  
From: Charlene Teters, Academic Dean  
Date: November 2019  
Subj: Quarterly Board Report  
With input from Library Director, Fitness Manager and Department Chairs

### **Mission Objective 1: Improve Student Success**

A. Increase resources for students.

Project One: Smithsonian Processing Project

Processing Smithsonian photographs to provide better access for students. Students enjoy using the collection of photographs that were copied in the 1970s from the National Anthropological Archives at Chuck Dailey and Dave Warren's request. Currently accessible are approximately 2,400 photographs that are stored in 30 binders. However, we have approximately 12,600 additional photographs that are not currently accessible. This project will have student workers assist in documenting a portion of this collection and have them assist in developing a marketing plan for this collection. Expected completion: May 2020

B. Improve retention and completion.

Project One: Cinematic Arts/Studio Arts Hybrid Degree in Animation

The impetus for this initiative came from the Cinematic Arts faculty's observations over the years that many students enter the major with the sole interest of pursuing animation as a career. Said students don't seem to have an interest in advanced production courses which require a lot of collaboration and communication with other students. We believe this has contributed to a retention issue for our first- and second-year students, some of whom end up switching to Studio Arts.

A Cinematic Arts/Studio Arts Hybrid Degree would help address this issue by developing a degree plan which combines classes from Cinematic Arts, Studio Arts and the new minor in Computer Programming for the Arts, as well as possibly Performing Arts, to teach the fundamental skills in each of these disciplines which would prepare students pursuing a career in Animation and related fields such as Gaming and Interactive Media. Expected completion: April 2020

C. Develop student leadership skills.

Project One: Ribbon Skirt Teachings.

Ribbon skirts are worn by women at ceremonies, and honors women. They are long to connect with mother earth. Tina Sparks (alumni 2018) will provide three structured workshops in the Student Union to IAIA students and community members teaching basic sewing instructions so that students can create their own one of a kind ribbon skirt. The activity is designed to connect to community, creating an inviting safe place to gather, and create a contemporary regalia for community events and ceremonies.

The second phase will continue through the spring semester to include ribbon shirts. These students produced regalia/garments will contribute to school pride and an IAIA presence at the AIHEC conference in Albuquerque this Spring. Completion date: March 2019.

Project Two: Creative Writing Club *A Egg Et Alia*

The CRWR Department has sponsored core CRWR students to start a Writing Club on-campus, open to all majors. The primary goal of the club is to encourage interdepartmental projects, encouraging collaborative projects and activities for the entire IAIA campus. Completion date: December 2019

D. Promote involvement of all stakeholders in student success.

Project One: On-site Dual Credit Course Evaluation Training

Visitation at the Santa Fe Indian School to do an on-site training for IAIA adjuncts to ensure the course evaluations are properly taken via on-line access. Academics will continue to work with Dual Credit school until the process of course evaluation is clearly understood by site coordinators. Expected Completion: May 2020

## **Mission Objective 2: Strengthen Academic Programs**

### **A. Raise academic and studio standards**

#### Project One: Assess LIBS 103 Courses

Starting in the Fall of 2017, LIBS 103: Creative & Critical Inquiry was overhauled, and a new curriculum was instituted. Now that the revamped class has been offered for 4 full semesters, it is important to assess the course to revisit its efficacy. The Indigenous Assessment approach will be utilized to assess this course. Completion date: May 2020

### **B. Expand state of the art technology in academic programs**

#### Project One: Preparing Studio Arts Faculty to Teach Online

A project to grow our in-house capabilities for online undergraduate courses and BFA program in Studio Arts. The proposal is for selected Studio Arts faculty to utilize the *flipped classroom* and other online approaches to teaching. After a semester of development and testing, these courses would then be offered in a purely online or hybrid format. The project states that additional support will be required in the form of additional adjunct faculty, video recording/production, and instructional design. Completion date: August 2020

#### Project Two: Online Tools Usage for Undergraduate Programs

A project that defines our present approach to growing Canvas usage in our undergraduate courses. This project involves the IAIA faculty adopting standards for the use of technology in undergraduate programs, and the training necessary for implementation. The first phase involves the Ed Standards committee and a survey of students. Expected completion date, August 2020

### **C. Improve student skills in business and marketing**

#### Project One: Business Program Expansion Plan

Development of a plan for the expansion of the BUSN program by editing program description, mission, values, and outcomes. This will include the development of new courses and degree plan. Expected completion: May 2010

### **D. Expand interdepartmental engagement in the academic programs**

#### Project One: Embedded Librarian Pilot Project

In the fall of 2019, three classes were identified as structurally important for the possibility of embedded librarianship, as three are required by studio arts students and have potential for scaffolded learning outcomes: Arts 101 - Introduction to the Visual Arts and/or Sophomore Seminar, Arts 301 Writing about Art, Arts 4451/2 Senior Projects. Studio arts students often do not readily recognize the relationship of research to their own practice and profession. Therefore, myself and our instruction librarian, will embed ourselves within the three classes to be situated at points of need and learn about how the students are discussing researching and writing. We will be teaching in each of these classes and working with faculty to facilitate student learning in a very close manner. After sitting within these classes and talking with students, we will create a scaffolded information literacy program that will include progressive learning outcomes, to present to the studio arts department. The pilot will then extend into Spring 2020. Expected completion: May 2020

#### Project Two: Improving Accessibility within Adjunct Orientation

Making Adjunct Orientation accessible to all who are not able to attend the in-person orientation held at the beginning of each semester. May 2020

### **E. Foster indigenous identity, knowledge, and practice.**

#### Project One: Building a Performing Arts Community Collective

Community refers to our immediate IAIA campus but may include collaborative participation with larger Santa Fe/Albuquerque community. Performance ranges from embodied acts on stage that promote story: in museums, commemorative history projects, technologically integrated projects, movement or theater, and public performance. Expected completion: May 2020

Project Two: Building New Relations

Collaborative performance and course offering with the Santa Fe Indian School (SFIS) through a Dual Credit Acting I course to be scheduled for Spring 2020. Expected completion: May 2020

Project Three: Joe Sando Symposium

The Joe Sando Symposium on Pueblo Indian Studies was initiated in 2012 at the Indian Pueblo Cultural Center. A second symposium was co-sponsored by IAIA in 2015. The third symposium is planned to be sponsored by Indigenous Liberal Studies, the University of New Mexico, the Leadership Institute, and other stakeholders. It is currently scheduled for March 2020. Expected completion: March 2020

**Mission Objective 3: Build college community.**

A. Promote health, wellness, and safety

Project One: Create a Metabolic Strength Cardio Circuit for Students

To promote awareness on the benefit of physical activity following the ACE ADL principles of motivation and adherence. The cardio circuit will promote fat loss while toning and building lean muscle, which will build self-intrinsic motivation. Expected completion: May 2020.

Project Two: Student/Staff/Faculty Obstacle Course Run

Creating a fitness endurance obstacle course that challenges mobility, stability, strength, coordination, and focus. Relay run: 5 free throws, 15 mountain climbers, 10 burpees, 20-yard sprint, 5 push-ups, 10-yard bear crawl, 10 sit-ups. 2 teams of 4 (co-ed) 4 rounds. Mandatory 4 teams. Expected completion: May 2020

**Mission Objective 4: Advance Contemporary Native Arts and Culture**

A. Consider developing a Native Research Center

Project One: Research Center for Contemporary Native Art

IAIA received funding from the Andrew W. Mellon Foundation to explore the potential for IAIA to create a research center for contemporary Native American art, possibly consolidating resources to more efficiently provide researcher access and public access to IAIA Archives & IAIA MoCNA collections. The funding also includes financial support for 3 3-month Scholarly Fellowships to take place during the grant period: 2019-2021. An Environmental Scan, Feasibility Plan, Strategic Plan and Sustainability Plan will guide decision-making. Expected completion: March 2020

B. Increase internship and apprenticeship opportunities

Project One: New, Improved Work Study: TA's and Marketing Assistants

CRWR Studio Monitors'—federal work study students—job descriptions will be expanded to include Student-Teaching Assistants and/or work to increase marketing and visibility of CRWR department. 1-2 monitors will work as assistants in ENGL Comp or introductory-level poetry or prose classes; 1-2 monitors will create, edit, and submit departmental marketing materials to the IAIA marketing team and external, community organizations. Expected completion: April 2020

**Mission Objective 5: Build institutional capacity for growth**

A. Determine need and capacity for new undergraduate and graduate programs

Project One: Developing the IAIA Low Residency MFA in Studio Arts

An MFA program with a low residency model would allow students to participate in their communities, in their jobs and in their tribal nations social and spiritual practices while pursuing their advanced degree in studio arts. This model is based on the principal of individualized learning. This model places the emphasis not on a particular medium, but on content of each artwork. Assistant Professor Jim Rivera will serve as the Interim Director and will be tasked with the Studio Arts degree program development, curriculum development, program description, learning outcomes. Expected completion: May 2020

#### Project Two: Preservation of "Seeing Red"

*Preservation of the "Seeing Red" Archive* is an audio preservation and public access project. It's goal is to digitize, rehouse, and make available an estimated sixty-five (65) hours of the WBAI-New York radio program "Seeing Red," hosted by activist Suzan Shown Harjo and Frank Harjo c. 1968-1975. Eighty-nine (89) 7" reel-to-reel tapes will be digitally reformatted, rehoused to archival standards, and made available via the New Mexico's Digital Collections. Expected completion: May 2020

#### Project Three: Native Artists Files Project

The IAIA Archives will improve the organization and access to the Native Artist Files. This work will consist of reviewing each file for redundancy, culling extraneous copies, basic organization and preservation, and adding materials to the files when appropriate. Expected completion: May 2020

#### Project Four: Create Museum Studies MFS Program

Implement Museum Studies MFA degree program to include the development of program description, mission, values, and outcomes. Expected completion: May 2020

Other news.

#### **Academic Dean Charlene Teters**

- Will lecture at California State University San Bernardino in November "*Confronting the Use of Native American Mascots in the 21<sup>st</sup> Century*".
- *Way of Sorrow*, a new installation at IAIA's Museum of Contemporary Arts will address current issues such as forced migrations and the US-Mexico border crisis. Opening reception February 13, 5 – 7 pm.

**Associate Professor Craig Tompkins** is organizing an exhibit, The Studio Arts Faculty and 2-3 Studio Arts Students, will be showing work at the University of Oklahoma School of Art's Lightwell Gallery this December and January. The show is funded by the OU School of Art through a Mellon grant.

The IAIA Digital Fabrication Lab has been expanded to include 7 new 3D printers for a total of 9 in the lab. 3 are funded through the Studio Arts Department and are SLA machines, suitable for jewelry and small, highly detailed prints. 4 are funded through the AIR program and are FDM machines, suitable for large prints (15 inches cubed) and to be used for bronze casting in the foundry. These printers go a long way to bolstering the lab's 3D printing capabilities.

**Assistant Professor James Lujan** will have a staged reading at the Native Voices 9th Annual Short Play Festival. His work, "Buying Happiness," is part of the "Bones, Bingo and Blackjack"-themed event on November 8 and 9 at the Autry National Center in Los Angeles.

**Assistant Professor Daisy Quezada** has been commissioned to create works on the theme "Species in Peril Along the Rio Grande". Her past work connects with the community gathering narratives and articles of clothing that would become seeds from those regions, these seeds are currently on display at 516 Arts.

**Associate Professor Jeff Kahm** will exhibit his recent work at Chiaroscuro Gallery Santa Fe, Oct-Nov 2019. His work has been purchased by Peabody Essex Museum for the permanent collection Oct 2019. He will participate in the University of Oklahoma, Lightwell Gallery IAIA faculty & students exhibit, in December and January 2020.

**Associate Academic Dean and Professor Lara M. Evans** has two essays included in the newly published exhibition catalog *Warhol and the West*, published by University of California Press. The essays are about Warhol's portraits of Fritz Scholder and R.C. Gorman.

**Lara** along with Archivist Ryan Flahive, and MoCNA Curator of Collections Tatiana Lomahaftewa, presented a short conference talk about the planning process used to explore the possibilities of a Research Center for Contemporary Native American Art. The conference was the annual Association of Tribal Archives, Libraries, and Museums conference in October in Temecula, California.

**Adjunct Faculty Erica Lord** A photograph of an artwork by Studio Art adjunct Erica Lord is featured on the cover of the book *Performing Utopias in the Contemporary Americas*, published by Palgrave MacMillan. The work pictured on the cover was exhibited at IAIA MoCNA in the exhibition *Badland* in 2009.

#### **MFA Creative Writing news:**

As 2019 draws to a close, the MFA in Creative Writing Program looks back on an exciting year of student, alumni, and mentor achievements.

The following books were released by MFA in Creative Writing Mentors in 2019:

- **Kimberly Blaeser's (Anishinaabe)** poetry collection, *Copper Yearning*, Holy Cow! Press.
- **Santee Frazier's (Cherokee)** new book of poetry, *AURUM*, University of Arizona Press.
- **Pam Houston's** memoir, *Deep Creek: Finding Hope in the High Country*, W.W. Norton & Company.
- **Cherie Dimaline (Georgian Bay Métis)** has released her second novel, *Empire of the Wild*, from Penguin Random House Canada. She is also producing and writing the first season of the TV adaptation of her novel, *The Marrow Thieves*.

Three IAIA MFA alumni are beginning PhD programs this Fall 2019:

- **Lemanuel Loley ('18)**: University of Denver
- **David Tromblay ('18)**: Oklahoma State University
- **Blue Tarpalachee ('19)**: University of Oklahoma

The IAIA MFA program has represented at several national literary conferences and local events, including:

- The **2019 Association of Writers and Writing Programs (AWP) Conference**, March 27-30 in Portland, featured **20** of our MFA students, mentors, and alumni through various panels and presentations. More than 35 students, mentors, and alumni attended the conference.
- The IAIA MFA program was a sponsoring exhibitor at the **Desert Night, Rising Stars Literary Festival at Arizona State University**, Tempe, Feb 22-24. The festival hosted a reading of IAIA MFA students/alumni **Jake Skeets ('18)**, **Joaquin Zihuatenejo ('17)**, **Manny Loley ('18)**, and **Doug Bootes ('19)**.



To: Dr. Robert Martin  
From: Heidi Brandow  
Date: November 5, 2019  
Subj: Alumni Council Report

**Alumni Council Nominations & Election:** 3 councilor vacancies to be filled. Nominations accepted until November 15th with council elections to be held between: November 15th-Dec 11th. New Alumni Councilors to be announced shortly thereafter.

**Alumni & Constituent Relations Officer:** The Alumni Officer employment position is currently vacant. The long-term vacancy of this position has significantly impacted planning, projects, and goals of the alumni council and broader IAIA community.

**A Named IAIA Alumni Scholarship 2020:** For 2020, we are interested in working with IAIA Advancement and broader IAIA community in creating a named scholarship on behalf of IAIA Alumni.

**Regular Alumni Council Meetings to resume in Jan 2020.**

**Regular Social Media Presence:** Development of a marketing plan that includes more frequent distribution/posts related to IAIA events, alumni, and opportunities to be included on the IAIA Alumni Council Facebook and (future) Instagram Account. Be sure to follow us!

To: Dr. Robert Martin  
From: Bryson Meyers, ASG President  
CC: Bill Sayre, Angie Brown  
Date: October 22, 2019  
Subj: Spring Semester ASG Board Report 2019

### **IAIA Associated Student Government 2019 Officers:**

**President:** Bryson Meyers      **Vice President:** Shelley Patrick      **Treasurer:** Nakesha Edwards  
**Secretary:** Molly Sabori      **Public Relations:** Shantel Chee

### **August:**

#### Club Drive:

- Museum Club
- KIVA Club
- Second-Hand Skin Club
- Swords and Magic Club
- Jewelry Club
- Iron Giants Club
- Disc Golf Club
- Women's' Society
- Dinner and a Movie Club
- Handgame/Stickgame Club
- A Egg: Et Alia Club

*Each club went through training involving how to run a club and how to process paperwork.*

### **September:**

#### Informational Club Meeting Event

#### Addressed Student Concerns:

- Students brought many different topics to meetings such as the use of mace, alcohol usage becoming a major issue, bullying concerns, suicide attempts, Title IX topics, etc.

#### Student Spaces Developed:

- A community space for students was created for both music and sewing as well as any other events students want to utilize the space for.
- The Student Union Building (SUB) area was enhanced with new furniture as a space developed for studying, relaxing, quiet student events, etc.

#### Student Union Building BBQ:

- The event was a grand opening of the SUB building with over 50 students in attendance.
- The SUB is officially opened from 9am to 10pm daily for the remainder of the semester.

### **October:**

#### ASGA Training-Washington DC:

- ASG Officers went to D.C. for training on Student Government policies and reviews over such topics as communication, leadership, and teamwork.

### **Associated Student Government Commitments:**

- To provide assistance to the student body
- To provide assistance to student clubs and organizations
- To be a communicator between the student body and administration
- To uphold the values of IAIA within and as the student body representatives

To: Dr. Robert Martin  
From: Nena Martinez Anaya  
Date: October 21, 2019  
Subj: Quarterly Board Report

### **Mission Objective I: Improve Student Success**

#### Institutional Priority: A. Increase resources for students:

**Project 1:** Measure the effectiveness of the Career Fair which will take place in April 2020. We have implemented this program to help students find employment after graduation and would now like to measure the effectiveness with Student Satisfaction Surveys and with the Alumni Office Survey to determine whether or not our students are employed as a result of the Career Fair. We will also gather data from our alumni who are employed or self-employed, salaries; degree associated with employment. We expect we have improved with job placement after graduation. 20%

**Project 2:** On November 6, 2019 we will host our 13<sup>th</sup> Annual Graduate School Day. A day-long event is planned of various “how-to-do-graduate-school” workshops and/or information sessions. Faculty and community guests will present 50-minute information sessions or workshops. Topics range from time management, GRE prep, personal statements, what to look for when looking for graduate schools and graduate assistantships. We will measure the effectiveness of the Graduate School Day by tracking the success rates of students entering graduate school and student surveys. 25%

**Project 7:** Improve and measure the effectiveness of the Scholarship Application Program. Allow for transparency and improvement to increase scholarship applications. We piloted the “one-time” application process this Fall 2019 semester for both Fall & Spring to improve retention and persistence rates. We expect students to retain and persist at a higher rate than those years where students had to apply twice a year (previous process). Below is the progress of student applications from the past three years. The Scholarship Awards Luncheon was held on September 12, 2019 where over \$520,000 was awarded. 85%

<u>Semester</u>	<u># Applications Submitted</u>	<u># Students Full-Time eligible (undergraduate)</u>	<u>% Rate Applied</u>
Fall 2016	87	291	29%
Spring 2017	126	281	45%
Fall 2017	128	321	40%
Spring 2018	140	284	49%
Fall 2018	154	314	49%
Spring 2019	111	244	45%
Fall 2019	194	313	62%

Other: **Table 1.** below lists the number of accepted students for the Spring 2020/Fall 2020 semester as of October 18, 2019.

<b><u>Table 1.</u></b>	<b>Spring 2020</b>	<b>Fall 2020</b>
New Freshmen	8	8
Transfer	4	0
Graduate	0	0
Readmit	1	0
Certificate	3	0
Non-Degree	2	0
Total	18	8

**Table 2.** Lists the campus and visits from August-October 2019

<b>Table 2.</b>	<b>Group Campus Tour Report</b>
8/15/19	Potential Donors-Tour Assistance by: President's Office
8/16/19	Sealaska Heritage-Tour Assistance by: Presidents Office
9/17/19	The Newcomers-Tour Assistance by: Institutional Advancement
9/20/19	Ashiwi College & Career Readiness Center
9/20/19	Healing Hands Studio
9/20/19	Council of Museum Anthropology
9/30/19	Flathead Reservation, Montana

**Table 3.** Lists the recruitment events from August 2019- January 2020.

<b>Table 3.</b>	<b>Recruitment Events</b>
August 2	Jemez Pueblo Feast Day, NM
August 4	Santo Domingo Pueblo Feast Day, NM
August 8	NM Dual Credit Expo, Albuquerque, NM
August 9	Santa Fe Bandstand, NM
August 9-10	NM Film Conference, Albuquerque, NM
August 14	Dulce Back to School Block party, Dulce, NM
August 16	Taos Back to School Night, Taos Pueblo, NM
August 17-18	Santa Fe Indian Market, NM
August 26-30	Northern AZ Area
August 27	Coconino Community College Resource Fair, Flagstaff, AZ
August 27-28	Navajo Nation Writing Conference, Ft Defiance, AZ
Sept 3-7	Idaho Area
Sept 3-7	NM College Days NW Region- Aztec HS, San Juan College, Dulce HS, Piedra Vista HS, Kirtland HS, Newcomb HS, Gallup HS, Miyamura HS & Grants HS
Sept 5	SUPI Resource Fair, Albuquerque, NM
Sept 5	Navajo Nation Fair- Kids Day, Window Rock, AZ
Sept 9-12	NM College Days Santa Fe area- Espanola HS, Capital HS, Santa Fe HS & St. Mikes HS
Sept 10	NTU Career Expo, Crownpoint, NM
Sept 11	Pathways Career & College Expo, Albuquerque, NM
Sept 13	Bernalillo High School Career & College, Bernalillo, NM
Sept 16-20	NM College Days ABQ Area-Manzano HS, Valley HS, Del Norte HS, Sandia HS, Highland HS, Albuquerque HS, Eldorado HS, PAPA, Bernalillo HS, Cleveland HS, West Mesa HS, Rio Rancho HS, Volcano Vista HS, Rio Grande HS, Cibola HS & Moriarty HS
Sept 23-27	Oklahoma Area
Sept 25	Comanche Nation Career & College, Lawton, OK
Sept 30-Oct 1	NM College Days SW Region- Ruidoso HS, Alamogordo HS, Mescalero HS
Oct 3	Coachella Valley Career & College, CA
Oct 7-11	Southern California Area
Oct 10	Sherman Indian School, CA
Oct 8-12	NIEA Conference, Minneapolis, MN
Oct 8-12	ATALM Conference, San Diego, CA
Oct 13-18	Alaska Elders/Youth Conference and local area
Oct 14	Santa Fe Indigenous Peoples Day, Santa Fe, NM

Oct 14	Indigenous Peoples Day, Phoenix, AZ
Oct 13-18	Ft. Mohave Indian Education Department, NV
Oct 21-23	Portland Oregon area
Oct 21	Chemawa Indian School Career & College, Portland OR
Oct 19-20	Santa Fe Independent Film Festival, Santa Fe, NM
Oct 21-25	Arizona Area
Oct 21	Mesa Public Schools Career & College, Mesa, AZ
Oct 22	Flowing Wells College Fair & Tucson College night, Tucson, AZ
Oct 24	IAIA Info Session, Phoenix, AZ
Oct 23	IAIA Info Session, Phoenix, AZ
Oct 24	Coconino College Night, Northern AZ College Night, Flagstaff, AZ
Oct 28-Nov 1	Oklahoma Area
Oct 30	IAIA info session, Oklahoma City Area
Oct 29-31	Navajo Nation Johnson O'Malley Conference, Flagstaff, AZ
Nov 1	Mescalero College Fair, Mescalero, NM
Nov 2	Albuquerque Public School Indian Education College Fair, Albuquerque, NM
Nov 4-8	Washington & Oregon areas
Nov 5	Enumclaw High School College Fair, WA
Nov 6	Monument Valley Career Day, Monument valley, AZ
Nov 7	SIPI College Fair, Albuquerque, NM
Nov 8	Gilbert Sena Charter School College Fair, Albuquerque, NM
Nov 8	Page High School College Fair, Page, AZ
Nov 15-17	Pueblo Film Festival, Albuquerque, NM
Nov 19	San Carlos college fair, San Carlos, AZ
Dec 3	Arizona ACT Summit, Phoenix, AZ
Jan 12, 2020	Taos High School College Fair, Taos, NM
Jan 19, 2020	Indian youth Career Day, Oklahoma City, OK

Project 9: Improve and measure the new Admission & Recruitment strategies to increase student satisfaction through enrollment. New programs have been developed and implemented for the Fall 2019 semester to increase matriculation, including: *Visit Day*; *IAIA Shadow Program*; *IAIA Spring Visit Day*; *IAIA Admitted Student Receptions*; *IAIA Transfer Day*; and *IAIA Admissions Webinars*.

The IAIA Admitted Student Receptions are held for admitted students to get information on their next steps to prepare for their entry semester. We held these receptions in Albuquerque, the IAIA campus, Oklahoma City, and Farmington, NM. Twenty-three students attended the receptions combined and twenty of them checked-in for fall semester, which shows an 87% success rate. We will continue to evaluate the Admissions programs. 25%

Institutional Priority: F. Invest in professional development for faculty and staff: Below is a list of staff members and recent professional development opportunities.

Nena Martinez Anaya

9/3/19-Completed Veteran Affairs Campus Audit

9/18/19-New Mexico Higher Education Summit, Albuquerque, NM

10/9/19-10/12/19- Higher Learning Commission Peer Reviewer Program, St. Charles, IL.

Jeminie Shell, Retention Director

9/5/19 – ADA Coordinators Certification Exam Passed, ADA Coordinator Certification earned

9/26/19 – Empower Training

10/8/19 – Accommodating Students with Psychiatric Disabilities, Association of American Medical Colleges

Karen Gomez, Internship and Career Director

8/9/19 Mental Health First Aid  
8/9/19 Pre-Semester IAIA Artist-in-Residency Workshop  
9/12/19 Empower User's Group Training  
9/17/19 Title IX Training  
9/25/19 Empower Training  
10/9/19 Getting Started with Camtasia Webinar

Scott Whitaker, Director of Financial Aid and Student Accounts

09/25/19 and 09/26/19 in-person EMPOWER Training from Comspec. - Financial Aid & Student Billing

Leah Boss, Scholarship & Financial Aid Advisor

9/25/19 Empower Training  
9/26/19 NM Educational Assistance Foundation (NMEAF) FAFSA Counselor/Volunteer Training

10/18/19 – NM Association of Student Financial Aid Administrators Fall Training: Mental Health Awareness and Suicide Prevention Training, Business Meeting, Federal and State Updates

Mary Silentwalker, Director of Admissions

9/20/19 – Title IX Training, IAIA Campus  
9/23/19 – Empower Training, IAIA Campus  
9/23/19- Authorize.net Training, IAIA Campus  
9/24/19- Empower Webinar Admissions Application

Veronica Bustamante, Admissions Specialist

8/21/19- Wells Fargo Authorized User Webinar  
9/17/19 – Title IX Training, IAIA Campus  
9/23/19- Authorize.net Training, IAIA Campus

Roanna Shebala, Admissions Counselor

10/8/19-10/12/19- NIEA Convention, Minneapolis, MN

Talia White, Admissions Counselor

9/20/19 – Title IX Training, IAIA Campus  
9/23/19 – Empower Training, IAIA Campus

**Other:**

The Dual Credit Program: Fall 2019, we offered sixteen courses at ten high school sites and one at the IAIA campus. Six courses were cancelled due to low registration or lack of instructor. All MOA's have been updated with updated ADA terminology and refiled with the New Mexico Public Education Department. The Dual Credit Coordinator position is currently vacant, and we plan to fill by the end of October. Spring 2020 courses are being finalized to begin registration.

The IAIA Student Loan Default rate is now at 24.1% and is expected to drop as former IAIA students who took out loans are now in repayment.

The IAIA Mentorship Program: continues as an opt-in where each pair is to generate mentees' goals for the academic year and provide supporting actions with due dates. Pairs are to meet at least once a month to discuss status of mentees' goals and provide learning guidance and access to resources. Student participants receive a \$50 honorarium per month when they meet with their partner. Monthly activities are hosted for Mentor and Mentees to address goals and reasons for joining the program which

include: professional development, social interaction, generating goals, learning about self, and professional exposure/experience. Participants include 7 Student Mentors, 24 Student Mentees, 4 Staff, 5 Faculty, and 2 Alumni.

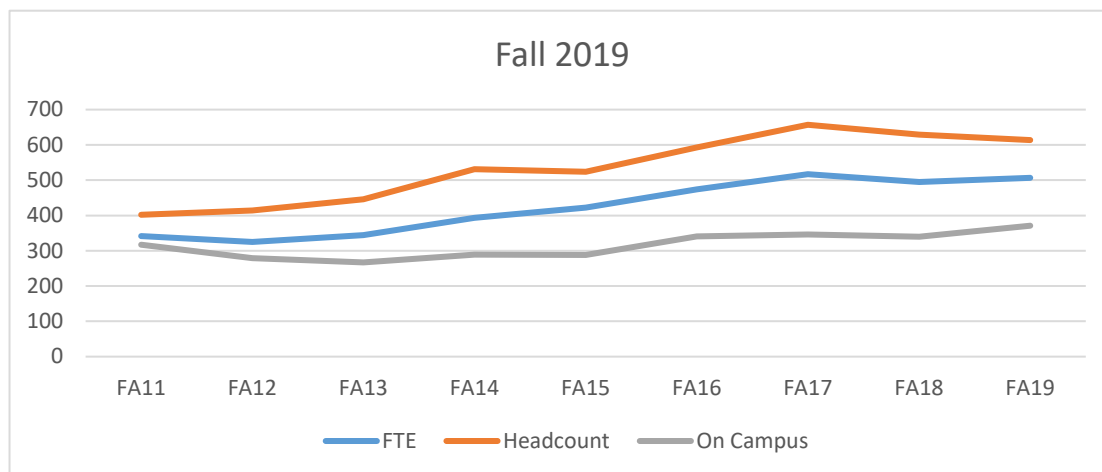
The Pantry: located in the Student Union Building and to date has had over 50 visitors since the beginning of September. This number is tracked by a recently added counter; visitors place a wooden button in a jar if they have visited. Additionally, over 326 pounds of donations have been added to The Pantry since the beginning of the fall academic semester. A number generated by those who check-in their donations with the Student Success Advisor.

Title IX & Student Life Policies/Procedures-Ad-hoc Committee Accomplishments: The SSC hosted a Talking Circle for Healing on: September 25, at 5:00 p.m. and dinner was provided by the President's Office. We, students & staff shared thoughts and concerns about what occurred last spring regarding student safety. as well as anything else from this semester. The conversations were facilitated by our Core Values and Honor Statement and student attendance was low (5-6) students.

The Enrollment Report includes student registration sorted by category of admittance for the semester. On-Campus Enrollment is the number of students during the regular 16-week semester who are taking classes on campus and excludes: Graduate; Dual Credit and Continuing Educations students. The FTE (full-time enrollment) is calculated by the total number of credits divided by full-time status of 12 credits. When calculating FTE for Graduate students, 9 credits is considered a full-time status and calculated as such. Head-Count is calculated by all students who are registered and includes all student categories for the semester. Demographics and Ethnicity of all students are also listed below.

<b><u>Enrollment</u></b> On-Campus-371 On-Campus-FTE-392 Full Time Enrollment -507 Head-Count -614 Total Credits-5893 Degree Seeking-410 Non-Degree-204  <b><u>Undergraduate</u></b> <i>(Non-dual credit; non-MFA; non-CE)</i> New Freshmen-74 Transfers- 44 Re-Admitted-14 Continuing -222 Part-time-44 Full-time-313 Non-degree-17	<b><u>Online-Undergraduate</u></b> # Classes-17 # enrolled online-104 # on-line only-26  <b><u>Dual Credit</u></b> FTE-53 Head-Count-193  <b><u>Continuing Education</u></b> Head-Count-2 CEU's-1.10  <b><u>IAIA Employees</u></b> FTE – 1.5 Head-Count- 9  <b><u>Graduate</u></b> Full-time -45 Part-time -1 Non-Degree-2 Graduate FTE-60	<b><u>Demographics</u></b> Tribes Represented-93 States Represented-34 Average Age- 29 Mode Age-18  <b><u>Ethnicity</u></b> American Indian/Alaska-389 Black/African American-1 Hispanic of any race-65 Asian- 3 White/Caucasian- 68 Native Hawaiian/Pacific Islander- 0 Two or more Races-41 Non-Resident Alien-3 Unknown-44
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The graph below shows the history of IAIA's enrollment with On-Campus; FTE; and Head-Count. The column on the left-hand side indicates the number of students with the bottom listing the Fall semester starting with Fall 2011. FTE Goal for Fall 2019 is 550.





The chart below lists the IAIA students by Class, FTE, Head-Count and total credits enrolled. The second section lists the number of students in a major field of study including: certificate, associate, bachelor and graduate programs. Studio Arts is the largest with a total of 188 students declared in this major.

<b>Class: FTE; Head-Count &amp; Credits</b>	<b>FTE</b>	<b>Head- Count</b>	<b>Enrolled Credit hours</b>	
Freshman	158	136	1890	
Sophomores	95	86	1138	
Juniors	57	51	683	
Seniors	68	65	811	
Certificate	11	16	141	
Graduate	60	48	546	
Non-Degree	4	17	48	
Dual Credit	54	193	636	
Continuing Education		2		
<b>Total</b>	<b>507</b>	<b>614</b>	<b>5893</b>	
<b>Major Field of Study</b>	<b>Certificate</b>	<b>AA/AFA</b>	<b>BA/BFA</b>	<b>MFA</b>
Museum Studies	12	2	27	
Native American Art History (certificate)	4			
Creative Writing		2	25	46
Studio Arts		29	159	
Cinematic Arts/Technology		8	45	
Native American Studies		7		
Indigenous Liberal Studies			24	
Performing Arts		1	4	
Business/ Entrepreneurship only with another major	5 9			

The chart below lists the tribes represented by the IAIA students. The number to the right indicates the total from number of students from that tribe. Included in the chart are those students who have submitted a CIB document to the Admissions Office. This semester the IAIA student-body represents 93 tribes. The Navajo Nation is the largest with 76 students, followed by Tohono O'odham Nation (7); Hopi Tribe of Arizona (6) Oglala Sioux Tribe (6); Santo Domingo Pueblo (6).

Absentee Shawnee Tribe	1	Northern Cheyenne Tribe of the Northern Cheyenne	2
Acoma Pueblo	4	Ohkay Owingeh Pueblo	1
Alaska Native	3	Oglala Sioux Tribe	6
Assiniboine and Sioux Tribes of the Fort Peck	3	Omaha Tribe of Nebraska	1
Athabaskan 1st Nation	1	Oneida Nation	1
Big Pine Paiute Tribe	1	Onondaga Nation	1
Big Sandy Rancheria of Western Mono Indians of California	1	Osage Nation	3
Bishop Paiute Tribe	2	Otoe-Missouria Tribe of Indians	3
Blackfeet Tribe of the Blackfeet Indian Reservation of Montana	2	Ottawa/Chippewa Tribe	1
Boise Forte Band of Chippewa	1	Pascua Yaqui Tribe	1
Central Council Tlingit-Haida Indian Tribes of Alaska	1	Peepeekisis 1 <sup>st</sup> Nation	1
Chemehuevi Indian Tribe of the Chemehuevi Reservation	1	Pinoleville Pomo Nation	1
Cherokee Nation	5	Pojoaque Pueblo	2
Cheyenne and Arapaho Tribe	3	Ponca Tribe of Nebraska	1
Chickasaw Nation of Oklahoma	4	Prairie Band Potawatomi Nation	3
Chippewa	1	Pyramid Lake Paiute Tribe	1
Chippewa-Cree Tribe	1	Quapaw Tribe of Oklahoma	1
Choctaw Nation of Oklahoma	2	Rosebud Sioux Tribe	2
Cochiti Pueblo	4	Sac and Fox Nation	2
Colorado River Indian Tribe	1	Salt River Pima-Maricopa Indians	1
Comanche Nation	3	Samson Cree Nation	1
Confederated Salish & Kootenai	1	San Carlos Apache Tribe	2
Confederated-Colville Reservation	1	San Felipe Pueblo	3
Crow Tribe of Montana	2	San Ildefonso Pueblo	1
Eastern Shoshone Tribe of the Wind River Reservation	1	Sandia Pueblo	1
Eskimo-Alaska Native	2	Santa Clara Pueblo	2
Fort Peck Assiniboine & Sioux Tribes	1	Santo Domingo Pueblo	6
Gila River Indian Tribe	3	Seminole Tribe of Florida	1
Ho-Chunk Nation of Wisconsin	2	Seneca Nation of Indians	1
Hopi Tribe of Arizona	6	Shinnecock Indian Nation	2
Isleta Pueblo	1	Shoalwater Bay Indian Tribe	1
Jemez Pueblo	4	Shoshone-Bannock Tribes of the Fort Hall Reservation	2
Jicarilla Apache Nation	4	Shoshone-Paiute Tribes of the Duck Valley Reservation Nevada	1
Kainai Nation, Canada	1	Sisseton-Wahpeton Oyate of the Lake Traverse Reservation	1
Kasigluk Traditional Elders Council	1	Sitka Tribe of Alaska (IRA)	1
Kickapoo Nation of Kansas	3	Standing Rock Sioux Tribe of North & South Dakota	2
Kiowa Indian Tribe of Oklahoma	4	Swinomish Indian Tribal Community	1
Laguna Pueblo	2	Taos Pueblo	4
Lummi Tribe of the Lummi Reservation	1	Tesuque Pueblo	3

Menominee Indian Tribe of Wisconsin	3	Three Affiliated Tribes	1
Mescalero Apache Tribe of the Mescalero Reservation	3	Tlingit-Alaskan Native	2
Mohawk	1	Tohono O'odham Nation	7
Muscogee Creek Nation	4	Turtle Mountain Band of Chippewa Indians	1
Navajo Nation	76	Ute Indian Tribe	2
Nez Perce Tribe	1	Walker River Paiute Tribe	1
Nooksack Indian Tribe	1	Winnebago Tribe of Nebraska	3
Zuni Pueblo			2

The chart below lists the IAIA student population according to state. IAIA has representation from 34 states and 4 foreign countries this semester with New Mexico (397), Arizona (42), Oklahoma (23), California (15), Washington (13) and South Dakota (13) being the top 6 represented states.

State/Country	#	State/Country	#	State/Country	#
Alaska	11	Maryland	1	South Dakota	13
Arizona	42	Maine	1	Tennessee	1
California	15	Michigan	1	Texas	5
Colorado	10	Minnesota	4	Utah	7
Connecticut	1	Missouri	1	Virginia	3
DC	1	Montana	10	Washington	13
Florida	3	North Carolina	3	Wisconsin	9
Hawaii	3	North Dakota	3	Wyoming	2
Idaho	3	Nebraska	4	China	1
Illinois	1	New Mexico	397	Japan	1
Kansas	3	New York	7	Canada	4
Kentucky	2	Oklahoma	23	Mexico	3
Louisiana	1	Oregon	1	<b>TOTAL</b>	<b>614</b>

To: Dr. Robert Martin  
From: Lawrence T. Mirabal, CFO  
Date: 10.22.19  
Subject: Quarterly Board Report for Finance, HR, IT, Facilities, Bookstore and Museum Store

### **Mission Objective 1: Improve Student Success**

Inst. Priority "A" - Increase resources for students

**Project:** Raise the profile of the Campus Bookstore

By elevating the profile of the Campus Bookstore, college community awareness about the store and how it serves students will be increased. Awareness about resources at the Bookstore for students and faculty will be developed through inclusion in orientation and in-service programs, the development of an ASG Bookstore committee, and by meeting with Faculty to develop a class supply list protocol.

**Update** – The Campus Bookstore successfully delivered information on the textbook program, as well as other services that the store provides, during all new student orientation sessions, as well as faculty in-service sessions. Store staff have also worked with the faculty and the faculty assistant to streamline the protocol for developing class supply lists. Work is now underway to add a Bookstore presence to the iaia.edu website, highlighting information on the textbook program, as well as general information about the Bookstore. Currently, the Museum Store and the Online Store already both have a robust presence on the site.

This project is 75% complete.

Inst. Priority "D" – Promote involvement of all stakeholders in student success

**Project:** Update the campus master plan

Collaborate with IAIA community stakeholders and the college's architects, to update the master plan for the campus.

**Update** – As the result of a competitive RFP process, Dyron Murphy Architects was selected to work with IAIA, to update the campus Master Plan. Subsequent to the selection, the CFO collaborated with Dyron Murphy staff to plan two design charrettes. The first, will take place on October 25<sup>th</sup>, and the second will take place during the BOT meetings, on November 15<sup>th</sup>. After the charrettes take place, the architects will compile information and finalize the new Campus Master Plan.

This project is 50% complete.

### **Mission Objective 3: Build College Community**

Inst. Priority "C" – Identify and deliver effective institutional communication

**Project:** Implement EMS scheduling software web and mobile apps.

Implement EMS scheduling software web app and mobile app for more accurate and streamline reservations of campus spaces.

**Update** – The Conference Services director met with IT staff to work through the implementation of the applications. The IT Director reports that a server has been created specifically to accommodate the new application and the application itself is now awaiting a necessary upgrade, to go forward with installation. Licensing on SQL Server must also be corrected, before implementation can be fully completed.

This project is 90% complete.

Inst. Priority “C” – Identify and deliver effective institutional communication

**Project:** Finance will develop a learning series for the campus community, with the goal of increasing awareness and understanding of financial processes, at IAIA.

*\*The scope of this project has been modified. Previously, the learning series was to focus on very detailed topics, such as submitting PO's, travel requests, disposing of fixed assets, etc. To increase transparency, develop deeper trust, and enhance student success, the scope has been changed. It will now address more macro topics related to the teams that the CFO oversees, with a focus on the students.*

**Update** – With the modified scope being implemented, the Finance office has decided upon a 4-part learning series that will include the topics 1) “How IAIA’ budget works....structure of the college, funding, and where funding get spent”, 2) “Safeguarding the campus...how Finance, Facilities, Security, and IT work to ensure the safety of the IAIA community”, 3) “How endowments work and how they are invested”, 4) remains unnamed....student choice. The CFO is collaborating with the IAIA ASG leadership to set a late November date for the first session.

This project is 70% complete.

#### **Mission Objective 5: Build Institutional Capacity for Growth**

Inst. Priority “A” – Ensure long-term sustainability and financial security

**Project:** Increase sales and product offerings from the IAIA online store, through focused promotion.

To expand online sales and promotions of IAIA merchandise, there are several action steps that must be completed. These include identifying secure shipping options, training store staff on order fulfillment, working with MarCom to develop digital promotions, dedicating a space to accommodate online order shipment prep, and the development of a business plan that will serve as a guide to this initiative.

**Update** – The online store is now linked to the “Stores” page, on the IAIA website, making it very easy to access. The online store has engaged in targeted marketing, featuring items such as the Visual Voices catalog, prior to the show’s opening. Online offerings continue to be increased, with MarCom assisting with the photography and posting of items, such as jewelry, art, and very soon, the IAIA letterman jackets. Orders have increased and the online store has also seen demand from outside institutions, such as MOMA.

This project is 75% complete.

Inst. Priority “A” – Ensure long-term sustainability and financial security

**Project:** Complete work to transition the IAIA HR office to the new HR management/benefit admin. system, within the Paylocity system.

With the assistance of the Finance Office, Human Resources will complete the transition to all remaining components of the new payroll and HR management admin system. When fully implemented the new software will provide better employee self-service and increased capability for benefit management, recruiting, on-boarding, reporting and compliance.

**Update** – The transition to New HR Management/Benefit Admin system has been completed. The new recruiting module should make applying, application tracking, communication with applicants and reporting more efficient, allowing HR additional bandwidth for other initiatives.

**This project is 100% complete.**

Inst. Priority “A” – Ensure long-term sustainability and financial security

**Project:** Audit and update the independent contract template, requirements, processes, and procedures.

The HR and Finance offices will assess and update independent contractor engagement processes and related documents. Once forms have been edited and processes have been optimized, directors will be briefed on the changes. The new independent contracts should provide more clarity on expectations of independent contractors working with IAIA. Additionally, ease of use should be improved.

**Update** – The CFO has finished reviewing the documents that are required by finance, when completing an independent contract. No progress has yet been made on a review from the HR side of the process. That should be completed in the coming quarter.

This project is 15% complete.

Inst. Priority “A” – Ensure long-term sustainability and financial security

**Project:** Barcode all museum store products

Add barcoding to all products in the Museum Store, for greater efficiency and more accurate inventory tracking.

**Update** – During the past quarter, the Museum Store completed barcoding off *all* books. With the book barcoding completed this means that all items with a preexisting barcode in the museum store have been barcoded. The Museum Store is now working with the Campus Bookstore to consolidate item numbers. Museum Store Sales Associates are now using bar code scanners at the register to ring up tickets.

This project is 90% complete.

Inst. Priority “A” – Ensure long-term sustainability and financial security

**Project:** Barcode all museum store products

Add barcoding to all products in the Museum Store, for greater efficiency and more accurate inventory tracking.

**Update** – The Museum Store has completed barcoding off *all* books. With the book barcoding completed this means that all items with a preexisting barcode in the museum store have been barcoded. The Museum Store continues to work with the Campus Bookstore to consolidate item numbers. Museum Store Sales Associates are now using bar code scanners at the register to ring up tickets. However, to complete the project, a barcode printer must be purchased. This will allow both stores to barcode all merchandise, including items without preexisting barcodes.

This project is 90% complete.

### **Departmental Reports:**

#### **Finance/Office of the CFO:**

- The CFO is working with the Facilities Director, the IT Director, and the Interim Dean of Students to manage 16 separate capital projects and initiatives. The teams are utilizing a project management tool called Trello to share updates, documents, and timelines.
- The Controller recently completed an analysis of IAIA’s interest earnings through the various bank accounts that the college has, versus the fees that were being assessed. Using this data, the CFO had a series of meetings with First Citizens Bank and was able to secure a more advantageous earnings rate, lower fees, re-vamped account structures, and an offer for a line of credit with more beneficial terms than is currently in place, with Wells Fargo. (*The Controller, Aimee Balthazar, is to*

*be commended for her work on this project. Her breakdown and analysis of the accounts was extremely valuable, during the negotiation process)*

- Finance staff continues to the closeout of the FY19 year and is ramping up for the yearly external audit.
- The yearly renewal of the college's property and liability insurance portfolio was completed, with very aggressive renewal terms that are favorable to the college. Daniels Insurance did an outstanding job of presenting and vetting providers that are highly rated, while also being priced very attractively.

#### **HR:**

HR is preparing for the open enrollment period for 2020 employee benefits. The CFO and HR Director negotiated favorable medical, dental and vision rates and IAIA has opted to stay with Cigna Medical and Dental and MetLife for vision coverage. The Open Enrollment period for the coming year will be held November 11-19.

- Turnover data continues to be collected and analyzed on an on-going basis, to provide senior leadership with information to help improve retention. Highlighted below is the turnover data the reporting period of **August 2019- October 2019**
  - 3 Staff members left IAIA voluntarily.
    - The IAIA Museum Membership + Program Manager resigned.
    - The Production Resources Technician resigned.
    - The Recreation Assistant resigned.
  - On the promotion and recruitment side, the following 10 positions were filled during this reporting period:
    - Senior Manager, Museum Education and Native
    - A Residential and Conferences Coordinator and Native
    - Prevention Project Assistant and Native
    - Director of the IAIA Balzer Contemporary Edge Gallery and Assistant Professor and Native
    - Student Activity Coordinator and Native
    - Media Checkout Manager and non-Native
    - A Sculpture and Foundry Technician and non-Native
    - Admissions Specialist and non-Native
    - Part-time Theatre Technician and non-Native

#### **Facilities:**

- The facilities team has completed 1080 work orders from 1/19 thru 10/19.
- Phase I of IAIA's newest solar array project has been completed. A total of 108 panels have been installed. 36 panels were installed on an array, on the north side of the green house, and 72 panels were installed on the roof the facilities building. These new panels provide energy in excess of what is required to offset the energy use of the campus greenhouse.
- A complete retrofit and upgrade of lighting (LED) over the library shelving area has been completed.
- RFB's to replace the electric oven and steamer in the cafeteria kitchen have been created and will soon be distributed (approx. \$45,000 project).
- An RFB has been created and will soon be distributed, for the purchase of an ADA-compliant van for campus (approx. \$55,000 project).

#### **IT:**

- IT is working with Academic Technology to implement a solution to remotely manage all Mac computers on Campus. The college has engaged Ardham Technology to assist the IT Dept. in working through a list of needs, created by the Academic Technology Dept.
- Core Switch and edge switch replacement: IT is working with Ardham Technology to configure the correct type of equipment that will benefit IAIA for the next 10 years and also work with other upgrades to be done in the near future.
- Wi-Fi Infrastructure: IT is Currently looking at several different options to replace aged Wi-Fi system on campus.

- Museum Connection to Campus Upgrade: Initial conversations with CenturyLink have taken place, to assess options for upgrading the Museum connection to the IAIA campus.
- Museum Cable Plant Upgrade: Current cabling at Museum is category 3 cable, installed in 1989. The college is in the early stages of the RFP issuing process for upgrading the cabling to category 6.
- Phone System Replacement: Through State of NM severance tax bond funding, the college will be upgrading its phone system. A comprehensive RFP was issued for this work and proposals will be received in early November.
- Fiber Cable Replacement for CLE Dorms, Acad. Building, LTC, and Facilities Building: Current fiber cabling in the above buildings is 1gb fiber. This cabling will be replaced with 10gb fiber. This project will also be funded with State of NM severance tax bond funding and the RFP process will begin during the next quarter for this work.

#### **IAIA Museum Store:**

- New Stores Manager, Elissa Wheeler, started on 7/29/19.
- Sales numbers for Indian Market 2019 exceeded 2018 figures by approx. ~\$3,000, over a shorter selling period.
- Four pop-up shops were held during Indian Market weekend and vending was included during panel discussions in the Allen Houser Art Park.
- Daily activities for staff now include addressing the merchandising of under-performing item categories, resulting in faster movement of merchandise. This is supported by more frequent reflection on sales numbers.
- Several new artists and vendors have been added to the Museum Store inventory (Tyra Shackelford, Bedre Chocolates, Mahota Handwovens, Maya Stewart).

#### **PLANNED MUSEUM STORE HAPPENINGS (Q1 FY20)**

- Planned gallery show (opening Dec. 2019) with alum Duhon James (printmaking).
- Planned gallery show (opening Feb. 2020) with alum Avis Charley (ledger artist).
- The store is partnering with Museum volunteer Lisa Fulton to increase social media content related to products in Museum Store.
- The store will partner with ArtSMART of Santa Fe, to bring awareness of IAIA to local high school students.
- Select Museum Store items will be featured on the IAIA Online Store.

#### **IAIA MUSEUM STORE FOUR YEAR SALES HISTORY (Q4 - 07/01/2019 - 09/30/2019)**

QUARTER	TOTAL SALES	TOTAL PROFIT	PROFIT MARGIN	MERCHANDISE SALES	ADMISSION SALES
Q4 FY19	\$121,495.70	\$71,503.122	58.85 %	\$90,514.95	\$30,980.75
Q4 FY18	\$124,739.79	\$73,168.84	58.66 %	\$92,677.39	\$32,062.00
Q4 FY17	\$121,205.30	\$72,213.69	59.58 %	\$89,935.30	\$31,270.00
Q4 FY16	\$103,353.70	\$54,055.88	52.30 %	\$79,586.20	\$79,586.20

Sales data obtained from Counterpoint Management History Summary Report.

#### **RESPONSE TO Q4 FY19 SALES FIGURES**

- Highest Sales Category: Books (\$14,259.07); attributed to barcoding, and regular title maintenance.



- Lowest Sales Category: Audio/Visual (\$139.20); category has very few items, and many are older titles.
- Action Plan: Profits can be increased by higher attention paid to underperforming categories. Old stock in said categories can be reduced to purge, and new stock will follow tighter pricing guidelines. Increased attention to visual merchandising and frequent refreshing of store layout will encourage repeat customers to shop “new” merchandise.
- Admissions and Memberships: 4,839 admissions, 25 memberships.
- Action Plan: Admission numbers will continue to grow as social media presence is increased. Memberships will be driven through staff awareness, and encouragement to offer towards all customers.

#### **IAIA CAMPUS BOOKSTORE:**

- First (Fall Semester) New Student Orientation to include a presentation by the Campus Bookstore. New students learned about eCampus textbook rental program, and what class supplies they can find at the Campus Bookstore.
- Stores secured a small time slot at IAIA Faculty In-Service. Topics discussed included: student side of eCampus (i.e. the process by which students receive their books and how much time it takes) and supply list procedures for class materials.
- Campus Bookstore worked with the Academic Department to add information about eCampus to the mandated syllabus format for undergraduate courses.
- 2019-2020 Associated Student Government (ASG) has created a position for Campus Bookstore Representative. Two current ASG officers are Student Workers at the Campus Bookstore.
- Campus Bookstore placed the first order for IAIA Letterman jackets. Sale will begin in November.

#### **ADDITIONAL CAMPUS BOOKSTORE NEWS/FUTURE HAPPENINGS**

- The Campus Bookstore is working with the Academic Department, Academic Technology, and Institutional Research to find a solution for clarity of course and student registration information being uploaded to eCampus.
- The Campus Bookstore achieved its highest recorded sales year, since the numbers have been tracked (\$95,286.84 total sales).
- Campus Bookstore FY19 Q4 total sales increased 21.62% over FY18 Q4.

#### **IAIA CAMPUS BOOKSTORE TWO YEAR SALES HISTORY (Q4 - 07/01/2019 - 09/30/2019)**

QUARTER	TOTAL SALES	% INCREASE TO LY	TOTAL PROFIT	PROFIT MARGIN	# OF TICKETS
Q4 FY19	\$28,221.70	21.62 %	\$9,427.85	33.41 %	3,131
Q4 FY18	\$23,204.86	N/A	\$7,568.21	32.61 %	3,057

Sales data obtained from Counterpoint Management History Summary Report

#### **RESPONSE TO Q4 FY19 SALES FIGURES**

- Profits will continue to increase as more information is received from faculty regarding supplies needed. Correct inventory items will cut down on excessive spending.
- eCampus referral program is a potential source of additional funding. IAIA could receive between \$7,500 and \$20,000 for each referral.
- Action Plan: Campus Bookstore will benefit from more participation in academic and extracurricular events. Vending at said events will raise awareness of the Bookstore and will bring in additional income during “off-hours”.

**Quarterly Report to the Board of Trustees  
Institute of American Indian Arts  
November 2019**

**Presented by Lawrence Mirabal, CFO  
Aimee Balthazar, Controller**

**FINANCIAL STATEMENTS  
As of August, 31**

**BUDGET TO ACTUAL - SUMMARIZED**  
**IAIA & AUXILIARY**  
**For the Eleven Month Period Ending August 31, 2019**

	<b>TOTAL BUDGET</b>	<b>TOTAL ACTUAL EXPENDITURES</b>	<b>TOTAL BUDGET REMAINING</b>	<b>% REMAINING</b>
<b>EXPENDITURES BY CATEGORY</b>				
COST OF SALES	\$ 207,980	\$ 298,607	\$ (90,627)	-44%
SALARIES & FRINGE BENEFITS	8,505,629	7,299,122	1,206,507	14%
OPERATING EXPENSES	1,093,265	972,190	121,075	11%
FOOD & CATERING	778,957	735,133	43,824	6%
PROFESSIONAL SERVICES	773,086	563,330	209,756	27%
SCHOLARSHIPS & FELLOWSHIPS	6,850	3,100	3,750	55%
M&R, UTILITIES & OTHER	1,423,819	1,373,451	50,368	4%
TRAVEL	281,357	222,380	58,977	21%
TRAINING	66,984	40,342	26,642	40%
VEHICLES	64,250	54,826	9,424	15%
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,202,177</b>	<b>\$ 11,562,481</b>	<b>\$ 1,639,697</b>	<b>12%</b>

**EXPENDITURES BY DEPARTMENTS**

BOARD OF TRUSTEES	\$ 83,119	\$ 64,271	\$ 18,849	23%
OFFICE OF THE PRESIDENT	913,100	785,192	127,908	14%
INSTITUTIONAL RESEARCH	298,608	235,027	63,581	21%
INSTITUTIONAL ADVANCEMENT	392,352	291,045	101,307	26%
FINANCIAL SERVICES	726,052	629,332	96,720	13%
INFORMATION TECHNOLOGY	463,738	401,654	62,085	13%
CENTER FOR STUDENT LIFE	475,222	415,162	60,061	13%
ADMISSIONS & RECRUITMENT	349,202	309,164	40,038	11%
FACILITIES MANAGEMENT	1,487,475	1,624,767	-137,292	-9%
MUSEUM	1,022,523	886,398	136,125	13%
ACADEMIC DIVISION	3,307,971	2,747,459	560,512	17%
STUDENT SUCCESS CENTER	768,523	642,354	126,168	16%
LIBRARY	431,026	320,425	110,601	26%
MFA CREATIVE WRITING PROGRAM	624,362	527,622	96,740	15%
MUSEUM SHOP	314,867	313,715	1,152	0%
CAMPUS BOOKSTORE	176,723	235,789	-59,066	-33%
STUDENT HOUSING	1,058,747	838,508	220,239	21%
CONFERENCE SERVICES	108,566	178,399	-69,833	-64%
STRATEGIC PRIORITIES PROJECTS	200,000	116,200	83,800	42%
<b>TOTAL EXPENDITURES BY DEPARTMENTS</b>	<b>\$ 13,202,177</b>	<b>\$ 11,562,481</b>	<b>\$ 1,639,696</b>	<b>12%</b>

**EXPENSES NOT ALLOCATED TO DEPARTMENTS**

Unemployment Insurance	\$ 25,000
IAIA Advocacy Fund	75,000
Interest on Debt - Residence Ctr NMFA Loan (3.4%) + fees	253,468
Residence Center NMFA Loan	221,177
Reserve Addition	254,250
Set Aside for Strategic Priorities Projects	
	<b>\$ 14,031,071</b>

**STATEMENT OF REVENUES - COMPARATIVE**  
**IAIA & AUXILIARY**  
**Fourth Quarter Comparison - FY19 & FY18**

	FY19			FY18	Variance Between FY19 & FY18 YTD Actual Positive/(Negative)
	Projected Annual Revenues	Actual 11 Months To 8/31/2019	% of Projected Achieved YTD	Actual 11 Months Ending 8/31/2018	
<b>REVENUES</b>					
Federal Appropriation	\$ 9,960,000	\$ 9,960,000	100.0%	\$ 9,835,000	\$ 125,000
<i>Forward funding received prior year</i>		<i>7,377,000</i>		<i>7,377,000</i>	
<i>Forward funding received current year</i>		<i>2,583,000</i>		<i>2,458,000</i>	
Tuition & fees	\$ 1,237,194	\$ 1,430,450	115.6%	\$ 1,388,594	\$ 41,856
Distance Learning/Academic Tech.	129,568	109,688	84.7%	120,266	(10,578)
MFA Creative Writing Program	605,233	511,580	84.5%	519,870	(8,290)
Student Fitness Center	14,500	22,196	153.1%	20,664	1,532
Residence Hall	542,740	492,237	90.7%	505,305	(13,068)
Family Housing Rentals	185,709	205,136	110.5%	217,410	(12,273)
Meal Plan	513,686	575,342	112.0%	577,740	(2,397)
Conference Services	125,000	222,744	178.2%	193,188	29,556
Museum Admissions	93,189	115,255	123.7%	117,777	(2,522)
Museum Shop Sales	237,035	208,473	88.0%	268,637	(60,164)
Campus bookstore sales	157,797	165,835	105.1%	160,552	5,283
Museum memberships	42,000	37,685	89.7%	49,305	(11,620)
Museum Contributions (temp restricted)	6,500	23,437	360.6%	6,447	16,990
General Contributions (unrestricted)	180,342	49,612	27.5%	68,370	(18,758)
Scholarship, Education Donations	290,000	524,331	180.8%	661,953	(137,622)
Trust Endowment Draw	160,000	174,530	109.1%	172,862	1,668
Miscellaneous Income/Indirect Revenue	75,000	77,608	103.5%	99,048	(21,439)
<b>REVENUES EXCLUDING FEDERAL APPROPRIATION</b>	<b>\$ 4,595,493</b>	<b>\$ 4,946,139</b>	<b>107.6%</b>	<b>\$ 5,147,987</b>	<b>\$ (201,847)</b>
Estimated reduction for:					
Uncollectible Student Accounts	(124,422)				
Excess Institutional Scholarships	(400,000)				
Museum Gift Shop	(314,867)				
Campus Bookstore	(176,723)				
<b>TOTAL REVENUES</b>	<b>\$ 13,539,481</b>	<b>\$ 14,906,139</b>	<b>110.1%</b>	<b>\$ 14,982,987</b>	<b>\$ (76,847)</b>

**SCHEDULE OF REVENUES AND EXPENDITURES**  
**IAIA & AUXILIARY**  
**11 Months Comparison - FY19 & FY18**

	<b>FY19</b> <b>Unaudited</b> 11 Months Ending August 31, 2019	<b>FY18</b> <b>Audited</b> 11 Months Ending August 31, 2018	<b>Variance</b> <b>Favorable or</b> <b>(Unfavorable)</b>
<b>REVENUES</b>			
Federal Appropriation	\$ 9,960,000	\$ 9,835,000	\$ 125,000
Tuition & Fees	\$ 2,073,914	\$ 2,049,394	24,520
Residence Hall/Family Housing	697,373	722,715	(25,342)
Meal Plan	575,342	577,740	(2,397)
Museum Shop	323,727	386,414	(62,687)
Campus Bookstore Sales	165,835	160,552	5,283
Conference Services	222,744	193,188	29,556
Unrestricted Contributions	87,297	117,675	(30,378)
Temporarily Restricted Contributions	547,768	668,399	(120,631)
Trust Endowment Draw	174,530	172,862	1,668
Miscellaneous Income	77,608	99,178	(21,570)
<b>TOTAL REVENUES</b>	<b>\$ 14,906,139</b>	<b>\$ 14,983,117</b>	<b>\$ (76,978)</b>
<b>EXPENDITURES</b>			
Cost of Sales	\$ 298,607	\$ 321,949	\$ 23,342
Salaries & Fringe Benefits	7,299,122	7,197,053	(102,069)
Operating Expenses	972,190	869,782	(102,408)
Food & Catering	735,133	628,877	(106,256)
Professional Services	564,165	651,515	87,350
Scholarships & Fellowships	3,100	3,835	735
M&R, Utilities & Other	1,373,451	1,403,201	29,750
Travel	222,380	232,750	10,370
Training	40,342	32,657	(7,685)
Vehicles	54,826	48,985	\$ (5,841)
Total Costs General & Administrative	\$ 11,563,316	\$ 11,390,603	\$ (172,713)
NON-BUDGETED AUX. INITIATIVES (Revenue)	(835)	(140)	695
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,562,481</b>	<b>\$ 11,390,463</b>	<b>\$ (172,018)</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 3,343,659</b>	<b>\$ 3,592,654</b>	<b>\$ (248,996)</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**INSTITUTIONAL ADVANCEMENT**  
**11 month Comparison - FY19 & FY18**

	<b>FY19</b> <b>Unaudited</b> 11 Months Ending August 31, 2019	<b>FY18</b> <b>Audited</b> 11 Months Ending August 31, 2018	<b>Favorable or</b> <b>(Unfavorable)</b> <b>Change</b>
<b>REVENUES</b>			
Donations:			
Endowed Scholarship Donations	\$ 408,658	\$ 17,802	\$ 390,856
Permanent/Chair Endowment Donations	3,142	4,747	(1,606)
General Donations	49,612	68,370	(18,758)
Scholarships Donations	524,331	661,953	(137,622)
<b>TOTAL REVENUES</b>	<b>\$ 985,743</b>	<b>\$ 752,872</b>	<b>\$ 232,871</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries - staff	\$ 204,844	\$ 198,689	\$ (6,155)
Student Workers - temporary, non-WorkStudy	2,668	2,096	(572)
Social security	15,485	15,066	(419)
Retirement savings benefit	9,772	8,788	(983)
Insurance benefit	28,536	22,461	(6,074)
Nontaxable Fringe Benefits (Fitness)	150	450	300
Total Personnel Expenditures	\$ 261,454	\$ 247,551	\$ (13,903)
Operating Expenditures			
Activities - students	\$ -	\$ 27	\$ 27
Advertising - promotional	485	3,968	3,483
Bank charges	0	60	60
Contributions, gifts & awards	328	2,241	1,914
Dues & Memberships	28	860	832
Exhibit costs	0	860	860
Food & catering	1,069	1,372	304
Meeting Costs	5,444	2,229	(3,215)
Office supplies	1,704	2,843	1,139
Personnel search - advertising	213	110	(103)
Postage, freight & delivery	434	628	195
Printing	3,960	5,352	1,392
Receptions & shows	74	601	527
Solicitation & Cultivation	1,094	458	(635)
Stipends & honoraria	(200)	725	925
Subscriptions & Publications	140	551	411
Visiting artists/lecturers - accommodations and	0	650	650
Computer equip & software under \$5,000	0	7,900	7,900
Equipment & Furniture under \$5,000	200	1,139	939
Maintenance - equipment & software	7,513	15,618	8,105
Consultants/Professional Services	1,940	12,039	10,099
Legal	0	2,760	2,760
Training - fees & materials	2	49	47
Travel - accomodation & meals	1,286	0	(1,286)
Travel - mileage	63	488	424
Travel - transportation	2,848	2,291	(556)
Utilities - telephone	969	933	(36)
Vehicles (IAIA) - fuel & lubricants	0	36	36
Total Operating Expenditures	\$ 29,591	\$ 66,788	\$ 37,197
<b>TOTAL EXPENDITURES</b>	<b>\$ 291,045</b>	<b>\$ 314,339</b>	<b>\$ 23,294</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 694,698</b>	<b>\$ 438,533</b>	<b>\$ 256,165</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**MUSEUM SHOP**  
**11 Month Comparison - FY19 & FY18**

	FY19 Unaudited 11 Months Ended August 31, 2019	FY18 Audited 11 Months Ended August 31, 2018	Favorable or (Unfavorable) Change
<b>SALES</b>			
Sales less Discounts	\$ 208,293	\$ 269,448	\$ (61,155)
Shipping & Packing	995	986	9
Refunds	(815)	(1,796)	981
	<u>\$ 208,473</u>	<u>\$ 268,637</u>	<u>\$ (60,165)</u>
Cost of Goods Sold		\$ -	
Cost of Sales	\$ (121,884)	\$ (156,528)	\$ (34,644)
Gross Profit on Sales	\$ 86,589	\$ 112,109	\$ (25,521)
GP %	41.53%	41.73%	-0.20%
<b>OTHER INCOME</b>			
Admissions	<u>\$ 115,255</u>	<u>\$ 117,777</u>	<u>\$ (2,522)</u>
<b>INCOME BEFORE OPERATIONAL EXPENSES</b>	<b>\$ 201,843</b>	<b>\$ 229,886</b>	<b>\$ (28,043)</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 125,392	\$ 127,607	\$ 2,215
Payroll Taxes	9,452	9,581	128
Savings Plan	5,010	3,147	(1,862)
Insurance	22,236	21,781	(455)
Total Personnel Expenditures	<u>\$ 162,089</u>	<u>\$ 162,116</u>	<u>\$ 26</u>
Personnel costs as % of sales + admissions	50.07%	41.95%	-8.12%
Operating Expenditures			
Advertising - promotional	\$ 1,998	\$ 2,526	\$ 528
Bank charges	8,451	9,424	973
Cash (over)/short	70	205	135
Contributions, gifts & awards	65	-	(65)
Dues & Memberships	418	310	(109)
Exhibit costs	217	809	592
Food & catering	570	456	(114)
Licenses & permits	195	1,447	1,252
Meeting Costs	156	1,404	1,247
Office supplies	4,173	5,780	1,607
Personnel search - advertising	139	130	(9)
Postage, freight & delivery	2,208	1,468	(740)
Printing	-	36	36
Receptions & shows	155	448	293
Stipends & honoraria	750	260	(490)
Subscriptions & Publications	-	45	45
Visiting artists/lecturers - fees/honoraria	350	700	350
Computer equip & software under \$5,000	100	-	(100)
Equipment & Furniture under \$5,000	2,894	1,594	(1,300)
Leasing - equipment	1,474	1,812	338
Maintenance - equipment & software	2,088	895	(1,193)
Maintenance - facilities	877	-	(877)
Consultants/Professional Services	535	270	(265)
Travel - transportation	1,383	24	(1,359)
Utilities - telephone	475	-	(475)
Total Operating Expenditures	<u>\$ 29,741</u>	<u>\$ 30,041</u>	<u>\$ 300</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 191,830</b>	<b>\$ 192,157</b>	<b>\$ 326</b>
INCOME/(LOSS) Before Notional Rent	\$ 10,013	\$ 37,729	\$ (27,717)
Notional Rent	<u>41,067</u>	<u>41,067</u>	<u>-</u>
<b>NET INCOME/(LOSS)</b>	<b>\$ (31,054)</b>	<b>\$ (3,337)</b>	<b>\$ (27,717)</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**CAMPUS BOOKSTORE**  
**11 Month Comparison - FY19 & FY18**

	<b>FY19</b> <b>Unaudited</b> <b>11 Months Ended</b> <b>August 31, 2019</b>	<b>FY18</b> <b>Audited</b> <b>11 Months Ended</b> <b>August 31, 2018</b>	<b>Favorable or</b> <b>(Unfavorable)</b> <b>Change</b>
<b>SALES</b>			
Sales less Discounts	\$ 167,036	\$ 161,023	\$ 6,013
Sales Returns & Refunds	(1,201)	(471)	(730)
	<u>\$ 165,835</u>	<u>\$ 160,552</u>	<u>\$ 5,283</u>
<b>Cost of Goods Sold</b>			
Cost of Sales	\$ 58,218	\$ 58,804	\$ 586
<b>Gross Profit on Sales</b>	<u>\$ 107,617</u>	<u>\$ 101,748</u>	<u>\$ 5,869</u>
GP %	65%	64%	2%
<b>Income Before General &amp; Administrative</b>	<u>\$ 107,617</u>	<u>\$ 101,748</u>	<u>\$ 5,869</u>
<b>General &amp; Administrative Expenditures</b>			
Personnel			
Salaries - staff	\$ 35,625	\$ 35,911	\$ 286
Student Workers - temporary, non-WorkStudy	5,780	7,734	1,954
Social security	2,657	2,682	25
Retirement savings benefit	1,425	1,930	505
Insurance benefit	8,335	7,736	(598)
	<u>53,821</u>	<u>55,993</u>	<u>2,172</u>
Advertising - promotional	\$ -	\$ (20)	\$ (20)
Bank charges	3,747	2,944	(802)
Cash (over)/short	(106)	(35)	71
Contributions, gifts & awards	-	50	50
Dues & Memberships	-	52	52
Exhibit costs	-	20	20
Food & catering	113	25	(88)
Meeting costs	124	18	(106)
Office supplies	275	600	325
Postage, freight & delivery	542	527	(16)
Computer equip & software under \$5,000	330	-	(330)
Equipment & Furniture under \$5,000	(825)	2,558	3,382
Maintenance - equipment & software	1,044	447	(597)
Consultants/Professional Services	-	117	117
Textbook Program expense	118,505	106,617	(11,888)
<b>Total General &amp; Administrative Expenditures</b>	<u>\$ 177,571</u>	<u>\$ 169,913</u>	<u>\$ (7,658)</u>
<b>NET INCOME/(LOSS)</b>	<u>\$ (69,954)</u>	<u>\$ (68,165)</u>	<u>\$ (1,789)</u>



**SCHEDULE OF REVENUE AND EXPENDITURES**  
**CONFERENCE SERVICES**  
**11 Month Comparison - FY19 & FY18**

	<b>FY19</b> <b>Unaudited</b> 11 Months Ended August 31, 2019	<b>FY18</b> <b>Audited</b> 11 Months Ended August 31, 2018	<b>Favorable or</b> <b>(Unfavorable)</b> <b>Change</b>
<b>REVENUE</b>			
Facilities Rentals	\$ 222,744	\$ 184,915	\$ 37,829
Catering Revenue	-	8,273	\$ (8,273)
<b>INCOME BEFORE OPERATIONAL EXPENSE</b>	<b>\$ 222,744</b>	<b>\$ 193,188</b>	<b>\$ 29,556</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 50,157	\$ 49,781	\$ (376)
Payroll Taxes	3,306	3,230	(75)
Savings Plan	3,009	2,953	(56)
Insurance	8,544	7,822	(723)
	<b>\$ 65,016</b>	<b>\$ 63,786</b>	<b>\$ (1,230)</b>
Personnel costs as % of Revenue	29%	33%	4%
Operating Expenditures			
Bank charges	\$ 131	\$ 133	\$ 2
Dues & Memberships	28	52	24
Food & catering	96,290	12,232	(84,059)
Office supplies	1,017	94	(923)
Printing	-	177	177
Stipends & honoraria	8,000	9,290	1,290
Equipment & Furniture under \$5,000	597	139	(458)
Janitorial services & supplies	4,723	-	(4,723)
Maintenance - supplies	455	-	(455)
Training - fees & materials	-	270	270
Travel - transportation	-	1,446	1,446
Utilities - telephone	562	66	(496)
Vehicles - leasing	1,579	-	(1,579)
<b>TOTAL EXPENDITURES</b>	<b>\$ 178,399</b>	<b>\$ 87,684</b>	<b>\$ (90,715)</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 44,345</b>	<b>\$ 105,504</b>	<b>\$ (61,159)</b>

**PERMANENT ENDOWMENTS**  
**Eleven Months Ending August 31, 2019**

	Program Enhancement			Quasi			Scholarship Endowments			General & Faculty Endowments		
1st Quarter Fiscal Year 2019												
Equities Gain / (Loss)	\$	(243,445)	-9.98%	\$	(26,480)	-9.98%	\$	(106,268)	-9.96%	\$	(128,237)	-9.80%
Dividend & Interest		20,609	0.84%		2,033	0.77%		9,002	0.84%		10,861	0.83%
Fees		(2,515)	-0.10%		(273)	-0.10%		(1,099)	-0.10%		(1,327)	-0.10%
Total 1st Quarter	\$	(225,350)	-9.24%	\$	(24,721)	-9.32%	\$	(98,365)	-9.22%	\$	(118,703)	-9.07%
Average Monthly Account Balance	\$	2,440,018		\$	265,218		\$	1,066,733		\$	1,308,357	
2nd Quarter Fiscal Year 2019												
Equities Gain / (Loss)	\$	214,751	8.40%	\$	23,346	8.40%	\$	115,230	7.84%	\$	113,484	8.40%
Dividend & Interest		9,513	0.37%		949	0.34%		5,461	0.37%		5,038	0.37%
Fees		(2,481)	-0.10%		(270)	-0.10%		(1,294)	-0.09%		(1,312)	-0.10%
Total 2nd Quarter	\$	221,782	8.68%	\$	24,026	8.65%	\$	119,397	8.12%	\$	117,210	8.68%
Average Monthly Account Balance	\$	2,555,524		\$	277,779		\$	1,470,667		\$	1,327,162	
3rd Quarter Fiscal Year 2019												
Equities Gain / (Loss)	\$	141,788	5.62%	\$	15,408	5.57%	\$	73,319	4.90%	\$	74,893	5.70%
Dividend & Interest		19,818	0.79%		2,094	0.76%		11,935	0.80%		10,496	0.80%
Fees		(2,470)	-0.10%		(271)	-0.10%		(1,368)	-0.09%		(1,306)	-0.10%
Total 3rd Quarter	\$	159,137	6.31%	\$	17,231	6.23%	\$	83,886	5.61%	\$	84,082	6.40%
Average Monthly Account Balance	\$	2,522,965		\$	276,443		\$	1,496,326		\$	1,314,553	
July & August Fiscal Year 2019												
Equities Gain / (Loss)	\$	(24,306.96)	-0.94%	\$	(2,675.68)	-0.94%	\$	(14,806.70)	-0.94%	\$	(12,865.98)	-0.94%
Dividend & Interest		2,922	0.11%	\$	321	0.11%		1,779	0.11%		1,547	0.11%
Fees		(1,725)	-0.07%		(190)	-0.07%		(1,051)	-0.07%		(913)	-0.07%
July & August Fiscal Year 2019	\$	(23,110)	-0.90%	\$	(2,544)	-0.90%	\$	(14,078)	-0.90%	\$	(12,232)	-0.90%
Average Monthly Account Balance	\$	2,576,047		\$	283,376		\$	1,568,783		\$	1,365,440	
ASSET GRAND TOTAL	\$	5,761,290										

To: Dr. Robert Martin  
From: Danyelle Means  
Date: October 2019  
Subj: Office of Institutional Advancement Report / 4<sup>th</sup> Quarter Report  
(July 1-Sept 30, 2019)

## **Mission Objective 1: Improve Student Success**

### **1.A. Increase Resources for students**

#### **1.1. Project: Grow Scholarship Funds**

- Total Income – Oct 1, 2018 – September 30, 2019 - \$1,418,943.35
- 4<sup>th</sup> Quarter Income – July 1 – Sept 30, 2019 - \$230,322.27
- 2019 Scholarship Luncheon
  - September 12<sup>th</sup>, 2019 Over \$500,000 in scholarship dollars were awarded. The event was a great success with many of the scholarship winners in attendance. Several Foundation Board members came to celebrate with the winners.
- Upcoming funding opportunities: Year End Appeal/Giving Tuesday, New York City fundraising event for the Creative Writing Master's program.

### **1.D. Promote involvement of all IAIA stakeholders in student success**

#### **1.1. Project: IAIA Foundation Board**

- The Foundation Board, comprised of nineteen board members, 6 of whom are Native American and of these, 4 are IAIA Alumni. There are three active committees: Development, Finance and Nominating / Governance.
- Development Committee working on the raising of and associated celebration for the Mowatt totem pole donation possibly to be completed in the fall (TBD in November). This will be a campus wide celebration and act as the first President's Circle event.
- Nominating Committee will be transitioning members off and on to the Foundation Board. Recruitment of new members is ongoing. New Board Member orientation materials will be revised as well.

#### **1.2 Project: Alumni Relations and Alumni Council**

- Alumni and Constituent Relations Officer position is open. Candidate should possess adequate fundraising skills, alumni relations and knowledge of contemporary Native American art.
- Nominations sought for new Alumni Councilors. The nomination form is available on the website. Once all nominations are made, a ballot will be made available to all IAIA Alumni and announced on social media platforms. New officers to be announced by the End of November.

## **Mission Objective 2: Strengthen Academic Programs**

### **2.C. Improve student skills in business and marketing**

#### **2.1. Project: IAIA, AICF, Pendleton Blanket Design Workshop**

- The Office of Institutional Advancement working with the Director of Internships & Career Services, the American Indian College Fund and Pendleton. On September 25<sup>th</sup>, a workshop for students was held to help translate their artistic practice into designs for market ready uses. Student artwork will be chosen by

a committee for production of a blanket that will be marketed by Pendleton in association with the American Indian College Fund.

### **Mission Objective 3: Build a College Community**

#### **3.B. Identify and deliver effective institutional communication**

##### **3.1 Project: Participation in NIEA and AIHEC**

- Working in conjunction with the Admissions Department, attended the NIEA Conference in Minneapolis, MN. Met with college presidents, administrators, and educators to better understand recruitment on and off the reservation. Participated in luncheon planning session for Spring 2020 AIHEC conference in Albuquerque.

#### **3.C. Strengthen alumni involvement**

##### **3.1 Project: Alumni/Faculty/Student Holiday Market**

- This annual event is organized by the Alumni Relations office as an outreach to our Alumni/Faculty /Students offering an opportunity to sell their artwork during the holidays. IAIA Holiday Market is planned for Saturday, December 14<sup>th</sup> with over 80 vendors including many students, staff, faculty, and alumni. The IAIA Holiday Market is open to outside vendors with tribal affiliation.

### **Mission Objective 4: Ensure a safe community**

#### **4.D. Develop educational and training programs to promote safety on campus**

##### **4.1 Project: Campus Volunteer Program**

- Because there is no formal volunteer policy for the campus and a number of donors who would be interested in volunteering, a preliminary policy would be developed along the lines of the current museum docent policy and training. Interested donors could attend training at the museum which would include a Title IX component.

### **Mission Objective 5: Advance Contemporary Arts and Culture**

#### **5.B. Consider Developing a Native Research Center**

##### **5.1. Project: Mellon Foundation / Kauffman and Associates Feasibility Study**

- Dr. Lara Evans and the Kauffman team included the Advancement Office in developing strategies and outlining specific needs for a Native American Arts Research Center at IAIA. The OIA report to Kauffman included an assessment of monies needed to fund campus reorganization, retrofitting of current facilities, and staffing of the research center. Potential for capital campaign and sustainability funding will be the priority for Fall 2019.

#### **5.C. Advance scholarship and dialogue on indigenous arts and culture**

##### **5.1. Project: Film Student Participation in International Film Festival**

- In collaboration with the Cinematic Arts Faculty and the Indianer/Inuit das Nordamerika Filmfestival (8) in Stuttgart, Germany, two students will present their films at the festival. Funding for their participation will be sought through the IAIA Foundation Board and outside sources. This is an opportunity for IAIA to present the work of our students on an international level as well as garner support from German organizations and/or funders.

**5.E. Strengthen the connection between the College, its Museum, Tribes, and the Santa Fe Community**

5.1. Project: Participation at the annual NIGA Conference

- In an effort to cultivate relationships and funding streams from tribes, attendance at and strategic meetings with Tribal and development corporation leaders at its annual conference is necessary. This effort will focus on sponsorship of the annual IAIA Scholarship Dinner and Auction but will endeavor to establish IAIA as a focus for tribally endowed scholarships.

**Mission Objective 6: Build Institutional Capacity for Growth**

**6.A. Ensure long-term sustainability and financial security**

6.1. Project: Advancement Office Reorganization

- With the addition of two staff members (see below), the need to develop procedural norms for the Office of Institutional Advancement is paramount. New office management systems will be instituted. The gift and donor entry procedures will be written as well as a plan for the archiving of outdated materials.

**6.E. Increase staff and faculty as the institution grows**

6.1. Project: Margaret A Cargill Philanthropy

- Working with Dr. Robert Martin to access the need for institutional capacity building at IAIA. A prioritized list of needs was developed and presented to MaCP. The prioritized list included the Office of Institutional Advancement as a second level priority after Information Technology. The rationale included:
  - Increasing the outreach of the Institutional Advancement department throughout the country is central to the sustainability and growth of IAIA. In 2018, IAIA commissioned a fundraising plan with Dini Spheris to develop a strategy for raising the awareness of IAIA with potential donors. The plan laid the groundwork for amplified major donor cultivation IAIA including the following priorities:
    - With the addition of a full-time position of Development Officer to lead/direct all key events including the annual Scholarship Dinner and Auction within the Office of Institutional Advancement, the Advancement Director's attention would focus on planned giving, major and corporate donors. The Development Officer would work closely with the Alumni and Constituent Relations Officer and the Director of Admissions/Recruitment on events outside of the IAIA community to increase enrollment, engagement of Alumni, and overall awareness of IAIA in tribal communities. The total Salary plus fringe benefits for two years would be no more than \$120,000.
    - In order to leverage opportunities with the President as well as key faculty members to meet with targeted audiences in priority markets, an increase in funding for travel is necessary. Funding also would be required for hosting gatherings nationwide for high profile donors, foundations, and corporate partners would enhance our success. Travel and event hosting events for two years is \$30,000.

To: Dr. Robert Martin, IAIA President  
From: Patsy Phillips, Director IAIA Museum of Contemporary Native Arts (MoCNA)  
Date: October 22, 2019  
Subj: August 20 to November 17, 2019  
Staff listed: Manuela Well-Off-Man, Chief Curator; Tatiana Lomahaftewa-Singer, Curator of Collections; August Walker, Preparator and Exhibition Coordinator; Eric Wimmer, Collections Registrar; Sallie Wesaw-Sloan, Graphic Designer; Thomas Atencio, Security Manager, and Lisa Fulton, Volunteer/Docent and social media volunteer.

## **I. Improve student success**

### **A. Increase resources for students**

Well-Off-Man gave a tour of *Visual Voices: Contemporary Chickasaw Art* to IAIA and Dartmouth Native art history students.

Lomahaftewa-Singer sits on various IAIA Committees that have been active since the academic year started in mid-August. The following committees she serves on include: The President's Advisory Committee, Communications Committee, Staff Council, Chairs the IAIA Public Art Committee, Research Center Committee, Museum Studies departmental meetings, and Chairs the Acquisitions Committee.

Wimmer sits on various IAIA Committees that have been active since the academic year started in mid-August. The following committees he serves on include: IAIA ADA Committee, Museum Studies departmental meetings, IAIA Open House Committee, Staff Council, and the Acquisitions Committee.

The IAIA Collections department has been extremely busy this semester with weekly visits by IAIA students and classes. The bulk of the requests have been Art History students requesting visits to look at objects for assignments.

Wimmer has provided free photography services to IAIA students this fall serving up to six students from September-October.

### **C. Develop student leadership skills**

Lomahaftewa-Singer signed on for another year of Museum Club Sponsorship. The club meets weekly. New officers were put in place to fill in vacant openings. In September, Lomahaftewa-Singer provided the club members an opportunity to visit and explore the collections and drove them to the museum for a tour of the exhibitions. In November, Lomahaftewa-Singer will take the club to local museums and is working with the club to plan a spring trip to Oklahoma to visit Native Museums and Cultural Centers.

Lomahaftewa-Singer was selected to mentor Delaney Keshena this Fall. The two have met once with plans to meet twice a month to discuss long-term goals following the mentorship guidelines.

### **D. Promote involvement of all stakeholders in student success**

Vivian M Carroll; Max C Early; Kiera A Fox; Tia A Kescoli; Erika Knecht; and Museum staff, Lomahaftewa-Singer, Well-Off-Man and Mattie Reynolds served as a chaperon, attended *A Promise Kept: The Inspiring Life and Works of Suzan Shown Harjo* in Washington, D.C. The symposium recognized Harjo's lifetime achievements and activism.

Wimmer curated an exhibit of work by Metis artists out of the permanent collection. With the help of collection's student workers, the exhibit was installed in the Robert and Barbara Family Collection Gallery through April 2020.

## **II. Strengthen academic programs**

### **A. Raise academic and studio standards**

Phillips authored two essays about Suzan Shown Harjo that were published in the NMAI's Indian magazine and *El Palacio*. A third essay was submitted for the Harjo Family Collection publication.

Lomahaftewa-Singer authored and submitted an essay for the Suzan Harjo Collection publication. In addition, the collections department provided images, assisted with captions and other aspects of the publication.

The Collections department has been assisting with the IAIA academic textbook providing images, caption information and any necessary needs for the publication.

The Collections Department assisted IAIA Research Fellow, Laura Clark, with an office in the Collections Boardroom, provided access to the collections database and collection, and will be available to Clark to pull works for research during the time she is on campus through December.

The Collections Department worked with Tom Jones, AIR Resident by providing him with objects from the collection to create new works for his residency. Collection Student Workers pulled and handled objects to be photographed by Jones during the week of October 14-18.

## **III. Build college community**

### **B. Promote health, wellness, and safety**

Lomahaftewa-Singer enrolled in an IAIA fitness class, yoga, this semester.

With funds from critical unfunded, the front portal seven Fascia were replaced with new wood and painted due to weather and age. Five portal hanging light fixtures were replaced with new LED lighting, four LED lights were also installed for added lighting under portal.

## **IV. Advance contemporary Native arts and cultures**

### **C. Advance scholarship and dialogue on indigenous arts and culture**

Phillips is managing the new publication *Art & Activism: The Harjo Family Collection* catalog which will be published early next year. Phillips is co-editing along with NMAI Director, Kevin Gover, The Suzan Shown Harjo Symposium which will be released in March 2020. The goal is to release both publications at the same time and together.

Phillips hosted a reception for the International Women's Forum and approximately 80 women from across the US attended. Phillips shared IAIA/MoCNA's history and Well-Off-Man gave a tour of the Chickasaw exhibition.

Phillips hosted a dessert reception for United Artists high level donors. UA brought funders from across the country to cultivate relationships. Phillips shared IAIA/MoCNA's history and Well-Off-Man gave a tour of the Chickasaw exhibition.

Phillips and Well-Off-Man met with Jason Dubs, Mellon-Marron Research Center Consortium (MRC) Project Manager at the Museum of Modern Art, and three pre-doctoral fellows. The MRC is a partnership between MoMA and five graduate art history programs in the New York area (Columbia University, the CUNY Graduate Center, the NYU Institute of Fine Arts, Princeton University, and Yale University), funded by The Andrew W. Mellon Foundation and an endowment from Donald B. and Catherine C. Marron. MRC seeks to provide a forum for ongoing conversations between academic and museum-based art historians and to offer a framework for the Museum's participation in the education of the next generation of curators

and scholars. Phillips and Well-Off-Man gave an overview of MoCNA's exhibitions and programs and discussed with the MRC visitors' meaningful ways to involve pre-doctoral fellows in museum projects. MoMA pairs them with an experienced curator to work on a scholarly curatorial project during their fellowship year based on their interests and MoMA's exhibition needs.

Well-Off-Man met with Srimoyee Mitra, director of [Stamps Gallery](#), Penny W. Stamps School of Art & Design, University of Michigan to discuss upcoming exhibitions and programs and explore opportunities for future collaborations.

Well-Off-Man is working with The Cahoon Museum of American Art, Cotuit, MA; Colorado Springs Fine Arts Center; and the Museum of the Southwest, Midland, TX who have expressed interest in booking *Action/Abstraction Redefined*.

Well-Off-Man had a phone conference with Paul-Gordon Chandler President/CEO at CARAVAN, an international peacebuilding non-profit, to discuss a potential collaboration to develop an international Indigenous traveling exhibition featuring Native artists from North America and the Middle East/North Africa.

Well-Off-Man organized a roundtable meeting and invited artists, curators, writers, environmental experts and health care professionals to help shape the 2021 exhibition. The roundtable meeting was sponsored by the Warhol Foundation's curatorial research grant. The goal of this roundtable discussion with artists, writers, curators, environmental and health professional is to help us shape our planned *Exposure: Native Art & Political Ecology* exhibition (opens August 13, 2021). Among the participants were artists Esther Belin (Diné), Will Wilson (Diné), writer and art critic Lucy Lippard, New Mexico History Museum educator and educator Melanie LaBorwit, IAIA board member lawyer, executive director Navajo Nation Division of Natural Resources *Bidtah Becker* (Diné), facilitator Laura Marshall Clark (Muscogee Creek) as well as MoCNA staff members. The participants discussed what themes/issues need to be addressed in the exhibition and how should this information be shared (format, medium) and who else should be part of the exhibition (artists, potential collaborators, catalog authors, public programs participants).

In addition to the roundtable, Well-Off-Man met with artist Mallery Quetawki (Zuni), Johnnye Lewis, Ph.D., director of the Community Environmental Health Program, Health Sciences Center, at the University of New Mexico, who is the principal investigator in the Navajo Birth Cohort project (how ongoing exposure to contaminated uranium sites may be affecting pregnant women and children) and with Amy Groleau, curator of Latin American collections at Museum of International Folk Art, who works with political Indigenous artists from Peru.

MoCNA's new museum educator Winoka Yepa organized a visit of roundtable staff members to the New Mexico History Museum's exhibition *Atomic Histories: Remembering New Mexico's Nuclear Past*, guided by Melanie LaBorwit.

Phillips and Well-Off-Man travelled to Australia as part of the Warhol Foundation's curatorial research grant and met with Clothilde Bullen, Senior Curator of Aboriginal and Torres Strait art, Museum of Contemporary Art Australia; Brenda Croft, Associate Prof. Indigenous Art History, The Australian National University; Kelli Cole, Special Projects Curator; Franchesca Cubillo, Senior Curator; Tina Baum, Curator of Aboriginal and Torres Strait Islander Art, National Gallery of Australia; and artist Yhonnie Scarce.

In September, Lomahaftewa-Singer re-established the IAIA Public Art Committee. The committee consists of a cross-section of staff, faculty, and student(s) including: Paul Moore, Eric Wimmer, Ryan Flahive, Mattie Reynolds, Danyelle Means, Angelica Gallegos, Daisy Quezado, and Shelly Patrick. The Committee will meet monthly with the first meeting held on October 18. The group scheduled meetings for the next 3-4 months and will be reviewing all public areas and public art throughout the campus, a draft policy and procedures for public art, and overseeing public art needs for the campus in the coming months. Lomahaftewa-Singer will chair the committee for the academic year. A request for funds was submitted to the Strategic Priorities Committee to help the public art program with installation, registration, and acquisition needs. Currently the collections department oversaw the de-installation of the Balzer Alumni exhibit in the PAFC in early October and installed the *Portraits* exhibit that includes works by AIR artists



Monty Little and Erica Lord. In addition, the collections department has been working with Danyelle Means on a donation of a Ken Mowatt Totem pole for the IAIA Public Art Collection to be installed in November.

The following items were accepted by the MoCNA Acquisitions Committee for the permanent collection at their meeting held on September 4, 2019:

Donation: Frieda Kirk, Seattle, WA

1. *Salmon Boy Costume*, designed by Roger Fernandes (Coast Salish) ca. 2000, fabric [created for *Changer* play by IAIA Alum Bruce Miller (Skokomish)]

Donation: Joe Feddersen, Omak, WA (paperwork pending)

1. George Morrison, *Red Cube*, lithograph, 1988
2. Rick Bartow, *Untitled*, metal/horsehair/feather/mirror, no date
3. Karita Coffey, *Untitled*, ceramic mask, no date
4. Bob Haozous, *Untitled*, metal, 1999

AIR Purchase: Joe Feddersen, Omak WA

1. Joe Feddersen, *Cul-De-Sac*, mirrored blown glass, 2004
2. Joe Feddersen, *High Voltage Tower*, mirrored blown glass, 2004
3. Joe Feddersen, *Wyit View*, lithograph, 2003

Donation: Norman Akers, Lawrence, KS

1. Norman Akers, *Bridge*, ed. 6/20, lithograph, 2018
2. Norman Akers, *Dark Reign*, ed. 13/20, lithograph, 2014
3. Norman Akers, *Framed by History*, ed. 6/20, lithograph, 2018
4. Norman Akers, *Internalized Stories*, ed. 12/20, lithograph, 2018
5. Norman Akers, *Invisible World*, ed. 13/20, lithograph, 2018
6. Norman Akers, *Passing Through*, ed. 12/20, lithograph, 2018
7. Norman Akers, *Alien Conquest*, ed. 12/20, lithograph, 2014
8. Norman Akers, *Uneasy Welcome*, ed. 12/20, lithograph, 2014
9. Norman Akers, *Little House Effect*, ed. 12/20, lithograph, 2019
10. Norman Akers, *Retribution*, ed. 6/20, lithograph, 2013
11. Norman Akers, *Tears to Water*, ed. 12/20, lithograph, 2018

Collections Loan Requests:

New Loan Request: Museum Ludwig, Cologne, Germany, April 22-August 23, 2020

1. T.C. Cannon, *Tale of a Bigfoot Incident in American Vernacular*, 1966, oil on canvas, catalog number: CD-7

Collections Inventory: The collections physical inventory is still on-going, but progress has been slow. Student workers are in the process of inventorying the textile section which is time-consuming due to double rolled pieces, inconsistencies, and boxed works.

The Collections Department submitted a request for additional shelving to expand the storage capacity for the collections up to approximately an additional 20%.

D. Increase internship and apprenticeship opportunities

Lomahaftewa-Singer oversees student workers: Stephanie Stewart (Dine), Robyn Tsinnajinnie (Dine) and Austin Big Crow (Lakota).

E. Strengthen the connection between the College, its Museum, Tribes, and the Santa Fe community

MoCNA collaborated with the Lensic Performing Arts Center to host a reception for Sami performance artist, Mari Boine to compliment the Sami exhibition at MoCNA. The night before the Lensic performance, MoCNA

hosted a reception for Lensic and museum members. This event is part of Lensic's community outreach initiative. Phillips sits on the Lensic Community Council which was established by JoAnn Balzer.

Well-Off-Man is collaborating with IAIA art history faculty Dr. Suzanne Fricke on the art exhibition *Live Long and Prosper: Science Fiction in Contemporary Native Art*. The exhibition will be accompanied by a scholarly, full color exhibition catalog. The exhibition and catalog are funded by a grant from the Ford Foundation. *Live Long and Prosper* highlights artworks that present the future from an Indigenous perspective and illustrate the use of cosmology and science as part of tribal oral history and ways of life. The Sci-Fi imagery and narratives emphasize the importance of Futurism in Native Cultures. The artworks in this exhibition create awareness about how cultural knowledge and tribal philosophies are connected to the universe, science and the future.

Phillips goal for some time was to appoint a volunteer to oversee the docent/volunteer program. Fortunately, a dedicated volunteer, Lisa Fulton agreed to manage the museum's the docent/volunteer program. Fulton joined the American Association for Museum Volunteers (AAMV) and is implementing Best Practices for Museum Volunteers, which will include tracking Volunteer Hours and tours. New application forms, duties and guidelines are being created. Fulton's first Volunteer/Docent meeting was on 9/16 and 16 volunteers attended – all but one who is on the list of "active" volunteers. Concerns and questions were answered, and it was decided meetings every 6-8 weeks were wanted and needed. She also held a luncheon on November 8, which will include Title IX training, and Paul C. Moore from campus discussed *Visual Voices* and his work. Six group tours and walk-in tours have been scheduled and filled through the end of the year. Fulton decided to move the time of the walk-in tour to 11 am instead of 10:30 to reach more visitors. Docents are not currently available in the afternoons on a regular basis, but we hope to be able to offer afternoon tours eventually. Fulton scheduled two Title IX trainings at the Museum, one on 10/15, and one 11/8. Fulton utilized a free trial of Volgistics Online Volunteer Management system. She decided that right now it would be more time consuming both for herself and for volunteers to learn and keep it online rather than doing it via email and Excel. If significant numbers of volunteers who are computer literate are added in the future, she may revisit that decision.

Several meetings and individual trainings have happened with volunteers for various projects, including "Gallery Concierges" who serve as greeters and answer questions when visitors enter the Museum. Five volunteers assisted with events during Indian Market. Three volunteers assisted with Store inventory. Two assisted in the store during a pop-up with Mahota Textiles. Additionally, one Museum Club member from campus is working on a project from home. Fulton is working with Winoka Yepa to plan for a docent and volunteer training in the Spring. Fulton clocked 67 hours during Indian Market Week, and since has averaged 30-40 hours per week.

Fulton worked with Simply Social Media to highlight the Museum as their "Community Spotlight" on their Simply Santa Fe account during Indian Market Week. We are the first and only Museum they've worked with. Fulton created the posts, and Simply Santa Fe posted them on their Instagram page to their 35,000 followers. During Indian Market Week, thanks to Simply Social, and a small advertisement, we gained 147 new followers. Simply Social also posted about us on September 26, and we received 83 new followers.

Fulton's idea to waive admission on Indigenous Peoples' Day and subsequent social media outreach, and with Pasatiempo, and The Reporter, had over 600 people come through the museum on 10/14. Fulton is working with Elissa Wheeler to participate in First Fridays to gauge community interest. Fulton is creating a "Concierge Kit" -- essentially a press pack for the concierges at hotels in and near downtown. It will include background on the Museum, our exhibitions, upcoming events, etc.

#### F. Invest in professional development for faculty and staff

August Walker, MoCNA's new preparator and exhibition designer, attended the 2019 International Conference of Indigenous Archives, Libraries, and Museums (ATALM) in Temecula, CA.

Wimmer presented at the joint conference of the Mountain Plains Museum Association (MPMA) and the New Mexico Association of Museums (NMAM) held in Albuquerque, NM, September 23-25.

Lomahaftewa-Singer attended the Suzan Shown Harjo Symposium held in Washington, D.C. on September 20. She also attended the annual conference of the Association of Tribal Archives, Libraries and Museums (ATALM) held at the Pechanga Resort and Casino in Temecula, CA on October 8-10.

## **V. Build institutional capacity for growth**

### **A. Ensure long-term sustainability and financial security**

In addition to Ellen Boozer's family foundation donation to the Harjo collection's publication, she contacted Phillips recently to donate \$5,000 for special projects. The funds will be applied to the *Experiential ExPRESSions* catalog.

MoCNA received a grant from the Ford Foundation in the amount of \$160,000 for its *Indigenous Futurism Initiative* project. This grant will support art and stories created by, told by, and grounded in the experience and aesthetics of Native and Hispano peoples as well as disabled artists from these cultures. The main goal is to give artists of color a voice and the opportunity to address important issues that directly affects Natives and Hispano People's futures. The grant will support four exhibitions over the next two years, including a catalog.

Well-Off-Man wrote an Art Bridges Foundation grant proposal for \$100,000 to fund building crates and traveling the exhibition *Action/Abstraction Redefined*.

Well-Off-Man wrote a proposal for the Leon Polk Smith Foundation to propose a donation of artworks by Leon Polk Smith (Cherokee descent) and a national traveling retrospective of his work, as well as support for re-printing and distribution of the *Action/Abstraction Redefined* catalog.

### **B. Implement a marketing and communication plan to brand and promote IAIA**

With oversight by Phillips, Fulton manages the museum's social media. With Fulton's skills and commitment, the museum has experienced a significant increase in all its social media. Fulton determined that over 70% of Instagram users between the age of 25 and 45 and about 65% of our Instagram followers are in that age range, and similar to Instagram as a whole, 71% are female. Instagram is an important demographic for MoCNA. Fulton took over the Museum's Instagram in early July, and the Facebook account in late July. About ten hours a week is devoted to social media management. Fulton personally purchased two apps to assist with photo editing and posting. "Later" which allows formatting to be easier to read for users and allows her to save and schedule posts for the future. She also just purchased "Mojo," which allows her to make Social Media-ready video shorts. These are best used for Stories in Facebook and Instagram. She also uses several photo-editing apps when needed. Instagram followers have increased by 1/3 since July, from 1,732 to 2,316. There was no engagement with users prior to her taking over the account so all engagement is new and growing. Facebook Page followers have increased from 12,097 to 13,281, an increase of 1,121. Many of these came from Fulton going back a year and inviting people to like/follow us who had come across our posts either organically or from advertisements. 65% of Fulton's posts have an organic reach of over 500 people; previously only 30% of posts had an organic reach of over 500 people -- this means posts are being seen more regularly in feeds. This is due to engagement with users and the quality and timing of posts. Fulton is using Stories, both on Facebook and Instagram, which had not been used before, to further engagement. She creates posts and also utilizes User Generated Content to share what others have posted about the museum. Fulton worked with Kristen Dorsey of Chickasaw Visual Voices to coordinate the rollout of the exhibition before and during Indian Market. The Museum utilized Facebook Live for the first time during Indian Market. Joy Harjo's reading went Live on Facebook. Event posts from the Museum are shared with 2 Santa Fe Facebook bulletin boards, and one for events happening in the state.

Fulton is working to proactively identify ways to incorporate community happenings with Museum events, i.e., finding ways for the museum to benefit from events like First Fridays, Indigenous Peoples' Day, etc., with a goal towards maximizing the benefit from earned media and social media with museum

happenings. Furthermore, Fulton will liaise with Eric Davis and Jason Ordaz on campus and work with the Communications Committee on an as-needed basis.

E. Increase staff and faculty as the institution grows

Instead of hiring a Program Manager, MoCNA changed this position to a Museum Educator. In mid-September, hired Winoka Yepa as the Senior Manager of Museum Education. Yepa is already working diligently on developing an educational plan. She comes with high credentials. She is a fifth-year doctoral candidate in the Education and Museum Studies department at the University of New Mexico. Her foci are Indigenous education, identity studies, decolonial and critical race theory, museum interpretation, and museum education. Of Diné (Navajo) heritage, Winoka Begay was born and raised on the Navajo reservation in Shiprock, New Mexico. She is a semi-fluent speaker of her Navajo language, an advocate for the sustainability and revitalization of Indigenous cultures and languages, and a strong supporter for the arts and arts education. Winoka currently holds two degrees; a Bachelor of Arts in Pre-Law and Native American Studies and a Master of Arts in Indigenous Studies with a concentration in Indigenous education. Winoka is currently in the process of working on her dissertation research which aims to identify alternative and new representations of Indigenous identity from a decolonial perspective through storytelling and discussion, while also identifying how art-based practices impact the development of identity for Indigenous youth. Most of her work is directed toward young Indigenous people, as a means of helping them develop their own voice within their community and to inspire the youth to take action in their communities, whether that is through activism, policymaking, self-expression, or creating new learning opportunities for future generations.

To: Dr. Robert Martin  
From: Paul Moore  
Date: October 21, 2019  
Subj: Quarterly Board Report

## **Mission Objective I: Improving Student Success**

### **Project 1 Enforcement of alcohol related laws and policies.**

The Student Life Committee, who reviews and approves all SL policies and procedures has updated the policies and procedures and this has been approved and added to the Student Life Handbook. The policy portion is 100% complete the programing is ongoing.

### **Project 2 Increase resources for Students**

Media Flyers & Awareness

Mental Health Resources PDF: August 2019/Ongoing; Includes IAIA counseling and prevention program contact information as well as external counseling providers in the Santa Fe area, local/national counseling and peer support hotlines/websites/support groups regarding suicide and substance abuse prevention, sexual assault support, etc.

NM Crisis Hotline/IAIA Counseling Posters: September 2019; Posted in all bathrooms across campus to provide widespread visual access to mental health resources during business hours and afterhours.

ATOD Policy Flyers: August 2019/Ongoing; Explanation of the IAIA Alcohol, Tobacco, and Drug (ATOD) policy and the two-strike policy, posted in all public bathrooms in the dorms and the CLE. New messaging will be developed and rotated in those same locations to promote messaging on safety and campus policies to increase community awareness.

Project is 100% complete

## **Develop student leadership skills**

### **Project 1: Resident Assistant (RA) hiring and training.**

The Residential Operations and Conferences Coordinator and an RA attended the UNM New Mexico Leadership Development Summit (NMHLDS), an all-day event filled with multiple workshops and networking opportunities in late April. Both reported it was a great experience, they gained new leadership skills and knowledge, and recommended RAs attend this summit in the future.

The RAs for the 2019-2020 academic year are: Ellen Maldonado, Desiree Whitehorse; Crystal Frank, Christopher Morgan; and Iona Stevens.

Prevention program introduction and training on alcohol and drug usage along with mental health and on-off campus resources. A total of 5 residential assistants attended and they received prevention program support along with campus coalition initiatives and community data regarding alcohol use and drug trends. Prevention is planning during implementation process to meet monthly with RA's to discuss activities to address and educate on campus students living in residential hall about alcohol and substance abuse issues.

Housing has hired on a new Residential Coordinator, Chelsea Napper, a recent IAIA Alumni. Chelsea has done great work in her limited time on-campus. She was hired in September and has helped Housing immensely. She will be conducting a new RA Training for Spring 2020. She has many great new ideas for the department and the RA program.

The Housing Director and two RAs went to Laramie, WY to the University of Wyoming to take part in Rappin' 2K19, a conference organized by AIMHO that specializes in topics and discussions that relate to Student Housing issues.

This project is 75% complete

**Project 2:** Associated Student Government (ASG) Handbook for new officers. This project was taken on by Toney Johnson after Del Curfman and Carmen Henan left. The handbook was restructured, completed and has been distributed to ASG.

Other: The elected officers for the 2019-2020 academic year are:

- President: Bryson Meyers
- Vice President: Shelly Patrick
- Secretary: Molly Sabori
- Treasurer: Nakesha Edwards
- PR Officer: Shantell Chee

### **Promote involvement of all stakeholders in student success**

**Project 1:** Provide student artistic opportunities.

The Student Activity program held a Chalk it Up event engaging students in sidewalk art that lasted for several days as students kept working on pieces. Engagement in artistic opportunities will be an ongoing part of the student activities programming.

The RA's in the housing department will be holding an art show in conjunction with the open house event. This project is at 35% complete.

### **Mission Objective III: Building College Community**

#### **Promote health, wellness, and safety**

Student Life Welcome Back Event Fall 2019-Prevention Coordinated a welcome back event for students on August 22, 2019 from 11a-1p in CLE front courtyard. The Student Life department, including Associated Student Government (ASG) conducted a "meet and greet" for new and returning students. Student Life Dean, Housing Director, Counselors, ASG officers, and Prevention had information booths with program information along with snack, drinks, and gift card drawings; 2 Keurig coffee machines were also raffled off to students who entered; The event was a success and we had about 80-95 students attend.

Indigenous Queer/ Two Spirit + (IQ2S+) Student Life Subcommittee- October 2019/Ongoing: Facilitated our first meeting in October 2019 & schedule weekly meetings for students/monthly meetings open to the whole IAIA community. We are continuously building capacity and engaging students, staff, and faculty in safe and inclusive conversations on the needs and wants of our LGBTQIA+ community.

Safe Spaces Training August 2019 -Student Success Orientation leaders received a training on campus diversity and supporting a safe community free of harassment, bullying, and marginalization of LGBTQI2S+ community members. Topics discussed include gender pronouns, gender identity, gender expression, anatomical sex, and attraction. Training also included 2-Spirited, Indigenous perspectives, blood quantum, and examined safe spaces (internal, external, spiritual, and intellectual).

Question, Persuade, Refer (QPR) Suicide Training FACULTY August 2019-During Faculty In-Service training prevention provided introduction to Question, Persuade, & Refer (QPR) which a strategic preventative measure for suicide. Suicide clues and warning signs were reviewed along with direct/indirect verbal cues, behavioral/situational clues, and sharing effective on and off campus resources and key stakeholders on campus.

Housing Residential Assistant (RA) Training - Prevention program introduction and training on alcohol and drug usage along with mental health and on-off campus resources. A total of 5 residential assistants attended and they received prevention program support along with campus coalition initiatives and community data regarding alcohol use and drug trends. Prevention is planning during implementation process to meet monthly with RA's to discuss activities to address and educate on campus students living in residential hall about alcohol and substance abuse issues.

Sexual Wellness & Body Positivity Prevention Day- Partnered tabling, outreach event conducted with First Nations Community Health Resource: September 2019; Students were provided with free, anonymous, rapid HIV testing as well as multitudes of literature and access to three health care professionals and LGBTQ+ advocates. Our prevention program provided literary and social media recourses regarding healthy relationships, body positivity promotion, and indigenous community role models. Other resources included Safe Sex Goodie Bags which contained candy and condoms, while snacks and water bottles were provided separately. We interacted with students from 11am-2pm, sharing information, answering questions, and promoting Self-Serve workshops focusing on consent and healthy relationships. This project is at 70%

### Counseling Services Report

#### 2019 Fall Semester Counseling Services Totals – as of October 18, 2019

Academic Year Spring 2019	Total	Mila	Eliza
Number of Different Clients Seen in Group or Individual Counseling	84	23	61
Counseling sessions by hour	285	75	210
Number of Clients Seen in Groups	11	11	Below special events not included
Clients dealing with trauma	72	18	54
Clients dealing with suicidal ideation (disclosed)	42	5	37
Substance Abuse Violation Referrals	7	2	5
Psychiatric hospitalizations	2	0	2
Mental Health ER visit	2	0	2
Other hospitalization visit	2	0	2
Clients assisted to get inpatient substance abuse treatment	0	0	0
Clients starting school being discharged from psychiatric or mental health hospitalization	4	0	4
Estimated hour spent with students in hospital (not included in counseling session hours)	0	0	0
Referrals to resources in Santa Fe	65	15	50
Number of clients connected with Psychiatrist at IHS	8	0	8
Referrals to the ADA office for Accommodations	14	0	14
Counseling Supervision provided for intern and LMHC (non independently licensed staff) required	35	0	35

### Promote health, wellness, and safety

Counseling activities during this time period included the following:

- Collaboration with COSAP coalition team – Focus Groups, Team Meetings, Professional Support
- Host & Supervise PhD Expressive Arts Therapy Intern, weekly supervision of clients and helping assist with learning and needs for internship
- Weekly Expressive Arts Group – Hosted by Counseling Intern, 7 students attended last session
- **Job posted for a 2<sup>nd</sup> mental health counselor position with interviews scheduled this week.**
- Facilitated Art Therapy Workshop for Orientation for around 100 students
- Facilitated Art Therapy Workshop and Meet & Greet for 24 Summer Bridge Students
- Facilitated Healing Circle with Santee Frazier for MFA students and set up Expressive Arts table for during week long program.
- Network with Lifelink on housing resources and possibility of hosting certified peer support worker for Brief Intervention and Referral to Treatment program for Substance Use and Suicide Prevention
- Planning visiting classrooms for mental health, stress reduction promotion with 3 professors
- Intern facilitated sleep and stress workshop for incoming and transfer students, 15 attended
- Take 6 students to documentary on N. Scott Momaday as a way to explore cultural strengths and healing

- Collaborate on Indigenous Queer 2Spirit group with Prevention Office, 13 students attended first meeting
- Visit two of Jenn Love's classes to present stress reduction materials on sleep, grounding and breathing exercises and introduce counseling services (30 students total served)
- Facilitating Supportive Materials for Faculty, Consult with several faculty over student concerns

Training Completed:

**Eliza Combs, MA, LPCC, ATR (Licensed Professional Clinical Counselor and Registered Art Therapist)**

- 8/15/19 Supportive Housing Training at the Lifelink for resources for our students
- 8/21/-8/24/19 Historical Trauma Master, Master Class Module 3, 1 more module to complete and a final presentation/historical site visit for certificate in Historical Trauma Recovery Specialist and Somatic Archaeology Practitioner and Brainspotting Level 1 Facilitator

### **Student Activities Report:**

#### **Promote health, wellness, and safety**

The Student Activity Coordinator position was filled by new hire Melissa Peters. With an extensive background in recreation programming at the college and city level. Melissa has brought a fresh take on activities programming to IAIA

The Assistant Position in Student Activities has been reposted as initial interviews were unsuccessful.

With the new programming format in Student Activities driven by the new Coordinator the participation numbers have been 480 participants in 18 events this semester. This has been a combination of Art, Science, Sports, Yoga, Hiking, Fun Food events as well as 2 well attended events programmed for Families. Project is ongoing with expansion planned with the hire of an Assistant.  
25% complete.

### **Housing Report**

#### **V. Build institutional capacity for growth**

Our Housing Director went to Oklahoma City, OK and was certified in The Foundations of CLERY Act Compliance.

Check-In Day was very successful, we were able to clear out Wait List within the first few days and got a space for every student who wanted to live on-campus. Housing continues to operate at near max capacity with over 205 Student Living On-Campus. This does not include all the family members of our students who are living in the Family Housing Casitas.