



Institute of American Indian and Alaska



Native Culture and Arts Development  
Board of Trustees Meeting  
August 13, 2020

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

**VIRTUAL BOARD OF TRUSTEES MEETING**

**August 2020**

**Wednesday, August 12, 2020**

<b>IAIA Virtual Annual Scholarship Benefit Auction Gala</b>
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<b>5:00 p.m. - 6:00 p.m.</b>
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**Thursday, August 13, 2020**

**General Session**

**1:00 PM – 3:00 PM**

- I. Call to order – Loren Kieve, Chair
- II. Invocation
- III. Determination of a Quorum
- IV. Approval of Agenda
- V. Approval of Minutes – May 2020
- VI. Cabinet Reports
  - Advancement/IAIA Foundation
  - President's Office
  - Finance and Administration
  - Academic Division
  - Student Life
  - Student Success
  - Museum of Contemporary Native Arts
- VII. FY 2021 Budget Presentation
- VIII. "Investment Overview" – First Citizen's Bank Wealth Management Team
- IX. Business Action Items
  - Resolution FY 2020-014 – FY 2021 Budget
  - Resolution FY 2020-015 – 3<sup>rd</sup> Quarter Gift Acceptance
  - Resolution FY 2020-016 – Withdrawal from NASAD
  - FY 21 Board of Trustee Goals
  - Trustee Term and Reappointment
- X. Executive Session (*if necessary*)
- XI. Adjourn



## IAIA Board of Trustees 2020 -2021 Schedule of Meetings

<b>August 12, 2020</b>	<b>Wednesday</b>	IAIA Virtual Annual Gala	<b>5:00 p.m. – 6:00 p.m.</b>
<b>August 13, 2020</b>	<b>Thursday</b>	Board Meeting/General Session	<b>1:00 p.m. – 3:00 p.m.</b>
<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>
<i>*Travel Days: Wednesday, November 5<sup>th</sup> or Thursday, November 6<sup>th</sup> and Saturday, November 7<sup>th</sup> (afternoon)</i>			
<b>February 12, 2021</b>	<b>Friday</b>	Committee Meetings	<b>9:00 a.m. – 4:00 p.m.</b>
<b>February 13, 2021</b>	<b>Saturday</b>	General Session	<b>9:00 a.m. – 12:00 p.m.</b>
<i>*Travel Days: Thursday, February 11<sup>th</sup> and Saturday, February 13<sup>th</sup> (late afternoon) or Sunday, February 14<sup>th</sup></i>			
<b>May 13, 2021</b>	<b>Thursday</b>	Committee Meetings	<b>10:00 a.m. – 4:00 p.m.</b>
<b>May 14, 2021</b>	<b>Friday</b>	Committee Meetings	<b>9:00 a.m. – 10:30 p.m.</b>
<b>May 14, 2021</b>	<b>Friday</b>	General Session	<b>10:30 a.m. – 3:30 p.m.</b>
<b>May 15, 2021</b>	<b>Saturday</b>	Commencement	<b>11:00 a.m. – 1:00 p.m.</b>
<i>*Travel Days: Wednesday, May 13<sup>th</sup> and Saturday, May 16<sup>th</sup> (late afternoon) or Sunday, May 17<sup>th</sup></i>			
<b>August 19, 2021</b>	<b>Wednesday</b>	IAIA Gala	<b>5:30 p.m. – 9:00 p.m.</b>
<b>August 20, 2021</b>	<b>Thursday</b>	Board Retreat/General Session	<b>9:00 a.m. – 4:00 p.m.</b>
<b>August 21-22, 2021</b>	<b>Sat/Sun</b>	Indian Market	
<i>*Travel Days: Tuesday, August 18<sup>th</sup> or Wednesday, August 19<sup>th</sup> and Friday, August 21<sup>st</sup></i>			

*\*Due to the COOVID-19 pandemic meeting dates are subject to change*

# IAIA Board of Trustees Committees and Liaisons

August 2020

<b>Executive Committee</b> Dr. Robert Martin, President  Loren Kieve, Chair Beverley Morris, Vice Chair Ann Marie Downes, Treasurer Debby Goodman, Secretary JoAnn Balzer, Member at Large	<b>Academic Affairs Committee</b> Char Teters, Dean  Princess Johnson, Chair Ann Marie Downes Brenda Kingery Larry Roberts Matt Snipp Shelly Patrick, 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  JoAnn Balzer, Chair 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 Shelly Patrick, 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 Roanna Shebala, Alumni Relations Officer  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

## **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**  
**VIRTUAL BOARD OF TRUSTEES MEETING**  
**GENERAL SESSION**

**Friday, May 15, 2020**  
**LKN Welcome Center Board Room**  
**1:00 PM – 4:00 PM**

<b>Board Members:</b>	Loren Kieve, Chair	Dr. Robert Martin	JoAnn Balzer
	Brenda Kingery	Dr. Matthew Snipp	Barbara Ells
	Andrea Sanders	Beverly Morris	Bidtah Becker
	Larry Roberts	Princess Johnson	Charles Galbraith
	Dr. Deborah Goodman	Ann Marie Downes	Shelly Patrick
<b>Staff:</b>	Angie Brown	Dr. William Sayre	Dean Teters
	Laurie Logan Brayshaw	Larry Mirabal	Paul Moore
	Nena Martinez Anaya	Patsy Phillips	Danyelle Means
	Tatiana Lomahaftewa-Singer	Eric Davis	Nicole Lawe
	Manuela Well-Off-Man	Lara Evans	Aimee Balthazar
	James Rivera	Russel Stolins	Anthony Cocoa
	Todd Spilman	Winoka Yepa	Peter Romero
	Elissa Wheeler	Douglas Orr	Roanna Shebala
	Porter Swentzell	Jason Ordaz	
<b>Guests:</b>	Dyron Murphy	Oscar Tovar	Stock Colt

**I. Call to Order**

Loren Kieve, Chair, called the meeting to order at 1:10 PM (MDT)

**II. Invocation**

Dr. Martin provided the invocation.

**III. Determination of a Quorum**

Loren Kieve, Chair, determined that a quorum was present.

**IV. Approval of Agenda**

Loren Kieve approved the agenda.

**V. Approval of Minutes**

A motion to approve the minutes of the February 2020 meeting was made by Andrea Sanders and seconded by Barbara Ells. The vote was unanimous.

## VI. Business Action Items

Dean Teters, with the assistance of Jim Rivera, summarized the Master of Fine Arts in Studio Arts (MFASA) degree program. Together, with the help of Jennifer Forrester, they created the curricula, developed the courses, and obtained approval from both the Faculty Council and the Curriculum Committee. The next step is to submit a substantive change to the Higher Learning Commission for approval. A substantive change request will also be submitted for approval to the National Association of Schools of Art and Design (NASAD) rules. Upon receiving accreditation, The Academic Division is anticipating beginning the program by next summer.

The Committee brought forward the following resolutions for consideration:

JoAnn Balzer moved to accept **Resolution 2020-009, Approval of MFA in Studio Arts Degree.**

Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves the creation of a low-residency Master of Fine Arts degree in Studio Arts.

**Second:** Dr. Deborah Goodman

**Outcome:** Passed by unanimous approval

Loren Kieve moved to accept **Resolution 2020-010 2<sup>nd</sup> 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 January 1 through March 31, 2020, listed below:

2<sup>nd</sup> Quarter (January 1 - March 31, 2020)

Gifts of \$ 835,378

\$ 387,879 Scholarships & Endowments;

\$ 301,854 General Donations & Museum Memberships;

\$ 145,645 Grant Proceeds and Temporarily Restricted Gifts

**Seconded By:** Bidtah Becker

**Outcome:** Passed by unanimous vocal approval.

During the February Board meeting, Dyron Murphy shared three campus master plan concepts C, D, and E, and the Board unanimously agreed to support concept D with a few modifications.

Dyron Murphy and Oscar Tovar returned to present the revised 2020 Campus Master Plan to include the following changes based on the Board's recommendations.

- Move the meditation area from the north side to the east side of the Hogan, with defined pathways to both the Hogan and the memorial courtyard.



- Add a new multi-purpose field and pow wow arena adjacent to the Performing Arts and Fitness Center.
- Replace the existing casitas with new mix-use buildings.
- Add an addition to the west side of the existing Academic Building to house the relocated Museum Studies Program.
- Reduce and relocate the main entry driveways to accommodate vehicular traffic, exiting and entering the campus to align with the existing roads.
- Reconfigure the adjacent parking areas to create a smoother transition through campus.

The Board unanimously agreed on the modifications to the 2020 Campus Master Plan Design.

The following resolution was brought forward for consideration:

Beverly Morris moved to accept **Resolution 2020-011 Adoption of the 2020 Campus Master Plan.**

Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves the new Campus Master Plan.

**Second:** Bidtah Becker

**Outcome:** Passed by unanimous approval

The Native American Agriculture Fund (NAAF) provides grants to eligible organizations for business assistance, agricultural education, and other services to support Native farmers and ranchers. Laurie Logan Brayshaw is working on a grant application in collaboration with the Indian Dispute Resolution Services (IDRS) to create online business and marketing classes for Native farmers and ranchers.

The following resolution was brought forward for consideration:

Bidtah Becker moved to accept **Resolution 2020-012 NAAF Proposal.**

Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves submitting a grant application to the Native American Agriculture Fund that proposes providing Continuing Education courses in Microenterprise and Marketing to Native farmers and ranchers in collaboration with Indian Dispute Resolution Services.

**Second:** JoAnn Balzer

**Outcome:** Passed by unanimous approval

IAIA has established a Retention and Recruitment Action Team led by Larry Mirabal as the project manager. The team consists of departmental members throughout the campus to address the challenges with enrollment and retention for the academic year due to the COVID-19 outbreak. They have moved quickly and developed a

campaign branded “Many Nations, One Family” to include a logo that will appear in the admissions video, on Facebook, and Instagram to recruit students and encourage them to resume their education despite the pandemic. A script is being developed for faculty to follow as they contact prospective students beginning June 1. The team is recommending a tuition reduction of 10% for the 20-21 Academic Year.

The following resolution was brought forward for consideration:

Dr. Deborah Goodman moved to accept **Resolution 2020-013 Tuition Reduction for Academic Year 20-21.**

Be it resolved that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the President's recommendation and adopts the recommended 10% decrease to tuition for the 2020-2021 academic year, from the 2019-2020 academic year rate.

**Second:** Brenda Kingery

**Outcome:** Passed by unanimous approval

## **VII. Cabinet Reports**

### President's Office

There were no questions for Dr. Martin on his report. Bidtah Becker inquired about the overall campus environment during the COVID-19 pandemic. Dr. Martin shared that he is pleased with the responses from faculty, staff and responding to COVID-19. Students would like to return to campus but do not want to jeopardize their health. Opening the college at this time is not a wise decision. Because of the pandemic, we will not have a traditional in-person graduation. IAIA has been providing emergency financial aid to students along with assistance from the CARES Act funding to offset costs for responding to the COVID-19 pandemic. The CARES Act funds will go toward any expenses related to the disruption of campus operations due to the pandemic, including food, housing, course materials, new technology, health care, childcare, and transportation.

The American Indian College Fund, through a Mellon grant, awarded \$33,000 in emergency aid intended for graduating students. Grants will be awarded to the 30 MFA Creative Writing Program students completing their degrees this year. The remaining MFA students will receive emergency aid awards from other funding sources.

Faculty and staff have increased communication with students. Student support services such as counseling, academic advising, and early alert warnings are also available. IAIA is assisting students living in rural areas experiencing difficulties connecting to the internet by identifying local providers and paying for enhanced services or data plans for cell phones and providing laptops. It is still problematic,

however for a percentage of students because coverage is often spotty or lost during virtual class sessions.

#### Institutional Research

There were no questions for Dr. Bill Sayre's Institutional Research Report.

#### Marketing and Communication

There were no questions for Eric Davis' Marketing and Communications report.

#### Office of Sponsored Programs

Laurie Brayshaw Logan is now the permanent Title IX Coordinator. The U.S. Department of Education Office of Civil Rights (OCR) is working on new regulations governing campus sexual assault under Title IX and prohibiting sex discrimination at federally funded institutions. The regulations will be the first Title IX guidance published by the OCR to go through a formal notice-and-comment process and will have the force of the law behind them. Colleges and universities will be required to comply with the new regulations by August 14.

#### Associated Student Government

The Associated Student Government (ASG) continues to hold virtual weekly meetings and continues to address student concerns for the fall semester. Seven out of ten Student clubs continue to meet regularly. One club has donated masks, and another has held open mic events to keep students engaged. There have not been any confirmed cases of students contracting the virus, but some have reported losing a family member or a friend.

#### **Finance and Administration**

Larry Mirabal recognized Todd Spilman, HR Director, for taking the lead in managing the Emergency Operations Center (EOC) and is also the EOC Chair. The EOC is strategically planning responses to the COVID-19 pandemic. They have adopted best practices from the CDC, and the New Mexico Department of Health, ensuring that the campus complies with the governor's recommendations.

Despite the pandemic, expenses were tracking about 6% under budget, with most departments spending under budget. IAIA continues to remain on target for maintaining a balanced budget and achieving the allocated reserve target of \$250k. The significant budget impacts are due to refunds issued to students for room and board, which were over \$300,000.00, followed by the cancellation of all conference services resulting in a loss of revenue in the amount of approximately \$150,000.00.

The Museum Store and the Bookstore have both experienced reductions in business since the shutdown. There are also additional expenses associated with technology and facility costs in responding to the outbreak.

IAIA will begin the first phase of its Back-To-Work plan with employees returning to work on campus or at the IAIA Museum. The public health order from the New Mexico Governor's Office will allow general businesses to operate on-site at staffing levels of 25% of the pre-crisis numbers. The EOC reviewed the numbers and confirmed we would not exceed the 25% pre-crisis level. Social distancing and following the COVID-Safe Practices will continue regardless of the number of employees working in a department or area. There will be a No-Fault period from June 1 – June 14 for those employees who are not comfortable returning to work because they may fall in the high-risk population. Employees must obtain approval from their Cabinet supervisor for any extension beyond June 14. Employees who travel out of state must remain quarantined 14 days or be tested before returning to work.

Families First Coronavirus Response Act (FFCRA) requires certain employers to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. FFCRA allows for 80 hours of sick leave if an employee is out, or under quarantine due to COVID. There are also 80 hours at 2/3 pay for taking care of someone who's sick. Those quarantined will work from home without having to expend that fund.

IAIA received \$171,000 from the Department of Education under the CARES Act for tuition reimbursement and scholarships for those students that are Title IV eligible. Nena Martinez Anaya and Aimee Balthazar were commended for their work in developing the criteria for disbursing the funds to students. They issued approximately 280 checks within the same week of receiving the funds.

### **Academic Division**

Dean Teters announced the appointments of Dr. Porter Swentzell, to the Associate Academic Dean, Dr. Lara Evans, to the Interim Director of the Research Center and Russel Stolins, to the Interim Director of Online Learning.

Mr. Stolins was instrumental in transitioning courses from the classroom to online utilizing Zoom technology. He conducted extensive faculty training and led workshops on how to teach with Zoom and discussed the nuts and bolts of the technology. Lara Evans is exploring Twitch, Facebook Live and Zoom as a platform for both Artist-in-Residence and Scholarly Fellowships.

During the spring break extension, Academics worked on class content and videos in preparation for their first Zoom meetings. To date, there have been over 4,000 Zoom sessions throughout campus with only one Zoom bomb attempt.

Studio Arts, Performing Arts, Museum Studies, and Cinematic Arts will include online, in-person courses on an 8-week accelerated schedule, and hybrid online/in-person courses for some studio and film classes. The first half of the semester will be in-person instruction with access to equipment and studios, followed by online delivery in the second half.

### **Student Life**

The Counselors have transitioned to Telehealth to provide phone and video counseling during the COVID-19 crisis. Since the closure, families are continuing to live on campus. Housing made accommodations in the Family Apartments for 12 Residential Center students, including three international students who were unable to fly home or did not have access to other living arrangements.

The 2020 Commencement Ceremony is Saturday, August 22, beginning at 11:00 AM. The Committee is developing a contingency plan for a virtual ceremony to include live presentations. Graduates will receive their academic regalia by mail. The 2020 graduating students will have the option of participating in the 2021 graduation ceremony as well.

### **Student Success**

Admissions for new freshmen continue to remain low for fall 2020, along with readmits and continuing students. The number of transfer students has increased slightly, overall enrollment is slightly down, by 23 students compared to last year.

The Summer Bridge Program will be entirely online and currently has 14 students enrolled. They are working on transitioning new student and transfer orientation to online for social distancing and safety.

Admissions Counselors and departmental staff continue to work closely with the new freshmen through phone calls, and the online IAIA Admissions Chat. The online Chat allows students and parents to reach out to the Admissions Counselors and receive real-time one-on-one assistance and answers to any questions.

The Student Pantry has received a large donation from individuals and tribes in California. They also continue to receive ongoing contributions from the college faculty, staff, alumni, the Holy Family Episcopal Church, and other community organizations. Donations to the Pantry enhances food security for residents in the family housing apartments.

### **Advancement/IAIA Foundation**

The Office of Institutional Advancement continues to engage with the Alumni through email and social media encouraging them to participate with the IAIA community through teaching and mentoring. Roanna Shebala, Alumni Relations Officer, meets regularly with the Alumni Council to discuss creative ways to increase Alumni Scholarship donations.

Advancement has also revamped its website to provide information about the Alumni Association and share information on available grants for artists. They also have included emergency resources related to COVID-19.

With the cancellation of SWAIA Indian Market, Spanish Market, and the International Folk-Art Market, the Foundation is replacing the annual Gala with a virtual online paddle call fundraiser and live art auction on August 12. Save the date e-mail notifications followed by sponsorship opportunities and registration information will be disseminated to the public.

### **Museum of Contemporary Native Arts**

MoCNA has a new book just released; Indigenous Futurisms featuring Virgil Ortiz on the front and back covers. There are three virtual exhibitions on the MoCNA website; Indigenous Futurisms: Transcending Past/Present/Future, Resistance Through Existence, and Charlene Teters: Ways of Sorrow.

The museum has moved forward with its plans to purchase a new database program and is currently converting all files. The contractor from Proficio Elements is moving the data and images into the new program. The database will allow the museum to generate specialized reports, integrate the archives with collections, and move to a web interface. The program will enable the campus community and the public to access art records and archived art files.

## **VIII. Executive Session**

No executive session.

## **IX. Adjourn**

Beverly Morris made a motion to adjourn the General Session at 3:57 PM. JoAnn Balzer seconded the motion. It was passed by unanimous vocal approval.

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

**RESOLUTION # 2020 - 14**

**August 13, 2020**

**Whereas**, the Institute of American Indian Arts anticipates our Federal Appropriation in FY21 to be \$10,458,000; and

**Whereas**, the Institute of American Indian Arts anticipates other revenues, such as tuition and fees, room and board, auxiliary revenue, COVID-19 aid, and fundraising, of \$4,453,998; and

**Whereas**, the Institute of American Indian Arts anticipates operational expenditures, debt service, and contingency reserve addition to be \$14,911,998; and

**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 balanced FY 2021 Operating Budget of \$14,911,998 in total revenue and expenditures.

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

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

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

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

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

**RESOLUTION # 2020 – 015**

**DATE: 08/13/2020**

**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 April 1, 2020 through June 30, 2020, which are listed below:

3rd Quarter (April 1 – June 30, 2020)

Gifts of \$ 128,680	\$	8,960 Museum Memberships;
	\$	119,719 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 June 30, 2020**

<b>FISCAL YEAR 2020</b>	<b>IAIA</b>				<b>3RD QTR</b>
<b><u>Gift/Donor</u></b>	<b><u>Fund</u></b>	<b><u>Apr-20</u></b>	<b><u>May-20</u></b>	<b><u>Jun-20</u></b>	<b><u>Total</u></b>
<b>TOTAL SCHOLARSHIPS/AWARDS</b>		0	0	0	0
MUSEUM MEMBERSHIP	5004	3,210	1,640	4,110	8,960
<b>TOTAL - UNRESTRICTED</b>		3,210	1,640	4,110	8,960
USDOE Title III - MFA Curriculum & Academic Support	4430/02	11,820	1,080		12,900
USDOE Title III - Academics Visiting Faculty Program	4430/05	25,641	12,777		38,418
USDOE Title III - Counseling Program	4430/08	7,784			7,784
USDOE Title III - Cinema Arts Computer Equipment	4430/09		2,220		2,220
USDOE Title III - Development Ed Coordinator	4430/12	9,866	4,933		14,799
Title III USDOE - MFA Studio Arts Development	4430/16	13,787	6,893		20,680
USDOE Title III - Master Plan	4542/06	22,919			22,919
<b>TOTAL - RESTRICTED</b>		91,816	27,904	0	119,719
<b>TOTAL CUMULATIVE - YTD</b>		95,026	124,570	128,680	128,680

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

**RESOLUTION # 2020 – 016**

**August 13, 2020**

**Whereas**, the Institute of American Indian Arts is accredited by the Higher Learning Commission (HLC) and the National Association of Schools of Art and Design (NASAD); and

**Whereas**, accreditation is a voluntary relationship between an institution of higher education and an accreditation organization, the purpose of which is to ensure the quality of the institution and its degree programs; and

**Whereas**, IAIA's HLC accreditation is its "primary" accreditation through which the U.S. Department of Education authorizes the institution to participate in federal programs, and NASAD accreditation is "secondary" and is not required for any institutional functions or processes; and

**Whereas**, NASAD's standards largely overlap those of the HLC's and HLC standards are sufficiently comprehensive to ensure the quality of the institution; and

**Whereas**, the faculty and administration of IAIA have come to realize that NASAD accreditation does not add any value to the institution, and, instead, has at times limited improvements that faculty have sought for the curriculum and unnecessarily added to the work load of the administration as it monitors and maintains compliance; and

**Whereas**, a group of faculty and staff has reviewed the institution's relationship with NASAD and has provided this recommendation; and

**Whereas**, the President of IAIA has reviewed the institution's accreditation framework and recommends withdrawing from NASAD; therefore

**Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves IAIA's withdrawal from the National Association of Schools of Art and Design.

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

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

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

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

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

To: IAIA Board of Trustees  
From: Robert Martin, President  
Date: August 2020  
Subj: President's Quarterly Report

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

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

- Ed Hughes and Mark Figueroa, Achieving the Dream (ATD) Coaches, held a virtual coaching session on July 21, 2020, with Anita Gavin, Dr. Jessie Ryker-Crawford, Andrea Otero, Project Success Pathways Council Tri-chairs, and President Martin. During the session, we reviewed our Annual Draft Reflection Report document, including status of our 2019 priorities and the newly established priorities for 2020.

The following summarizes the progress regarding our 2019 priorities:

- Improved Financial Literacy and Resources – has been institutionalized with the Student Success Center implementing new policies and procedures in place regarding scholarships, student emergency aid, Grad Ready and student internships
- Writing Across the Curriculum – COVID 19 caused work to be suspended, but this priority will be assigned to the Academic Dean and Faculty Council
- Improving Health, Wellness and Safety – remains a priority in IAIA's strategic plan and annual work plans
- Developmental Education – The percentage of students passing developmental math and English increased.

The following are priorities for 2020-21:

- Improve mathematics and English developmental education by piloting college-level math and English courses for students who place in developmental education
  - Improve student advising by forming an advising committee, improve the Empower Student Information System's degree audit and developing an advising handbook.
- IAIA has received a total of \$3,318,00 in **CARES Act (Stimulus)** funding to offset increased costs associated with the COVID-19 pandemic. The funding must be obligated by the end of FY 21. In addition, the American Indian College Fund provided \$53,000 and the Johnson Scholarship Foundation \$40,000 to address COVID-19 expenses.

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

- The Retention and Recruitment action team, led by Larry Mirabal, launched the #ManyNationsOneFamily campaign on the IAIA Facebook page, developed a script that faculty used for their phone calls this summer to returning and new students. The faculty took notes on each call and shared the information gleaned from students with admissions. The team also worked with Marketing and Communications to revise a video and infographics for Facebook and Instagram.

**C. Develop student leadership skills**

- The Associated Student Government (ASG) and other IAIA students served on a student panel that interviewed the candidates for the Dean of Students position.

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

- IAIA staff will be encouraged to serve as mentors to multiple student mentees.
- The IAIA Student Pantry remained in operation through the summer to address the needs of students living in family housing apartments.
- The Early Childhood Daycare Services Program will reopen during the second week of August.

**Mission Objective II. Strengthen academic programs**

- The posting for the Academic Dean's position failed to yield a strong pool of applicants and will be advertised again. An Interim Academic Dean will be appointed to serve in the position until it is filled on a permanent basis.

**Mission Objective IV: Ensure a safe community****A. Promote health, wellness, and safety**

- The safety and health of our students, faculty, and staff have been at the forefront in developing plans for the fall semester reopening of the campus.
- The consensus among 2020 graduating students was that a virtual ceremony would be safer for them and their families. Planning continues for the ceremony scheduled for 11 AM, Saturday, August 22. The commencement committee is working with a producer/director on the timeline and virtual commencement logistics. We have mailed to the graduates their academic regalia and instructions for creating their personal video. We also will send gift bags to each of the graduates. The three-class valedictorians decided they wanted to collaborate so that all three will deliver a joint speech. One student will provide the introduction of the speech, another the middle, and a third the conclusion. Matthew Eaton will be the recipient of this year's faculty-of-the-year award. Joy Harjo will be present on campus to deliver in person her keynote address and receive the honorary doctorate.
- Plans for the 2020 Fall Semester include the following college-wide guiding principles for reducing potential exposure to COVID-19:
  1. Physical distancing — minimizing close contact (6 feet or more) with other people and markings and/or signage to indicate physical distancing requirements
  2. Hand hygiene is required — frequent washing with soap and water or using hand sanitizer
  3. Use signage and other communications to remind students, faculty, and staff regarding the utmost importance of social distancing, hand hygiene, and respiratory etiquette.
  4. Protective equipment will be provided, e.g., face coverings, barriers, etc.
  5. Environmental cleaning and disinfection will take place several times daily — especially of high-touch surfaces
  6. Individual office spaces cannot be shared; maximum capacity will be reduced for conference rooms and common areas to follow social distancing protocols

7. Meetings with more than four participants in which social distancing cannot be maintained will be required to use virtual Zoom technology or other web-based video conferencing tools
  8. Employees are required to self-assess before coming to work with symptoms related to COVID-19.
  9. Isolation will be required of those who are sick and quarantining of those who have been exposed
  10. Testing and/or isolation required for symptomatic students, faculty and staff and those coming to campus from out of state or COVID-19 hot spots
  11. Encourage outdoor activities that are safer than indoor activities
  12. Permit remote instruction/telework or make other reasonable accommodations for students and employees who are at high risk for severe illness from COVID-19
  13. Work with the New Mexico Department of Health to ensure we can effectively respond to and control outbreaks
  14. Campus spaces and buildings will be open only for official college or university business and will not be open to the general public
  15. Protocols will be developed for communicating with students, faculty, and staff who have come into close/sustained contact with a person with COVID-19 and if cases are diagnosed in the IAIA community
  16. Contingency plans for on campus outbreak (quarantine of students/ Meal delivery, contact tracing on campus)
  17. Travel is restricted and requires the approval of the IAIA President.
- Relative to academic course offerings, IAIA has made the following adjustments to the course schedule to ensure the safety and health of faculty and students for the Fall semester:
    - Sixty-eight percent of courses will be offered exclusively online (143 enrolled thus far).
    - Twelve percent of courses will be offered in-person during the first eight weeks in an accelerated schedule (57 students enrolled). This will provide students who require access to studios and specialized equipment, eight weeks concentrated on completing their hands-on assignments and work.
    - Twenty percent of the courses will consist of a hybrid format – eight weeks in person on campus for selected studio arts and film courses with access to the studios and specialized equipment (37 enrolled). The courses will then transition to online delivery in the second eight-weeks

Given the level of uncertainty regarding the COVID-19 Pandemic, we are anticipating a decline in enrollment of at least 20 percent or more.

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

- The federal government has enacted new Title IX regulations that give new rights to the accused and require colleges to respond to formal complaints with courtroom-like hearings. Schools must choose between two standards of evidence to make decisions: a “clear and convincing” standard or a less-restrictive standard that relies on the “preponderance of evidence.”

Colleges and universities also will be responsible for posting on their web sites materials used to train Title IX personnel and make them available for members of the

public. Title IX hearings also will be allowed to occur live or virtually, which could be significant for schools that choose to remain online in the fall.

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

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

- IAIA is included in the New Mexico State FY 2020 General Obligation Bond (GOB) for \$700,000 to plan, design, renovate, construct and equip the IAIA Museum collections area and Academic building to accommodate establishing a Research Center on the IAIA campus. The higher education GOB will be on the ballot in November.

At the New Mexico Higher Education Department Capital Projects Hearing scheduled in August, IAIA's legislative priority request again will be funding for the renovation and construction required to complete the Research Center

- IAIA is requesting \$10,710,000 in federal core operations funding for FY 21. IAIA received \$10,458,000 in FY 20.

**B. Determine need and capacity for offering new undergraduate and graduate programs**

- The substantive change request to establish an MFA in Studio Arts Program will be submitted to the Higher Learning Commission for their consideration and approval by the end of July.

To: Dr. Robert Martin, President  
From: Dr. Bill Sayre, Director, Institutional Research  
Date: July 22, 2020  
Subj: Quarterly Board Report

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

B. Improve retention and completion

**Project:** Improve student persistence. 20% complete.

Our work on student success continues:

- Anita Gavin, Associate Director of IR, serves as co-chair of the ATD Pathways Council. She is assembling IAIA's annual work plan and KPI report, due July 24, and meeting regularly with the other co-chairs, Jessie Ryker-Crawford and Andrea Otero. Jesse Morris, IR contractor, and I are assisting.
- IR is tracking Fall 2020 pre-registration trends and reporting regularly to Cabinet.
- IR prepared a non-returns report for the Enrollment Management Division, so they could contact students who were enrolled in Spring 2020 but not Fall 2020.

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

A. Promote health, wellness, and safety

Other: I'm a member of the Emergency Operations Committee and attend its meetings regularly.

C. Engage the community in addressing safety concerns

**Project:** Co-chair the Health, Safety, and Security Committee (35%)

Co-chair Sara Quimby, Library Director, and I are continuing to move our agenda forward. The committee has discussed our re-opening plans and strategic priority funding. Jesse Morris and I are configuring the new LiveSafe Mobile system for safety notifications and tracking, but we've put that project on hold for the remainder of the summer because of other higher priority tasks.

Other: IR administered a COVID-19 response survey to faculty and staff that was designed by Achieving the Dream.

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

A. Continue to refine and implement indigenous assessment

**Project:** HLC Quality Initiative. 5% complete. No activity this quarter.

### **Mission Objective 6: Build institutional capacity for growth**

A. Ensure long-term sustainability and financial security

**Project:** Plan '22 metrics and indicators. 25% complete. Anita, Jesse, and I continue to work on draft Tableau dashboards for the Plan '22 indicators.

### C. Determine need and capacity for new undergraduate and graduate programs

Other: I have spent a substantial amount of time this summer constructing the MFA Studio Arts substantive change application to the Higher Learning Commission (HLC). Jim Rivera, Charlene Teters, and Jennifer Foerster have provided much of the content, and I'm adapting it to the HLC's framework.

Other: I served on an HLC Change Panel reviewing new program proposals from other institutions in June.

Other: I reviewed and recommended to the Dean and President the approval of a new Cinematic Arts minor in Gaming, developed by Anthony Deiter. New courses will be offered this fall.

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

#### Reports:

- National Student Clearinghouse (NSC) Monthly Enrollment Reports
- NSC Degree Verify
- National Student Loan Data System (NSLDS) Reports-Update Degrees
- New Student Accounts
- New Employee Accounts
- American Indian Higher Education Consortium (AIHEC) Spring Interim Enrollment Report
- New Mexico Higher Education Department (NMHED) Spring Enrollment Report
- Peterson's undergraduate college guide
- National Association of Schools of Art and Design (NASAD) Accreditation Audit and Affirmation Statement
- Higher Learning Commission (HLC) update on summer plans
- Open Doors Survey (international students)
- College Board college guide
- US News and World college guide
- Common Data Set
- Ad Hoc Reports
  - Addresses for 20FA students – Bookstore
  - Email addresses for 20FA non-returners – Student Success/AIR Program
  - Enrollment Report 20FA–Marketing
  - Withdrawal Report – Student Success
  - Phone numbers 20SP students – Bookstore
  - Incomplete 20SP students – Registrar, Bookstore, Student Success
  - Enrolled and Accepted 20FA student Report – Admissions
  - Indian Student Count (ISC) Report – Sponsored Programs
  - Non-returners report

#### Projects:

- ATD – Annual Reflection Report
- ATD – KPI Report
- Empower Training – In person, Financial Aid, Registrar, Academic Technology
- Online Empower Trainings with ComSpec – (Melanie Buchleiter, Anita Gavin)
- Toad Training – Internal, Academic Technology



- Scholarship Report – Financial Aid
- Capital Projects Enrollment Data – Sponsored Programs
- Net Price Calculator
- Dual Credit Report – Admissions
- 20FA Studio Arts and Cinematic Arts Student Enrollment – Interim Dean of Students
- Degree Audit update – Registrar

Other Empower Duties:

- Assist Students/Staff with Empower- Log in, forgotten password, problems with reports, web applications, permissions, training etc.
- Responded to approximately 80 Empower Tickets
- Degree Verifications for National Student Clearinghouse
- Submit concerns about Empower 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: July 21, 2020  
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 trade marking 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

Projected release date: Delayed to September 2020

% completed – 55%

### **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.

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

Additionally, inclusion of the museum in our annual Open House was warmly welcomed by the attendees. Museum staff distributed literature and complimentary passes.

Also, I have been in discussion with museum personnel regarding further leveraging the Free First Friday's events in the Spring to include a recruitment table and staff on site.

All activities currently postponed.

% completed - 40%

#### **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.

Test blanket received and approved. Production will resume when the mill reopens after the COVID-19 pandemic ends.

% completed - 85%

#### **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.

We are once again planning to sponsor the **TCU Film Festival** and **Creative Writing Contest**.

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.

Have begun preliminary discussions with SWAIA regarding expanded involvement/ exposure with the **100<sup>th</sup> anniversary of Indian Market**.

All of this is currently on hold. Many events have been cancelled for the foreseeable future.

% completed - 45%

#### **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** and submitted it for comments.

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.

Meetings have resumed and we will continue to move the agenda forward.

% completed – 35%

#### **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

Our current print ad (“**Alumni**”) features the **US Poet Laureate and IAIA Alumna Joy Harjo**. Has launched and was well-received. Will review other Alumni for future advertising campaigns.

The “Alumni” series of advertisements is an example of the MarCom department’s activities to highlight **Student Success**.

We have also developed a new specific **recruitment ad** (see below) which launched this Summer, and is specifically directed at increasing the number of new students in light of the slow-down in registrations due to the COVID pandemic.

% completed – 60%

# STRENGTH & CREATIVITY

APPLY TODAY FOR **FALL 2020**

IAIA is dedicated to the study of Native arts and cultures by empowering students with their creativity. We are committed to student achievement through the art related programs to help preserve and progress their communities. IAIA currently serves approximately 500 Native and non-Native American students from across the globe.

IAIA is accredited by the Higher Learning Commission and is the only college in New Mexico accredited by the National Association of Schools of Art and Design.

**TUITION REDUCED 10%** for the 2020-2021 Academic Year. 25% reduction for Online Students.

The Institute of American Indian Arts (IAIA) offers undergraduate degrees in:

- Cinematic Arts and Technology
- Creative Writing
- Indigenous Liberal Studies
- Museum Studies
- Performing Arts
- Studio Arts
- plus an MFA in Creative Writing

Along with certificates in **Business and Entrepreneurship, Museum Studies, and Native American Art History** available in-person or online.



**IAIA**<sup>®</sup>  
INSTITUTE OF  
AMERICAN INDIAN ARTS  
[www.iaia.edu](http://www.iaia.edu)

## **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.

MusicFest survey complete. Other surveys on hold until the beginning of the semester. MusicFest on hold until at least next year.

% completed - 35%

## **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 update our presence on **Linked-In**, launched an **Instagram** account, added videos to our **YouTube** account. Future plans include expanding our **Twitter** visibility, possibly adding others. We will also be doing more joint postings with the Museum on their pages.

**Social Media and Content Specialist Nicole Lawe** reports the following for recent social media activity:

#### **Facebook (IAIA Page)**

- 410 new likes (24,720 total likes)
- 469 new followers (24,604 total followers)
- 24 Facebook posts for the month
- 61,192 post reach
- 9,306 post engagement
- 3,194 page views
- Largest audience is Women between 35-54 and Men between 45-54

#### Top Cities

- Albuquerque, NM
- Santa Fe, NM
- Phoenix, AZ
- Los Angeles, CA
- New York, NY

### Top Countries

- United States
- Canada
- India
- Italy
- United Kingdom

### **Recent Facebook Posts (IAIA Page)**

- 6/1/20—Indigenous Futurisms 3D Images
  - Reach: 1,110
  - Reactions, Comments, Shares: 47
  - Post clicks: 68
  - Negative Feedback: 5
- 6/3/20—Dr. Martin BLM Statement
  - Reach: 2,577
  - Reactions, Comments, Shares: 126
  - Post clicks: 248
  - Negative Feedback: 5
- 6/5/20—"Memory Unearthed" Senior Show **(Student Success)**
  - Reach: 1,582
  - Reactions, Comments, Shares: 93
  - Post clicks: 99
  - Negative Feedback: 3
- 6/10/20—Poet Talking Circles W/Dr. Martin
  - Reach: 823
  - Reactions, Comments, Shares: 26
  - Post clicks: 25
  - Negative Feedback: 2
- 6/11/20—Faculty of the Year
  - Reach: 3,927
  - Reactions, Comments, Shares: 802
  - Post clicks: 520
  - Negative Feedback: 5
- 6/15/20—Native America Calling W/Dr. Martin
  - Reach: 847
  - Reactions, Comments, Shares: 22
  - Post clicks: 29
  - Negative Feedback: 1
- 6/16/20—7 Reasons to Stay on the Path to Success **(Student Success)**
  - Reach: 7,251
  - Reactions, Comments, Shares: 713
  - Post clicks: 262
  - Negative Feedback: 5
- 6/17/20—Student Life Mental Health Counseling **(Student Success)**
  - Reach: 1,093
  - Reactions, Comments, Shares: 38
  - Post clicks: 19
  - Negative Feedback: 2
- 6/23/20—US Census
  - Reach: 1,364

- Reactions, Comments, Shares: 65
  - Post clicks: 42
  - Negative Feedback: 3
- 6/24/20—Fall 2020 Reopening Plan
  - Reach: 2,491
  - Reactions, Comments, Shares: 146
  - Post clicks: 155
  - Negative Feedback: 5
- 6/30/20—NDN Collective Artist Grant Opportunity
  - Reach: 1,967
  - Reactions, Comments, Shares: 66
  - Post clicks: 64
  - Negative Feedback: 5

### **Facebook (Museum Page)**

- 223 new likes (14,117 total likes)
- 105 new followers (13,961 total followers)
- 10 Facebook posts for the month
- 7,739 post reach
- 1,714 post engagement
- 406 page views
- Largest audience is Women and Men between 45-54

### Top Countries

- United States
- Canada
- Mexico
- Italy
- Australia

### Top Cities

- Santa Fe, NM
- Albuquerque, NM
- New York, NY
- Phoenix, AZ
- Los Angeles, CA

### **Facebook Posts (Museum Page)**

- 6/1/20—Pride Month Art Piece
  - Reach: 866
  - Reactions, Comments, Shares: 46
  - Post clicks: 61
  - Negative Feedback: 2
- 6/3/20—"Memory Unearthed" Senior Show (**Student Success**)
  - Reach: 2,071
  - Reactions, Comments, Shares: 146
  - Post clicks: 183
  - Negative Feedback: 5
- 6/3/20—Dr. Martin BLM Statement



- Reach: 581
  - Reactions, Comments, Shares: 23
  - Post clicks: 25
  - Negative Feedback: 2
- 6/5/20—MoCNA BLM Statement
  - Reach: 1,262
  - Reactions, Comments, Shares: 99
  - Post clicks: 108
  - Negative Feedback: 3
- 6/9/20—Artist Talk: Jeffrey Veregge
  - Reach: 1,376
  - Reactions, Comments, Shares: 86
  - Post clicks: 267
  - Negative Feedback: 4
- 6/18/20—Charlene Teters “Way of Sorrows” Video
  - Reach: 1,376
  - Reactions, Comments, Shares: 85
  - Post clicks: 54
  - Negative Feedback: 4
- 6/30/20—End of Pride Month
  - Reach: 481
  - Reactions, Comments, Shares: 17
  - Post clicks: 18
  - Negative Feedback: 2

## Instagram

- 3,991 followers
- 77 total posts, 14 posts for the month

## Top Locations

- Santa Fe
- Albuquerque
- New York
- Los Angeles
- Portland

## Age Range

- 13-17: Less than 1%
- 18-24: 10%
- 25-34: 30%
- 35-44: 27%
- 45-54: 15%
- 55-64: 8%
- 65+: 6%

## Gender

- Women: 65%
- Men: 35%

## Instagram Posts

- 6/1/20—Indigenous Futurisms 3D Images
  - Impressions: 1,597
  - Home: 1,302
  - Hashtags: 208
  - Profile: 74
  - Other: 13
  - Likes: 168
  - Comments: 2
  - Shares: 6
  - Saves: 6
  - Profile Visits: 14
  - Website Clicks: 4
  - Follows: 0
- 6/3/20—Dr. Martin BLM Statement
  - Impressions: 1,795
  - Home: 1,677
  - Profile: 84
  - Location: 5
  - Other: 29
  - Likes: 220
  - Comments: 4
  - Shares: 11
  - Saves: 9
  - Profile Visits: 15
  - Follows: 1
- 6/5/20—"Memory Unearthed" Senior Show **(Student Success)**
  - Impressions: 1,291
  - Home: 1,146
  - Hashtags: 74
  - Profile: 61
  - Other: 10
  - Likes: 101
  - Comments: 1
  - Shares: 3
  - Saves: 1
  - Profile Visits: 7
  - Website Clicks: 2
  - Follows: 0
- 6/9/20—Continuing Education Courses
  - Impressions: 2,110
  - Home: 1,539
  - Hashtags: 484
  - Profile: 55
  - Other: 32
  - Likes: 160
  - Comments: 7
  - Shares: 11
  - Saves: 14
  - Profile Visits: 26

- Website Clicks: 12
  - Follows: 1
- 6/11/20—Faculty of the Year
  - Impressions: 1,594
  - Home: 1,241
  - Hashtags: 282
  - Profile: 65
  - Other: 6
  - Likes: 117
  - Comments: 4
  - Shares: 0
  - Saves: 2
  - Profile Visits: 14
  - Follows: 0
- 6/16/20—7 Reasons to Stay on the Path to Success **(Student Success)**
  - Impressions: 2,217
  - Home: 1,664
  - Hashtags: 455
  - Profile: 55
  - Other: 43
  - Likes: 260
  - Comments: 5
  - Shares: 28
  - Saves: 10
  - Profile Visits: 43
  - Website Clicks: 6
  - Get Directions: 1
  - Follows: 2
- 6/17/20—Student Life Mental Health Counseling **(Student Success)**
  - Impressions: 1,189
  - Home: 1,031
  - Hashtags: 92
  - Profile: 48
  - Other: 18
  - Likes: 92
  - Comments: 1
  - Shares: 3
  - Saves: 3
  - Profile Visits: 10
  - Follows: 0
- 6/19/20—Product Feature: Mission Statement T-Shirt
  - Impressions: 2,059
  - Home: 1,443
  - Hashtags: 558
  - Profile: 46
  - Other: 12
  - Likes: 164
  - Comments: 1
  - Shares: 2
  - Saves: 3

- Profile Visits: 28
  - Website Clicks: 15
  - Follows: 1
- 6/24/20—Stereoscopic Photography/3D Glasses DIY
  - Impressions: 1,184
  - Home: 1,076
  - Hashtags: 61
  - Profile: 36
  - Other: 11
  - Likes: 99
  - Comments: 1
  - Shares: 4
  - Saves: 2
  - Profile Visits: 9
  - Website Clicks: 1
  - Follows: 1
- 6/25/20—Fall 2020 Reopening Plan
  - Impressions: 1,306
  - Home: 1,244
  - Explore: 29
  - Profile: 28
  - Other: 5
  - Likes: 160
  - Comments: 1
  - Shares: 2
  - Saves: 3
  - Profile Visits: 15
  - Website Clicks: 3
  - Follows: 0
- 6/26/20—Facebook Live Alumni Series **(Student Success)**
  - Impressions: 870
  - Home: 832
  - Profile: 26
  - Location: 9
  - Other: 3
  - Likes: 51
  - Comments: 1
  - Shares: 0
  - Saves: 1
  - Profile Visits: 4
  - Website Clicks: 1
  - Follows: 0

## LinkedIn

- 26 new followers (**1,017 total followers**)
  - Impressions: 403
  - Reactions: 11
  - Shares: 4
  - Page Views: 70
  - Website Clicks: 11

### Top Locations

- Albuquerque, NM
- Greater Atlanta Area
- Greater New York City Area
- Pandharpur Area, India
- San Francisco Bay Area

### Top Engager Industries

- Marketing and Advertising
- Higher Education
- Information technology Services
- Internet
- Fine Arts

### **Twitter**

- 21 new followers (3,676 total followers)
- Tweets: 10
- Tweet Impressions: 8,546
- Profile Visits: 129
- Mentions: 16

**Associate Director of Marketing and Communications Jason Ordaz** reports on the Website:

### **Website**

- 15,430 sessions
- 8,792 users
- 38,022 page views
- 2:34 mins per session

### **Top Ten Pages**

- Home
- Portal
- Museum
- Admissions
- Store
- Indigenous Futurisms
- Museum Exhibitions
- Indigenous Futurisms Publication
- Tuition
- COVID-19 Letter from Dr. Martin
- MFA

### **Demographics**

- 25-34 years old
- 35-44 years old
- 18-24 years old

### Top Five Countries (Location)

- United States
- Canada
- UK
- France
- Germany

### Top Ten States

- New Mexico
- California
- Arizona
- Texas
- Colorado
- Virginia
- Washington
- New York
- Oklahoma
- Nevada

### Store

- \$3,323 Gross sales
- \$3,001 Net sales
- 60 Orders placed
- 79 Items sold

% completed - 70%

### 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.

This is also an example of MarCom promoting **Student Success**.

Currently on hold until the school reopens.

% completed – 20%

To: Dr. Robert Martin  
From: Laurie Brayshaw  
Date: July 23, 2020  
Subj: Quarterly Board Report

**Strategic Theme I. Improve Student Success**  
**A. Increase resources for students**

Project: Continuing Education (CE)

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

Percentage complete 90%

Continuing Education (CE) - Activities/Courses Offered

**Spring 2020 Enrollment**

Semester	Fall 2019	Spring 2020
Number of CE Courses Offered	19	6
Number of CE Students Attending Classes	76	63
Number of CE Registrations	98	71

As a result of the suspension of on-campus and in-person Continuing Education (CE) classes, there were 6 CE courses offered during the Spring 2020 semester out of a total of 17 that were originally scheduled. There were 63 individual students that attended these courses representing 71 individual registrations. The classes were a mixture of professional development online classes and webinars, including two in-person classes held prior to the covid-19 pandemic. The enrollment represents a slight decline in the usual number of CE students and registrations received.

Spring 2020 courses:

1. QuickBooks For Small Business - Webinar
2. Essentials of Great Product Photography - Online Class
3. Facebook Marketing for Artists - Webinar
4. Etsy Craft Entrepreneurship - Online Class
5. Chamiza Foundation Grant Writing- In-person Class
6. Applying for Artist Residencies – In-person Class

**Summer 2020**

Despite the suspension of in-person classes, Continuing Education is currently in the process of offering 15 online classes and webinars during Summer 2020. Also, in recognition of the economic and personal hardship and difficulties that our communities face, all online programming will be offered at no charge to anyone participating in classes this semester. This includes many professional development classes that may equip members of our communities to develop and/or improve important skills and abilities. In addition, there are personal enrichment classes that will

be offered that were previously postponed from last semester. For summer, Jonathan Breaker has also been working with Elizabeth Stahmer, Executive Director, Stagecoach Foundation and an IAIA Alum, to offer CEUs and digital badging for summer training on documentary film and film post-production editing. Stagecoach is currently in the process of finalizing course design and learning outcomes.

From the semester class schedule, three in-person classes that were postponed from the last semester were converted to online classes utilizing Zoom as the online platform. In addition, through a partnership with IDRS INC., a native owned and operated non-profit, Continuing Education has been able to offer two additional online classes and six webinars. Continuing Education is also hosting Title IX webinars in sex education presented by Planned Parenthood, targeting IAIA students and the campus community.

#### Summer 2020 Classes:

1. Release with Poetry – Online Class
2. Indigenous Fashion: 1940s to Present – Online Class
3. Indigenous Languages in Latin America – Online Class
4. Business Idea Generation – Online Class
5. Pathways into Business – Online Class
6. Podcasting 101 - Webinar
7. Best Practices for Selling at Online Art Markets - Webinar
8. Working with Art Galleries - Webinar
9. Build Your Own Home Recording Studio – Webinar
10. Business of Performance Art - Webinar
11. Stress Reduction Through Meditation - Webinar
12. Title IX - Sex Education Webinars: Healthy Relationships, Anatomy, Birth Control, and Sexually Transmitted Infections

#### Fall 2020

The plan for Fall 2020 is to continue developing online/virtual classes, webinars, and webcasts. Some work has started to develop the schedule, which will continue to include offerings in professional development and personal enrichment. In addition, the goal is to include more health and wellness classes, for example in nutrition, healthy foods, and stress reduction. Also, in creative writing, using writing as a way for self-expression.

Continuing Education will also continue to work with Alumni Relations to encourage Alumni to offer informational traditional arts and culture webinars during the Fall. This can include topics introducing Alumni and their work and/or their cultures from various regions in the country.

Continuing Education was successful to receive grant funding from the Climate Solutions Acceleration Fund to host Continuing Education courses that promote climate action activities with respect to climate change. As a result, some work is underway to develop webcasts on water conservation, solar energy, and a few other climate action topics during the next academic year. These webcasts will be taught by professionals in the fields and made available to surrounding area homeowners in the vicinity of IAIA and will be posted online to the Continuing Education website.



The National Indian Education Association (NIEA) signaled they would like to offer CEUs at the next national convention to be held at the Albuquerque Convention Center in October. However, the NIEA Board of Directors are still in discussions to hold an in-person convention versus a virtual convention. A decision is expected soon.

#### Other Activities

Jonathan Breaker offered input and comments regarding the grant funding opportunity from the Native American Agriculture Fund (NAAF) to seek grant funds to provide Continuing Education learning opportunities in business development to tribal ranchers and farmers. The proposed project submitted to NAAF, "Small Business and Marketing Workshops for Agriculture" will include training through online classes and learning through correspondence. Notification pending.

#### Project: Grants

Project Description: Identify potential funding for IAIA needs and interests

Percentage complete 90%

Wrote and submitted a proposal to the Native American Agriculture Fund. The "Small Business and Marketing Workshops for Agriculture" proposal requested \$97,750 for two years to provide online Continuing Education workshops in collaboration with IDRS. IDRS will provide workshops with topics such as: Value-Added Production, Online Sales and Sales Platforms, and Accounting for Small Businesses. The target audience is Native Americans in the agricultural field across the country.

Forms were completed and submitted for the CARES Act funding (Parts I and II of the Higher Education Emergency Relief Fund, and the Title III TCCU funding), and the BIE funding that came through AIHEC.

Submitted a proposal with Nena Anaya to NMHED for funding to help increase the FAFSA completion rate. The proposal was denied.

Wrote and submitted a proposal to the USDA Rural Development. The proposal requested \$161,200 for the continued installation of solar panels on the IAIA Sculpture and Foundry Building.

Wrote and submitted a proposal to the Climate Solutions Acceleration Fund. The proposal requested funds to create webinars and podcasts that would educate our New Mexico communities in waterwise landscaping, drip irrigation, water catchment systems, solar panel installation, etc. The proposal was funded for \$4,400, and we will work with faculty from the Santa Fe Community College to create the content. The content will be posted on the IAIA website and will be available for free.

The Fulbright Scholar-in-Residence has been delayed for an academic year due to the COVID-19 outbreak. Sebastien Lange is now scheduled to come to the campus for the 2021-2022 academic year to work with Sheila Rocha in the Performing Arts department.

The forms for the new five-year Title III grant were completed and submitted. The new grant year will start 10/1/2020. The current five-year grant was given a five-year extension through the CARES Act and will now expire 9/30/25.

Completed the submission for the New Mexico Capital Projects 2021 Severance Tax Bond for the NM Department of Finance and Administration and for the New Mexico Higher Education Department. The submission requested an additional \$700,000 for the

Research Center. The NMHED summer hearing will be in August.

Assisted Larry Mirabal with his capital project submission the NMHED for our existing bond funds.

Attended several General Obligation Bond marketing meetings. The statewide marketing campaign is being developed and implemented. IAIA will have a GO Bond banner on the Museum from mid-August until the November election.

Assisted Eric Davis in completing the final report and reimbursement request for the Santa Fe Arts Commission grant.

Assisted student Kyle Kootswatewa with information for his final paper for a Community Wellness course.

Assisted Doug Whalen from the Endangered Language Fund in adding Porter Swentzell to the NSF database.

Completed the NMHED Climate Strategies Survey.

**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 75%

The grant funded IAIA Land-Grant department is being reorganized to better serve our communities. Plans for the reorganization have been underway since last year but they were delayed due to the COVID-19 outbreak. The Land-Grant department consisted of a Director of Land-Grant Programs, an Administrative Assistant, and a Gardener. The Director position held by Charlene Carr and the Administrative Assistant position held by Stephanie Martinez have been eliminated, and two new positions of Extension Educator and Program Associate have been created. Both Charlene Carr and Stephanie Martinez were encouraged to apply for either of these positions. The position of Gardener remains the same and is filled by Teresa Quintana.

The restructuring of the IAIA Land-Grant program will increase the level of direct extension programming offered to Pueblo and other Indigenous communities in New Mexico. Our goal is to combine traditional and western knowledge and deliver this through outreach programs in agricultural education. The Extension Educator will deliver outreach programs that will teach and assist community members in all aspects of agricultural education. The Program Associate will assist the Extension Educator and the Gardener with on and off-campus agriculture projects and agricultural outreach programming. The jobs are currently posted on the IAIA website and submitted resumes are being reviewed.

The Land-Grant website has also been revised to focus more on the work that is being done by the department. Previously, the focus was on the USDA.

## **Land Grant Programs Gardener's Report**

Several projects are underway in the garden and greenhouse. In the garden, amaranth, posole, sweet corn, Anasazi beans, pinto beans, Taos red beans, various varieties of squash and tomato, along with chili are currently growing in the garden. Drip irrigation that was donated by the Santa Fe Native Plants Society, is being installed in the Turtle Garden and second tier sections of the garden. This will save time and water when irrigating. Pathways with widths approved by ADA are being carved throughout the garden. The raised beds had three community garden participants at the beginning of March, however, two of the participants have gone back to their home states.

Articles and videos were created for the Land-Grant webpage. They include, two short videos: 1) "Roasted Corn for Stews", and 2) "Transplanting Seedlings". The videos will be close captioned and then added to the Land-Grant webpage later this year. Two articles on "Planting a Summer Garden" and "Preparing a Bed for Planting" are being edited for addition to the webpage as well.

In the greenhouse at the beginning of the campus closure we sanitized the entire greenhouse and locked the doors to keep the food supply safe. Tomato, chile, amaranth, various herbs and flowers were started in the greenhouse and transplanted into the garden. Ten pounds of micro greens, ten pounds of spinach, and one pound of lettuce was donated to the Food Pantry here on campus.

Land-Grant helped a project with MoCNA and Dr. Antonio by planting a garden in one of the Museum courtyards to be used as a learning space. This is to some extent a continuation of the "Reconciliation" exhibit from last year. Plants included were amaranth, blue corn, pinto beans, squash, yarrow, and tobacco.

### **Strategic Theme IV: Ensure a safe community IV: B. Strengthen Title IX programs and processes**

Project: Title IX Reporting.

Project Description: Track and respond to reported IAIA Title IX cases and create a "Yale report" biannually.

Percentage complete 100%

The redacted log for the Jan-June 2020 cases has been placed on the Title IX webpage. There were thirteen cases this semester. Two of the cases are still open due to additional information being needed from the Complainants.

### **Strategic Theme IV: Ensure a safe community IV: D. Develop educational and training programs to promote safety on campus and at the Museum**

Project: Educational Safety Programs.

Project Description: Provide Title IX training to new and returning students, faculty, and staff, and contract with educators who can deliver self-defense and sex education classes to students.

Percentage complete 75%

Employee and student Title IX training has taken place in person in the previous semesters. Due to the changes to the upcoming semester, I am researching four vendors (Traliant, Safe Colleges, Get Inclusive, and EverFi) that can provide online Title IX training and track the people that have completed each module. Demonstrations from each vendor have been viewed. The demos have

also been sent to Nena Anaya, Paul Moore, and Bill Sayre for their input. Students who complete the Title IX training modules will be entered in a gift card raffle to encourage participation. The trainings can be completed on laptops or any mobile devices. The training modules may be started and stopped at any time and may be completed multiple times.

Additional online sex education classes from Planned Parenthood will be provided for IAIA students over the summer through Continuing Education. The Planned Parenthood Responsible Sex Education Institute is offering Virtual Learning options for some of their most popular lessons. Students can now follow along with educator guided webinars and work through handouts for the following sex education lessons: 1) Anatomy, 2) Birth Control, 3) Sexually Transmitted Infections, 4) Healthy Relationships. Students will also be able to get their questions answered by trained educators through the Planned Parenthood “In Case You’re Curious” text-line.

The US Department of Education has published revisions to the Title IX regulations that must be in effect on Aug 14, 2020. Some of the additions to the regulations were already a part of our policies and procedures (specifically designating a Title IX Coordinator, providing means for individuals to report incidents during non-business hours, etc.). However, our policies will have to be amended to include the new hearing process which many colleges find burdensome. All of our policies and procedures will be updated and posted on our website by 8/14/20.

To: Dr. Robert Martin, President  
From: Charlene Teters, Academic Dean  
Date: August 2020  
Subj: Quarterly Board Report  
Input From: Library Director, Academic Tech, MFA Studio Arts and Department Chairs

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

A. Increase resources for students.

Project One: Smithsonian Processing Project

This project was halted with campus closure because it is a physical collection that we didn't have access to anymore. A finding aid was created, and students helped with identifying some of the photographs. We will work further on digitizing and promoting the collection in the future.  
**85% complete.**

B. Improve retention and completion.

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

Minor in Interactive Arts & Game Design has received all internal approvals and will be included as an option in the 2020-2021 IAIA catalog. Associate Professor Deiter will work with IAIA's Communications department to issue a press release. The Minor classes will be offered this fall as online courses.

CINE Chair James Lujan will work with Associate Professor Deiter to align the CINE curriculum to the minor so that CINE majors can use open electives or special topics classes to take classes in the minor.

In the Fall, CINE Chair Lujan will resume meetings to further develop a proposed curriculum for a Hybrid Degree in Animation. Current Status: **100% completed**

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

Project Two: Online Tools Usage for Undergraduate Programs

Faculty development activities in June and July are building faculty skills with digital teaching tools such as Canvas, Zoom, and video creation. Of particular benefit have been numerous opportunities for faculty discussion of teaching online in small groups. In the Fall semester 69% of IAIA undergraduate courses will be taught online. Faculty are preparing accordingly. Completion date December 2020, **60% completed.**

A. Expand interdepartmental engagement in the academic programs

Project One: Embedded Librarian Pilot Project

Overall, this project went well. We integrated into strategic studio arts courses that involve research. We worked with faculty to create scaffolded learning outcomes. With campus closing in March, we successfully transitioned the program online, working with professors to maintain content via synchronous lectures and activities. To continue to implement, we will need to work with faculty individually and as a department, to ensure librarians are paired up with faculty each semester so they're aware of the program and the learning outcomes. Some faculty are more interested than others, so options will be created for the wide spectrum of interest, from the more hands-off approach to the entirely embedded librarian.

**100% completed.**

Project Two: Improving Accessibility within Adjunct Orientation

This project has been put on hold until Summer. It's been a time to learn Zoom and redesign how to present Adjunct Orientation via Zoom and PowerPoint presentations to all adjuncts present and future.

Expected completion: August 2020, **75% completed.**

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

A. Consider developing a Native Research Center

Project One: Research Center for Contemporary Native Art

Transition to Proficio Elements Database is in progress, with 3 IAIA students (spring graduates) in paid internships assisting with collections data. Text for a webpage is in development. Public access to a substantial portion of IAIA MoCNA and Archives collections is likely to be available in August, with the number of accessible records expanding monthly.

Expected completion August 2020 – **60% completed**

**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

The MFA SA program has been moving towards completion of infrastructure of the program; creating curriculum, creating processes to recruit and hire artist mentors and students, building out budget, etc. Bill Sayre is taking this information and inputting this into the Substantive Change document for HLC. We are on track for possible visit/virtual in early fall semester.

Completed:

- Exhibition Coordinator Job Description
- Exhibition Coordinator Scope of Work
- Student Evaluation of MAM Doc.
- Master Artist Mentor Handbook
- Master Artist Mentor hiring docs.
- Identifying and recruiting artists to be Master Artist Mentors

Working on:

- Student Study Plan guidelines
- Suggestions for writing study plans
- Suggested criteria for evaluating studies
- Student residency tentative schedule

Fall Semester 2020:

- Begin meetings with all entities that will be affected by the New Program. To inform all on the progress and needs to be successful.
- IF accepted by accrediting associations? Will have meetings with Academic Dean on Start date.

**85% completed. January/February 2021 expected completion date.**

#### Project Two: Preservation of “Seeing Red”

All metadata, finding aids, and digital publication is complete. Digital copies are now available on the [New Mexico Digital Collections website](#) and the [IAIA library website](#). This past spring, the Archives asked the funding agency (CLIR) to allow us to reallocate an unspent amount (\$6,000) to the transcription of the Seeing Red Radio Program recordings. CLIR approved our request, we hired IAIA Alumna Rose Marie Cutropia to transcribe, edit, and index the recordings. To date, she has completed 19 out of 58 recordings. The project is on schedule to be completed by October 31, 2020; the new deadline approved by CLIR.

**95% completed**

#### Project Three: Native Artists Files Project

Because of the Covid-19 pandemic, this student project has not moved forward. This project will resume when art history students are allowed back on campus to work in the archives.

**45% completed**

#### Project Four: Developing the IAIA Low Residency MFA in Cultural Administration (Emphases in Tribal Museums and Cultural Centers or Tribal Policy)

According to 2018 U.S. Census Bureau and The Education Trust findings, 19.7 percent of American Indians and Alaska Natives 25 and older hold a bachelor's degree or higher compared with the national average of 30.9 percent. The gap is much wider when looking at graduate degrees – 4.8% of Native Americans hold master's degrees while the national average is 13.4%. Coupling these statistics with the fact that very few Native Americans hold administrative positions – in tribal administrative roles and elsewhere – and Native American students are four times more likely to succeed in obtaining a degree when attending a Tribal College or University<sup>1</sup>, highlights the need for IAIA to offer graduate-level degrees particularly focused upon administrative competencies.

Tribal institutions require a different academic track than what mainstream graduate administrative programs offer. Beyond practical administrative skills in project and program management, the additional in-depth knowledge of cultural heritage sustainability and active community engagement are critical requirements for successful cultural administrators to possess.

The IAIA MFA in Cultural Administration will provide education in human resource policy best practices and application, supportive funding, policy implementation, and will offer culturally imperative training in community engagement and tribally based outreach projects.

#### MFA Courses: (approvals through curriculum and faculty council will occur in fall 2020)

- CADM501 – Residency I Seminars on Cultural Administration
- ARTH513 – Indigenous Art Theory
- IDST516 – Tribal Sovereignty & Governance Rights
- MUSM517 – Protocols Surrounding Ethnographical Material
- IDST523 – Progressive Tribal Law & Policy
- MUSM526 – Curatorial & Collections Administration
- CADM532 – Advanced Collaborative Research for Cultural Sustainability
- IDST542 – Tribal Planning & Development
- MUSM543 – Legal & Repatriation Issues in Museum Administration
- CADM550 – Institutional Administration

CADM560 – Human Resource Administration  
CADM661 – Residency II Project Based Research  
CADM670 & CADM675 – Focused Readings & Research I & II  
CADM680 & CADM685 – Community-Based Internship I & II  
CADM681 & CADM686 – Internship Thesis Production I & II  
CADM761 – Residency III Comprehensive Prospectus  
CADM788 – Project Based Community Outreach & Dissemination  
CADM789 – Indigenous Teaching Models  
CADM795 – MFA Thesis

### **Other News:**

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

- Video documentation of the exhibition “Way of Sorrows” was featured on the SW Contemporary 5x5 top five picks June 2020.
- Southwest Contemporary magazine published a review of “Way of Sorrows” by Caroline Picard, May 2020.

#### **Sheila Rocha – Performing Arts Department Chair**

- is working with ArtsLink to bring an international artist fellowship to IAIA for Fall 2021.
- Developing a theater work based around Black Lives Matter with members of the Native, Chicano and African American communities of Omaha, Nebraska.

#### **Daisy Quezada – Studio Arts Faculty:**

- Publication, Bosque brotante, 2020
- Solo Exhibition, No Land, Santa Fe, NM, Winter 2020 (pending COVID)
- Project, Southwest Siblings, Ceramic Mural Collaboration between
- Margarita Paz-Pedro and IAIA Intro to Ceramics ([progress photos](#))

#### **Andrea Otero – Math (ILS) Faculty:**

Higher success rates overall for Math DEV ED classes, with near 78% success and retention.

A comprehensive, in house diagnostic for math has been created for incoming students that can be taken any time at their convenience for precise placement into the proper math class. This diagnostic will be further developed as tools are learned for more elaborate rotating algorithms, allowing questions to change and alter for each test and each student. Notifications have been set so that tests are corrected, and Advisors and the registrar is notified. Students are then placed in the appropriate class.

Presently enrolled in multiple supplemental classes for faculty, some specifically addressing TCU's for more enriched learning to be better equipped for engaged experiential learning while online.

#### **Mattie Reynolds – Balzer Gallery / Museum Studies Faculty:**

With the closure of campus after spring break, the spring graduating seniors' exhibition in the Balzer Gallery. Reynolds researched digital exhibition options. We recreated the Balzer Gallery to scale in virtual reality! The seniors then made a prodigious effort turning their works from the physical into digital, which were presented in the virtual gallery. And thus, *Memory Unearthed* was born!



Creating a virtual reality gallery for a BFA exhibition is not common practice at this point, many art schools presented their graduating students' works in a more traditional fashion, simply uploading images onto their websites, in response to COVID-19 closures. Our completely navigable and interactive Balzer Gallery senior exhibition puts IAIA on the cutting edge of higher education response to COVID-19. The design company, Ortelia, was impressed with the work our seniors produced and shared the exhibition on their social media platforms and newsletter as an example of a successful and innovative project.

Should the IAIA campus close again during the fall semester, the Balzer Gallery and Senior Thesis faculty are ready to support senior students in transitioning their art into a virtual space for another successful digital exhibition!

Link to gallery (use Chrome or Firefox to view): <https://iaia.edu/event/iaia-2020-spring-senior-graduating-exhibition-memory-uneearthed/>

**Jessie Ryker-Crawford – Museum Studies Faculty:**

- Installation of Museum of Indian Arts & Culture traveling exhibit *"The Miracle of Maize: A Catalyst for Change in the American Southwest"* at Kewa (Santo Domingo Pueblo) Library.
- Awarded Professional Development Certificate in Community Outreach through the Association for Tribal Archives, Libraries & Museums (ATALM)
- Invited keynote speaker; 2020 International Council of Museums (ICOM) symposium *"Theoretical Museology in U.S. and Tribal Contexts"*
- Advisory Board for Indiana University; new IU Museum of Archaeology & Anthropology
- ATALM National Planning Council member

**Sara Quimby – Library Director:**

- Was asked by the Institute of Museum and Library Services, a federal agency, to review grants. There was an honorarium.
- Had a book review published in Art Documentation.
- Was nominated and voted in to be the 4-year representative (represents all 4 year and up colleges in NM for NMCAL)
- Continue to be the state coordinator for the Art Libraries of North America professional organization.

**Shoshana Vegh-Gaynor – Instruction and Reference Librarian:**

- Joined AILA (American Indian Library Association)
- Joined ARLIS/NA (Art Libraries Society of North America)
- Joined ARLIS/NA Mountain West Chapter
- Joined ArLiSNAP (Art Library Students & New ARLIS Professionals)
- Selected as a member of the ARLIS/NA Professional Development Committee
- Award recipient of the 2020 Winberta Yao Travel Award sponsored by the ARLIS/NA Mountain West Chapter to attend the 2020 ARLIS/NA Annual Conference

**Ryan Flahive – Librarian Archivist:**

- Paper submission accepted to present at the Oral History Association (virtual) Conference in October. I will be presenting the successes and takeaways from student interviews in MUSM 260, Oral History Research.
- Appointed (due to a recent vacancy) to Second Vice President of the New Mexico Association of Museums (previously served as the Mountain Plains Museum Association

Representative). Serving as 2020 Annual Virtual Conference Chair and Program Committee Chair for our conference November 4-6.

- Ranked and approved eight grants (out of 17 total applicants) for the New Mexico Historical Records Advisory board on July 7, 2020. The NMHRAB is a regranting agency for the National Historical Publications and Records Commission (NHPRC)
- Appointed to the Association of Tribal Archives, Libraries, and Museums National Advisory Council in June 2020

To: Dr. Robert Martin  
From: Nena Martinez Anaya  
Date: July 22, 2020  
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, Internship and Career Director attended state and national webinars identifying strategies and platforms to conduct a virtual career fair. Internship and Career Director continues to work virtually meeting students' needs for employment. 25%

**Mission Objective I: Improve Student Success**

Institutional Priority A: Increase resources for students: Project 2: Measure the effectiveness of the Graduate School Day, scheduled for November 4, 2020. Internship and Career Director is exploring ways to conduct Graduate School Day virtually. Option A: conduct several virtual sessions in one day. Option B: conduct one to two virtual sessions per day over the course Graduate School Day week. Option C: conduct one to two virtual sessions each week for the month of November. 25%

**Mission Objective I: Improve Student Success** Institutional Priority A: Increase resources for students: Project 5: Paid Internship Program, Internship and Career Director placed six students in the Ascendium paid summer 2020 internships, one is a virtual placement. All students enrolled in their degree program's three-credit hour internship course.

Student	Internship Site	Major
Patrick Bednark	Balzer Contemporary Edge Gallery	Museum Studies
Zachariah Castiano	Balzer Contemporary Edge Gallery	Studio Arts
Mary Deiter	Teaching Assistant, ILS, IAIA	Indigenous Liberal Studies
Ellen Maldonado	Stagecoach Foundation	Studio Arts/Performing Arts
Daveishena Redhouse	Virtual Teaching Assistant, CINE, IAIA	Cinematic Arts & Technology

Other: The IAIA Mentorship Program ended on May 31, 2020. Participants in Spring included 5 Student Mentors, 25 Student Mentees, 8 Staff, 8 Faculty, and 3 Alumni. Collectively, participants meet for near 100 hours for goal development, resource access, and guidance. February's Monthly Activity was roller skating at Rockin' Rollers Event Arena in Santa Fe were 16 students, with 5 being IAIA students not in the Mentorship Program, and one staff member participated. The Mentorship Program moved to online communication with the college's campus closing in March 2020. Students continued to receive their Honorariums when reporting their meetings via mail.

Other: The Pantry: to date has had over 278 visitors as of July 2019. This number is a self-reported tracking system by having visitors place a wooden button in a jar if to keep the Pantry visitors' anonymity. Additionally, near 2,500 pounds of donations have been added to The Pantry since July 2019 recorded by anonymous donations left Pantry space and those recorded by the Student Success Advisor. The Pantry remains accessible to

the IAIA community while the campus has been closed and when partially opened. A new account has been created in Finance Office for those wanting to use the IAIA website to donate monetarily to the Pantry. Johnson Scholarship Foundation award to Felipe Colón allowed \$5,000 to The Pantry for use.

Other: Blue Corn Mornings: was hosted every morning during the week of Midterms and Finals week. Blue corn mush was available from 9 am till supplies lasted, usually just after 1pm. Comments from faculty, staff, and students included the event being culturally relevant, needed, and a joy to look forward to during a stressful week. Spring 2020 Midterm Week Blue Corn Morning had taken place with the highest attendance at 35 visitors a day. Finals Week Blue Corn Morning had been cancelled. A recipe on how to make blue corn mush has been included in the Talking Circle recipe book.

Other: Early Alerts: continues as a collaborate cross-department team that helps connect students to resources to improve student success. IAIA Faculty or Staff can submit an Early Alert Referral via an Airtable link anytime during the semester should they have concerns regarding a student academic, behavioral, or personal life. Once a referral is received, the student is contacted and connected to resources provided by IAIA or off campus. Fall 2019 had 766 referrals and Spring 2020 had 548 referrals.

Other: Orientation: is now completely online for all new incoming students via Canvas course 2020 Fall Student Hub. New Freshmen and Transfer Orientation will have live presentations via Zoom the week of August 10th with the remaining presentations and workshops available for student use now. Accepted students have been enrolled in the Orientation for a week now and have been accessing the materials provided.

Other: Dual Credit Program Preliminary figures for Fall 2020 semester have us offering 27 classes at 12 high school sites. Of these sites we have 3 districts with multiple locations (Albuquerque Public Schools, Santa Fe public Schools and Rio Rancho Public Schools). Majority of courses will be offered in a hybrid/online format and working with school site on their plan for this coming fall to confirm the preferred format. We have a new high school Early College Opportunities in the Santa Fe Public Schools (SFPS) offering 3 sections with one of them open to all SFPS students and we are estimating about 200 dual credit students to enroll.

**Mission Objective I: Improve Student Success** Institutional Priority: B. Improve retention and completion: 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 Fall 2019 semester for both Fall & Spring 2020 to improve retention and persistence rates by 50% and met our goal with 54%.

#### Reporting on Freshmen; Sophomores; Juniors & Seniors

	Applications	Eligible Students	Percentage Complete
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	354	54%

Other: We awarded 18 students the New Mexico Lottery Scholarship this past year, our first year of being eligible to offer the Lottery scholarship. The 18 students received \$28,044 in tuition assistance.

**Mission Objective 1: Improve Student Success** Project 4 Emergency Aid Program

Ince the beginning of 2020, we have helped 44 students with emergency aid funds totaling \$44,712. Award Dates: 1/23/2020-6/29/2020 to 44 students and the top needs were:

1. 48% Housing and Utilities (included 2 students on-campus family housing/utilities)
2. 22% Tuition
3. 21% Vehicle (loan, repair and gas)

The funding sources were as follows: AICF \$32,989; Ascendium/Dreamkeepers \$6,118; IAIA Student Benefit Fund \$5,605

**Mission Objective I: Improve Student** Institutional Priority: D. Promote involvement of all stakeholders in student success: Project 8: Improve campus-wide ADA implementation and compliance to accordance with the requirements of Title II of the Americans with Disabilities Act of 1990. ADA work is continuing, including training sessions with IAIA departments, including surveys for the self-evaluation. Planning stage for focus group sessions for fall 2020. Request for bids being developed and work on infrastructure updates will begin summer 2020. First project is accessible parking in all areas of campus. The ADA Policies and Procedures Handbook will be reviewed by the Student Success Committee at the end of July and ready for use thereafter. 22%

**Mission Objective I: Improve Student Success** Institutional Priority: B. Improve retention and completion: Project 9: Improve and measure the new Admission & Recruitment strategies to increase student satisfaction and enrollment. New programs have been developed and implemented for the academic year to increase matriculation, including:

COVID-19 response

- o Live-Chat- Three staff members and 1 seasonal staff are agents from 10am-7pm M-F. From May to July we have engage in 672 chats with 97% customer satisfaction. We are increasing productivity and usage with our agents to improve response and customer service.
- o Developing a Virtual Campus Tour for incoming students and prospective students with a timeline to complete by end of July.
- o Online calendar appointment schedule created for Admissions Counselor to schedule 1-1 zoom/phone call meetings.
- o Increased social media ads and promotions and placed more ads in the local NM/AZ area.

- Prepared welcome packages with a welcome postcard, tote bag, lip balm, sticker, and pen to all admitted students. Over 80 packets were mailed out and will continue to be mailed out to accepted students to welcome them to IAIA.
- Preparing our plan to collect photos to create and mailout student IDs
- Increasing our recruitment endeavors, we are planning recruitment events inviting students and educators to attend.
- IAIA Admitted Student Webinar- April 30 at 2pm we had 47 participants on the zoom event at one time. We went over housing, orientation, bridge and technology information.
- IAIA Admissions Talking Circle- June 25 at 2pm. We had 15 admitted students participate. This event came out of a request from the Admitted Student Webinar to engage with other incoming students sooner. We did introductions and had ASG President answer questions.
- IAIA Admissions Talking Circle- July 2 at 2pm we had 7 participants on the zoom event.
- IAIA Freshmen Admissions Webinar- will be held on July 29 at 2pm
- IAIA Transfer Application Webinar- will be held on August 5 at 2pm
- We are working to identify webinar sessions we can host or partner with other schools to host to begin recruitment for Spring/Fall 2021.

Other:

**Table 1.** below lists the number of accepted students for the Fall 2020 semester as of 7/15/2020.

<u>Table 1.</u>	Fall 2020 7/15/2020	Fall 2019 7/15/2019
New Freshmen	59	109
Transfer	14	16
Graduate	28	14
International	2	4
Readmit	9	10
Certificate	10	7
Total	124	160

**Table 2:** Lists the recruitment events in June

<u>Table 2.</u>	We had 24 recruitment event/trips cancelled due to campus closure and COVID-19 concerns. We are working to restructure our social media to increase our presence and promotion.
Dates	Event
June 8, 2020	IAIA Info Webinar for the AZ Indian Education Association Members
June 26, 2020	University of CO Boulder Upward Bound College Fair

Other: Outreach continues with new and continuing students as we have developed a student survey to help students prepare for the fall semester offering help with wifi, laptops, financial aid, IAIA placement testing. This is an ongoing effort that the Retention Office does every semester to prepare students which now includes the Covid-19 related issues.

**Mission Objective V:** Advance contemporary Native arts and cultures 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, Chief Admissions/Student Success Officer

- 6/9/2020 – Veteran Education Training for School Official requirement-webinar
- 6/26/2020—Veteran Training for School Official requirement, webinar

Loyola Rankin, Student Success Advisor

- 06/16/20, 06/23/20 – Reduce Stress Through Indigenous Meditation, Webinar

Karen Gomez, Internship and Career Director

- 5/29/20 – New Mexico Consortium of Career Educators & Employers, Zoom
- 6/2/20 – Fulbright Study/Research Essays Webinar
- 6/17/20 – Engaging Alums with Career Services, GoUConnect Webinar
- 6/24/20 – Social Media Accessibility, Explore Access Webinar
- 7/7, 7/9, 7/14, 7/16, 7/21, 7/23 – Teaching Online IAIA Training, Zoom

Mary Silentwalker, Director

- 5/8/20- Airtable Training with Nami, Zoom
- 5/21/20- Enrollment Leaders Talk Student-Informed Yield and Melt in Light of COVID-19, College Board Webinar
- 5/23/20- Landscape for Prospective Users, College Board Webinar
- 6/16/20- Go to College Virtual Fair Overview, Online
- 7/23/20- Data on Rising Seniors' Views on COVID-19 and Applying for College, College Board Webinar

Veronica Bustamante, Admissions Specialist

- 5/13/20& 5/22/2020 Airtable Training with Academic Technology; Zoom

Warrior Brown, Admissions Counselor

- 5/22/20- Airtable Training with Academic Technology-Zoom

Jeminie Shell, Retention Director

- 07/2020 – “**Designing for Equity First**” webinar from D2L
- 07/2020 – “Text-help Summer Camp: Back to Basics” webinar from Text-help
- 07/2020 – “Text-help Summer Camp: Electronic Accessibility” webinar from Text-help
- 07/2020 – “Buying Technology: Tools and Tips for Accessible Procurement by Great Lakes ADA Center
- 07/07-07/23/2020 – 14 remote sessions from AHEAD national conference; topics include note taking accommodations; attendance accommodations; ADA research; etc.

To: Dr. Robert Martin  
From: Lawrence T. Mirabal, CFO  
Date: 7.22.20  
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 has also worked with the faculty and the faculty assistant to streamline the protocol for developing class supply lists. The Assistant Manager of the IAIA stores is now an ASG staff advisor and the stores have increased their participation in campus-wide events. Both stores have been added to the IAIA website, where they are easily accessible. **This project is 100% 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** – All charrettes were held, 3 design options were prepared by DMA, and a final design was submitted to the Board for consideration, at the May Board meeting. The Board formally approved the final design and DMA completed work on the Master Plan document. A copy of the document was circulated to the Board and the project is now complete. **This project is 100% 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 software and app are now fully deployed and operational. **This project is 100% complete.**



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

**Project:** Finance will develop a learning series for the student community, to increase awareness and understanding of administrative processes, at IAIA.

**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 gets 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 collaborated with ASG leadership to hold the first learning session in the Student Union space, on Nov. 22<sup>nd</sup>. It is anticipated that the series will resume during the spring ’21 semester, as large gatherings will not be permitted during the truncated fall ’20 semester. This project is 75% complete.

#### **Mission Objective 4: Ensure a Safe Community**

Inst. Priority “C” – Engage the community in addressing safety concerns

**Project:** The IAIA Facilities, IT, and Finance teams will assist the Life/Safety committee with implementing approved safety initiatives.

The work to be completed by the teams may include the strategic scheduling of additional security officers, repair/replacement of security cameras, adding additional lighting, and implementing new safety alert applications.

**Update** – To date, the Facilities team has assisted the committee with evening campus lighting assessments and has worked with security to assess and repair many of the security cameras on campus. Additionally, the Facilities Director has worked with the Life/Safety Committee to determine suitable days and times for additional security to be present on campus. In response to ongoing concerns about the responsiveness of security officers on campus, Finance and Facilities issued an RFP for security services. This process resulted in a change in onsite management, as well as several security officers. The new team will provide more responsive service to the campus community. To address safety during inclement weather, the Facilities department oversaw the paving of the family housing parking lot and will soon lead a project to replace all front windows in the casitas, which are old and dangerous. This project is 90% complete

#### **Mission Objective 6: 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, several action steps 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 and is fully operational. Shipping logistics and charges have been refined and the store continues to experience increased online sales. The enhancements to the online store were timely, as it has allowed the stores to continue to offer inventory to the public during the time of the campus and Museum closures.

**This project is 100% 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/benefits administration 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 benefits management, recruiting, onboarding, reporting, and compliance.

**Update** – The transition to the new HR Management/Benefits 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 the 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, as well as the flow of the documents. It was determined that although some type of electronic document sharing solution may be used in the future, the documents required and the process flow are acceptable as they are.

**This project is 100% 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 purchased the necessary hardware and has completed the barcoding of all products in the store. This effort took several weeks, which was afforded by the COVID-19 shutdown of the store. The result of the barcoding project is more efficient sales processing, better inventory control, and better tracking of reordering needs.

**This project is 100% complete.**

## **Departmental Reports:**

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

- The CFO has worked with the IT and Facilities departments to manage several ongoing, significant capital projects. These include phase II of the Academic building HVAC replacement, paving the family housing parking lot, replacing windows at the family housing units, replacing/upgrading fiber to several of the older buildings on campus, completing the campus master plan update, beginning design work on ADA improvements at parking lots throughout campus, and researching possible solutions for returning health care to the IAIA campus.
- Through a coordinated campus presence, the Finance team has maintained all essential functions throughout the COVID-19 pandemic and resulting work-from-home orders.
- The Controller continues to assist students with reimbursement/advances for securing reliable internet service in their homes.
- The CFO and the Controller continue to serve as members of the Emergency Operations Center, to ensure the successful management of the COVID-19 response on campus and business continuity.

### **HR:**

- The HR Director continues to serve as the Chair of the Emergency Operations Center, to ensure the successful management of the COVID-19 response on campus and business continuity.
- 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 April 2020- June 2020
  - 3 Staff members left IAIA voluntarily.
    - An Area Coordinator resigned due to personal reasons.
    - An Admissions Counselor resigned due to personal reasons.
    - A Maintenance Technician resigned due to personal reasons.
  - 3 Staff members were involuntarily terminated.
    - Two staff members lost their positions due to a restructure of the department, Director of Land Grant Programs and Administrative Assistant for the Land Grant Department
    - One staff member was determined not to be a good fit for the position during the New Hire probationary period and was terminated
- The hiring freeze was implemented due to COVID-19 and the closing of the campus has been lifted and recruiting for open positions resumed. All applicants were advised of the lifting of the freeze.

### **Facilities:**

- The Facilities Director and onsite security supervisor continue to serve as members of the Emergency Operations Center, to ensure the successful management of the COVID-19 response on campus and business continuity.
- Facilities took the lead in ensuring that adequate COVID-19 supplies were ordered for the campus. These have included face coverings for faculty, staff, and students, hand sanitizer, specialized cleaning solutions, and a room fogger. Several of these items had long lead times, but all have now been received and are on campus.
- The family housing parking lot was paved and striped during the summer.

- A backup generator for IAIA's IT infrastructure has been ordered and the campus is awaiting its arrival, for installation.
- Phase II of the Academic Building HVAC project is moving forward. A vendor was selected, the project was approved by the NMHE, and the formal project kickoff occurred on 7/8/20.
- 100% construction documents for the campus parking ADA project have been received. This will allow for the issuance of an RFP for a contractor very soon.

#### IT :

- The IT dept. is working with Academic Technology to implement a solution to remotely manage all Mac computers on Campus. Additionally, IT has engaged with Ardham Technology to assist the dept. in working through a ToDo list created by the Academic Technology Dept.
- Network Replacement Projects:
  - 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.
  - WiFi Infrastructure: -- The dept. is currently looking at several different options to replace the aged WiFi system on campus.
  - Museum Connection to Campus Upgrade: -- Initial conversations with CenturyLink have taken place and the college has received quotes. The IT Director and the CFO will review the quotes.
  - Museum Cable Plant Upgrade: The current cabling at the Museum is category 3 cable, installed in 1989. This project will replace the current cabling with category 6. IAIA has received 2 quotes, with a third vendor who declined to submit. The IT Director will be reviewing the quotes with the CFO.
  - Fiber Cable Replacement for CLE Dorms, Acad. Building, LTC, and Facilities Building: The current fiber cabling in the above buildings is 1gb fiber and will be replacing with 10gb fiber. RFB's were sent out and quotes received. Quotes will be reviewed, and the vendor selected the week of 7.20.2020.
- Disaster Recovery and Business Continuity Efforts:
  - Maintenance was done at the IAIA Business Continuity and Disaster Recovery remote data center, which included an upgrade to the servers that interconnect tunnels between IAIA data centers and the remote data center.
  - Backup Generator: Awaiting the installation of a natural gas generator for the IAIA Data Center.
  - Full Recovery of all campus virtual machines to remote data center while upgrades were performed, re-seeded, and reconfigured for replication with 15 minute recovery points, prepped for testing.
  - Testing of each remote virtual machine to ensure the test recovery was successful after a full sync. Earned badge in VMware HCX UI Dashboard to show the VM's have had recovery tested successfully.
- Covid-19:
  - IT Dept. is working with Russel Stollins on the Covid-19 Online Campus Task Force for planning for Fall 20 semester.
  - IT Techs have set up 26 new Laptops as loaner computers for students.
  - IT is contacting new and students for Fall 20 semester to verify that they need a loaner computer and or assistance with internet access.

- Cisco Academy: Working with AIHEC, the IAIA IT Team was able to receive training classes through Cisco Academy with a value of approximately \$8000. The staff will be taking classes throughout the next year.
- Support Tickets: 1717 Tickets closed 7.01.2019 thru 6.30.2020

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

- All Museum Store inventory items have been barcoded, and those barcodes synced with the Counterpoint system. Items that cannot have a physical barcode sticker on them (for fear of damaging the artwork/jewelry material), still have a barcode assigned and recorded on file, for inventory and purchasing. With this, the Museum Store is closer to being able to complete its yearly inventory in an even shorter amount of time than before.
- The Museum Store hosted jewelry from two artists in its inventory, alumna Esther Belin, and alumna Mikayla Patton, both to success. Most of the inventory has sold out, giving insight into what products will do well Online.

#### **UPCOMING MUSEUM STORE HAPPENINGS (ON-GOING)**

- *Color Play: Terran Last Gun* opens in the Lloyd Kiva New Gallery on August 1st, and will run through November 1st. Featuring all-new work by alumni Terran Last Gun, the show is a focus on “continuation of my interest in color, shape, and Piikani (Blackfeet) visual iconography and narratives, as well as Indigenous Abstraction that has been in North America and on the Great Plains for thousands of years”. \* Terran Last Gun, 2020.
- The great success of the Online Store has identified what merchandise customers are most looking for, and what demographics we aren't quite reaching. The Store is continuing to test items, looking to add three new artists from our lineup in Q4.
- The Store can attribute much of the success of the Online Store sales to social media posts featuring Museum Store merchandise. While hours remain limited, Store staff will start using the time to create content for social media and other advertising opportunities.

#### **IAIA MUSEUM STORE FOUR YEAR SALES HISTORY (Q3 - 04/01/2020 - 06/30/20\*)**

\*Note: Last day of business for Museum Store Q2FY20 was March 16th, 2020, due to COVID-19. The Museum has not resumed operations; the Store resumed operations 7/8/20.

QUARTER	TOTAL SALES	TOTAL PROFIT	PROFIT MARGIN	MERCHANDISE SALES	ADMISSION SALES
Q3 FY20	\$115.00	\$21.00	18.2%	\$115.00	\$0.00*
Q3 FY19	\$78,615.71	\$55,525.00	70.63%	\$42,313.21	\$36,302.50
Q3 FY18	\$94,911.50	\$57,841.02	60.94%	\$58,991.5	\$35,920.00
Q3 FY17	\$81,705.57	\$53,882.90	65.95%	\$52,793.07	\$28,912.50

#### **RESPONSE TO Q3 FY20 SALES FIGURES**

- With the premature closure of the Museum Store and IAIA Museum of Contemporary Native Arts, sales figures incorrectly reflect a comparison to previous years. Based on trends, Q3FY20 had the potential for 1000+ customers, and \$80,000 - 85,000 in total sales.
- Notable events canceled: Gathering of Nations, IAIA Commencement, the International Folk Art Market, First Friday(s).
- Action Plan: The Museum Store will resume operations on a limited basis in July. This will be advertised to the IAIA community, Museum members, and on social media.
- Admissions and Memberships: N/A.\*

- Action Plan: The eventual launch of online ticket purchases for the Museum will potentially motivate an increase in admissions. \*Note: The Museum Store did not resume business operations until 7/8/20. The Museum continues to remain closed to the public.

#### **IAIA Campus Bookstore:**

- Due to the COVID-19 pandemic, the Campus Bookstore was closed for most of Q3, until we opened for limited hours to the Campus community on June 9th.
- Stores team worked with eCampus, faculty, and other IAIA staff to help students with a mail-in textbook rental return. The quick response by all involved helped the event to be successful, given the circumstances.
- Flexible preparations for Fall 2020 semester have been planned and started, including distribution of information for eCampus textbook rental delivery for on- and off-campus students, and an online order system of class supplies for off-campus students.
- With the Campus Bookstore closed, available time and merchandise were diverted to the Online Store which has grown immensely during the pandemic.

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

- The Campus Bookstore plans to be operational during the Fall semester, using CDC-recommended safety measures. The Bookstore will also be launching more official IAIA Logo Gear items, including face masks/coverings.
- Due to COVID-19, Campus Bookstore sales numbers for Q3 were bleak. Almost all in-store interactions and sales were eliminated due to quarantine efforts. Sales will be slow to recover in-store, so efforts continue to aggressively build the online presence of the Bookstore.

#### **IAIA CAMPUS BOOKSTORE TWO YEAR SALES HISTORY (Q2 - 01/01/2020 - 03/31/2020\*)**

\*Note: last day of business for Campus Bookstore was March 17th, 2020, due to COVID-19.

QUARTER	TOTAL SALES	% CHANGE TO LY	PROFIT MARGIN	# OF TICKETS
Q3 FY20	\$1,163.00	94.48% (-)	37.20%	48
Q3 FY19	\$21,048.00	N/A	38.72%	2,161

#### **RESPONSE TO Q3 FY20 SALES FIGURES**

Action Plan: The Campus Bookstore has continued to take infrequent email/phone orders from staff/faculty/students off-campus, so focus is, and will continue to be, shifted Online. Supply lists have been gathered from faculty, and supplies orders; lists will be subsequently uploaded to the Online Store, under a “student-only” link, and can be purchased as a bundle. This allows for ease of shipping, and minimal waste of time and resources. The Bookstore is also developing a second line of Official IAIA Gear for the Online Store; Spring/Summer 2020’s offerings drew in record orders from students, staff, faculty, and alumni.

#### **IAIA ONLINE STORE:**

- The Online Store launched the *Indigenous Futurisms* catalog, in partnership with MoCNA, to incredible success. The catalog sold nearly 100 copies in only 2 months, something none of the other publications have seen.
- The Online Store has expanded shipping options, including free shipping (domestic orders), and international shipping. Orders have been received from five (5) countries as of 7/20, including New Zealand, Canada, Norway, Finland, and Germany.

- In an attempt to drive sales, the Online Store hosted our first major sale of the year over Memorial Day Weekend, to massive success. The sale generated over 30 orders in 3 days and the newly launched *Indigenous Futurisms* catalog sold out within a week as a result.

#### **UPCOMING ONLINE STORE HAPPENINGS (ON-GOING)**

- The Online Store will continue to host sales at opportune moments while coinciding with merchandise drops. These combined events have produced incredible results and just produce more orders each time.
- The Online Store has begun to develop online ticket sales for MoCNA, for when in-person experiences can resume.
- The Online Store will feature crossover inventory from the Museum Store, with the launch of *Color Play: Terran Last Gun* in Q3. This hybrid gallery event aims to draw guests back to the Museum, both online and to the Museum Store.
- Both the Campus Bookstore and Museum Store will continue to shift inventory options online, while also developing new products exclusive to the Online Store.

#### **ONLINE STORE SALES FIGURES, COMPARED TO PREVIOUS QUARTER (Q3 2020)**

<b>QUARTER</b>	<b>GROSS SALES</b>	<b>NET SALES</b>	<b>COUPONS USED</b>	<b>ITEMS SOLD</b>	<b>ORDERS PLACED</b>	<b>SHIPPING CHARGES</b>
<b>Q3 2020</b>	\$5,965.00	\$5,503.00	\$608.00	154	112	\$462.00
<b>Q2 2020</b>	\$268.85	\$189.95	\$0.00	6	6	\$78.90

Online Store data provided by the Museum Store's Online Store Records, c/o Jason Ordaz.

#### **ONLINE STORE ACTION PLAN**

- Additional publications related to IAIA, and the launch of MFA authors works.
- Additional apparel, including branded IAIA face masks and a new line of hoodies for Fall/Winter 2020 will be added. The Stores are working with other staff and various departments to develop new products that can be added to keep the inventory relevant.

Online artist events through the Online Store, beginning with *Color Play: Terran Last Gun*. The Store is also exploring options for tie-in events with Museum Education and producing content for social media.



Photo credit: Jason Ordaz, via [www.facebook.com/instituteofamericanindianarts/photos](https://www.facebook.com/instituteofamericanindianarts/photos)

# FY2021 Operating Budget Presentation and Discussion

*Submitted by*  
*Dr. Robert Martin, President*  
*And*  
*Lawrence T. Mirabal, Chief Financial Officer*

*To the IAIA Board of Trustees*  
*August 13, 2020*



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### *The Budget Planning Cycle at IAIA*

1. The IAIA federal funding request is formally submitted to the OMB in September of the preceding year, with copies submitted to congress following the formal release of the White House's proposed budget.
2. The Administration will prepare to present testimony on the approved budget before the Congressional Subcommittees on Interior and Related Agencies during the spring of the preceding year.
3. After notification by Congress of the amount of the approved appropriation, the Institute will apply any specific budgetary adjustments required by Congress.
4. Based on the funding level set forth by Congress, a Budget Summary together with a detailed analysis of significant budget increases/decreased is prepared by the CFO, for presentation to the President. Additionally, meetings are held with budget managers to discuss departmental funding and any necessary adjustments.
5. The Budget Summary and Analysis is presented to the Board of Trustees for examination and formal adoption, by resolution.
6. Approved departmental budgets are entered into the accounting system by Finance staff and may become expendable on the first day of the fiscal year.
7. Based on the approved institutional budget, cabinet members submit completed budget request forms to the Chief Financial Officer, to fund strategic priorities that fall outside of the yearly budgetary allocation for operations. These requests are then distributed to and reviewed by the budget advisory group. Based on the work of the budget advisory team, recommendations are made to the Chief Financial Officer and the President.
8. Recommendations from the budget advisory team are reviewed by the Chief Financial Officer and The President. From there, final decisions are made on requests.

## ***Key Strategic Initiatives for Fiscal Year 2021***

- Safely and effectively guide the college through the COVID-19 pandemic, ensuring continued academic rigor, student success, and the continuity of operations.
- Launch a low-residency MFA Program in Studio Arts.
- Continue efforts to focus on student safety through education and training programs, along with improved processes related to Title IX programming, reporting, and training.
- Continue the development of a Research Center for Contemporary Native Art.
- Remain nimble to effectively respond to quickly changing budgetary, enrollment, and class delivery environments.

## **Budgetary Planning Assumptions and Discussion for Fiscal** **Year 2021**

### **Revenues**

#### **Congressional Appropriation:**

The FY21 Operating Budget assumes a congressional appropriation in the amount of \$10.458M. OMB's recommended funding level and preliminary results from congressional markups are both higher than this number, so we are confident in this projection. This amount is level with the FY20 enacted funding level. Given the current environment of uncertainty that we find ourselves in, a conservative approach to the congressional appropriation is appropriate.

#### **CARES Act Funding:**

New to the budget for FY21 is federal CARES Act funding. These dollars were made available in FY20 and a portion of them were drawn down during that fiscal year. However, a decision was made to defer the drawing of remaining funds until FY21, as the impact of the COVID-19 pandemic will be much more profound for the college in FY21 than it was in FY20. These funds may be used for an array of expenses related to the pandemic, as well as supplementing revenue that will be lost. In the FY21 budget, CARES Act funds will be used to serve both purposes and allow the college to avoid very difficult and detrimental cuts, due to projected reductions to revenue.

#### **Tuition and Fees:**

For FY21, the IAIA Board of Trustees approved a 10% reduction to tuition. This move was made in an attempt to aid students in continuing their education during very difficult economic times and to aid in retention and recruitment. Because of the tuition reduction, as well as a certain drop in enrollment for the 20-21 academic year, tuition and fees are projected to be down 30% from their FY20 budgeted number. State of NM funding for the dual credit program is also included in the budget, at \$110,000.

The MFA Creative Writing program is projected to generate revenue that is down 5% from FY20, while the new MFA Studio Arts program is budgeted at 2/3<sup>rd</sup>s of what the program is projecting, due to overall enrollment uncertainty for the coming year. The same holds true for Academic Technology/Distance Learning. These classes are traditionally online-only are also predicted to produce less revenue in FY21, by 25%.

**Auxiliaries:**

Auxiliary enterprises at IAIA were poised for a very strong year, in FY20, with new initiatives underway at the stores and a fully booked summer conference season. Unfortunately, none of this materialized. Due to continued uncertainty with summer '21, conference revenue is budgeted down about 25% from FY20.

The room and board areas are projected to track lower in FY21 than in years past. Primarily because of the virus-imposed reduction in dorm occupancy to 50%, revenue for foodservice and dorms is budgeted to be down 50%. The casitas are not directly affected by the occupancy cap but may be indirectly affected, due to the potential for reserving units for unforeseen circumstances. Therefore, the casitas are anticipated to be down 5%. It should be noted that these anticipated reductions to revenue are net of usually scheduled increases that will be applied to room and board.

It is very difficult to predict what will occur with the stores in FY21. As expected, both the museum store and the campus bookstore experienced a sharp decline in sales during Q3 of FY20, due to the campus and Museum closures. Both stores have since resumed operations, but at this early stage, it is challenging to estimate what sales will look like in FY21. The online store proved to be a lifeline during the shutdown and with current management, product mix and marketing have never looked better, so there are some positive takeaways, as well. Nonetheless, revenue forecasts call for a 25% reduction for FY21, based on the information at hand.

Auxiliary revenues are relied upon to service our long-term debt with the NMFA and as such, it is essential that they rebound quickly. We are confident that the revenue goals that have been calculated for FY21 are achievable, as the auxiliaries push forward with slowly reopening throughout the new fiscal year.

**Advancement:**

Advancement has produced very strong results in FY20. Both unrestricted gifts and scholarship fundraising had exceeded projections at the end of Q3, by a healthy margin. However, given the slowdown of the economy and the many unknowns surrounding charitable giving in the coming year, unrestricted gifts are being projected flat with FY20, while scholarship donations are projected to be down 15%. The disparity between the two projections is primarily because of uncertainty about the FY21 Gala and its ability to bounce back to pre-pandemic levels.

### **Endowment Draw, Museum, and Miscellaneous:**

Although the markets have bounced back and regained many of the losses that were sustained in late Q1 and early Q2 of 2020, it is very difficult to predict what will occur in FY21. A draw of \$160,000 was projected in FY20. However, the actual calculation only yielded a draw of \$137,375. Therefore, a conservative draw is being forecast, at \$135,000, for FY21.

The FY21 budget calls for Museum admissions revenue to decrease by 30% in FY21. This is primarily due to unknowns surrounding a re-opening timeline, as well as the negative impact of reduced tourism. At the time the operating budget was formulated, admissions were already lagging well-behind projection. Museum contributions are projected to be up slightly in FY21, due to a strong performance in FY20. The revenue budgeted for Museum memberships continues to lag and with reduced admissions numbers anticipated for FY21, memberships are projected to be down 25%.

Although several sources drive miscellaneous income, it consistently demonstrates a high degree of predictability. It will again be projected to remain flat for FY21 and we are confident that the number will again be achieved.

### **Expenses**

#### **Non-compensation Expenses:**

In most instances, non-compensation expenses have been held flat. Some small exceptions include items such as property/liability insurance, utilities, and ADA costs, as well as additional expenditures associated with the new Studio Arts MFA program. Additionally, a new “Direct COVID Response” line item has been added to the FY21 budget. This expense center will fund non-typical, hard costs to the college that are directly attributable to COVID-19.

#### **Compensation Expenses:**

The FY21 budget includes no cost of living adjustment for staff. This is the first time in over a decade that a COLA has not been part of the operating budget. However, given the many variables associated with FY21, and the associated adverse revenue projections, it is the most prudent course of action. On the faculty side, all contracts have been adjusted according to the rank and step schedule. IAIA’s faculty rank and step schedule continues to demonstrate the college’s commitment to its body of educators and the programs that they steward, ensuring that faculty salaries are at a competitive level, both within the local community, as well as compared to their peers at other tribal colleges.

## **Health Insurance Expense:**

A 3% increase in IAIA self-insured health insurance program has been built into the FY21. This modest increase is one of the few bright spots within the FY21 budget. At the college's last insurance review, the data showed that the vast majority of employees covered by the plan are remaining healthier and are incurring fewer medical and pharmaceutical costs than in past years. Additionally, most of the very serious and tremendously expensive cases of chronic illnesses are no longer present in the college's plan. Therefore, a very aggressive renewal is expected with minimal increase to administrative and stop-loss reinsurance costs.

## **Other Notes:**

The FY21 budget will once again allocate an addition of \$250,000 to the college's contingency reserve account. This allocation will continue to ensure that IAIA has the necessary liquidity to weather unexpected interruptions to funding.

Support for strategic priorities in FY21 is set for \$345,000. The strategic priorities process continues to prove very successful. Many worthwhile projects have been reviewed, approved, and completed because of this comprehensive initiative. We believe the process embodies the ideals of a transparent, inclusive, and strategic budgeting model. As a reminder, the strategic priority process works as follows:

1. Cabinet members have departmental budgets distributed to them for all areas that they oversee.
2. Budgets are reviewed together, by cabinet members and the budget directors that report to them.
3. From these meetings, cabinet members are asked to formulate and submit additional funding requests for up to 3 strategic priorities that fall outside the scope of their original budget.
4. The strategic funding requests are then reviewed by a budget review panel, made up entirely of non-cabinet members, representing a cross-section of departments at the college.
5. The budget review panel then develops a ranking of the proposals and makes recommendations to the CFO and the President, regarding the funding of the various strategic priorities.

IAIA FY 2021 Budget		
	<i>FY 20</i>	<i>FY 21</i>
	<i>BUDGET (approved)</i>	<i>BUDGET (proposed)</i>
<b>IAIA 2021 Revenues</b>	<b>FY 20 Projected Revenue</b>	<b>FY 21 Projected Revenue</b>
Federal Appropriation	10,210,000	10,458,000
Dept. of Ed. - CARES Act funding deferred to FY21		171,259
Dept. of Ed. - CARES Act funding (AIHEC) 75% deferred to FY21		1,085,861
Tuition & Fees		
- Dual Credit Reimb. - State of NM	1,189,054	832,338
	110,000	110,000
Less: - Expected Uncollectible Student Accounts	(130,643)	(83,234)
Tuition & Fees MFA CW Program	636,000	600,000
Tuition & Fees MFA S/A Program	0	109,725
Distance Learning/Academic Technology Tuition and Fees	133,455	100,091
Student Fitness Center	15,000	15,000
Auxiliary - Board (student meal plan)	539,371	269,685
Aux-Dormitory	569,876	284,938
Aux-Casitas	191,280	181,716
Conference Services	130,000	101,000
Museum Store	237,035	177,776
Campus Bookstore	157,797	118,347
Unrestricted fundraising (operational)	180,000	180,000
Institutional Scholarship fundraising (Merit & CIB)	325,000	279,500
- Institutional fin. aid awarded (Merit & CIB)	(400,000)	(400,000)
Endowment Draw	160,000	135,000
Museum - General Admissions	97,848	68,494
Museum - Contributions	5,000	10,000
Museum - Memberships	42,000	31,500
Miscellaneous Income	75,000	75,000
<b>Projected Unrestricted Revenue</b>	<b>14,473,073</b>	<b>14,911,998</b>
<b>IAIA 2021 Expenditures</b>	<b>FY 20 Projected Expenditures, Including COLA amounts</b>	<b>FY 21 Projected Expenditures (proposed)</b>
Board of Trustees	76,028	80,000
President's Office (Includes Office of Sponsored Pgms)	661,545	675,553
-Strategic Partnerships and Special Events	80,000	80,000
Institutional Advancement	400,230	403,217
Marketing and Communications	202,034	208,387
Institutional Research	315,522	319,344
F & A (Finance and HR)	730,782	749,217
-Unemployment Insurance	20,000	20,000
Student Life	341,515	332,144
ARE Operations	317,371	323,463
Learning Support Center/SSC/ADA Svcs.	824,508	866,778
Counseling	132,731	133,299
Museum Operations	1,040,178	1,043,638
Academic Division	2,929,350	2,951,172
Library & Archives	438,117	440,339
Distance Learning/Academic Technology	272,358	276,700
Commencement	23,400	24,500
Student Life - Housing	1,099,489	1,103,136
Facilities Management	1,502,157	1,527,980
Conference Services	110,559	110,825
Information Technology	478,662	480,127
MFA Program - Creative Writing	706,360	715,250
MFA Program - Studio Arts (dept. 182)	0	168,065
Student Fitness Center	83,074	85,325
Summer Bridge Program	85,033	86,558
IAIA Advocacy	25,000	25,000
Museum Gift Shop (estimated costs before notional rent)	321,961	334,679
Campus Bookstore (estimated costs)	178,553	201,008
Direct COVID response	0	75,000
Interest on Debt - Residence Ctr NMFA Loan (3.4%) + fees	244,731	235,580
<b>Unrestricted Expenditures</b>	<b>13,641,247</b>	<b>14,076,283</b>
<b>Loan Principal Payments</b>		
Residence Center NMFA Loan	229,936	239,110
Funding for strategic priorities	351,889	345,000
Reserve addition	250,001	251,605
<b>Total Principal Payments/Strategic Priorities/Surplus allo</b>	<b>831,826</b>	<b>835,715</b>
<b>Total Expenditures &amp; Loan Principal</b>	<b>\$ 14,473,073</b>	<b>\$ 14,911,998</b>



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

**RESOLUTION # 2020 - 14**

**August 13, 2020**

**Whereas**, the Institute of American Indian Arts anticipates our Federal Appropriation in FY21 to be \$10,458,000; and

**Whereas**, the Institute of American Indian Arts anticipates other revenues, such as tuition and fees, room and board, auxiliary revenue, COVID-19 aid, and fundraising, of \$4,453,998; and

**Whereas**, the Institute of American Indian Arts anticipates operational expenditures, debt service, and contingency reserve addition to be \$14,911,998; and

**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 balanced FY 2021 Operating Budget of \$14,911,998 in total revenue and expenditures.

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

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

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

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

**Quarterly Report to the Board of Trustees  
Institute of American Indian Arts  
August 2020**

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

**FINANCIAL STATEMENTS  
As of June, 30**

**BUDGET TO ACTUAL - SUMMARIZED**  
**IAIA & AUXILIARY**  
**For the Nine Month Period Ending June 30, 2020**

	<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	\$ 216,480	\$ 141,709	\$ 74,771	35%
SALARIES & FRINGE BENEFITS	8,666,614	6,018,834	2,647,780	31%
OPERATING EXPENSES	1,248,884	722,605	526,279	42%
FOOD & CATERING	800,900	529,150	271,750	34%
PROFESSIONAL SERVICES	895,561	561,475	334,086	37%
SCHOLARSHIPS & FELLOWSHIPS	11,018	2,850	8,168	74%
M&R, UTILITIES & OTHER	1,460,784	1,013,350	447,434	31%
TRAVEL	293,330	113,273	180,057	61%
TRAINING	57,686	25,807	31,879	55%
VEHICLES	52,150	27,956	24,194	46%
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,703,407</b>	<b>\$ 9,156,409</b>	<b>\$ 4,546,998</b>	<b>33%</b>

**EXPENDITURES BY DEPARTMENTS**

BOARD OF TRUSTEES	\$ 76,028	\$ 29,198	\$ 46,830	62%
OFFICE OF THE PRESIDENT	943,579	567,082	376,497	40%
INSTITUTIONAL RESEARCH	315,523	195,194	120,329	38%
INSTITUTIONAL ADVANCEMENT	400,230	219,580	180,650	45%
FINANCIAL SERVICES	730,782	545,537	185,245	25%
INFORMATION TECHNOLOGY	478,662	337,655	141,007	29%
CENTER FOR STUDENT LIFE	497,646	315,077	182,569	37%
ADMISSIONS & RECRUITMENT	317,371	230,120	87,251	27%
FACILITIES MANAGEMENT	1,502,157	1,145,351	356,806	24%
MUSEUM	1,040,178	688,905	351,273	34%
ACADEMIC DIVISION	3,284,781	2,385,717	899,064	27%
STUDENT SUCCESS CENTER	909,542	520,102	389,440	43%
LIBRARY	438,117	280,754	157,363	36%
MFA CREATIVE WRITING PROGRAM	706,360	429,522	276,838	39%
MUSEUM SHOP	321,961	216,692	105,269	33%
CAMPUS BOOKSTORE	178,553	133,033	45,520	25%
STUDENT HOUSING	1,099,489	734,014	365,475	33%
CONFERENCE SERVICES	110,559	49,214	61,345	55%
STRATEGIC PRIORITIES PROJECTS	351,889	134,265	217,624	62%
<b>TOTAL EXPENDITURES BY DEPARTMENTS</b>	<b>\$ 13,703,407</b>	<b>\$ 9,156,409</b>	<b>\$ 4,546,998</b>	<b>33%</b>

**EXPENSES NOT ALLOCATED TO DEPARTMENTS**

Unemployment Insurance	\$ 20,000
IAIA Advocacy Fund	25,000
Interest on Debt - Residence Ctr NMFA Loan (3.4%) + fees	244,731
Residence Center NMFA Loan	229,936
Reserve Addition	250,000
	<b>\$ 14,473,074</b>

**STATEMENT OF REVENUES - COMPARATIVE**  
**IAIA & AUXILIARY**  
**Third Quarter Comparison - FY20 & FY19**

	FY20			FY19	Variance Between FY20 & FY19 YTD Actual Positive/(Negative)
	Projected Annual Revenues	Actual 9 Months To 6/30/2020	% of Projected Achieved YTD	Actual 9 Months Ending 6/30/2019	
<b>REVENUES</b>					
Federal Appropriation	\$ 10,210,000	\$ 7,377,000	72.3%	\$ 7,377,000	\$ -
<i>Forward funding received prior year</i>		<i>7,377,000</i>		<i>7,377,000</i>	
Tuition & fees	\$ 1,299,054	\$ 1,459,544	112.4%	\$ 1,359,746	\$ 99,798
Distance Learning/Academic Tech.	133,455	121,760	91.2%	110,864	10,896
MFA Creative Writing Program	636,000	246,200	38.7%	238,580	7,620
Student Fitness Center	15,000	10,552	70.3%	9,628	924
Residence Hall	569,876	445,825	78.2%	492,237	(46,412)
Family Housing Rentals	191,280	180,147	94.2%	192,957	(12,810)
Meal Plan	539,371	542,585	100.6%	574,892	(32,308)
Conference Services	130,000	40,700	31.3%	189,793	(149,093)
Museum Admissions	97,848	51,305	52.4%	96,183	(44,878)
Museum Shop Sales	237,035	94,456	39.8%	138,983	(44,527)
Campus bookstore sales	157,797	126,255	80.0%	144,100	(17,845)
Museum memberships	42,000	25,222	60.1%	30,599	(5,377)
Museum Contributions (temp restricted)	5,000	36,610	732.2%	437	36,173
General Contributions (unrestricted)	180,000	290,507	161.4%	49,637	240,870
Scholarship, Education Donations	325,000	539,977	166.1%	524,331	15,646
Trust Endowment Draw	160,000	137,376	85.9%	174,530	(37,154)
Miscellaneous Income/Indirect Revenue	75,000	721,657	962.2%	67,783	653,873
<b>REVENUES EXCLUDING FEDERAL APPROPRIATION</b>	<b>\$ 4,793,716</b>	<b>\$ 5,070,677</b>	<b>105.8%</b>	<b>\$ 4,395,280</b>	<b>\$ 675,397</b>
Estimated reduction for:					
Uncollectible Student Accounts	(130,643)				
Excess Institutional Scholarships	(400,000)				
Museum Gift Shop	(321,961)				
Campus Bookstore	(178,553)				
<b>TOTAL REVENUES</b>	<b>\$ 13,972,559</b>	<b>\$ 12,447,677</b>	<b>89.1%</b>	<b>\$ 11,772,280</b>	<b>\$ 675,397</b>

**SCHEDULE OF REVENUES AND EXPENDITURES**  
**IAIA & AUXILIARY**  
**Third Quarter Comparison - FY20 & FY19**

	<b>FY20</b> <b>Unaudited</b> 9 Months Ending June 30, 2020	<b>FY19</b> <b>Audited</b> 9 Months Ending June 30, 2019	<b>Variance</b> <b>Favorable or</b> <b>(Unfavorable)</b>
<b>REVENUES</b>			
Federal Appropriation	\$ 7,377,000	\$ 7,377,000	\$ -
Tuition & Fees	\$ 1,838,056	\$ 1,718,818	119,238
Residence Hall/Family Housing	625,972	685,194	(59,222)
Meal Plan	542,585	574,892	(32,308)
Museum Shop	94,456	138,983	(44,527)
Campus Bookstore Sales	126,255	144,100	(17,845)
Conference Services	40,700	189,793	(149,093)
Unrestricted Contributions	367,034	176,418	190,615
Temporarily Restricted Contributions	576,587	524,768	51,819
Trust Endowment Draw	137,376	174,530	(37,154)
Miscellaneous Income	721,657	67,783	653,873
<b>TOTAL REVENUES</b>	<b>\$ 12,447,677</b>	<b>\$ 11,772,280</b>	<b>\$ 675,397</b>
<b>EXPENDITURES</b>			
Cost of Sales	\$ 141,709	\$ 197,273	\$ 55,564
Salaries & Fringe Benefits	6,018,834	6,040,339	21,504
Operating Expenses	722,605	708,356	(14,249)
Food & Catering	529,150	515,538	(13,612)
Professional Services	561,475	481,126	(80,350)
Scholarships & Fellowships	2,850	3,100	250
M&R, Utilities & Other	1,013,350	1,084,440	71,090
Travel	113,273	188,353	75,080
Training	25,807	36,713	10,906
Vehicles	27,956	46,157	\$ 18,201
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,156,409</b>	<b>\$ 9,300,579</b>	<b>\$ 144,170</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 3,291,268</b>	<b>\$ 2,471,701</b>	<b>\$ 819,567</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**INSTITUTIONAL ADVANCEMENT**  
**Third Quarter Comparison - FY20 & FY19**

	<b>FY20</b> <b>Unaudited</b> 9 Months Ending June 30, 2020	<b>FY19</b> <b>Audited</b> 9 Months Ending June 30, 2019	<b>Favorable or</b> <b>(Unfavorable)</b> <b>Change</b>
<b>REVENUES</b>			
Donations:			
Endowed Scholarship Donations	\$ 17,528	\$ 408,658	\$ (391,130)
Permanent/Chair Endowment Donations	1,438	3,142	(1,703)
General Donations	290,507	49,637	240,870
Scholarship Donations	539,977	524,331	15,646
<b>TOTAL REVENUES</b>	<b>\$ 849,450</b>	<b>\$ 985,768</b>	<b>\$ (136,318)</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries - staff	\$ 150,148	\$ 177,995	\$ 27,847
Student Workers - temporary, non-WorkStudy	1,266	2,668	1,402
Social security	11,333	13,455	2,122
Retirement savings benefit	6,176	8,849	2,672
Insurance benefit	20,100	25,349	5,249
Nontaxable Fringe Benefits (Fitness)	-	150	150
Total Personnel Expenditures	\$ 189,023	\$ 228,466	\$ 39,443
Operating Expenditures			
Advertising - promotional	\$ 3,512	\$ 200	\$ (3,312)
Contributions, gifts & awards	329	328	(2)
Dues & Memberships	409	28	(381)
Food & catering	87	984	897
Meeting costs	68	5,217	5,149
Office supplies	1,514	1,455	(59)
Personnel search - advertising	603	213	(390)
Postage, freight & delivery	61	434	372
Printing	(139)	3,960	4,099
Receptions & shows	49	74	25
Solicitation & Cultivation	71	1,094	1,022
Stipends & honoraria	200	(200)	(400)
Subscriptions & Publications	463	-	(463)
Computer equip & software under \$5,000	6,761	-	(6,761)
Equipment & Furniture under \$5,000	-	200	200
Maintenance - equipment & software	10,830	5,708	(5,122)
Consultants/Professional Services	165	1,825	1,660
Training - fees & materials	-	2	2
Travel - accomodation & meals	3,265	1,286	(1,979)
Travel - mileage	-	63	63
Travel - transportation	1,727	2,848	1,121
Utilities - telephone	583	846	263
Total Operating Expenditures	\$ 30,557	\$ 26,562	\$ (3,994)
<b>TOTAL EXPENDITURES</b>	<b>\$ 219,580</b>	<b>\$ 255,028</b>	<b>\$ 35,448</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 629,870</b>	<b>\$ 730,740</b>	<b>\$ (171,766)</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**MUSEUM SHOP**  
**Third Quarter Comparison - FY20 & FY19**

	FY20 Unaudited 9 Months Ended June 30, 2020	FY19 Audited 9 Months Ended June 30, 2019	Favorable or (Unfavorable) Change
<b>SALES</b>			
Sales less Discounts	\$ 94,440	\$ 138,794	\$ (44,355)
Shipping & Packing	262	838	(577)
Refunds	(245)	(650)	405
	<u>\$ 94,456</u>	<u>\$ 138,983</u>	<u>\$ (44,527)</u>
Cost of Goods Sold			
Cost of Sales	\$ 58,919	\$ 83,139	\$ 24,220
Gross Profit on Sales	\$ 35,537	\$ 55,844	\$ (20,307)
GP %	37.62%	40.18%	-2.56%
<b>OTHER INCOME</b>			
Admissions	<u>\$ 51,305</u>	<u>\$ 96,183</u>	<u>\$ (44,878)</u>
<b>INCOME BEFORE OPERATIONAL EXPENSES</b>	<b>\$ 86,842</b>	<b>\$ 152,027</b>	<b>\$ (65,185)</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 106,067	\$ 99,133	\$ (6,935)
Payroll Taxes	7,983	7,475	(507)
Savings Plan	3,599	4,100	501
Insurance	15,646	17,301	1,654
Total Personnel Expenditures	<u>\$ 133,295</u>	<u>\$ 128,008</u>	<u>\$ (5,287)</u>
Personnel costs as % of sales + admissions	91.45%	54.43%	-37.01%
Operating Expenditures			
Advertising - promotional	\$ 2,826	\$ 1,711	\$ (1,115)
Bad debts	-	1,017	1,017
Bank charges	4,244	6,821	2,577
Cash (over)/short	(4)	58	62
Contributions, gifts & awards	-	30	30
Dues & Memberships	14	418	404
Exhibit costs	589	217	(372)
Food & catering	80	369	290
Licenses & permits	835	195	(640)
Meeting Costs	114	139	24
Office supplies	3,315	3,991	677
Personnel search - advertising	-	81	81
Postage, freight & delivery	2,944	2,208	(736)
Receptions & shows	408	155	(253)
Stipends & honoraria	50	-	(50)
Visiting artists/lecturers - fees/honoraria	-	350	350
Computer equip & software under \$5,000	4,538	-	(4,538)
Equipment & Furniture under \$5,000	1,366	1,849	483
Leasing - equipment	1,182	1,138	(45)
Maintenance - equipment & software	1,392	1,690	298
Maintenance - facilities	-	675	675
Consultants/Professional Services	-	500	500
Travel - transportation	585	1,181	596
Utilities - telephone	-	375	375
Total Operating Expenditures	<u>\$ 157,773</u>	<u>\$ 25,169</u>	<u>\$ (132,604)</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 216,692</b>	<b>\$ 153,177</b>	<b>\$ (63,514)</b>
INCOME/(LOSS) Before Notional Rent	\$ (70,931)	\$ (1,150)	\$ (69,780)
Notional Rent	<u>33,600</u>	<u>33,600</u>	<u>-</u>
<b>NET INCOME/(LOSS)</b>	<b><u>\$ (104,531)</u></b>	<b><u>\$ (34,750)</u></b>	<b><u>\$ (69,780)</u></b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**CAMPUS BOOKSTORE**  
**Third Quarter Comparison - FY20 & FY19**

	<b>FY20</b> <b>Unaudited</b> 9 Months Ended June 30, 2020	<b>FY19</b> <b>Audited</b> 9 Months Ended June 30, 2019	<b>Favorable or (Unfavorable) Change</b>
<b>SALES</b>			
Sales less Discounts	\$ 126,633	\$ 144,418	\$ (17,785)
Sales Returns & Refunds	(378)	(318)	(60)
	<u>\$ 126,255</u>	<u>\$ 144,100</u>	<u>\$ (17,845)</u>
Cost of Goods Sold			
Cost of Sales Includ. Text Books	\$ 82,790	\$ 114,134	\$ 31,344
Gross Profit on Sales	\$ 43,465	\$ 29,966	\$ 13,499
GP %	34%	21%	14%
<b>INCOME BEFORE OPERATIONAL EXPENSES</b>	<b>\$ 43,465</b>	<b>\$ 29,966</b>	<b>\$ 13,499</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries - staff	\$ 29,332	\$ 29,527	\$ 194
Student Workers - temporary, non-W	3,674	5,780	
Social security	2,186	2,203	17
Retirement savings benefit	1,173	1,181	8
Insurance benefit	6,648	6,730	81
Total Personnel Expenditures	<u>\$ 43,014</u>	<u>\$ 45,421</u>	<u>\$ 300</u>
Personnel costs as % of sales	23.23%	20.49%	2.74%
Operating Expenditures			
Advertising - promotional	\$ 19	\$ -	\$ (19)
Bank charges	2,368	3,256	888
Cash (over)/short	3	(108)	(111)
Dues & Memberships	83	-	(83)
Food & catering	42	113	71
Meeting costs	-	124	124
Office supplies	278	179	(99)
Postage, freight & delivery	1,023	435	(588)
Computer equip & software under \$5	1,193	330	(863)
Equipment & Furniture under \$5,000	-	(956)	(956)
Maintenance - equipment & software	696	845	149
Training - fees & materials	249	-	(249)
Travel - accomodation & meals	859	-	(859)
Travel - transportation	414	-	81
Total Operating Expenditures	<u>\$ 50,243</u>	<u>\$ 49,638</u>	<u>\$ (604)</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 133,033</b>	<b>\$ 163,773</b>	<b>\$ (304)</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ (6,778)</b>	<b>\$ (19,672)</b>	<b>\$ 12,894</b>



**SCHEDULE OF REVENUE AND EXPENDITURES**  
**CONFERENCE SERVICES**  
**Third Quarter Comparison - FY20 & FY19**

	<b>FY20</b> <b>Unaudited</b> 9 Months Ended June 30, 2020	<b>FY19</b> <b>Audited</b> 9 Months Ended June 30, 2019	<b>Favorable or</b> <b>(Unfavorable)</b> <b>Change</b>
<b>REVENUE</b>			
Facilities Rentals	\$ 40,700	\$ 189,793	\$ (149,093)
Catering Revenue	-	-	-
<b>INCOME BEFORE OPERATIONAL EXPENSE</b>	<b>\$ 40,700</b>	<b>\$ 189,793</b>	<b>\$ (149,093)</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 36,469	\$ 41,434	\$ 4,965
Payroll Taxes	2,736	2,700	(36)
Savings Plan	1,600	2,486	886
Insurance	6,319	6,906	587
	<b>\$ 47,124</b>	<b>\$ 53,526</b>	<b>\$ 6,402</b>
Personnel costs as % of Revenue	116%	28%	-88%
Operating Expenditures			
Bank charges	\$ 175	\$ 63	\$ (111)
Dues & Memberships	14	28	14
Food & catering	1,380	35,483	34,104
Office supplies	-	1,017	1,017
Equipment & Furniture under \$5,000	-	597	597
Janitorial services & supplies	-	3,182	3,182
Maintenance - supplies	-	455	455
Utilities - telephone	523	442	(80)
Vehicles - leasing	-	1,579	1,579
<b>TOTAL EXPENDITURES</b>	<b>\$ 49,214</b>	<b>\$ 96,374</b>	<b>\$ 41,426</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ (8,514)</b>	<b>\$ 93,420</b>	<b>\$ (101,934)</b>

**PERMANENT ENDOWMENTS**  
**Nine Months Ending June 30, 2020**

	Program Enhancement			Quasi		Scholarship Endowments		General & Faculty Endowments				
1st Quarter Fiscal Year 2020												
Equities Gain / (Loss)	\$	138,528	5.14%	\$	97,287	4.14%	\$	84,464	5.13%	\$	73,483	5.18%
Dividend & Interest		21,150	0.78%		17,694	0.75%		12,898	0.78%		11,236	0.79%
Fees		(2,644)	-0.10%		(1,644)	-0.07%		(1,613)	-0.10%		(1,404)	-0.10%
Total 1st Quarter	\$	157,034	5.82%	\$	113,337	4.83%	\$	95,749	5.82%	\$	83,314	5.87%
Average Monthly Account Balance	\$	2,696,637		\$	2,348,317		\$	1,644,969		\$	1,418,784	
2nd Quarter Fiscal Year 2020												
Equities Gain / (Loss)	\$	(429,134)	-16.80%	\$	(371,111)	-16.67%	\$	(267,852)	-17.08%	\$	(228,601)	8.40%
Dividend & Interest		8,399	0.33%		7,278	0.33%		5,219	0.33%		4,456	0.37%
Fees		(2,696)	-0.11%		(2,348)	-0.11%		(1,650)	-0.11%		(1,432)	-0.10%
Total 2nd Quarter	\$	(423,430)	-16.57%	\$	(366,180)	-16.45%	\$	(264,284)	-16.85%	\$	(225,577)	8.68%
Average Monthly Account Balance	\$	2,554,792		\$	2,225,585		\$	1,568,114		\$	1,383,638	
3rd Quarter Fiscal Year 2020												
Equities Gain / (Loss)	\$	337,148	13.05%	\$	293,945	12.91%	\$	207,219	12.90%	\$	179,117	13.38%
Dividend & Interest		15,402	0.60%		13,832	0.61%		9,749	0.61%		8,191	0.61%
Fees		(2,495)	-0.10%		(2,176)	-0.10%		(1,534)	-0.10%		(1,326)	-0.10%
Total 3rd Quarter	\$	350,055	13.55%	\$	305,601	13.43%	\$	215,434	13.41%	\$	185,983	13.89%
Average Monthly Account Balance	\$	2,582,756		\$	2,276,333		\$	1,606,006		\$	1,338,946	
ASSET GRAND TOTAL	\$	7,954,116										

To: Dr. Robert Martin  
From: Danyelle Means  
Date: July 2020  
Subj: Office of Institutional Advancement Report / 3<sup>rd</sup> Quarter Report  
(April 1, 2020 through July 20, 2020)

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

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

#### **1.1. Project: Grow Funds for Student Financial Need**

- 1<sup>st</sup> Quarter Income – October 1, 2019 – December 31, 2019 - \$246,955.65
- 2<sup>nd</sup> Quarter Income – January 1, 2020 – March 31, 2020 - \$226,362.35
- 3<sup>rd</sup> Quarter Income – April 1, 2020 – June 30, 2020 - \$177,497.66
- The IAIA 2020 Virtual Scholarship Event—***Scholarships Shape Futures*** will be held on the same day and at the same time as our annual in-person event, August 12<sup>th</sup>, 2020 at 5:00pm (MDT). We have sent out sponsorship requests and a Save-the-Date email. A postcard was sent to all previous donors who do not have an email in our database it was also mailed to many of our major donors. The Save-the-Date email was also posted via the IAIA Facebook which has 25,000 followers. Working with the Marketing and Communications Director, a schedule of email, Facebook, Instagram, LinkedIn, and Twitter posts will be scheduled to go out highlighting all of the (12) amazing works that have been donated by our Alumni/former faculty artists. (see the list of artists noted below in the Alumni Relations report) The virtual event is being broadcast via several channels and we are hopeful that we will be successful in reaching our \$300K goal. Essential to our success is sharing the information with your networks. Any of the emails you have received can be forwarded to friends and family in your network. Our efforts will only work to expand awareness about our institution and hopefully pique the interest of some enough to donate. This year's event is especially important in light of the many financial hurdles our students face with the continuing pandemic. Scholarships have been so important in helping our students complete their degrees. Our research shows that 91% of graduating IAIA students have scholarship support in their final year. Please, if you have any questions about how to share the links or need more information about registering for the event, do not hesitate to contact me or one of my staff.
- Major donor fundraising continues. We have several donors that we continue to cultivate. The COVID-19 outbreak has curtailed our efforts in some respects, but it has bolstered our resolve to expand our donor base.

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

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

- The Foundation Board, comprised of sixteen board members, 5 of whom are Native American and of these, 4 are IAIA Alumni. There are three active committees: Development, Finance, and Nominating / Governance.
- The Development Committee of the Foundation Board decided to postpone the Mowatt Totem Pole Raising Event, but the pad will be poured in the next couple of weeks. The previous cement plinth was determined to be insufficient and a new pad needed to be placed in the same location. The cement pad will

be reinforced and will need to cure for at least 3 months. Currently, the totem pole is being stored on campus under the overhang in the Facilities storage area. The installation of the pole and related events surrounding the pole raising are being discussed by the Development Committee.

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

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

##### **3.1 Project: Alumni Association and Alumni Council**

Due to the Pandemic, all events were canceled or postponed, including the Alumni Homecoming Dinner, Commencement, and the IAIA Alumni Luncheon during SWAIA Market.

- Communication
  - COVID 19: A list of resources for Alumni and Student for Emergency Aid was added to the IAIA Alumni webpage. This list was periodically updated over email, and social media.
  - Distributed information over email and social media on upcoming events, essential information regarding IAIA and opportunities such as grants, events, etc.
- IAIA Virtual Scholarship Auction—***Scholarships Shape Futures*** – August 12<sup>th</sup>, 2020
  - Serving on Art Committee with the following responsibilities:
    - Communicating with alumni who are donating towards the Virtual Scholarship Auction—Scholarships Shape Futures in August.
      - Art Pieces received from following alumni: Jody Naranjo, Marcus Amerman, Doug Coffin, Cliff Fragua, Shonto Begay, Robert Tenorio, Connie Tsosie-Gaussoin and family, David Bradley, and George Rivera
      - Art piece pending from the following alumni: Tony Abeyta and Shane Hendren
  - Assisting Art Committee members in obtaining bios, pictures, videos, and anecdotes from artists for promotional material for the auction.
  - Interviewed the Gaussoin Family and created a zoom video about their art donation.
- Commencement
  - Arranged for flowers to be donated towards the Virtual Commencement on August 22<sup>nd</sup>, 2020.
  - I arranged for tribal flags and seals to be present at the virtual commencement.
  - Arranged for mother of pearl alumni pins to be fabricated by Craig Thompson and purchased alumni promotional items to be included in the commencement packages.
- Recruitment and Retention
  - Conducted a Facebook Live alumni series of interviews -Alumni were given to opportunity to share their information about their time at IAIA. Goal was to engage current and incoming students.
- Continuing Education and Alumni Relations

- Working with CE and looking for ways where IAIA alumni may have opportunities to conduct classes over zoom, such as webinars, continuing educational courses, etc. with the upcoming Fall Semester.
- Will be working with CE also to provide webinars and CE courses that could help Alumni with their art/business
- Alumni Council
  - Welcomed three new Alumni Council members; Leanne Campbell, George Cramer, Moira Garcia, in February.
  - Alumni Council elections are in process from July 1<sup>st</sup>, to July 31<sup>st</sup>.
    - Following alumni are running for Alumni Council;
      - Marcus Dunn '11, Kendra Greendeer '14, Shane Hendren '14, Colleen Lucero '14, Rachelle Pablo '19, Manuel Ramirez '18, Elizabeth Stahmer '18, Kathryn Wilder '17, Willow Tomeo '18, Ryan Young '19.
    - Following Alumni Council Members terms have come to an end;
      - Heidi Brandow '13, Tahnee Growingthunder '15, Tristan Ahtone '06, and Cynthia King '73. New members will be announced August 5<sup>th</sup>, 2020.

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

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

#### **5.1. Project: Mellon Foundation, Native American Arts Research Center and Native American Art History Major**

- Building on the work of Dr. Laura Evans, the Advancement staff are working to outline the Research Center Capital and Endowment Campaigns. This is an ongoing process outlining the timeline of funding needs. Integral to the success of the Research Center is the establishment of a Native American Art History major. The Mellon Foundation has been working with Dr. Evans in addition to both the MoCNA Museum Collection's Curator, Tatiana Lomahaftewa-Singer, and the IAIA Archivist, Ryan Flahive to continue digitizing the collection in advance of the planned renovation and move. The Office of Institutional Advancement will continue to work with all parties to coordinate the fundraising efforts associated with the projects.

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

#### **5.1. Project: Santa Fe Chamber of Commerce**

- New to this year's Annual Scholarship Event, we have partnered with the Santa Fe Chamber of Commerce's list of local businesses to offer an advertising package. Two levels were offered to a list of over 600 businesses. With the support of the Museum of Contemporary Native Arts' Director, Patsy Phillips, the \$500 advertiser level will receive a museum membership for one year for two people and one of the museum's publications, also included is recognition on the IAIA Partners webpage, and recognition on the OneCause webpage. Accordingly, the \$250 advertiser will receive a museum membership for one person and online recognition. To my knowledge, we have not included advertising in the last few in person gala programs. We have received \$3000 in advertisements to date. Next year, we would like to expand this practice to a much larger national audience.

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

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

#### **6.1. Project: Advancement Office Reorganization**

- Unfortunately, Development Officer, Douglas Orr is no longer with the Office of Institutional Advancement. We wish Doug the best in his future endeavors. This leaves open a position within the department. In consultation with Dr. Martin and Chairman of the Foundation Board, Stockton Colt, the department will focus the search for an Events and Marketing Manager who will serve as a point person for the department on all event management/coordination, email blasts, and social media posts.

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

#### **6.1. Project: Margaret A Cargill Philanthropy**

- We will be opening the search for another associate for the Office of Institutional Advancement (OIA). The Events and Marketing Manager will be responsible for coordinating and managing all events produced by the OIA as well as working with the Marketing and Communications Director and Social Media Manager to advertise and promote fundraising events and appeals using email, mail, and all social media platforms.

To: Dr. Robert Martin, IAIA President  
From: Patsy Phillips, Director IAIA Museum of Contemporary Native Arts  
Date: July 22, 2020  
Subj: May 18 to August 16, 2020  
Staff listed: Manuela Well-Off-Man, Chief Curator; Tatiana Lomahaftewa-Singer, Curator of Collections; Winoka Yepa, Museum Education; August Walker, Preparator and Exhibition Coordinator; Sallie Wesaw-Sloan, Graphic Designer; and Thomas Atencio, Security Manager.

## **I. Improve student success**

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

Suzan Shown Harjo contacted Phillips about an anonymous funding source interested in supporting artists in need due to COVID. The purpose of the artist emergency fund is to support artists who have been affected by the current pandemic and thus, have lost income due to cancelled events, gigs, residencies, artist markets, and other cancelled opportunities. Phillips submitted a proposal for \$150,000 which was granted to the museum to fund artists. Yepa developed the MoCNA Artist Emergency Fund application and criteria and launched it on July 6<sup>th</sup>. We received 139 applications for need-based aid. A committee of Danyelle Means, Winoka and Phillips selected the applicants.

Well-Off-Man collaborated with Yepa and provided contents for the museum's virtual online exhibitions, including *Indigenous Futurisms: Transcending Past/Present/Future* and *Resistance Through Existence: IAIA 2020 BFA Exhibition*.

Re:discovery's Proficio Elements collection management software was purchased in early June. This database program will combine Archives and Collections databases into one program and has a web hosting ability to publish online. Lomahaftewa-Singer has been working with the Proficio Implementation team throughout the summer on the conversion of the metadata with a goal to have the database usable for the Fall Semester for IAIA students and researchers due to impact of the pandemic and urgent need for digital resources.

Lomahaftewa-Singer sits on various IAIA Committees that have been active since the academic year starting 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, Pathways Base Camp, and Chairs the Acquisitions Committee.

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

Stephanie Stewart, 2019 IAIA Graduate was retained in the collections department to assist with registration and collections management work. Stewart created Deeds of Gifts, condition reports for works on loan, accessioned new items, assisted with managing summer interns, oversaw image requests, and day to day operations.

Walker trained IAIA students Erika Knecht and Jazmin Novak (Navajo Nation) in handling artworks, de-installing and installing exhibitions. Both assisted with installing MoCNA's new exhibitions *Tom Jones: Strong Unrelenting Spirits* and *Tamara Ann Burgh & Luanne Redeye: FRAMED*.

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

The Collections Registrar position was re-posted in early July when the IAIA hiring freeze was lifted. The hiring committee is in the process of reviewing applications and conducting interviews. The position will continue to remain open until filled.

## **II. Strengthen academic programs**

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

Phillips served on Dr. Martin's committee to interview and hire a new Dean of Students.

## **III. Build college community**

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

Well-Off-Man worked with Wesaw on wayfinding, social distancing, and other safety signage in preparation for the museum's re-opening.

Lomahaftewa-Singer created and instituted a return to work plan for her student interns in May. In addition to the IAIA Return to Work plan (wearing masks, gloves, social distancing etc.), student interns were assigned to work on a staggered work schedule, wiped anything they touched at the end of their shifts, were given projects and tasks that they could work independently, were assigned their own computers in the department and not allowed to share computers, were provided hand sanitizer throughout the collection, and kept summer travel plans within state. All of the students followed the requirements extremely well and kept Lomahaftewa-Singer informed of their health throughout the summer.

Lomahaftewa-Singer collaborated with Robert Orozco, IAIA Fitness Director to develop a virtual fitness class for IAIA employees. Class was held for four weeks from July 14-August 6, 2020.

Lomahaftewa-Singer enrolled in the IAIA Continuing Ed online course on Stress Reduction through Meditation on June 23.

Atencio managed: pest control services; replaced all air filters throughout museum and air handlers; janitorial and security staff continue to clean and disinfect museum; domestic water heater replace; Siemens Controls quarterly service for HVAC systems; new cameras installed in galleries and exterior courtyards; new security radios purchased; purchased all covid-19 supplies hand sanitizers, masks, disinfectants, wipes, sprayers; and when the Museum Store opened July 8<sup>th</sup>, security helped with mask protocol and to sanitize all areas as needed.

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

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

Phillips conducted a final review of the new publication, *Making History: IAIA Museum of Contemporary Native Arts*. Dr. Nancy Marie Mithlo is the editor of this publication due to be released in October 2020.

Phillips worked with Suzan Shown Harjo on the collection's publication: *Art & Activism: The Harjo Family Collection*. Still much to do.

Phillips mailed *Indigenous Futurisms: Transcending Past/Present/ Future* catalogs to board of trustees, select museum members and curators.

Phillips participated as an Advisor for the IAIA Research Center meeting held on June 24 via zoom with ten outside members in attendance. Meeting outcome will result in the



development of a Fact Sheet for the Research Center to be published and disseminated by Lara Evans, Lomahaftewa-Singer and Ryan Flahive.

Phillips and Well-Off-Man successfully applied for an Andy Warhol Foundation exhibition grant (\$100,000) to develop the traveling exhibition *Exposure: Native Art and Political Ecology*, which will open at MoCNA in August 2021. The exhibition is also funded by the Ford Foundation. The show will be available for booking by other museums in 2022. The main goal of the exhibition and catalog publication is to give international Indigenous artists a voice to address the long-term effects of nuclear testing, nuclear accidents and uranium on Indigenous communities and the environment in New Mexico and around the world. Among the co-curators for this international exhibition are Inuit curator Kirstine Eiby Møller (Greenland National Museum & Archives); independent curator Kóan Jeff Baysa, who has authored essays about Kanaka Maoli and Pacific Islanders art; Erin Vink (Ngemba), assistant curator of Aboriginal and Torres Strait Islander art, Art Gallery of NSW; and Canadian independent curator Tania Willard (Secwepemc Nation).

Well-Off-Man received an Art Bridges Grant (\$143,705) to develop *Action/ Abstraction Redefined* as national traveling exhibition. The exhibition has been promoted on Art Bridges' website. Among the interested venues are Cahoon Museum of American Art, Cotuit MA; Museum of the Southwest, Midland TX; Colorado Springs Fine Arts Center CO; Memorial Art Gallery, University of Rochester; and Saint Louis Art Museum, Saint Louis MO. Well-Off-Man is working with the Art Bridges exhibition team and the venues' curators on the logistics for this traveling exhibition.

Well-Off-Man was invited to join the advisory committee for the development of the Autry Museum's 2024 exhibition *Indian Futures or How to Survive and Thrive After the Apocalypse*.

MoCNA's exhibition catalog *Indigenous Futurisms: Transcending Past/Present/ Future* has been ordered internationally including orders from New Zealand and Norway. Among the institutions who purchased the catalog are the University of Memphis (Memphis, TN); Columbia Gorge Community college (The Dalles, OR); Texas Christian University School of Art (Fort Worth, TX); Santa Fe Community College Library (Santa Fe, NM); The Field Museum (Chicago, IL); and Crystal Bridges Museum of American Art (Bentonville, AR).

Lomahaftewa-Singer worked with co-Curator Ryan Flahive on rotating 25 prints with extended labels in their exhibition *Experimental ExPRESSions*. Together they worked on developing content for Augmented Reality (AR) experiences for the exhibition and catalog (to be published in 2021).

Lomahaftewa-Singer worked with Lara Evans and Ryan Flahive to develop an Advisory Committee for the IAIA Research Center with the first meeting held on June 24 via zoom with ten outside members in attendance. Discussion among the three followed the meeting resulting in the development of a Fact Sheet for the Research Center to be published and disseminated.

At the Acquisitions Committee virtual meeting held on April 29, 2020, the following works were selected for purchase from the *Resistance Through Existence: 2020 IAIA BFA* student exhibition for the permanent collection:

1. Jaida Grey Eagle, *We Take Care of Us*, 2019, photograph, 22x15 in.
2. Robyn Tsinnajinnie, *Catfish*, 2019 acrylic on canvas, 60x36 in.

3. (Pending) Kelly Frye, *Beautifully Indigenous*, 2019 Bronze
4. (Pending) Brian Walker, *Prayer for the Individual (Salmon)*, 2019, set of two masks made of wood/fishing hooks/fishing line

At the Acquisitions Committee virtual meeting held on May 7, 2020, the following proposals were reviewed and approved for purchase for the permanent collection using AIR acquisition funds through the Margaret A. Cargil Philanthropies grant:

1. AIR Purchase, Rory Wakemup, *Darth Chief*, 2014, sculpture, 7 ft.x27x16 in.
2. AIR Purchase, Cougar Vigil, *A 2016 Story*, 2019, cyanotype and acrylic on canvas, 30x40 in.

**Collections Updates: Inventory, Proficio demo, insurance report, shelving, Ells Gallery exhibit schedule, loan requests**

- In May, new shelving bid from Motus Space Solutions was approved by Lomahaftewa-Singer ordered through a \$50,000 award from the 2019 IAIA Strategic Priorities Request. Upon returning to work in late May, collections staff and interns started preparing the storage for the new shelving to be installed by late July. Over a thousand works were removed from their existing locations and will be inventoried upon returning to their permanent locations (both new and old).
- Per the IAIA Auditors, a report of the collections insurance values of each object was on hold due to the campus shutdown in the spring. However, it is still possible to complete the report by December 2020 if not sooner.
- The current Metis exhibit in the Robert and Barbara Ells Family Collection Gallery/Viewing Room has been extended through the summer due to the campus shutdown.

**D. Increase internship and apprenticeship opportunities**

The following three Collection Student Workers applied and were awarded Journey Home summer internships: Austin Big Crow, Fabian Fuentes, and Robyn Tsinnajinnie. Student interns prepared the collections for a new shelving project, installed the print rotation in Experimental ExPRESSions, and planted the museum garden during their eight-week internships. Kevin Wright, IAIA student Journey Home Summer intern worked with Lomahaftewa-Singer and Ryan Flahive developing Augmented Reality content for Experimental ExPRESSions.

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

Phillips participated in a Zoom group meeting with colleagues in Santa Fe regarding the City of Santa Fe's acquisition of the former College of Santa Fe's collection of more than 4,000 objects including photographs, paintings, ceramics, and more. The Santa Fe University of Art & Design (SFUAD) subsequently leased the collection for educational purposes. Upon the closure of SFUAD in 2018, the City inventoried the collection and placed it in storage. In May, the City entered into an exclusive negotiation agreement with KDC Real Estate Development & Investment/Cienda Partners for master development of the former campus. The City is trying to decide what to do with this collection.

Phillips attended a Zoom Lensic Community Council meeting. For now, the group is supporting one another during COVID.

Phillips was invited to participate in the International Women's Forum New Mexico selection of new members committee.

MoCNA is participating and sponsoring at a nominal amount SWAIA's Virtual Indian Market platform "Beyond Indian Market". It is for Native American arts and culture organizations who want to show what they are doing, and get people excited for when they do get to come to Santa Fe and explore our museums and offerings. Beyond Indian Market will serve as an opportunity for visitors to engage with our website, virtual tour, gallery opening, performance, educational forum, etc.

Well-Off-Man met with Texas A&M University Associate Professor & Department Head of Visualization Tim McLaughlin via Zoom to discuss his digital, interactive art installation project and exhibition proposal, which he will create in collaboration with a Comanche artist.

Well-Off-Man led the museum's participation in Vital Spaces' #NMtwinning project: the project provided an opportunity for online audiences to engage with New Mexico art collections in a meaningful way while museums were closed due to Covid-19 precautions. The idea was to recreate, reinterpret or pay homage to works from MoCNA's collection and then a post it on Facebook, Twitter or Instagram. Among the other collaborating museums were the Museum of International Folk Art, New Mexico Museum of Art, Ralph T. Coe Center for the Arts, and Georgia O'Keeffe Museum.

Well-Off-Man also served as a curatorial advisor for Vital Spaces' *Windows on the Future* program that invited local artists to create art installations for the windows of galleries, museums, and businesses around Santa Fe, Taos and Albuquerque as a way to receive artist relief funds and exposure during the pandemic.

Well-Off-Man recommended IAIA and Southwest Native artists for a new New Mexico vacation resort project, which will include the commissioning of new artworks.

Yepa is currently working on developing a virtual docent and volunteer training program for current and potential docents and volunteers. The virtual training program will be held in the Fall and will be done primarily online via Zoom or through a secondary web-conferencing platform. Yepa sent out a survey to all current and potential docents and volunteers addressing COVID-19 precautions and what steps the museum could take in ensuring a safe environment for docents and volunteers.

Yepa continues to work on a series of online educational resources that will encourage visitors and students to engage with various works of art in MoCNA's exhibitions and collections. Content currently found online includes art-making activities and videos, education workbooks, and other fun activities for all ages. Yepa plans to continue designing educational workbooks that teach younger audiences about Contemporary Indigenous art while also educating students about Indigenous culture, history, and contemporary Native American issues.

Yepa has also been working with local and state-wide summer programs such as the Dreamkeepers Summer Program at New Mexico State University, the City of Santa Fe Summer Youth Program, and the Native American Community Academy Summer Program. Yepa has created educational content and curriculum for these three entities, while also offering remote learning opportunities and virtual tours of the Indigenous Futurisms exhibition that Yepa designed. Students attending these programs have

enjoyed learning about the design process of the virtual exhibitions and how to create their own galleries online.

Yepa is currently working with the Navajo Nation Art Supply Drive to create art kits for Navajo youth that will be distributed to families at various food distribution sites in Window Rock and surrounding areas. Included in the art kits are activity sheets, education workbooks, coloring pages, crayons, writing utensils, and colored pencils. Winoka is supplying the activity and coloring sheets and education workbooks while the Navajo Nation is providing the art supplies to each family. Yepa hopes to offer these art kits to surrounding pueblo communities especially during the Fall when remote learning will continue for most school districts.

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

Phillips attended a Zoom conversation with **Kia Utzon-Frank** and **Raffaella Baruzzo**, in collaboration with International Women's Forum in the UK, headquartered in London. These fascinating and dynamic women conducted a conversation about creativity, the creative process and how to use procrastination to your advantage.

Phillips attended another zoom meeting with leading chef curator Martha Ortiz and the important conversation with TIME'S UP UK, International Women's Forum in the UK, headquartered in London through the National Gallery presentation on art in challenging times, the content reflected some of the plenary sessions and Behind the Scenes of the conference switched to Zoom.

Phillips attended the *American Alliance of Museums* Virtual meeting of CEO & Director Roundtables, designed by and for museum CEOs to discuss timely topics related to leadership in the COVID-19 era.

Yepa attended the *American Alliance of Museums Virtual Convening: Radical Reimagining*, a one-week virtual conference that focused on race and racism in the museum field while also mobilizing museums to address issues of race, racism, and oppression within our local communities, nationally and globally.

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

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

Phillips submitted a proposal at the invitation of Art Bridges' Chief Executive Officer Paul Provost for Phase I for \$20,000 to support COVID relief costs. When we have a date to re-open, we can submit another request for \$20,000 for COVID expenses. The continued good relations with Art Bridges led to an invitation to apply for "Bridge Ahead" funds for MoCNA's reopening including safe engagement opportunities for museum patrons and the community.

Phillips had a conversation with an Officer of the Ford Foundation who is interested in funding the museum in addition to what they have already funded. Phillips gave them several funding opportunities needed in the museum. Phillips also connected the Ford officer with Dr. Martin to potentially fund the school.

Phillips and Well-Off-Man successfully applied for an Andy Warhol Foundation exhibition grant (\$100,000) to develop the traveling exhibition *Exposure: Native Art and Political Ecology*.

To: Dr. Robert Martin, President  
From: Paul Moore, Interim Dean of Students  
Date: July 21, 2020  
Subj: Quarterly Board Report

## Housing

Housing has been reaching out to Senior students over the last week to finalize assignment decisions. We have already received some replies and are beginning the assignment process in earnest.

Housing was able to accommodate 15 students to continue to live on-campus since the closure in March. Since that time, some have graduated and/or moved on to other situations. This number includes some students who arrived after the closure and some students who were given lease extensions during the closure to help ease relocation.

In reviewing all the charges changes, thanks to Student Accounts, every student was pro-rated and charged appropriately. This process took several days and could not have been done without the help of Student Accounts and Housing double/triple-checking that all the changes were consistent.

Housing has boxed up all the belongings that have been left behind, only about 2 -3 individuals, and has reached out to them for pick-up details. This was done to allow Facilities Staff to deep clean every room.

Housing has begun the process of displaying social distancing guidelines across the dormitory, this has included signage and procedure updates. Housing has also purchased social distancing stickers to use throughout both floors of the Residence Center.

Housing has created a COVID-19 Addendum to the Housing Agreement, this document details how the procedural changes will be compared to prior semesters, as well state what are the responsibilities of all on-campus students. This document must be signed before any resident can be assigned.

Housing drafted and completed a detailed re-opening plan with all the procedural changes that extend to all Staff and Students. This plan was the work of many weeks of research and with great input from both the Dean and Senior Housing Staff. Housing is set for 50% capacity to accommodate social distancing for the fall semester.

## Counseling

2020 Spring Semester Counseling Services Totals – as of June 26, 2020

Academic Year Spring 2020	Total	Mila	Eliza	Madge hired 11/04/19
Number of Different Clients Seen in Group or Individual Counseling	70	17	37	16
Counseling sessions by hour	441	141	204	96
Reach Out from Early Alert	27	4	9	14
Number of Clients Seen in Groups	48	11	0	37
Safety Summit Stress Reduction & Play Workshop	100+	all	all	all
Clients with trauma	61	14	34	13
Clients with suicidal ideation (disclosed)	18	6	11	1
Substance Misuse – Working on	12	4	5	3

1 <sup>st</sup> Strike	11	3	6	2
2 <sup>nd</sup> Strike	4	2	1	1
Psychiatric hospitalizations	1	1	1	0
Mental Health ER visit	1	1	1	0
Other hospitalization visit	3	3	0	1
Clients assisted to get inpatient substance abuse treatment	1	0	1	0
Clients starting school being discharged from psychiatric or mental health hospitalization	0	0	0	0
Estimated hour spent with students in hospital (not included in counseling session hours)	0	0	0	0
Referrals to resources in Santa Fe	57	15	27	15
Number of clients connected with Psychiatrist at IHS	9	2	7	0
Referrals to the ADA office for Accommodations	19	7	10	2
Counseling Supervision provided for intern and LMHC (non independently licensed staff) required by Counseling Board	50	0	50	0

We are currently providing phone and video counseling during the COVID-19 crisis. We are working on a canvas course with resources – eta late August 2020 when counselors come back to work as a team. We are currently planning mental health and art therapy resource packages for summer bridge program in July/August 2020. All counselors have worked above and beyond during COVID-19 crisis.

**Counseling activities during this time period included the following:**

Engaged in therapeutic process with individual Clients

Orientation and Safety Summit – engaged over 100 students and staff

Alcohol & Substance Use Assessments with Clients

IAIA Community Out-Reach via email, community gatherings and classroom visits.

- Collaborate on Indigenous Queer 2Spirit group with Prevention Office
- Attended weekly Behavioral Intervention Team meetings, Attended weekly Early Alert Team meetings
- Helped students conceptualize,/manage Final Projects, Papers & Presentations to aid in stress management and fluctuating issues arising from course load.
- 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, 8 students attended last session and gave final presentation
- Met with counselors in colleges across the state of NM
- Learn and transfer to HIPPA compliant Telehealth platform
- Additional Trainings- Restorative Practices, Domestic Violence, COVID Self-Care, Telehealth & Suicide Care, Indigenous Psychology Study Group

**Training Completed:**

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

3/6/20	<b>QPR Suicide Prevention Gatekeeper Training</b> , NM Health Department, 8CEs
3/4/20	<b>Substance Abuse Prevention with LGBTQ Communities</b> , Adrien Lawyer, 6CEs
2/25/20	<b>Understanding Suicide Prevention</b> ; Joann Sartorius, LISW, 6.6 CEs
2/20/20	<b>Clinical Supervision and Leadership</b> ; Brian Serna, LPCC, LADAC, 6 CEs

**Madge Duus, MA, LMHC (Licensed Mental Health Counselor)** Start Date 11/4/19 - Engaged in group and individual supervision.

3/6/20	<b>QPR Suicide Prevention Gatekeeper Training</b> , NM Health Department, 8CEs
3/4/20	<b>Substance Abuse Prevention with LGBTQ Communities</b> , Adrien Lawyer, 6CEs
2/25/20	<b>Understanding Suicide Prevention</b> ; Joann Sartorius, LISW, 6.6 CEs
1/10/20	<b>First Aid Training – 2-year certification</b>

**Mila Anguluan, PhD, (Counseling Intern working on licensure)** Will completed requirements for licensure over Summer 2020, Engaged in group and individual supervision.

### **Prevention Program**

#### Media Flyers & Awareness

*Social Media: All 4 social media accounts have shared numerous weekly resources addressing ATOD education/sobriety support (once a week World Health Organization alcohol risks “tip of the week” posts), general health & wellness/other AIA health & wellness resources, mental health/self-care (IAIA counseling info. & external support options)*

Summer Hire, New program student assistant, Ohdesa Freedbird was added to the team for summer.

Indigenous Leadership Mentoring program will be working with 5 students in Fall 2020 and Collaborating with Student Successes Mentoring Program. Funded thru OSAP Block Grant and SAPT Block Grant.

Indigenous Queer 2-Spirit (IQ2S) + sub-committee held weekly Friday “spill the tea” social hours from 12-1p every Friday in the in the months of April and May. Students shared what they were going through, and we provided safe space to discuss issues affecting our queer community during COVID19.

Prevention program hosted an open Town-Hall, April 30 from 12p-1p, online through ZOOM for students. They shared opinions and recommendations for IAIA alcohol and drug policy updates.

Student Life Prevention Monthly Newsletter Emailed to ALL staff, students, and faculty. Also, posted on our IAIA prevention webpage.

#### Staff Training, QPR Suicide Prevention Online Training

1. *Prevention Technology Transfer Center (PTTC) Trainings: building resiliency, COVID19 and prevention support, health equity, wellness series for native communities.*
2. *Healthy Native Youth Webinars: COVID19 and Isolation; Social Media, Youth Identity and Healthy Relationships, Prevention: challenges, Raising Native Youth: new positive pathways.*
3. *Native Wellness Institute Weekly 1-hour webinars: Reclaiming Traditions, Vaping and Tobacco Education,*
4. *Successfully Managing Your OSAP Contract, Kamama Consulting, 06-04-2020.*

#### Prevention Assistant Trainings

1. *NASPA: Engaging & Supporting Students Online During COVID-19 Beyond; 3/26/20*
2. *NASPA: Community & Self-Care in Turbulent Times; 3/27/20*

3. *Healthy Native Youth: Social Media Protective Factors Against Human Trafficking & MMIR; 4/8/20*
4. *PTTC: Connecting Prevention Specialists to Native Communities Listening Session #3; 4/24/20*
5. *Healthy Native Youth: Identity & Healthy Relationships; 5/13/20*
6. *APHA; Toward the New Normal: Protecting Public Health as American Re-Opens; 5/13/20*
7. *Psychological 1st Aid for Service Providers; 5/19/20*

OSAP is supporting the Prevention Program at IAIA additional SAPT Block Grant funding starting October 2020-June 2021; **amount is \$75,000.**

## Activities

Date	Event/Activity	Attendance
22-Jan	Get Back on Your Grind	80
27-Jan	Grocery Bingo	45
31-Jan	Archery -Every Friday	15
	<b>TOTAL PARTICIPATION #'s</b>	<b>140</b>
1-Feb	Ice Skating	5
6-Feb	Spike Ball	8
7-Feb	Archery -Every Friday	8
7-Feb	1st Friday -Dinner & movie	5
8-Feb	Abq Outing-Electric Playhouse	5
13-Feb	Dance Challenge	28
14-Feb	Ticket Giveaway	10
14-Feb	Archery	6
19-Feb	LBGTQs+ Craft Night	13
20-Feb	Volleyball Night	12
22-Feb	Urban Air Trampoline	6
26-Feb	Chocolate Fondue Night	85
	<b>TOTAL PARTICIPATION #'s</b>	<b>191</b>
5-Mar	Family Night	14
6-Mar	LBGTQs+ Night Out	5
6-Mar	Archery	10
9-Mar	Lunch & Learn	5
11-Mar	Coffee & pop-tart giveaway	100
	<b>TOTAL PARTICIPATION #'s</b>	<b>134</b>
	<b>TOTAL PARTICIPATION #s JAN.-MARCH</b>	<b>465</b>



Student Activities has continued to provide online activities for IAIA students throughout the Summer.

Students received daily email resources for virtual activities from Virtual Zoo webcams, Virtual art museums, Virtual Concerts, Educational children apps for students with siblings or children, as well as fitness apps. Student Activities Instagram account was also created to connect with IAIA students and Activities have held weekly contests and events with the Participation of 217 student over the summer so far.

### **Deans Office**

Upon the return to campus the priority has been to Schedule staffing to limit work on campus to the 25% capacity. The primary projects that are ongoing are the Virtual Commencement Event on August 22nd, the reopening plans for Fall 2020 and the completion of the updates for Student and Housing Handbooks with priority for updating the Drug and Alcohol policy to create a more supportive system for Students. The Updated Policy was approved by the Student Life Committee with Student input thru an open Forum and will be updated for Fall 2020.

The Student Life Team is working on upcoming challenges for Fall including Priority for Housing, the quarantine of new and returning out of state students, and additional programing from Counselling, Activities and the Prevention Program for students coming to campus in the Fall. Additional structures for fall will need to include the adjustment of food service for delivery to students under quarantine, outlines for how to deal with students if positive Covid-19 tests or symptoms occur and if there is an outbreak on campus, as well as the possibility the campus closes during the semester