



Institute of American Indian and Alaska



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

Table of Contents

Agenda November 2020	3
Board Materials	
Future Meeting Dates	4
Board Committees	5
2020-2021 Board Goals.....	6
Meeting Documents	
Minutes from the August 2020 Meeting	
General Session.....	8
Resolutions	
Resolution 2020-017 4 th Quarter Gift Acceptance	15
Resolution 2020-018 Adoption of Tuition and Fees Through 23-24.....	17
Resolution 2020-019 Change of Authorized Signers.....	19
Resolution 2020-020 2021 Advancement Fundraising Plan.....	20
Board Reports	
President's Report	26
Institutional Research	31
Marketing and Communications	34
Sponsored Programs.....	43
Academic Affairs	52
Alumni Council	61
Associated Student Government.....	62
Enrollment Management.....	63
Finance and Administration.....	71
Financial Statements August 30, 2020,.....	78
Institutional Advancement	87
Museum of Contemporary Arts.....	90
Student Life	99

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

November 2020

Friday, November 13, 2020

2020 Fall Town Hall Meeting with Students	12:00 pm – 1:00 pm
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Committee Meetings

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 – August 2020
- VI. Committee Reports and Action Items
 - Finance Committee, Ann Marie Bledsoe Downs, Chair
 - Budget to Actuals – Year to Date
 - Resolution 2020-017 4th Qtr. Gift Acceptance
 - Resolution 2020-018 Tuition & Fees through Academic Year 23-24
 - Resolution 2020-019 Change of Authorized Signers
 - Academic Committee, Princess Johnson, Chair
 - Academic Division
 - Enrollment Management
 - Student Life Division
 - Institutional Advancement, JoAnn Balzer, Chair
 - Resolution 2020-020 2021 Advancement Fundraising Plan
 - Museum Committee, Beverly Morris, Chair
 - Ford Foundation Recognition

General Session

- VII. Reports
 - President's Office
 - Institutional Research
 - Marketing and Communications
 - Office of Sponsored Programs
 - Associated Student Government
 - Alumni Council
- VIII. Old Business
 - Board Goals 2020-2021
- IX. New Business
- X. Executive Session (*if necessary*)
- XI. Adjourn



IAIA Board of Trustees 2020 - 2021 Schedule of Meetings

November 13, 2020	Friday	Committee Meetings and General Session	1:00 p.m. – 3:00 p.m.
February 12, 2021	Friday	Committee Meetings	9:00 a.m. – 4:00 p.m.
February 13, 2021	Saturday	General Session	9:00 a.m. – 12:00 p.m.
<i>*Travel Days: Thursday, February 11 and Saturday, February 13 (late afternoon) or Sunday, February 14</i> <i>*Due to the COVID-19 pandemic, meeting dates are subject to change</i>			
May 13, 2021	Thursday	Committee Meetings	9:00 a.m. – 4:00 p.m.
May 14, 2021	Friday	Committee Meetings	9:00 a.m. – 10:30 p.m.
May 14, 2021	Friday	General Session	10:30 a.m. – 3:30 p.m.
May 15, 2021	Saturday	Commencement	11:00 a.m. – 1:00 p.m.
<i>*Travel Days: Wednesday, May 13 and Saturday, May 16 (late afternoon) or Sunday, May 17</i> <i>*Due to the COVID-19 pandemic, meeting dates are subject to change</i>			
August 19, 2021	Wednesday	IAIA Gala	5:30 p.m. – 9:00 p.m.
August 20, 2021	Thursday	Board Retreat/General Session	9:00 a.m. – 4:00 p.m.
August 21-22, 2021	Sat/Sun	Indian Market	
<i>*Travel Days: Tuesday, August 18 or Wednesday, August 19 and Friday, August 21</i> <i>*Due to the COVID-19 pandemic, meeting dates are subject to change</i>			

IAIA Board of Trustees Committees and Liaisons

November 2020

Executive Committee Dr. Robert Martin, President Loren Kieve, Chair Beverley Morris, Vice Chair Ann Marie Downes, Treasurer Debby Goodman, Secretary JoAnn Balzer, Member at Large	Academic Affairs Committee Felipe Colon, Interim Dean Princess Johnson, Chair Ann Marie Downes Brenda Kingery Larry Roberts Matt Snipp Molly Sabori, ASG Secretary
Finance Committee Lawrence Mirabal, CFO Ann Marie Downes, Chair Charlie Galbraith Debby Goodman	Institutional Advancement Committee Danyelle Means, Director, Institutional Advancement JoAnn Balzer, Chair Barbara Ells Charlie Galbraith Beverly Morris
Museum Committee Patsy Phillips, Director Beverly Morris, Chair Bidtah Becker Barbara Ells Charlie Galbraith Princess Johnson Larry Roberts Andrea Sanders Matt Snipp Molly Sabori, ASG Secretary	Audit Committee Lawrence Mirabal, CFO Bidtah Becker, Chair Barbara Ells Charlie Galbraith
Accreditation Liaisons Bill Sayre, Director, Office of Institutional Research Ann Marie Downes, Chair Debby Goodman Barbara Ells Andrea Sanders Matt Snipp	President Martin's Annual Evaluation Loren Kieve, Board Chair Larry Roberts, Chair Debby Goodman Ann Marie Downes Beverly Morris
Gala Board Liaisons Danyelle Means, Director, Institutional Advancement Roanna Shebala, Alumni Relations Officer JoAnn Balzer Barbara Ells Beverly Morris	Honorary Doctorate Board Representatives Dr. Robert Martin, President Larry Roberts Charlie Galbraith Andrea Sanders Foundation Board Liaisons Danyelle Means, Director, Institutional Advancement Barbara Ells Beverly Morris

INSTITUTE OF AMERICAN INDIAN ARTS

2020-2021 BOARD GOALS

Institutional Advancement Committee

- Each Board member makes a commitment of time, treasure, and/or talent in support of IAIA's advancement plan and goals. Make an annual gift that is personally significant. Host at least one event annually to educate your friends/prospective donors about IAIA's mission, programs, and case for support.
- Approve IAIA's fundraising plan.
- Engage in appropriate advancement and outreach efforts with donors, alumni, and other IAIA stakeholders. Assist in the identification of prospective donors by identifying at least five prospects. Accept a select portfolio of donors for stewardship and cultivation.
- Continue to strengthen the partnership with the IAIA Foundation Board. The Board will invite the Foundation Board of Directors Chair and representatives to attend regularly scheduled Board of Trustee meetings. The Foundation Board will invite Board members or liaisons to the Foundation meetings.

Audit Committee - Multi-Year Goals

SY 2020-2021

- Establish a committee charter that clearly defines the Committee's role and authority. This way, there is always a clear roadmap even when changes to membership occur.
- Create a calendar for review of auditors, according to generally accepted best practices.

SY 2021-2022

- Have training on the review and understanding of the yearly financial audit for all trustees. Aimee and Larry can lead one, and the auditors could conduct a second session

SY 2022-2023

- Over the course of four quarters, review audit committee best practices as defined by NACUBO (Nat' l Association of College & University Business Officers). A proposed approach is for the Committee to break up the duties/best practices into 1/4ths and tackle a fourth of them each quarter

Finance Committee Goals

- Establish a committee chartered by May 2021 that outlines the roles and responsibilities of the Finance Committee.
- Conduct training at the finance committee and board level during the 2021 and 2022 academic years on how to interpret financial statements, understanding the budget process, and board responsibilities in the oversight of the investment portfolio. (We would use the next year to establish the training plan, including timeline, trainers, etc.)
- Identify opportunities to increase collaboration between the audit and finance committees by May 2021.
- Meet at least three times a year in between scheduled Board meetings as a committee starting in 2021.

Museum Committee

- Create vital partnerships with art collectors to build and enhance the museum's collection.
- Host a reception in 2022 to celebrate the museum's 50th anniversary and IAIA's 60th birthday.
- In order to increase Trustee involvement with the museum, the Committee will meet at least three times a year to plan the reception event and review collection areas in need of enhancement.

Academic Affairs Committee

- Meet at least three times a year in between scheduled Board meetings as a committee
- Increase the Board's relationship with faculty, staff and, students by guest speaking at various events hosted by the following: Faculty, Staff Council, Student Success Center or Associated Student Government
- Increase board involvement in distance learning by providing recorded or live lectures regarding their backgrounds and areas of experience/expertise
- Annual recruitment training will be conducted in which recruitment materials and schedules of recruitment trips and venues will be provided to Trustees.
- At least one member of the Committee will attend the annual Higher Learning Commission Conference on Accreditation each year.

INSTITUTE OF AMERICAN INDIAN ARTS
VIRTUAL BOARD OF TRUSTEES MEETING
GENERAL SESSION

Thursday, August 13, 2020
LKN Welcome Center Board Room

1:00 PM – 3:00 PM

Board Members:	Loren Kieve, Chair	Dr. Robert Martin	Princess Johnson
	Brenda Kingery	Ann Marie Downes	Barbara Ells
	JoAnn Balzer	Andrea Sanders	Bidtah Becker
	Larry Roberts	Beverly Morris	Shelly Patrick
	Dr. Deborah Goodman	Dr. Matthew Snipp	
Absent:	Charles Galbraith		
Staff:	Angie Brown	Dr. William Sayre	Larry Mirabal
	Laurie Logan Brayshaw	Patsy Phillips	Dean Teters
	Nena Martinez Anaya	Eric Davis	Paul Moore
	Danyelle Means	Roanna Shebala	Jason Ordaz
	Felipe Colon	Lara Evans	Nicole Lawe
	Tatiana Lomahaftewa-Singer	Russel Stolins	Aimee Balthazar
	Manuela Well-Off-Man	Winoka Yepa	Anthony Cocoa
	Todd Spilman	James Rivera	Peter Romero
	Elissa Wheeler	Jason Ordaz	Matthew Eaton
	Anita Gavan	Jessie Morris	
Guests:	Phillip Strickland	Phillip Newhart	Grayson Oakley
	Stock Colt		

I. Call to Order

Loren Kieve, Chair, called the meeting to order at 1:04 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 May 2020 meeting was made by JoAnn Balzer and seconded by Beverly Morris. The vote was unanimous.

VI. Cabinet Reports

Institutional Advancement

Comments regarding the 2020 Virtual Gala were very positive. Over 475 attendees viewed live feeds of the Gala from the IAIA website, Facebook, Instagram, Vimeo, and One Cause sites. The Gala raised approximately \$229,799, including a \$50,000 matched contribution from an IAIA Foundation Board member Chuck McKittrick. Advancement continues to receive donations by mail. After expenses, the net total will be between \$245,000 - \$250,000. The Foundation received 60% of the estimated value of the items in the art auction. The contributions made by the Board of Trustees, and the Foundation Board, and current donors contributed to the overall success of this event.

President's Office

Biddah Becker asked; what is the percentage of the increase in students who passed Developmental Math? Dr. Martin responded with 20% and added that IAIA would begin a Math and English Developmental Pilot Program in which students who test into the developmental courses will be mainstreamed into the college level classes along with additional tutoring support. He commended math professor Andrea Otero on the Developmental Math Program and working with students to improve and advancing them into the Gateway Math Classes.

Due to the pandemic, enrollment is expected to decrease. Fall 2020 enrollment is projected to be between 530 and 550 as opposed to 609 last year. Admissions and Academics continue to work together with new initiatives in student outreach. The Action Recruitment Team, led by Larry Mirabal, and with the assistance of Nena Martinez Anaya, recruited faculty and staff to call new and returning students.

Dean Charlene Teters' last day is September 30; Felipe Colon will serve as the Interim Academic Dean. Mr. Colon possesses the necessary experience and skillset for leadership for the online delivery of courses. Porter Swentzell will continue as the Associate Academic Dean.

The current ASG officers have received approval from Student Life to continue serving in their current positions because of the inability to hold elections during the campus closure. Shelly Patrick will continue as President, T'cha Cosgrove as Vice-President, Molly Sabori as Secretary, and Shantel Chee also will remain as Public Relations Officer. There will be an election for the Treasurer. ASG is utilizing social

media through Facebook and Instagram to engage with students. They have also taken part in the hiring process for the Dean of Students.

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 Communication Report.

Office of Sponsored Programs

The IAIA Land-Grant Department has reorganized; Melanie Kirby, Extension Educator, is joining the IAIA Land-Grant department. A member of the Tortugas Pueblo, Ms. Kirby is a graduate of St. John's College in Santa Fe, NM, and is completing an MS in Entomology from Washington State University. She will develop and deliver agricultural educational outreach programs.

Teresa Kaulaity Quintana is assuming the position of Land-Grant Program Associate. She is a graduate of IAIA, holds a certificate in Greenhouse Management, and has been employed as the IAIA Gardener since 2017. She will be developing leads for Land-Grant classes and workshops, assist with all Land-Grant outreach, and develop and deliver material for the Land-Grant website.

Effective August 14, 2020, there will be a change to the Title IX rules from the US Department of Education. The new rules will require colleges to have Hearing Panels, and Advisors trained and available if a resolution cannot be achieved by an informal process between the Complainant and the Respondent. Advisors must be willing to help in navigating the process and assist in cross-examination during a hearing. Attendance can take place in person or via ZOOM. IAIA will amend its policies to reflect this change.

Finance and Administration

Expenses were tracking at 8% under budget for the third quarter. Because of the pandemic, there were some savings in food services, travel, and utilities. IAIA has received the remaining 25% of its FY20 appropriation. Revenue projections were short from residence living and auxiliaries also, as a result of the pandemic.

In the schedule of revenues, P&L is tracking about 25% better this quarter than this same time in FY19. During the shutdown, the savings incurred, and the receipt of additional COVID-19 relief revenue from the Department of Education's CARES Act Funding resulted in additional savings.

Advancement's endowed scholarship contributions are down as compared to last year. The Museum Shop was down about 53% from where it was last year at this reporting period, and the Bookstore, in-person sales, were down about 15%.

Conference Services were down by 80% from last year at this time.

Academic Division

There were no questions for Dean Teters' Academic Report. She shared that 70% of courses are scheduled to be online. They are offering a 16-week Hybrid, a combination of online and in-person courses. Creative Writing and Indigenous Liberal Studies are offering all of their classes online. Studio Arts are scheduling 8-week accelerated courses that will begin after Labor Day.

The Higher Learning Commission is conducting a panel review of IAIA's substantive change request to offer an MFA in Studio Arts proposal. The review process should be completed in about 8-10 weeks. A Low Residency MFA in Cultural Administration, which includes two tracks, Tribal Museums and Cultural Centers, also is being developed. The approval process for the curriculum is still in the beginning phase.

IAIA has determined that it's no longer in their best interest to be accredited by and (National Association of Schools of Arts and Design (NASAD). IAIA will request the Board's authorization to terminate its accreditation with NASAD and focus its efforts on the Higher Learning Commission (HLC).

Student Success

There were no questions for Nena Martinez Anaya's Enrollment Management Report.

Student Life

There were no questions for Paul Moore's Student Life Report.

Museum of Contemporary Native Arts

The IAIA Museum and Museum of New Mexico Foundation wrote letters requesting that Governor Lujan Grisham consider reopening the museums. To date, there has not been any response, and MoCNA remains closed. Beverly Morris commended Manuela Well-Off-Man on her professionalism in maintaining a relationship with Art Bridges.

VII. FY 2021 Budget Presentation

Larry Mirabal provided an overview of the proposed FY'21 Operating Budget. He presented a balanced budget totaling \$14,911,998.

The budget plan assumes a flat appropriation of \$10,458,000. The college hopes to receive a higher amount of \$10,710,000 requested by the Administration, a \$252,000 difference. Most revenue centers are projected to be down between 5% and 50% because of the pandemic. The hardest-hit areas are; tuition, room and Board, and auxiliaries. Because of these declining revenues, the college would have faced a shortfall of \$900,000.00. However, with the assistance of the CARES Act Funding, it has helped offset the anticipated losses.

There will be a minor increase in the health insurance renewal, of about 3%; claims and pharmacy costs have decreased on the expense side. Faculty received their rank and step increases; however, there is no COLA built-in for staff because of the thin margin of error in this budget and many unknowns.

The new MFA in the Studio Arts department has been built into the budget. There is also a new COVID line item to capture the costs for the conversion to online learning, floor markings, plexiglass, cleaning supplies, and PPE related to the virus.

Finance has budgeted \$345,000.00 for IAIA's strategic priorities process. This funding is for non-cyclical expenses requested by the Cabinet for services and equipment that go through the proposal process.

VIII. "Investment Overview" – First Citizen's Bank Wealth Management Team

The First Citizens Bank Investment team: Phillip Strickland and Phil Newhart reported on the Endowment Account and the Temporarily Redistricted Account Portfolios through the end of June.

The endowment account is a longer-term generating portfolio and is 72% return generating and 27.8% risk managing. In the last three months, April, May, and June, it's done very well at 15 %, because of the market bouncing back. However, year-to-date, they're still down about two and a half percent through June. As of August 12, the account is now up 3.9%.

The temporarily restricted account is the more conservative portfolio and is close to 65% risk management and about 35% return generating. Year-to-date, through August 12, the temporarily restricted account is up 5.5%.

Both have positive returns at this point and are behaving as expected. There are no recommendations for broad changes in asset allocation, as reflected in the investment policy statement.

IX. Business Action Items

The following resolutions were brought forward for consideration:

Deborah Goodman moved to accept **Resolution 2020-014-FY'2020, budget.**

IAIA Anticipates our Federal Appropriation in FY20 to be \$10,458,000; and

IAIA Anticipates other revenues, such as tuition and fees, room and Board, auxiliary revenue and fundraising, of \$4,453,998; and

Be it resolved that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the balanced FY 2019 Operations Budget in the amount of \$14,911,998 in total revenue and expenditures.

Second: Ann Marie Bledsoe Downes

Outcome: Passed by unanimous vocal approval

Ann Marie Bledsoe Downs moved to accept **Resolution 2020-015-FY'2020-3rd Quarter Gift Acceptance.**

Be it resolved that the President of the Institute of American Indian Arts has reviewed and recommends the acceptance of the gift donations to the IAIA Trust from April 1, 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

Second: Barbara Ells

Outcome: Passed by unanimous vocal approval

Bidtah Becker moved to accept **Resolution 2020-016-FY'2020-Withdrawal from NASAD.**

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.

Second: Deborah Goodman

Outcome: Passed by unanimous vocal approval

FY 21 Board of Trustee Goals

The Advancement, Audit, Finance, and Museum Committee Chairs shared their goals with the Board. The Academic Affairs Committee will meet with their new chair to develop their goals relative to Academics, Student Life, and Student Success functions. Each Committee Chair will present their goals during the November meeting for board approval. Each Committee's combined goals will guide how the trustees will be involved and contribute to the IAIA programs' success. The goals will be considered for adoption by electronic ballot before the November Board meeting.

Trustee Term and Reappointment

Dr. Deborah Goodman's term as Trustee will expire in October. Loren Kieve will write to the White House and make a recommendation to the President that she be reappointed. If the President doesn't appoint anybody within 60 days after her term expires, she will automatically be reappointed for another six-year term. The Board unanimously agreed.

Alumni Council

The 2020 Alumni Council elections have concluded, and the new members are; Ryan Young' 2019, Marcus Dunn'2011, Manuel Ramirez'2018, and Kendra Greendeer' 2014.

Faculty Council

Dr. Martin introduced Matthew Eaton, the new Faculty Council Chair and recipient of the 2020 Faculty of the Year. Mr. Eaton is working on updating the Faculty Handbook and addressing Faculty concerns regarding COVID and social distancing.

Lara Evans completed the modifications for Cargill Philanthropies and Mellon Foundation grants. She shared that; all Artists-in-Residence are available virtually to the faculty and adjuncts via ZOOM to interact with their classes.

The website for the Research Center will be up and running by the end of September, allowing online searches of the collections and archival records.

X. Executive Session

The Board went into Executive Session at 3:00 PM and came out at 3:12 PM.

XI. Adjourn

Beverly Morris made a motion to adjourn the General Session at 3:13 PM. JoAnn Balzer seconded the motion. It was passed by unanimous vocal approval.

The General Session adjourned 3:13 PM.

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

RESOLUTION # 2020 – 17

November 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 July 1, 2020 through September 30, 2020, which are listed below:

4th Quarter (July 1 – September 30, 2020)

Gifts of \$ 593,314	\$ 269,730	Scholarships & Endowments;
	\$ 47,724	General Donations & Museum Memberships;
	\$ 275,861	Grant Proceeds and Temporarily Restricted Gifts

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

Offered by: _____

Seconded by: _____

Vote: Aye _____ Nay _____

Attachments: Yes _____ X _____ No _____

Deborah Goodman, Secretary

SCHEDULE OF GIFT REVENUE
For the Quarter Ending September 30, 2020

FISCAL YEAR 2020 <u>Gift/Donor</u>	IAIA <u>Fund</u>	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	4th QTR <u>Total</u>
General Endowed Scholarships	1301			1,115	1,115
Neal Family Trust Endowed Scholarship	1386			8,700	8,700
IAIA Board of Trustees Endwd Schlrshp	1388			2,862	2,862
Permanent Endowment	1390			815	815
Emergency Student Fund	3002			6,263	6,263
Restricted Various Scholarships	3003			5,500	5,500
General Scholarships	3101			64,477	64,477
American Indian College Fund	3104			63,131	63,131
MFA Scholarship Fund	3155			110,117	110,117
Allan Houser Scholarship	3156			500	500
Jeri Ah-be-hill Scholarship	3162			100	100
Carol Ann Bradley Scholarship	3165			250	250
B&H Morris Indigenous Liberal Studies Scholarship	3166			200	200
Stock Colt Scholarship	3168			5,000	5,000
Charles & Carol Dailey Memorial Scholarship	3172			700	700
TOTAL SCHOLARSHIPS/AWARDS		0	0	269,730	269,730
General Donations	5001			41,619	41,619
MUSEUM MEMBERSHIP	5004	2,265	2,140	1,700	6,105
TOTAL - UNRESTRICTED		2,265	2,140	43,319	47,724
Academic Division-Restricted	4100			825	825
Museum Restricted	4200			6,575	6,575
Continuing Education - RESTRICTED	4810			585	585
Museum Studies Department - Trust	4100/178			50	50
Performing Arts Department - Trust	4100/179			10,021	10,021
USDOE Title III - MFA Curriculum & Academic Support	4430/02		726		726
USDOE Title III - Academics Visiting Faculty Program	4430/05	18,397	38,837		57,234
USDOE Title III - Technology for Student Success	4430/06	9,129			9,129
USDOE Title III - Cinema Arts Computer Equipment	4430/09	61,141	2,700		63,841
USDOE Title III - Development Ed Coordinator	4430/12	7,377	12,309		19,686
USDOE Title III - EMSI Analyst & Alumni Insight	4430/14	2,460	7,900		10,360
USDOE Title III - Fulbright Scholar	4430/15		5,000		5,000
Title III USDOE - MFA Studio Arts Development	4430/16	9,953	20,681		30,634
Title III USDOE - ASL Interpreters	4430/18	33,755	5,211		38,966
USDOE Title III - Disney Instruction	4430/19		9,514		9,514
USDOE Title III - Master Plan	4542/06	10,106		2,547	12,653
Multi-Purpose Building Capital Campaign - Trust	6171			62	62
TOTAL - RESTRICTED		152,317	102,878	20,666	275,861
GAAP BASIS MONTHLY TOTAL		154,582	105,018	333,714	593,314
TOTAL CUMULATIVE - YTD		154,582	259,600	593,314	593,314

INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE CULTURE AND ARTS DEVELOPMENT

RESOLUTION # 2020 - 18

November 13, 2020

Whereas, the Finance and Administration Committee of IAIA have reviewed and recommended the attached tuition and fee schedule, to set tuition fees through the 23-24 academic year; and

Whereas, the President of IAIA concurs with the recommendation of the Finance and Administration Committee and recommends adoption of the attached tuition and fee schedule;

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 adopts the attached tuition and fee schedule.

Offered by: _____

Seconded by: _____

Vote: Aye _____ Nay _____

Attachments: Yes X No _____

Deborah Goodman, Secretary

Description of Charge	2017-18 AY	2018-19 AY	2019-20 AY	2020-21 AY	2021-22 AY	2022-23 AY	2023-24 AY	Notes about applicability of charges
Tuition per hr.	196	196	206	185	195	205	215	
Tuition	2,350	2,350	2,470	2,223	2,343	2,463	2,583	Tuition based on full class load - one semester
19 Meal Plan	2,595	2,730	2,866	3,010	3,163	3,318	3,471	Room and Board costs - based on student selection
14 Meal Plan	1,913	2,012	2,113	2,218	2,331	2,446	2,558	Room and Board costs - based on student selection
Room	1,955	2,072	2,196	2,328	2,468	2,616	2,773	Room and Board costs - based on student selection
Single Room	2,705	2,822	2,946	3,078	3,218	3,366	3,523	Room and Board costs - based on student selection
Family Housing	4,198	4,324	4,454	4,588	4,725	4,867	5,013	Room and Board costs - based on student selection
Family Housing Fee	250	250	250	250	250	250	250	Non Refundable; used for background check
Housing Deposit	100	100	100	100	250	250	250	Refundable once student leaves
Fitness Center/Activity Fee	40	45	45	45	45	45	45	Funds the Fitness Center ; paid by all students every semester
Application Fee	25	25	25	25	25	25	25	Non-refundable
Technology Fee	40	45	45	45	45	45	45	Paid by all students every semester
ASG Fee	50	50	50	50	50	50	50	Paid every semester for degree seeking students
Duplicate Diploma Fee	40	40	40	40	40	40	40	Paid upon student request for new diploma
Graduation Fee	60	60	70	70	75	75	75	Paid one time for graduation
Key Deposit and Mailbox Fee	20	20	20	20	20	20	20	Paid by all on-campus students; \$10.00 replacement fee
Returned Check Fee	35	35	35	35	35	35	35	Paid by student when check is bounced
Student ID replacement	20	20	20	20	20	20	20	Paid by student when lost
Studio Fee	55	60	60	60	65	65	65	Charged per Studio course; per semester
Registrar fee	5	5	5	30	30	30	30	Paid by students when needed
Classroom/Library Deposit	75	75	75	75	75	75	75	Paid by all students; one-time and is refundable
Dorm backround check fee		30	30	30	30	30	30	Non Refundable; used for background check

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

RESOLUTION # 2020 – 019

November 13, 2020

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

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

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

Whereas, I, the undersigned, hereby certify that I am the Secretary of the Corporation entitled Institute of American Indian Arts Trust, which Corporation is duly organized and existing under the laws of the State of New Mexico; that the following is a true copy of the Resolution duly adopted by the Board of Trustees of said Corporation effective on November 13, 2020; and

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

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

Name

Robert Martin
Laurie Logan-Brayshaw
Lawrence Mirabal
Nena Martinez-Anaya

Title

President
Director of Sponsored Programs
Chief Financial Officer
Chief Admissions & Student Success Officer

Offered by: _____

Seconded by: _____

Vote: Aye _____

Nay _____

Attachments: Yes _____

No _____ X _____

Deborah Goodman, Secretary

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

RESOLUTION # 2020 – 020

November 13, 2020

Whereas, the Institute of American Indian Arts (IAIA) greatly values the support it receives from its donors; and

Whereas, the Office of Institutional Advancement (OIA) at IAIA is responsible for fundraising and donor relationships; and

Whereas, the IAIA Foundation Board also plays a critical role in assisting IAIA in fundraising; and

Whereas, the OIA has developed the 2021 Advancement Fundraising Plan, which lays out the institution's annual fundraising strategy for 2021 and future years; and

Whereas, the plan includes six elements: major gifts, restricted gifts, scholarship gala revenue, Alumni scholarship revenue, President's Circle events and the Lloyd Kiva New Legacy Circle; and

Whereas, the plan addresses two important institutional priorities in IAIA's strategic plan, Plan '22: increasing resources for students and ensuring long-term sustainability and financial security; and

Whereas, the IAIA Board of Trustees, IAIA President, Foundation Board, OIA and IAIA staff, alumni, and contractors will contribute to the success of the fundraising plan; and

Whereas, the President of IAIA has reviewed the fundraising plan and recommends its approval; therefore

Be it resolved that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves the 2021 Advancement Fundraising Plan.

Offered by: _____

Seconded by: _____

Vote: Aye _____ Nay _____

Attachments: Yes X No _____

Deborah Goodman, Secretary

DRAFT

Office of Institutional Advancement Fundraising Plan 2021

The Office of Institutional Advancement puts forth this fundraising plan to be implemented for the Fiscal Year 2021 (FY21) and then to be followed as the standard operating procedure and a template for the annual fundraising strategy going forward. This plan is informed by the institutional priorities of Plan '22 in conjunction with goals set forth by the Board of Trustees of the Institute of American Indian Arts.

Calendar year 2020 has forced many institutions of higher education to pivot in directions some hadn't yet considered. The IAIA Office of Institutional Advancement (OIA) saw an over 30% drop in donations in the months of March and April as the novel coronavirus began its spread in the United States. It was during this time, the OIA made the decision to hold our annual scholarship fundraiser, our primary source of individual donations to support student financial need, from an in-person auction and dinner to a virtual, live-streamed event. Our event, held annually in August, was a success with our goal of \$300,000 being exceeded by more than \$25,000. As we look to calendar year 2021, we see an increase in first time donors—likely attributable to the virtual event, which involved increased marketing and a much larger social media presence. Both marketing and social media will factor into how we plan future events and appeals. While a successful event and year end appeal is worth noting, the need, based on the institutional priorities outlined in IAIA Plan '22 which calls for an increase in revenue of over \$1.25 million, has greatly increased.

Below you will find the goals, implementation and projections for fiscal year 2021. Increased scholarship funding is a major driver in many of the goals referenced below. With over 80% of the student population at IAIA qualifying for student financial aid and a direct correlation between access to scholarships and retention rates for Native American students, the success of the annual fundraising plan is paramount.

GOALS

The goals set out below reflect where the institution is today and what we need to accomplish in the year(s) ahead. The goals are informed not only by the institutional priorities as set forth in the IAIA Plan '22 document but are designed to assist the Board of Trustees and the Foundation Board in accomplishing their advancement goals for 2020-2021.

Annual Fund donations

The annual fund is made up of both restricted and unrestricted giving. This includes any direct appeals, the annual scholarship fundraising event, donations to named and endowed scholarships, and solicitations from major donors. Historically, this has been used as a benchmark for year over year revenue comparison. Increases in revenue will be a direct reflection of the goals set for all the following and requires an increase in revenue of \$1.25 million.

A. Increase major gift cultivation and solicitation.

Create Prospect Review Reports for all potential major donor prospects and update current major donor portfolios. Working with members of the IAIA Foundation Board of Directors, the OIA Director will identify additional solicitors among the members to aid in the cultivation and solicitation of current major donors. Members would receive a portfolio of several prospects for stewardship and cultivation. Current institutional priorities include \$500,000 for construction and renovation costs for the Research Center for Native

American Art, \$100,000 in Emergency Student Aid which provides support for food, transportation and housing, and \$200,000 for technology equipment and upgrades to support online learning. The latter two funding needs have been exacerbated by the COVID-19 pandemic and are critical for retention of current students.

B. Focus on stewardship of current and new scholarship/grant donors.

Analysis of current scholarships and student financial need will determine where potential new scholarship donations are allocated. Donor engagement and stewardship will be a necessary part of the OIA Director's focus for the upcoming year. Emphasis will be on identifying scholarship funding for the master's program in Studio Arts. As a new addition to our growing master's programs, the launch of the Studio Arts MFA will require at least \$250,000 in available funds for the academic year 2021-2022. Additionally, funding will need to cover \$200,000 in Gap Scholarships, providing support when financial aid and scholarships do not meet the student's financial need.

C. Increase Scholarship gala revenue.

Having successfully implemented a virtual fundraising event for the 2020 scholarship event, the OIA Special Events Manager will utilize the fundraising software platform to maximize the revenue generated by the event. Increasing access to potential bidders for silent auction items will increase not only revenue with an increase in the number of bidders but also register potential donors. While the number of in-person attendees remains the same because of venue capacity, there will be an overall increase in attendance virtually while keeping expenses level. Additional funds raised can offset the Gap Scholarships mentioned above.

D. Increase Alumni Association Scholarship giving.

The Alumni Council along with OIA Alumni Relations Officer will focus on engagement and a targeted appeal, directly to alumni. Our alumni giving has been, historically, through gift-in-kind donations for the annual scholarship event. The appeal will focus on alumni giving directed toward the Alumni Scholarship.

E. Reimagine virtual events for President's Circle members.

Donor engagement has been especially difficult during the pandemic. Development of virtual events and programming will be especially important in the coming months. With the addition of a Special Events Manager, planning and execution of multiple events will allow for continued stewardship. Other events would include virtual receptions with Board of Trustees and the IAIA Foundation Board member's networks/prospects to introduce IAIA's mission,

F. Expand the Lloyd Kiva New Legacy Circle.

Re-imagine the planned giving marketing utilizing email, snail mail as well as social media. Plan events and outreach to donors outlining the impact planned giving has on IAIA's sustainability. Design a page on the IAIA website with information on how to give.

IMPLEMENTATION

- A. Create Prospect Review Reports for all potential major gift prospects. The OIA Director will work with the Board of Trustees and Foundation Board to identify new prospects. The OIA Director will engage Foundation Board members to actively cultivate new donor relationships while maintaining stewardship of our current major donors. Collateral materials highlighting the case for support and donor opportunities will need to be developed.
- B. Articulate a vision for IAIA scholarship opportunities and build awareness about the student financial need. In order to increase the scholarship funding needed to address the institutional priorities, a grant writer will be contracted to research and write grants for funding opportunities. In addition, stewardship of existing donors will be crucial to the continued success of Named and Endowed scholarships.
- C. Hire a Special Events Manager focusing efforts on increasing gala revenue and engagement of major donors. Special Events Manager will work with the OIA Director to develop and implement a variety of donor engagement events, plan and execute the scholarship fundraising event, and work with the IAIA Foundation Board Development committee to develop and coordinate events for the 50th and 60th anniversary celebrations.
- D. Engage the Alumni Council in fundraising efforts. Working with the Alumni Relations officer, the Alumni Council will help to plan and implement a fundraising appeal. Some potential ideas include teaming up with the Associated Student Government, and the Student Life Department to organize a virtual 5K that incorporates fundraising, health and fitness, and the IAIA community.
- E. Work with the A-i-R Program, Student Success Center, Marketing and Communications, and the Associated Student Government to create virtual events that foster relationships between donors, artists, alumni, and students. Further plans for in-person events will be forthcoming as COVID protocols/restrictions are lifted.
- F. Create marketing materials both electronic and printed, outlining the LKN Legacy Circle and the impact that planned-giving has for the college and the donor. These materials would be included in all appeals/mailings. Design a website with information on the types of gifts with student/alumni quotes about the impact IAIA has had on their lives. Harnessing the power of an increased web presence, begin a social media campaign highlighting similar impacts to a much larger audience.

REVENUE/ENGAGEMENT PROJECTIONS	FY20	FY21
Annual Fund Donations	\$1,229,760	\$2,500,000
A. Major gifts	\$398,240	\$800,000
B. Restricted Gifts (scholarships/grants)	\$826,419	\$1,350,000
C. Scholarship gala revenue (net revenue)	\$288,207	\$450,000
D. Alumni Scholarship revenue	\$8,000	\$20,500
E. President's Circle Event	--	4
F. Increased LKN Legacy Circle	4	10

SUMMARY

This is a bold plan.

The goals outlined above are aspirational but achievable. The institutional priorities outline a doubling of last fiscal year's annual fund revenue. It will be necessary to implement all the Advancement Goals including developing prospect portfolios and virtual engagement opportunities in order to broaden our reach in more communities. The IAIA Foundation Board and its Development Committee will create strategies for deeper engagement with our major donors through events and appeals.

This plan relies heavily on the efforts of IAIA Foundation Board, the OIA staff, and contractors.

Philanthropic giving can be amplified if we double our efforts. With the American Indian College Fund reporting record numbers of donations and an increased interest in supporting marginalized and diverse communities, the OIA Director along with institutional leadership, and the IAIA Foundation Board, can capitalize on this trend by engaging current and potential major donors and in doing so build awareness of the college and its impact on lives of Native American students. Critical to the plan's success will be increasing the collaboration between the Marketing and Communications Department and the OIA in order to increase regional and national awareness around the college and its programs.

CALENDAR OF EVENTS AND APPEALS

October 2020

TBD – Scholarship Luncheon

13th – OIA Eblast update

26th – Order Christmas cards

28th – President's Circle Virtual Event

November 2020

3rd – Foundation Board Meeting

6th – Board of Trustees Meeting

8th – Scholarship gala event meeting

16th – 20th IAIA Open House

16th – Virtual Holiday Market to be announced at Open House and will be open throughout the Holidays

16th – YEAR END APPEAL email and snail mail letter (Development Committee to review)

24th – Christmas cards mailed

30th – CYBER-Monday Eblast

December 2020

8th – YEAR END APPEAL follow-up eblast

1st – 31st – Virtual Holiday Market

21st – OIA Holiday Eblast

January 2021

5th – OIA New Year Eblast

14th – Scholarship gala event meeting (Local Advertiser Sales List)

20th – President's Circle Event

February 2021

9th - Foundation Board Meeting

12th – Board of Trustees Meeting

16th – OIA Eblast
17th – Scholarship gala event meeting (Sponsors contacted)
20th – Student Engagement event

March 2021

8th – Scholarship gala announcement Eblast
17th – President's Circle Event
22nd – Scholarship gala event meeting

April 2021

6th – Student Emergency Fund Appeal
12th – Invites mailed for Commencement
15th – Scholarship gala event meeting
28th – OIA Eblast

May 2021

3rd – Scholarship gala event meeting
7th – Alumni Homecoming event
8th – IAIA Powwow
11th – Foundation Board Meeting
13th – Board of Trustees Meeting
15th – Commencement
24th – Scholarship gala event meeting

June 2021

1st – Scholarship gala event tickets go on sale
8th – OIA Eblast highlighting Scholarship gala event
10th – Scholarship gala event meeting
17th – President's Circle Event
24th – Scholarship gala event meeting

July 2021

6th – OIA Eblast highlighting Scholarship gala event
7th – Scholarship gala event meeting
12th – OIA Eblast highlighting Scholarship gala event
21st – Scholarship gala event meeting
20th – OIA Eblast highlighting Scholarship gala event
27th – OIA Eblast highlighting Scholarship gala event

August 2021

2nd – Foundation Board Meeting
17th – Silent Auction PREVIEW event at La Fonda
18th – Scholarship gala event at La Fonda
19th – Alumni Luncheon
20th – Board of Trustees Meeting

September 2021

2nd – Scholarship gala event de-brief

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

Mission Objective I: Improve Student Success

A. Increase Resources for Students

- The American Indian College Fund provided \$150,000 to support online learning. The grant will fund an IT help desk that will provide support 24/7 for students enrolled in distance education courses, a technical support position for faculty, and Meeting Owls for each hybrid or online learning classroom that automatically shifts the camera to focus on whomever is speaking.
- The American Indian College Fund and the Johnson Scholarship Foundation provided \$5,700 and \$5,000, respectively, in funding support for the IAIA Food Pantry.
- Federal CARES Act funds were used to purchase 80 Dell Laptops to support distance learning both on campus and in students' home communities.
- IAIA joined the New Mexico Consortium of Higher Education Communications and Computing Systems (CHECS) in applying to support online learning from the New Mexico Higher Education Governor's Emergency Education Relief Fund. The proposal was funded and will provide \$25,000 to purchase laptops for IAIA students.
- The Ford Foundation has funded IAIA's proposal to expand the Artists-in-Residence Program. The \$127,000 in funding will be provided for three years, totaling \$381,000. These funds will allow IAIA to purchase artists' work for the Museum's collection and increase the number and length of residencies.

B. Improve retention and completion

- The 15 to Finish Program incentivized graduating within 4 years by waiving 100% of tuition charges for those students in their senior year. The program has been expanded to provide additional incentives for completing programs – graduating within five years would be eligible for a 50% tuition waiver and graduating in six years would qualify for a 25% tuition waiver.
- Student enrollment for the 2020 Fall Semester is 480 full-time equivalent (FTE), representing a 5% decrease in comparison to the 507 FTE student enrollment for the 2019 Fall Semester. Due to the pandemic, we were anticipating at least a 20 percent decline in enrollment. I believe this better-than-expected enrollment is due to the recommendations implemented by the Recruitment and Retention Action team, e.g. decreasing the tuition rate and faculty and staff reaching out to communicate numerous times to the new and returning students.

C. Develop student leadership skills

- The Associated Student Government (ASG) continues to meet virtually during the semester. The ASG has facilitated student focus groups to formulate questions for town hall meetings.

D. Promote involvement IAIA stakeholders in student success

- The following are the two ATD Pathways Student Success priorities for 2020-2021:
 - Math and English Pilot Developmental Program. Five students who test into the developmental courses will be mainstreamed into college-level classes with additional tutoring support. The goal is to expedite student success in college-level math. Participating students will not be charged tuition for this pilot program. This process also will apply to the English program. The expected outcome is that the pilot students' pass rates will be equivalent to those in college-level math and English courses.
 - The second priority is a redesign of the academic advising program. Faculty members will chair the redesign committee and work on the following tasks:
 - Review and improve advising via a holistic approach
 - Improve and streamline the online degree audit process
 - Train the registrar and all advisors on the new degree audit process
 - Form an advising committee to recommend and implement further improvements
 - Train faculty advisors on Diversity, Equity, and Inclusion, Title IX
 - Facilitate a campus-wide focus on student attendance to their classes.
- The mentoring program has transitioned to an online communication format for students.
- A staff advisor program is being established for the purpose of increasing support for student success. Staff will be recruited and assigned as advisors to students to provide information, listen to concerns, and assist their advisees in successfully navigating through college systems and programs.

Mission Objective II. Strengthen academic programs

D. Expand interdepartmental engagement in the academic programs

- IAIA notified the Higher Learning Commission of its decision to terminate accreditation with NASAD. As a result, we have removed references to NASAD from all published documents. Given that we are now required to meet only the standards for the Higher Learning Commission, our regional accrediting body, this action should facilitate our vision to increase graduate program offerings at IAIA.
- A Research Center Design Team has been created to develop plans for the Research Center for Contemporary Native Arts. Larry Mirabal and Lara Evans

will co-lead the team. Additional team members are Tatiana Lomahaftewa-Singer, James Lujan, Felipe Colon, Manuela Well-Off-Man, and Ryan Flahive. Their charge is to develop preliminary architectural design ideas, conceptual drawings, and construction documents. The project will be multi-phased. Phase I will include the enclosure/build-out of the academic building's west courtyard and relocating Museum Studies to this new location within the academic building. Phase II will renovate the Sci-Tech building to accommodate the new Research Center. Phase III will relocate the archives to the Sci-Tech building. Design work will begin soon, and we expect project completion by early 2022.

The Research Center will support the education of IAIA's current students in Studio Arts, Museum Studies, and Native Art History programs – and will assist in building capacity to offer graduate programs in Studio Arts and Museum Studies -- and a BFA in Native American Arts History.

- On Wednesday, September 30, a COVID – 19 safe retirement celebration was held to honor Dean Charlene Teters' contributions and service to IAIA. Felipe Colon, Assistant Professor and former chair of the Museum Studies Program will serve as Interim Academic Dean until the position is permanently filled. The Academic Dean's position is currently being advertised.

Mission Objective IV: Ensure a safe community

Promote health, wellness, and safety

- On-campus COVID-19 testing was scheduled for August 26, September 9, and beginning October 7, each Wednesday through the end of the semester. Presbyterian Health Services (PHS) provided the administration of first testing, and the New Mexico Department of Health (NM DOH) has generously provided on campus COVID testing for the remainder of the semester. I am grateful to PHS and especially the NM DOH for providing this public health service to IAIA at no charge. To date, no positive test results have been reported. Students must have proof of negative COVID results before attending in-person classes on campus.
- Students are required to review and sign the COVID-19 Stay Safe Student Pledge before attending in-person classes.
- Recently the state of New Mexico has experienced a spike in virus cases, which is why we continue to stress the importance of practicing mitigation measures that have proved to be effective in reducing the spread of the virus – wearing a mask, maintaining social distancing, avoiding crowds and frequent hand-washing.
- This semester, the in-person hybrid and accelerated, hands-on studio arts, performing arts, and Cinematic Arts and Technology courses are offered during the first eight weeks, but given the complications presented by the winter and

flu seasons, this sequence will be reversed for the 2021 Spring Semester. The in-person courses will not begin until mid-March.

A. Strengthen Title IX programs and processes

- Annual Title IX training is required of all employees, students, Board of Trustees, Foundation Board of Directors, and other volunteers. It is imperative that we all understand our responsibility within the IAIA community. We all play important roles in cultivating an environment at IAIA that is respectful, inclusive, and free of sexual misconduct. The annual Title IX training provides foundational information to guide and assist us.

Mission Objective V: Advance contemporary Native arts and cultures

A. Advance scholarship and dialogue on Indigenous arts and culture

- *Making History: The IAIA Museum of Contemporary Native Arts (2020)* was published by the University of New Mexico Press in collaboration with IAIA. The book was edited by Dr. Nancy Mithlo, an IAIA alumna, which highlights IAIA's and the Museum collection's role in the birth of the contemporary Native arts movement.

Mission Objective VI: Build Institutional Capacity for Growth

A. Ensure long-term sustainability and financial growth

- Funded by a Margaret A. Cargill Philanthropies Capacity building grant, a consultant will be contracted to review the Office Institutional Advancement's strategic plan, policies and procedures, and other documents with the purpose of providing recommendations to build the college's fundraising capacity.
- Below are the institutional priorities and financial needs informed by IAIA's Plan 22, the Dini Spheris Planning Study, and additional needs resulting from the COVID – 19 pandemic:
 - Research Center for Contemporary Native Arts - \$500,000
Will provide funding to complete construction/renovation of facilities to house the Research Center
 - Launch Low Residence MFA Program in Studio Arts – \$250,00
 - Technology equipment and upgrades to support online learning - \$200,000
 - Emergency Student Aid - \$100,000
 - Will provide student support for food, transportation, housing, etc.
 - Gap Scholarships - \$200,000
Occurs when financial aid and scholarship awards do not meet the student's financial need as defined by IAIA. This unmet need is referred to as the gap.

The above represents a total of **\$1,250,000** in Philanthropic Opportunities based on IAIA Fiscal Year 20-21 Institutional Priorities

- IAIA is included for \$700,000 in the 2020 New Mexico Obligation Bond (GOB) C to plan, design, renovate and construct facilities to house the Research Center. The higher education GOB is on the ballot in November.

- IAIA will request an additional \$700,000 for the Research Center during the 2021 legislative session beginning in January. We also have allocated \$1.8 million in Title III funds to support the project. With projected total costs of \$3.7 million, we also will be seeking to raise \$500,000 from the private sector.
- IAIA is requesting \$10,710,000 in Federal core operations funding for FY 21, representing a \$252,000 increase over the \$10,458,000 received in FY 20. A continuing resolution is in effect until December 11.
- IAIA's Museum will receive \$1.5 million over four years as one of twenty Black, Indigenous, and People of Color (BIPOC) arts organizations identified by the Ford Foundation as "America's Cultural Treasures."

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

- Funded by a Margaret A. Cargill Philanthropies Capacity building grant, a consultant will be contracted to review the Marketing and Communication strategic plan, marketing materials, and policies and procedures. The consultant will recommend building capacity to increase IAIA's visibility locally, regionally, and nationally.
- With the campus closed to visitors, we are planning a virtual open house scheduled for November 16 – 20. Eric Davis has organized an open house planning committee to coordinate this virtual event that will include live streaming and pre-recorded programming.
- This year's Holiday Market also will be virtual, which will include a list of eCommerce sites for faculty, staff, students, alumni to showcase and sell their artwork. Johnathan Breaker's Continuing Education Program will offer no-cost continuing education workshops to assist artists in creating their websites. The workshop will be taught by Roanna Shebala, the Alumni Relations Officer.

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

- IAIA's substantive change request to offer a Low Residence MFA program in Studio Arts was approved by the Higher Learning Commission. As the birthplace of contemporary Native arts, studio arts has been our flagship program since the college's inception. Offering this graduate program is a significant accomplishment and another milestone in the evolutionary development of IAIA's mission and programs. We can begin immediately to publicize the program through marketing and recruitment strategies.

We are currently in the process of developing an MFA program in Museum Studies, which will be our next graduate program.

To: Dr. Robert Martin, President
From: Dr. Bill Sayre, Director, Institutional Research
Date: October 20, 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 Institutional Research (IR), serves as one of the tri-chairs of the ATD Pathways Council along with Dr. Jessie Ryker-Crawford and Andrea Otero. Anita, Jesse Morris, IR contractor Andrea, and I attended (virtually) The Achieving the Dream Data and Analytics Summit during the week of October 19.
- Jesse is providing training to the ATD Pathways Council team on program development and evaluation.

Mission Objective 4: Ensure a safe community

A. Promote health, wellness, and safety

Other: I assisted the Emergency Operations Committee in developing our policy and procedures for responding to positive COVID-19 cases on campus. None have been reported to date.

C. Engage the community in addressing safety concerns

Project: Co-chair the Health, Safety, and Security Committee (45%)

Co-chair Sara Quimby, Library Director, and I are continuing to move our agenda forward. The committee's strategic priority project to improve the campus security system was ably executed by Peter Romero and Larry Mirabal. Peter reports that the number of operational cameras was increased from 29 to 52, and the server now holds 41 days or recordings, up from 14. The committee has submitted a request in FY 21 to continue this project. The committee will also do training this year on the role of safety committees and other Occupational Safety and Health Administration (OSHA) regulations.

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.

Other: I served on a virtual visit as an HLC peer reviewer to Red Lake Nation College in September.

Mission Objective 6: Build institutional capacity for growth

A. Ensure long-term sustainability and financial security

Project: Plan '22 metrics and indicators. 45% 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: The MFA Studio Arts substantive change application to the Higher Learning Commission was submitted in September. A Change Panel of peer reviewers recommended it for approval earlier this month. The HLC Institutional Actions Committee is the final decider, and it is scheduled to meet in late October. I anticipate approval.

Other: Dr. Ryker-Crawford has begun to develop a new MFA in Cultural Administration, and I will provide assistance.

Other: Anita has been named to the New Mexico Higher Education Department's (NMHED) Data Advisory Group. It will provide support to the agency to ensure continued data integrity and thorough analysis. Data play an important role at NMHED in determining reimbursements for dual credit courses and overall higher education funding levels.

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

Recurring reports:

- National Student Clearinghouse (NSC) Monthly Enrollment Reports
- National Student Loan Data System (NSLDS) Reports-Update Degrees
- New Student Accounts
- New Employee Accounts
- New Mexico Higher Education Department (NMHED) Degree File
- NMHED Financial Aid Files
- NMHED Census Report
- Integrated Postsecondary Educational Data System (IPEDS) Fall Collection

Ad Hoc Reports

- Course Data Information – Academic Technology
- Indigenous Liberal Studies (ILS)/Native American Studies (NAS) Student List – ILS Chair
- Course Report - Registrar
- Email Active Student List – Information Technology
- Academic Standing Report – Student Success

- On/Off-Campus Students – Registrar, Dean of Students, President
- 15-to-Finish Report – Student Success
- Business Majors – Student Success
- Museum Studies Majors and Graduates– Academic Technology
- Undergraduate degree-seeking students – Financial Aid
- On-line Only Student Report – Financial Aid
- Student Status Report - Admissions

Projects:

- Assisted with Dual Credit on-line application - Admissions
- Empower Training – Zoom - New Freshmen, Adjuncts, Career Counselor
- Online Empower Trainings with ComSpec – (Mary Silentwalker, Anita Gavin, Melanie Buchleiter)
- Degree Audit update – Registrar
- Live Chat – deployed on Empower Web Page
- Questionnaire Submitted for transitioning Empower to the Cloud - ComSpec
- Set up Book Adoptions for eCampus – Academics
- Annual Reflection Submission – Achieving the Dream (ATD)
- Submission for News Article - ATD
- CIP Codes Submission – NMHED
- Coding for course location - Registrar

Other Empower Duties:

- Assist Students/Staff with Empower- Log in, forgotten password, problems with reports, web applications, permissions, training, etc.
- Responded to approximately 94 Empower Tickets (37 Password Reset, 57 other tickets)
- Degree Verifications for National Student Clearinghouse
- Submit concerns to ComSpec and follow up with user issues.
- Evaluate the need for Enhancements and submit to ComSpec, then follow up.

To: Dr. Robert Martin
From: Eric Davis
CC: Bill Sayre, Angie Brown
Date: October 19, 2020
Subj: Quarterly Board Report

Mission Objective: III. Build College Community

III.C. Identify and deliver effective institutional communication

Project: Develop New Communication Channels and Tactics

The MarCom Department is investigating new technologies and platforms to develop new communication strategies and tactics based on students' needs and wants.

Will investigate various on-line platforms, texting, and other direct messaging to continue to expand our messaging to the IAIA Community.

% completed – 10%

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

Although I have previously sent the **school recruitment video** to the museum to play as part of their programming on the 1st floor hallway monitor, I want to be more aggressive with signage, school/museum boilerplate, and co-directed events when they are appropriate.

Last year we 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 and will be part of the event again this year.

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

% completed - 10%

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: Merchandising Opportunities

Last year, MarCom finalized a deal with **Pendleton** to create a custom logoed IAIA blanket/robe. It is currently for sale in both stores. Based upon the successful completion of this project MarCom will work with Stores Manager and Collection Curator to create and sell additional merchandise with this and other images.

% completed - 15%

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: Community Events

The MarCom department will continue to utilize Event Sponsorship to strengthen IAIA's connection to the community. We extended our promotional partnerships in 2019/2020 with **Indian Market, Santa Fe Bandstand, Santa Fe Independent Film 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.**

Since my hire, I have attempted to strengthen our ties to **SWAIA, MIAC,** and other Native institutions through sponsorship and joint collaborative programs.

I have begun preliminary discussions with SWAIA regarding expanded involvement/exposure with the **100th anniversary of Indian Market,** although with a change in leadership there, I'll need to re-establish this connection and re-start the conversation.

% completed - 0%

Mission Objective: V. Build institutional capacity for growth

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

Project: Communication Committee

Last year I 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 or bi-monthly basis. I have revised and expanded the **Communication Plan** and shared it to the committee, and it (and all associated materials) will be reviewed by an outside agency/consultant as per the "Expanding Capacities" grant. After the review, we will develop revised action plans based on the recommendations of the reviewer.

The committee will begin to develop policies and procedures regarding advertising, social media, event development and promotion, and other topics that arise in our meetings.

MarCom is also investigating a ticketing system for communication requests to be used by the IAIA community to convey their needs to the department.

% 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.** It has launched and was well-received. With Joy receiving an second term, we have some time to 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.**

% completed – 20%

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.

% completed - 10%

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 has been increasing the number of platforms that we utilize and increasing activity on each. We've updated our presence on **Linked-In**, launched an **Instagram** account, added videos to our **YouTube** account. Future plans include expanding our **Twitter** visibility, 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 (not an all-inclusive list):

Facebook (IAIA Page)

- 106 new likes (25,640 total likes)
- 114 new followers (25,580 total followers)
- 29 Facebook posts for the month
- 147,262 post reach
- 8,898 post engagement
- 1,935-page views
- Largest audience is Women between 35-54 and Men between 35-54
- Audience is 65% Women and 33% Men

Top Countries

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

Top Cities

- Albuquerque, NM
- Santa Fe, NM
- Phoenix, AZ
- Los Angeles, CA
- New York, NY
- Most common device is Mobile

Recent Facebook Posts (IAIA Page)

- 9/1/20—Land Grant Restructuring
 - Reach: 1,085
 - Reactions, Comments, Shares: 92
 - Post clicks: 44

- Negative Feedback: 2
- 9/3/20—Campus Closed
 - Reach: 1,483
 - Reactions, Comments, Shares: 89
 - Post clicks: 68
 - Negative Feedback: 3
- 9/17/20—MoCNA Reopening
 - Reach: 1,959
 - Reactions, Comments, Shares: 159
 - Post clicks: 38
 - Negative Feedback: 3
- 9/8/20—CE Fall Courses
 - Reach: 1,251
 - Reactions, Comments, Shares: 32
 - Post clicks: 51
 - Negative Feedback: 3
- 9/9/20—COVID-19 Testing
 - Reach: 1,096
 - Reactions, Comments, Shares: 46
 - Post clicks: 44
 - Negative Feedback: 4
- 9/21/20—Teters “I Am IAIA”
 - Reach: 1,234
 - Reactions, Comments, Shares: 81
 - Post clicks: 179
 - Negative Feedback: 3
- 9/21/20—NM Go Bond C
 - Reach: 1,299
 - Reactions, Comments, Shares: 73
 - Post clicks: 53
 - Negative Feedback: 3
- 9/22/20—Voter Registration
 - Reach: 636
 - Reactions, Comments, Shares: 14
 - Post clicks: 5
 - Negative Feedback: 2
- 9/23/20—Census
 - Reach: 881
 - Reactions, Comments, Shares: 34
 - Post clicks: 6
 - Negative Feedback: 3
- 9/30/20—Teters Retirement
 - Reach: 8,755
 - Reactions, Comments, Shares: 937
 - Post clicks: 527
 - Negative Feedback: 10

Facebook (Museum Page)

- 58 new likes (14,332 total likes)
- 64 new followers (14,185 total followers)
- 13 Facebook posts for the month

- 16,112 post reach
- 2,243 post engagement
- 784-page views
- Largest audience is Women between 45-64 and Men between 45-54
- Audience is 65% Women and 33% Men

Top Countries

- United States
- Canada
- Mexico
- Italy
- France

Top Cities

- Santa Fe, NM
- Albuquerque, NM
- New York, NY
- Phoenix, AZ
- Los Angeles, CA
- Most common device is Mobile

Facebook Posts (Museum Page)

- 9/16/20—Ask A Curator Live Stream Video
 - Reach: 901
 - Reactions, Comments, Shares: 56
 - Post clicks: 128
 - Negative Feedback: 0

Instagram

- 83 new followers (4,358 total followers)
- 124 total posts, 19 posts for the month

Top Locations

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

Age Range

- 13-17: 0.4%
- 18-24: 10%
- 25-34: 31%
- 35-44: 27%
- 45-54: 16%
- 55-64: 8.5%
- 65+: 7.1%

Gender

- Women: 66%
- Men: 34%

Instagram Posts

- 9/3/20—Campus Closed

- Impressions: 2,257
- Home: 1,415
- Hashtags: 620
- Explore: 161
- Other: 61
- Likes: 208
- Comments: 1
- Shares: 0
- Saves: 1
- Profile Visits: 9
- Follows: 4

- 9/8/20—CE Fall Courses

Impressions: 849

- Home: 771
- Profile: 39
- Hashtags: 31
- Other: 8
- Likes: 26
- Comments: 1
- Shares: 1
- Saves: 2
- Profile Visits: 4
- Website Clicks: 2
- Follows: 0

- 9/9/20—COVID-19 Testing

- Impressions: 1,378
- Home: 1,266
- Explore: 52
- Profile: 40
- Other: 20
- Likes: 117
- Comments: 4
- Shares: 3
- Saves: 0
- Profile Visits: 9
- Website Clicks: 2
- Follows: 1

- 9/14/20—Census

- Impressions: 1,532
- Home: 1,228
- Hashtags: 179
- Explore: 66
- Other: 59
- Likes: 113
- Comments: 3
- Shares: 4
- Saves: 2
- Profile Visits: 9

- Website Clicks: 3
- Get Directions: 1
- Follows: 0
- 9/17/20—MoCNA Reopening
 - Impressions: 2,297
 - Home: 1,326
 - Hashtags: 617
 - Explore: 292
 - Other: 62
 - Likes: 231
 - Comments: 2
 - Shares: 17
 - Saves: 3
 - Profile Visits: 11
 - Website Clicks: 1
 - Follows: 3

LinkedIn

- 24 new followers (1,081 total followers)
- Impressions: 1,683
- Reactions: 70
- Shares: 11
- Page Views: 125
- Clicks: 31

Top Locations

- Greater Los Angeles Area
- Santa Fe, New Mexico Area
- Kalyan Area, India
- Stockton, California Area
- Greater New York City Area
- Top Engager Industries
- Operations
- Marketing
- Arts and Design
- Business Development
- Community and Social Services

Twitter

- 10 new followers (3,751 total followers)
- Tweets: 23
- Tweet Impressions: 9,616
- Profile Visits: 344
- Mentions: 30

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

Store

- \$2,228 Gross sales
- \$2,151 Net sales
- 112 Orders placed
- 144 Items sold

Website

- 20,280 sessions
- 9,815 users
- 45,908 page views
- 2:28 mins per session

Top Ten Pages

- Home
- Portal
- MoCNA
- MoCNA Reopening Plans
- Store
- Admissions
- Museum Admission
- Library
- MoCNA Exhibitions
- Employment
- About

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
- Texas
- Arizona
- Colorado
- New York
- Nevada
- Washington
- Oklahoma
- Illinois

% 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 due to COVID-19 and the limited numbers of staff/faculty on-site.

% completed – 20%

To: Dr. Robert Martin
From: Laurie Brayshaw
Date: October 20, 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 100%

Continuing Education (CE) - Activities/Courses Offered

Enrollment

Semester	Spring 2020	Summer 2020	Fall 2020 (as of October 16)
Number of CE Courses Offered	6	11	20
Number of CE Students	63	119	155
Number of CE Registrations	71	133	198

Fall 2020

Although the semester is not over, there is a significant increase in enrollment from previous semesters. This may be due to the pandemic given everyone is socially distancing and staying at home and perhaps willing to take on-line classes. It might also be a sign that during this time when most educational programming has moved on-line, that perhaps social media marketing efforts are successful in getting the word out about CE classes. A clear trend from Summer, is that there are more non-local (outside of Santa Fe) and out-of-state CE students attending classes now that programming is on-line. Many of those CE students are Native, in fact there have been CE students from as far away as Alaska, the Northeast, the Midwest, and even Canada. In addition, Institutional Advancement reported that 28% (162/573) of CE students that have taken courses to date are considered IAIA Alumni. These trends and information inform programming and marketing efforts for future semesters signaling there is a market for on-line classes and IAIA alumni make a significant market segment group for CE. Finally, though despite offering several classes at no cost, most of this semester's class have course fees attached, which signals good growth for the program.

Fall programming includes a variety of on-line classes, webinars, and webcasts. The semester highlights professional development classes that have done very well in the past, such as “Grant Writing for the Arts and Non-Profit Professionals”, but also new classes such as “Protecting Your Intellectual Property Online”. Personal Enrichment classes offered this semester have reached high enrollment, such as “International Indigenous Art” and “Introduction to Acoustic Ecology”. The goal has also been to include more health and wellness classes, the series on Traditional Foods and Cooking was popular and unique, because it was offered as a live and on-line class. Also, there has been more demand for more Creative Writing classes, the “Journaling into Creative Non-Fiction” was filled to the maximum of 20 students.

Continuing Education is working with Alumni Relations to set-up a “Build a Website” on-line class in partnership with New Mexico Tech Works, a local Santa Fe non-profit that assists people to utilize technology and set-up their own websites. This class will assist anyone from the IAIA community and Alumni to set-up a website to be included in an ecommerce directory to be held in lieu of the cancellation of IAIA Winter Market.

The National Indian Education Association held their first ever national annual virtual convention from October 7-10, 2020. Continuing Education is working with the organization to provide 1 CEU (10 contact hours) for participants towards professional development workshops during the convention (via the IAIA-NIEA Memorandum of Understanding). The convention featured all virtual and on-line workshops and sessions.

Fall 2020 Courses:

- Journaling Into Creative Non-Fiction
- Social Media Marketing Basics
- Grant Writing for Arts and Non-Profit Sector Professionals
- International Indigenous Art
- Protecting Your Intellectual Property Online
- Traditional Foods and Cooking: Healthy Drinks
- Traditional Foods and Cooking: Healthy Snacks
- Traditional Foods and Cooking: Healthy Meals
- Introduction to Acoustic Ecology
- Learning Our Languages - An Indigenous Language Learning Support Course
- Advertise Like A Pro with Canva
- Building Your Home Recording Studio
- The Business of Performance Art
- Pathways into Business
- Etsy Craft Entrepreneurship
- Essentials of Great Product Photography
- Book Promotion Your Way
- NIEA 2020 Virtual National Convention
- Climate Solutions Webcast
- Build a Website

Summer 2020

By the end of the semester, 11 on-line classes and webinars were offered. Understanding the economic and personal hardship and difficulties that people faced in the early pandemic, all on-line programming was offered at no charge on a first come first serve basis. This included classes for professional development and personal enrichment classes, but also health and wellness webinars. The summer featured many new students to Continuing Education, including more non- local and out-of-state students. Given all programming was on-line, that made it easier for out-of-state students to participate in on-line classes and webinars. The enrollment of students also increased due to the pandemic, since most people were at home. Also, during the summer it was also easier to host classes during the day because of that reason, which is normally not a time when people like to take classes. Marketing efforts were successful, including the press release announcing classes, the Santa Fe Reporter and Santa Fe New Mexican inquired about CE classes.

- Release with Poetry – Online Class
- Indigenous Fashion: 1940s to Present – Online Class
- Indigenous Languages in Latin America – Online Class
- Business Idea Generation – Online Class
- Podcasting 101 - Webinar
- Best Practices for Selling at Online Art Markets - Webinar
- Stress Reduction Through Meditation - Webinar
- Title IX - Sex Education: Healthy Relationships - Webinar
- Title IX - Sex Education: Anatomy - Webinar
- Title IX - Sex Education: Birth Control - Webinar
- Title IX - Sex Education: Sexually Transmitted Infections - Webinar

Other Activities

Jonathan Breaker is working on developing webcasts from grant funds from the Climate Solutions Acceleration Fund. The idea is to promote climate action activities by developing webcasts on water conservation, solar energy, and a few other climate action topics during the next academic year. The webcasts will be made available to surrounding area homeowners in the vicinity of IAIA and will be posted on-line to the Continuing Education website.

Jonathan Breaker is also working with the National Congress of American Indians (NCAI) and their Native vote campaign to host an on-line information session for the IAIA community at the end of October. They are looking at feasible dates.

Continuing Education was not successful to receive grant funds through the recent grant cycle for the Native American Agriculture Fund (NAAF). The proposal, “Small Business and Marketing Workshops for Agriculture” included plans to offer learning opportunities in business development to tribal ranchers and farmers. We will meet with NAAF by the end of the year to review the proposal and prepare for a new submission.

Project: Grants

Project Description: Identify potential funding for IAIA needs and interests

Percentage complete 100%

A proposal for \$150,000 to AICF was completed and submitted for automatic bathroom fixtures that would be installed across the campus in high traffic areas. The proposal was declined, but we were able to resubmit. The new proposal for \$150,000 was approved. The grant will cover: 1) Meeting Owls for each classroom, 2) Additional IT Technical support so that IAIA has 24/7 coverage, and 3) a Technical Assistant to the Faculty position. The grant has a short time frame and ends 5/30/21.

Alum DG Okpik has asked that we assist her with a Witter Bynner proposal. The \$10,000 grant would be a pass-through so that Ms. Okpik can complete her latest book of poetry. The grant is due Dec. 2020.

The USDA Rural Development proposal that was submitted for \$161,200 was awarded for \$181,367. The grant will pay for additional solar panels on the campus.

There was a change to the length of an extension that we could request under our Title III grant. We were previously told that we could request a five-year extension due to the CARES Act legislation. There was a change and the US Dept of Ed said that we could only request a one-year extension. The new request was submitted, and the extension was approved. The grant will now end 9/30/21. AIHEC is still working with the US Dept of Ed to make the extensions five years.

Assisted Anthony Coca in submitting information for the joint proposal from the New Mexico Consortium of Higher Education Communications/Computing Systems (CHECS) in application for the New Mexico Higher Education Governor's Emergency Education Relief Fund (GEER). The proposal was successful, and we anticipate receiving approximately \$25,000 to purchase laptops for students.

The MACP Foundation requested a Zoom meeting with IAIA regarding our progress with the MACP Capacity Building grant. Each IAIA area gave an update on the progress they have made. I requested a modification to the awarded budget. MACP has not given us formal approval yet, but they were agreeable to the change.

The IAIA GO Bond banner has been put up at the Museum. The banner features 2 IAIA graduates. The state-wide television ad for Bond C features IAIA grads as well.

Installed hand-sanitizing stations and 6-foot Distance markers in the CLE Commons and the Presidents' office. Also purchased 40 non-contact thermometers for use across the campus in classrooms and offices.

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%

Interviews took place for the Extension Educator position and the Program Associate position. Melanie Kirby was hired to be the new Extension Educator, and Teresa Quintana was hired to be the new Program Associate. With Ms. Quintana moving into the new position, that leaves the Gardener position open. At this time, we will hire Student Workers to provide support for the Land-Grant garden. A Gardener may be hired in the coming year. With the gap in staffing for the Land-Grant department, we are a few months behind in our programming, however, we are back on track.

The Land-Grant area has one dedicated office, along with an open office space design for 2 other staff. Due to the coronavirus, floor to ceiling office pods have been ordered and should be installed by the end of October. This will give dedicated office space to the Program Associate and the Gardener.

Melanie Kirby: Extension Educator report

Virtual-Campus Outreach Events:

Land-Grant Staff was recently restructured and now has hired the Extension Educator, Melanie Kirby; and the Program Associate, Teresa Quintana. The restructuring of the IAIA Land-Grant program is to 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 be delivering outreach programs that will teach and assist the community members in all aspects of agricultural education. With this preface, the Extension Educator (hiring date August 31, 2020), has been able to become acquainted with the Land-Grant Program history, and to initiate and engage in several projects and events.

The first two workshops occurred September 24, 2020 on beekeeping themes at the request of the Not-Forgotten Veteran Rehabilitation and Outreach Center in Taos, New Mexico in a COVID-safe setting (only 5 students and all wore masks and distanced themselves). This first 4-hour workshop focused on bee habitat and ecology and initial hive management through a PowerPoint presentation and then a field apiary practicum to the center's hives for autumn review and to assess honey stores for harvesting at a future date. The Extension Educator taught this workshop and the Program Associate filmed and took photographs for inclusion on the IAIA Outreach webpage blog and for use in future slideshows and presentations for the IAIA community.

The second 4-hour workshop taught by the Extension Educator was also held in a COVID-safe setting (only 5 students and all wore masks and distanced themselves) on

October 1, 2020 at the Not-Forgotten Center in Taos, New Mexico and focused on finalizing the overwintering assessments of their hives and a short slideshow discussing pollination, and pest and diseases of honey bees. Unfortunately, Taos Pueblo's Red Willow Farm and Learning Center students were not able to join as hoped due to the COVID # of persons limitations. However, communication is on-going with them to initiate an introductory beekeeping course to take place this winter (theory) and spring 2021 (field practicums) specifically for them and to establish an apiary at the Red Willow Farm for field practicums in collaboration with IAIA Land-Grant Program.

Land-Grant Program is spearheading the National Native American Heritage Appreciation Month Celebration for the IAIA community. There will be weekly events and themes, including a virtual Pendelton-Moccasin making workshop, Rock-Your-Mocs 5k T-shirt design a movie Watch-Party of the film Gathering which highlights Indigenous Food Sovereignty efforts across Turtle Island a mask contest, video montages of positive messages of appreciation from students, faculty and staff, and student care-packages. This will take place in November around IAIA Open House so as not to conflict with scheduling.

Land-Grant Program Extension Educator has also been working on several grant RFPs including establishing pollinator forage oasis-islands and researching chemical composition of nectars and pollens from Project Apis m. submitted October 1, 2020 (pending); a NM Healthy Soils Initiative grant to establish cover crops to remediate poor soil and to support biodiversity was submitted October 8, 2020 (pending). Two additional grants RFPs are on the horizon that the Extension Educator is currently working on including an Equity and the Natural World proposal for National Geographic due October 21, 2020; and an Ag Professional + Producer grants from Western Sustainable Agriculture Research Education (www.sare.org) due November 14, 2020.

Additionally, Land-Grant is putting together blog entries and a traditional knowledge webinar series featuring presentations on topics related to farming, harvesting, preservation and health and wellness techniques and stories from around Turtle Island. Land-Grant anticipates unveiling this series in December and running monthly.

Lastly, throughout September and October, the Extension Educator participated in several virtual conferences and webinars:

- Native Power Summit
- Agri-Pulse Food & Health Policy Summit
- NMSU Healthy Soil Seminar
- National Indigenous and Tribal Communities Climate Summit
- Sustainability Summit Series: Collaborating for Impact
- Intertribal Agriculture Council's Southwest Ag conference
- From Field to Range to Market Seminar for Tribal Farmers and Ranchers Leadership Lunch: Why and How to Serve on an Entomological Society of America Committee

- Tribal College & University Partnerships in Co-InFEWS Expanding educational and career opportunities for Indigenous students through research in Food, Energy, and Water Systems
- Colony Losses (COLOSS) International Consortium of Volunteer Scientists promoting honey bee health
- Continuing Ed (IAIA) Traditional Meals & Traditional Snacks
- Empowering Tribal Culture, Ecology, and Food Systems Webinar Series
- Healing from Intergenerational Trauma
- Distance learning Seminars by the Economic Research Service
- Rocky Mountain Seed School (10-week on-line course)
- AISES Conference: American Indian Society of Engineers & Scientists

Teresa Quintana: Program Associate/ Gardener's Report

Many changes are occurring in the Land Grant Programs office, garden, and greenhouse. In the greenhouse, the tables were rearranged to maximize growing spaces. Two raised beds that were left over from the Beginner Farmer Ranchers program were brought into the greenhouse in addition to the ten tables that were already inside. One raised bed is currently being filled with strawberries, and the other will hopefully hold two or three citrus trees. The greenhouse is being cleaned for the winter season, and microgreens will be planted soon to fill the tables. This process will be documented and used in the blog on the Land Grant web page.

In the garden, cool weather crops that include spinach, kale, lettuces, beets, carrots, swiss chard, garlic, onions, and pansies are being planted. Flower seeds are being collected to add to our seed bank. So far, cosmos, sunflower, fire wheel, golden crown beard, zinnia, amaranth, daisy, and asters have been collected. Vegetable seeds saved from our crops are sweet corn, posole corn, zucchini squash, melon, spaghetti squash, Anasazi, black, and Taos red bean. We are hoping to be able to share seeds with donors soon. The Ceramics dept donated clay so that we could build seeds storage vessels. The Extension Educator filmed and took photos of the Program Associate/ Gardener harvesting and saving seeds to add to our blog series. We have one hard-working, highly efficient student worker, Malachai Garcia, who is doing a great job.

This year's harvest includes:

- 150 ears of sweet corn
- 100 ears of posole corn
- 3 lbs. black beans
- 3 lbs. Anasazi beans
- 3 lbs. Taos Red Beans
- 30 lbs. Tomatoes
- 15 lbs. Basil
- 1.5 lbs. Amaranth seed
- One zucchini squash
- 15 cucumbers
- 5 lbs. chili

10 lbs. (about 10-15) spaghetti squash
2 lbs. purple tomatillo

Program Associate assisted Extension Educator in filming and photographing bee workshops in Taos, gathering supply lists and ideas for Project Apis m. and NM Healthy Soil Initiative grants. Our ideas for these grants include improving our soil by utilizing cover crops, bio char, and compost. Bio Char is an ancient soil amendment origination in the Amazon. Our plans include building several pollinator oases on campus so that we may have plenty of pollen and nectar to supply our own beehive. These pollinator oases will add a natural and functional sustainable aesthetic to our campus utilizing sustainable agriculture. These projects have potential to bring a fascinating and exciting new element to IAIA.

The Junior Master Garden Program is scheduled to start October 27 for a seven-week series via zoom. Land Grant will mail supply packages to participants and hold sessions twice a week for 1 hour each. Curriculum will include information about Indigenous foods, food sustainability, and traditional methods of growing along with the Texas A&M curriculum essentially teaching both modern and traditional ways of growing. This session Land Grant is reaching out to not only local communities, but also Native youth programs around the country. Contact has been made with a group in Portland, OR, and with a group in Flathead, MT.

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 100%

Due to the change in the Title IX policies from the Department of Ed, the IAIA Title IX Policies and Procedures have been revised as of Aug 14,2020, and they have been posted on the website. The revisions follow the template from the Association of Title IX Attorneys (ATIXA). Because of the changes, we must now have trained Hearing Panel members and trained Advisors. Aimee Balthazar and Ryan Flahive previously received training from ATIXA. Brian Fleetwood has agreed to join the Hearing Panel. Bert Candelaria and Marcella Apodaca have agreed to be trained as Advisors. JR Romero and Todd Spilman have agreed to continue as Investigators and will also attend refresher training. All members will attend the appropriate on-line training from ATIXA. The new DoEd policies require that all Hearing Panel members, Advisors, Investigators, and Coordinators undergo yearly refresher training as well.

A one-year contract was established with Safe Colleges/ Vector Solutions for on-line Title IX training. The training has been set up for all students, employees, Board members and Contractors (Security, tutors, and various contractors with Facilities). Everyone is asked to complete the same 30-minute training. Lists of staff that have completed the training are sent to the Presidents' Cabinet members who then work with their staff to complete the training.

I spoke to New Freshmen during the Orientation and we discussed the Title IX Office and the upcoming trainings. All students have been set up for the 15-minute student training, which is slightly different from the employee training. Since the student completion rate was poor, I will be conducting random drawings of students that have completed the training. They will receive a \$25 gift certificate to the Campus Bookstore/Museum store. This incentive should increase the completion rate.

To: Dr. Robert Martin, President
From: Felipe Colon, Interim Academic Dean
Date: November 2020
Subj: Quarterly Board Report
Input from: Library Director, Fitness Manager, Academic Tech and Department Chairs

Mission Objective 1: Improve Student Success

A. Increase resources for students

Project 1: Data Migration to Re: Discovery Proficio Elements

This project launches a new online portal to facilitate easier and more comprehensive research in the fields of Contemporary Native Art and Culture. Through data migration, careful creation of research guides, and the launching of a new website; *Rediscovery Proficio: Elements* and *Proficio for the Web* will simultaneously provide rich materials from the IAIA Archives and IAIA Museum Collection while establishing new database standards for both collections. This will increase patron/student research from the new website. Upon completion, this service will be available to our stakeholders, constituents, and colleagues across the world.

- Deliverable: Website database for Contemporary Native Art and Culture research
- Expected completion date: August 2021
- Budget Considerations: Funded through W.K. Mellon Foundation
- Communications Considerations: Marketing and Communications Department/ Jason Ordaz

Project 2: Online Learner Course

This project develops a new and transfer student Online Learner Course. Admissions will enroll new and transfer students immediately upon their acceptance. This course will acquaint students with our LMS and IAIA online teaching methods. Course topics will include basics of Canvas usage and navigation as well as sample learning modules drawn from various disciplines. This combination will provide students exposure to and practice at the various assignments, discussions, exams, lectures, materials and presentations utilized across the spectrum of IAIA courses. There will also be modules created with input from current IAIA students who have experience with the LMS and can give peer pointers. Support services would be covered in great detail including who to contact when having trouble.

- Deliverable: Course developed and Launched
- Expected completion date: May 2021
- Budget Considerations: Funded by current AT budget
- Communications Considerations: Admissions and Recruiting Department, Faculty and Students

Project 3: Transcripts Assessment Project

This assessment project examines application of universal design to IAIA courses. Universal design is an approach that makes coursework as accessible as possible to students. Rather than being a reaction to an accommodation need, universal design implements accessibility into the basic development of a course through the use of tools such as lecture and discussion transcripts. In January 2021, a select group of Faculty will begin making transcripts available. Faculty will familiarize students with the transcripts and how to best access them. An indigenous assessment will then take place towards the end of the Spring 2021 semester comparing the level of engagement and understanding of the material between a transcripts and non-transcript course.

- Deliverable: Sample universal design courses created and accessed
- Expected completion date: May 2021
- Budget Considerations: Funded by current Academic Technology Department Budget
- Communications Considerations: Faculty, Students

B. Improve retention and completion

Project 1: Registrar – Empower System Cleanup

This project will correct the data input into the Empower system by universalizing degree plans, course descriptions, transfer credits and other areas that feed into the Empower Degree Audit function. This will provide advisors with a more streamlined and accurate tool to assist students with course registration and earning their degrees.

- Deliverable: Empower audit system function improved by corrected data input
- Expected completion date: June 2021
- Budget Considerations: Funded by current registrar Budget (Possible additional Comspec/ Empower training may increase budget need – TBD)
- Communications Considerations: Comspec/Empower, Institutional Research Department, Faculty

Project 2: Coronavirus Assessment within Cinematic Arts

This assessment project will address if and how the online transition of Cinematic Arts (CINE) classes has affected the quality of student work. The department will use its annual screening and awards ceremony or the potentially postponed/ canceled ceremony to determine if CINE students have maintained their past high quality of work within the limitations of the pandemic. The assessment will identify negatively impacted areas due to the restrictions of the coronavirus pandemic and make recommendations for improvement.

- Deliverable: Quality of work assessed and recommendations for improvement made
- Expected completion date: May 2021
- Budget Considerations: Funded by NM Film office and CINE Department Budget
- Communications Considerations: Marketing and Communications Department

Project 3: Mentorship Retention Project: Pairing of Upperclassmen and Freshmen

This project will pair Junior and Senior level Creative Writing (CRWR) students with freshman, and some sophomores, to promote student success and retention. Mentors will be trained in supporting their mentees and will work with the CRWR faculty and chair complete written reports on Freshman/ Sophomore progress which will be reviewed and discussed at departmental meetings. Regular check-ins and meetings will be scheduled between mentors and mentees and will sometimes include faculty advisors as needed. Mentors will keep a log of meetings with mentees regarding issues, especially those that may be remedied by the department. Mentors will write a culminating evaluation, highlighting what they see as successes and challenges of the program. Freshman students in the program will provide a brief evaluation of their successes or challenges.

- Deliverable: Mentor program established and run
- Expected completion date: April 2021
- Budget Considerations: Funded through the CRWR department
- Communications Considerations: Faculty, Students

Mission Objective 2: Strengthen Academic Programs

A. Raise academic and studio standards

Project 1: Digital Dome Functionality and Manual Creation

This project will restore full functionality to the Digital Dome and to create an accessible manual for its operation. This project will also develop a manual for training IAIA staff, faculty and students on the on operation of Digital Dome and begin the process of exploring how to utilize and integrate use of the Dome into classes across all disciplines.

- Deliverable: Dome functional and trainings begun
- Expected completion date: May 2021
- Budget Considerations: Funded CINE and Deans budget with possible funding also through grants and Title III - TBD
- Communications Considerations: Faculty, Staff, Students, Sponsored Programs Department, Facilities Department

Project 2: Studio infrastructure improvements

This project will initiate improvements to the physical workflow and environmental health and safety of the Studio Arts studios. This includes reorganization of spaces to aid in COVID-19 safety measures and the fabrication of studio fixtures to increase tool safety, improve studio operations, and create a more comfortable working environment.

- Deliverable: Studios re-organized and new fixtures acquired/ fabricated
- Expected completion date: May 2021
- Budget Considerations: Funded through Studio Arts Department Budget
- Communications Considerations: Students, Faculty, Facilities Department- TBD

Project 3: Business Course Assessment

This assessment project will conduct an Indigenous Assessment on two courses: BUSN140-Introduction to Business & Entrepreneurship and BUSN240-Advanced Entrepreneurship. This assessment will focus on finding ways to improve the courses, improve meaningful and applicable outcomes and improve overall student satisfaction.

- Deliverable: Assessment conducted, and course improvements made
- Expected completion date: May 2021
- Budget Considerations: Funded through Faculty, Adjunct Faculty, Students

Project 4: Fully Online Course Evaluations

This project will assess the success of the Fall 2021 online only class evaluation model. In Fall 2021 the Deans office determined it is best strategy in the current pandemic, and also for clarity of evaluation process, to conduct all on-campus, online, and dual credit course evaluations via the SurveyMonkey software and delivered through the Canvas LMS system. This assessment will quantify its success by examining the numbers received per course in the reporting process versus those received in the hybrid delivery model in previous semesters.

- Deliverable: Evaluations completed, count of returned evaluations conducted, comparison to last year's number made
- Expected completion date: December 2020
- Budget Considerations: Funded through Deans department budget
- Communications Considerations: Academic Technology Department, Faculty

B. Expand state of the art technology in academic programs

Project 1: Adjunct Orientation – Improving Accessibility

This project will create a Virtual Adjunct Orientation Course that will be accessible to all adjuncts including those unable to attend the in-person adjunct orientation. This project will improve adjunct faculty resources within the Canvas system and will help to provide all IAIA adjunct faculty with the knowledge and understanding of policies and procedures under which they are expected to operate.

- Deliverable: Virtual Adjunct Orientation Course developed and launched on Canvas
- Expected completion date: January 2021
- Budget Considerations: Funded through the Academic Technology Department
- Communications Considerations: Deans Office, Department Chairs, Academic Technology, Human Resources Department- TBD

Project 2: MFA Creative Writing Multimedia & Digital Learning Platform

This project will develop a robust Creative Writing MFA (CRWR MFA) multimedia and digital learning platform to help in educating, retaining, and graduating CRWR MFA students. This project will use the Canvas LMS to deliver multimedia class and student support materials to provide more interactive online engagement, helping students to feel more comfortable and supported by the CRWR MFA online/digital community. This strong online support will be an incentive to enrollment, active engagement, and completion. The integration of more online multi-media will increase the variety of information delivery including: live events and discussions; a library of recordings for asynchronous and synchronous courses; and the integration of Thunderbird Podcast episodes to highlight the CRWR MFA program and its students.

- Deliverable: Digital Learning platform created and implemented in Canvas
- Expected completion date: July 2021
- Budget Considerations: Funded through the CRWR MFA budget and Academic Technology Department Budget, with the AICF/TCU Grant supplementing the purchase of additional faculty recording equipment
- Communications Considerations: Faculty, Academic Technology, Students, Marketing and Communication's – TBD, Admissions and Recruiting Department TBD

D. Expand interdepartmental engagement in the academic programs

Project 1: Assessment: Extending Conceptions of Theater & Performance

This project will revise technology use strategies for IAIA Performing Arts (PERF) events and address new standards for Covid-19 responsive PERF events and courses. This project will include assessing the viability of current technology resources; implement updates to current course offerings; surveying PERF students to identify performance challenges and technical interests; and identify potential added cross discipline opportunities for collaboration.

- Deliverable: PERF events assessed to identify necessary changes and changes initiated
- Expected completion date: May 2021
- Budget Considerations: Funded through PERF Department budget with additional hardware needs funded through JSF Covid-19 Grant and possible other grants- TBD
- Communications Considerations: Faculty, Students, Academic Technology Department – TBD, Information Technology Department - TBD

Project 2: Hybrid Degree in Animation – Year 2

This project addresses the development of a Cinematic Arts department led hybrid BFA degree in Interactive Arts & Game Design. A Cinematic Arts/Studio Arts Hybrid Degree would build upon our Arts & Game Design minor and combine classes from Cinematic Arts, Studio

Arts, and Performing Arts. This degree track will teach the fundamental skills in each of these disciplines which would prepare students pursuing a career in Animation and related fields such as Gaming and Interactive Media. Since the hybrid degree will be drawing upon existing classes the program will require minimal additional adjuncts to teach classes in the minor in Interactive Arts & Game Design.

- Deliverable: Plan for BFA in Arts & Game Design completed
- Expected completion date: May 2021
- Budget Considerations: Funded through current CINE department budget
- Communications Considerations: Faculty, Students, Institutional Research Department, Marketing and Communications Department, Admissions and Recruiting Department, HLC- TBD

E. Foster indigenous identity, knowledge, and practice.

Project 1: Comp 102 Social Justice Storytelling and Narrative Art: Oral History Podcasts and Short Documentary Films Curriculum Development

This project will involve the Creative Writing Department (CRWR) founding a Social Justice oriented archive of research and informational resources through the creation of oral history/narrative documentary recordings. Faculty and students will engage in collecting and recording narratives, conducting background research, transcribing and providing recordings for archiving on the IAIA library's oral history page.

- Deliverable: Archive of documentary recordings established and recording uploads begun
- Expected completion date: April 2021
- Budget Considerations: Funded through CRWR department budget
- Communications Considerations: Faculty, students, Library Department, Academic Technology Department, Marketing and Communications Department

Mission Objective 3: Build college community.

A. Promote health, wellness, and safety

Project 1: Introduction to Fundamental Movements

This project will develop a canvas-based auditable course to promote life lessons for students, faculty and staff to stay healthy and physically fit without gym equipment or having to go to a gym. This course will include weekly emails about health, fitness and encouragement will be sent out to the IAIA community. Zoom session will promote student engagement in group activities with live interactions.

- Deliverable: Course created and begun
- Expected completion date: December 2020
- Budget Considerations: Funded Fitness Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department

Project 2: Health and Wellness

This project will establish a Canvas faculty and student hub-based resource page for promoting health and wellness based upon the surgeon general's guidelines for physical activity. This project will create quick guides to meeting fitness challenges, creating self-awareness and impact of food choices, creating intrinsic motivation, assessing BMI and BP, and will also include personal training via scheduled live Zoom sessions. Overall, this project will instruct the IAIA community in how to incorporate a healthy way of living through physical fitness and food choices.

- Deliverable: Website database for Contemporary Native Art and Culture research

- Expected completion date: December 2020
- Budget Considerations: Funded through Fitness Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department

C. Identify and deliver effective institutional communication

Project 1: Course Catalog Development

This project will develop a communications system for academic department chairs and Faculty Council leadership to submit updates, course and program changes into the catalog in a uniform and systematic way while meeting all deadlines. A series of trainings will be included in this project to ensure all academic department chairs and Faculty Council leadership will be informed on the deadlines, timelines and organizational structure necessary to complete annual catalog updates.

- Deliverable: Communication system established, and trainings conducted
- Expected completion date: April 2021
- Budget Considerations: Funded through Registrar's office and Deans Office Budgets
- Communications Considerations: Registrar's Office, Dean's Office, Faculty Council Faculty Department Chairs, Marketing and Communications Department

Mission Objective 4: Advance Contemporary Native Arts and Culture

A. Continue to refine and implement indigenous assessments

Project 1: Information Literacy Learning Assessment

We will perform an assessment of information literacy learning at strategic curriculum points by planning to utilize both mainstream academic and an indigenous assessment method. There are numerous action steps to make this project happen. Effective measures will derive from the number of students that complete the assessment tool; quantity of answers graded on a rubric; and the accomplishment of an indigenous assessment with the resultant forms filled out and action items created. Expected completion date: June 2021

Project 2: ILS Assessment Project

This assessment project will assess two ILS/ General Education courses that are part of the cultural electives' menu of the general education requirements for IAIA students. These two courses will be TRDA 101: Traditional Arts & Ecology and ANTH 160: Cultural Anthropology of North America. These courses will be assessed in order to determine that they are providing rigorous and quality education imbued with Indigenous values to IAIA students. The results of this assessment may necessitate adjustments and improvements to these classes.

- Deliverable: Assessment conducted, and necessary adjustments/ improvements identified
- Expected completion date: May 2021
- Budget Considerations: Funded through the Indigenous Liberal Studies Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department - TBD

Mission Objective 5: Build institutional capacity for growth

A. Ensure long-term sustainability and financial security

Project 1: 8-week Studio Classes Implementation and Evaluation

This project will create 8-week versions of applicable studio courses and evaluate the effectiveness of compressed content delivery on learning outcomes. This project will involve consulting with core faculty about 8-week possibilities and developing course delivery plans and syllabi for 8-week course versions.

- Deliverable: Courses planned, developed and added to Sp21 course schedule
- Expected completion date: October 2020
- Budget Considerations: Funded through Studio Arts Department Budget
- Communications Considerations: Faculty, Academic Technology Department – TBD, EOC Committee - TBD

Project 2: 16-week Online Studio Arts Courses Assessment

This project will assess the delivery of synchronous online 16-week studio arts fundamentals courses. This project will review faculty and student training for online courses and identify technical assistance needs. Assessment will be conducted by observing the synchronous online courses, surveying faculty/student satisfaction and assessing attendance/grades in comparison to the last in-person version of these courses. Project will inform as to the viability of online studio course work as an option.

- Deliverable: Courses assessed, and needs identified
- Expected completion date: May 2021
- Budget Considerations: Funded through Studio Arts Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department

Project 3: Museum Studies Degree Expansion Project

This project will focus on the expansion and promotion of Museum Studies (MUSM) departmental programs. The first element of the project will be increasing the promotion of the Art History, Museum Studies and Business & Entrepreneurship Certificate Programs through departmental funding for increased advertising. The second part of the project will be conducting an EMSI survey to identify and analyze MUSM MFA program needs. This represents the next step in the process of building the MUSM MFA program proposal in accordance with the established process for MFA program creation and based upon the recommendations of the BOT.

- Deliverable: Advertising increase, EMSI survey conducted and incorporated in BOT/ HLC proposal
- Expected completion date: April 2021 – EMSI Portion, April 2022 – Advertising portion
- Budget Considerations: Funded through Museum Studies Department Budget, Deans Office Budget and possibly grant funding/ Title III - TBD
- Communications Considerations: Faculty, Deans Office, Institutional research Department, Sponsored Programs Department - TBD

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

Project 1: Fiber Arts at IAIA

This project will explore the viability of fiber arts programming at the IAIA. Fiber arts is a heritage program but has not existed for many years. The project will research the history of fiber arts, the current desire, the viability of a potential program, and result in a policy

recommendation. It is anticipated the addition of fiber arts programming at the IAIA will result in increased enrollment at the institute.

- Deliverable: Viability of Fiber Arts Program assessed, and yes/ no recommendation made for program development
- Expected completion date: June 2021
- Budget Considerations: Funded through Indigenous Liberal Studies Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department

Other news:

Assistant Professor James Lujan

- Short play, "Stanford Indian" will have a reading at the 10th Annual Native Voices at the Autry Short Play Festival Nov. 14 and 15. 2020. <https://theautry.org/events/signature-programs/native-voices-at-the-autry>

Assistant Professor Daisy Quezada

- Completed "Southwest Siblings" ceramics mural with AiR Margarita Paz Pedro (Laguna Pueblo) and Spring 2020 Intro to Ceramics students.
- Exhibited at Shirley Fiterman Art Center at Borough of Manhattan Community College, CUNY
- Publication, [bosque brotante](#), was included in [Publishing the Present](#) an Archive of Mutual Care and Action through Libby Leshgold Gallery at Emily Carr University of Art + Design and Wendy's Subway. Contributors of publication included: Beata Tsosi-Peña (Santa Clara Pueblo), Marian Naranjo (Santa Clara Pueblo), Jonathan Loretto (Cochiti Pueblo), Roxanne Swentzell (Santa Clara Pueblo), Manuel Robles Flores (San Augustin, Chihuahua).
- Took over art Instagram page [Psychic Jacuzzi](#) for the week of September 7, 2020.

Assistant Professor Amber Dawn Bear-Robe

- The film short about the 2018 SWAIA Fashion Amber produced recently won a Regional Emmy: [Walk With Pride](#)
- Amber Dawn now sits on the Wheelwright Board of Trustees

Assistant Professor Mattie Reynolds

- Publication of an article in the Tribal College Journal: <https://tribalcollegejournal.org/virtual-reality-meets-creative-ingenuity-integrating-new-techniques-in-artwork-exhibition-at-the-institute-of-american-indian-arts/>
- The first all virtual senior exhibition: <https://iaia.edu/event/iaia-2020-spring-senior-graduating-exhibition-memory-unearthed/>
- Currently, the Interim Marketing/Social Media chair for the board of the New Mexico Association of Museums.

Assistant Professor Sheila Rocha

- Invited to **Artslink** as a Fellow Host on behalf of Performing Arts IAIA

Robert Orozco – Fitness Center

- Created a safe and accessible storage area.
- Inserted adequate shelving space for equipment in the storage area.

- Purchased equipment for the PAFC weight room.
- Started weekly archery sessions.
- Maintained adherence with my online students.
- Sending out emails pertaining to physical fitness, with positive feedback.
- Started Personal Training with students who are not taking a physical fitness class.

Russel Stolins and Nami Okuzono – Academic Tech

- Taught Online – Essentials Training for IAIA Faculty
- Provided support to IAIA departments as they moved facets of their operations online.
 - Summer Bridge program – Zoom sessions and Canvas HUB course
 - Student Success - Set up of cloud-based data to manage Student Survey
 - Learning Lab – configuring online schedules, training staff
 - Student Orientation – extensive help with online placement test administration
 - Moving forward with Canvas Baseline Policy
- Worked with the Ed Standards Committee on baseline standards for use of Canvas. Approved 9/10/20
- Setup and managing the Student Hub course and Faculty Hub course
- Returning Student Orientation Sessions
 - Preparing for the Fall 2020 Term
 - Learning Online
 - Support Services for Remote Students
- Online Campus Task Force - non-physical aspects of the campus re-opening:
 - Preparedness surveys of new and returning students (connectivity, computer hardware)
 - The Fall 2020 course schedule (8-week courses, schedule delays for self-quarantine)
 - Campus communications (e.g. zoom etiquette, sharing personal phone numbers)
 - Library resources for remote students (new book scanner)
 - Video configurations for in-person classrooms & studio spaces
- Nami and Russel serve on the editorial team of an academic journal: The AAEEBL ePortfolio Review. AePR publishes academic articles on the practice and benefits of ePortfolio in higher education.
 - Published our first COVID-era issue: ePortfolio Platforms v4n1 (Summer, Fall 2020)
 - Nami served as Art Director and manages production/layout of each issue.
 - Russel served as Executive Co-Editor with Cindy Stevens of the Wentworth Institute.
- Conducted IAIA Recent-graduate Internships through AePR
 - Courteney Handy (BFA CW 2018)
 - Chelsea Napper (BFA CW 2019)
 - Deborah Svatos (BFA CW 2020, current MFA CW student)

Felipe Colón - Associate Professor of Museum Studies an Interim Academic Dean

- Begin Northern Arizona University graduate certificate in tribal nation building in administration
- Received AICF/ Mellon foundation scholarship for TCU faculty Graduate Studies
- Received endeavor foundation scholarship for indigenous studies students

To: Dr. Robert Martin
From: Manny Ramirez
Date: October 20, 2020
Subj: Alumni Council Quarterly Board Report

IAIA Alumni Council Report

The Alumni Council is currently working with Alumni Relations to plan and develop our Holiday Market and Alumni Scholarship committees. Treasurer Leanne Campbell has volunteered for Holiday Market. Vice-President Kendra Greendeer and Treasurer Campbell are volunteering in support of Museum Studies outreach. Governing Bylaws are under review. Officers have received sign-in information and registration for Title IX Online Training and completion.

We are currently sharing our contributions and how we can honor the legacy of The Alumni Council.

Also, Alumnus and Council Officer George Cramer's debut novel "The Mona Lisa Sisters" was released in August and is available on Amazon.

To: Dr. Robert Martin
From: Molly Sabori, ASG Secretary
Date: October 21, 2020
Subj: ASG Board Report 2020

IAIA Associated Student Government 2019 Officers:

President: VACANT	Vice President: VACANT	Treasurer: VACANT
Secretary: Molly Sabori	Public Relations: Shantel Chee	

February:

ASG Officers in Positions Filled

- President, Shelly Patrick
- Vice President, T'cha Cosgrove
- Treasurer, Alex Dalen

Club and Representative Reports received and processed

March:

COVID 19

- ASG continued Online, using Zoom Meetings

April:

ASG worked with Dr Martin to give information about COVID and IAIA's future plan.

May:

Town Halls on IAIA's plan for Fall 2020 during Pandemic

August:

ASG Officer resignations:

- President, Shelly Patrick
- Vice President, T'cha Cosgrove
- Treasurer, Alex Dalen

ASG Officers currently active:

- Secretary, Molly Sabori
- Public Relations, Shantel Chee

September:

ASG Officer Positions Open

Club Applications Open throughout Fall

Representative Applications Open throughout Fall

One Representative and Three Clubs active

October:

Town Halls - Students and Dr. Martin w/some faculty

Associated Student Government Commitments: Main Focus with COVID 19

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

To: Dr. Robert Martin
From: Nena Martinez Anaya
Date: October 19, 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. The Director scheduled six bi-weekly virtual career readiness and internship preparation workshops, September through November and is currently organizing the virtual programming for the Spring 2021 annual Career Fair by identifying sites. The Director continues to meet virtually with students' needs for employment. 45%

Other: Work-Study program. 48 undergraduates are employed. 23 job descriptions posted with some departments are offering more than one position.

Mission Objective I: Improve Student Success Institutional Priority A: Increase resources for students:
Project 2: Measure the effectiveness of the Graduate School Day, scheduled virtual recruitment recordings shown weekly beginning November 4, 2020 through November 25. Recordings will be housed in the Internship & Career Services Canvas page where student selects their graduate school of choice for viewing. 45%

Mission Objective I: Improve Student Success Institutional Priority A: Increase resources for students:
Project 5: Paid Internship Program, The Director placed seven students in the Ascendium Paid Internship Program for Summer and Fall 2020..Each student is enrolled in their degree program's three-credit hour internship course. 55%

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
Jordan Alden	Stagecoach Foundation	Cinematic Arts & Technology
Kevin Wright	IAIA Performing Arts	Cinematic Arts & Technology

Other: IAIA Mentorship Program: Participants this academic year included 3 Student Mentors, 16 Student Mentees, 6 Staff, 3 Faculty, and 1 Alumni. The Mentorship Program moved to online communication with student both on and off campus this year. Students will continue to receive monthly Honorariums meetings via mail.

Other: Pantry: We have had 2,375 pounds of donations to the Pantry since July 2020. We recently developed an account for monetary donations. The Johnson Scholarship Foundation awarded IAIA \$5,000 for grocery gift cards and the AICF awarded IAIA \$5,700 for food security emergency aid.

Other: Early Alerts: continues as a collaborate cross-department team that helps connect students to resources to improve student success. Once a referral is received, the student is contacted and connected to resources provided by IAIA or off campus. Fall 2020 to date has 282 referrals and Spring 2020 had 548 referrals.

Other: Staff Advisor Pilot Program: The goal of this program is to improve persistence rates toward degree completion. The program is designed for staff to support students by being their "go-to" person to help them navigate through the college systems. Staff will be trained, and the program will be run through Staff Council and the Pathways Committee.

Other: Alpha Chi: Alpha Chi currently has three active members with invitation to new members to be sent. Currently, there have been 25 hours of Community Service directly to the IAIA community through the Alpha Chi Countdown to Vote campaign. Meetings are every other week on Wednesday. Seven Alpha Chi members graduated for Spring 2020.

Other Dual Credit Program Report-Fall 2020 semester we have 27 classes at 12 high school sites with a total of 323 enrolled students. All courses are offered in a hybrid/online format. Jay Muskett, Interim Outreach Director, is now overseeing the Dual Credit Program and planning for the upcoming SP21/FA21 semesters.

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. Our numbers and percentage have dropped for Fall 2020. This could be due to the large decrease in on-campus students due to COVID.

Reporting on Freshmen; Sophomores; Juniors & Seniors

	<u>Applications</u>	<u>Eligible Students</u>	<u>Percentage Complete</u>
<u>Fall 2016</u>	<u>87</u>	<u>291</u>	<u>29%</u>
<u>Spring 2017</u>	<u>126</u>	<u>281</u>	<u>45%</u>
<u>Fall 2017</u>	<u>128</u>	<u>321</u>	<u>40%</u>
<u>Spring 2018</u>	<u>140</u>	<u>284</u>	<u>49%</u>
<u>Fall 2018</u>	<u>154</u>	<u>314</u>	<u>49%</u>
<u>Spring 2019</u>	<u>111</u>	<u>244</u>	<u>45%</u>
<u>Fall 2019</u>	<u>194</u>	<u>354</u>	<u>54%</u>
<u>Fall 2020</u>	<u>113</u>	<u>316</u>	<u>36%</u>

Other: Financial Aid Scholarship Awards:

2020-2021 Scholarship Statistics:

# of Scholarship Awards	482 Awards	
# of Student Recipients	249 Students	
Total Dollar Amount	\$ 939,543.00	
AICF/TCU:	52	127,286.00
AICF Full Circle:	30	146,965.00
IAIA CIB Scholarship	125	122,500.00
IAIA Merit Scholarship	153	219,550.00
IAIA Named Scholarships	17	71,082.00
Scallan Scholarship	25	36,500.00
IAIA Board of Trustees	1	3,800.00
New Mexico Lottery	13	20,020.00
Johnson Foundation	6	5,500.00
MFA Scholarships	37	134,000.00
NM Legislative Lottery	13	32,340.00
NM Opportunity Scholarship	10	20,000.00
Total	459	939,543.00

Mission Objective 1: Improve Student Success Project 4 Emergency Aid Program Since July 1, 2020, we have helped **10** students with emergency aid funds totaling **\$4,817.65**. The top 3 needs are: (1.) 69% Housing and Utilities (2.) 20% Food (3.) 11% Medical/Optical Expenses

Mission Objective I: Improve Student Success Institutional Priority: D. Promote involvement of all stakeholders in student success: **Project 8:** Improve campus-wide ADA implementation and compliance in accordance with the requirements of Title II of the Americans with Disabilities Act of 1990. The ADA work continues and the first project for is the accessible parking in all areas of campus. The ADA Policies and Procedures Handbook was approved by the Student Success Committee and we are in the process of hiring the Accessibility Director (formerly Retention Director) who resigned in late August. 35%

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**

- Live Chat- Two 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.
- Phase I of Virtual Campus Tour videos have been created and posted on our visit website. We are working to Phase II with other videos highlighting Family Housing, Café, and Bookstore.
- The Admissions Counselor schedule one on one zoom or phone call meetings.
- Increased social media ads and promotions and placed more ads in the local NM/AZ area.
- Sent out 153 welcome packages with a welcome postcard, tote bag, lip balm, sticker, and pen to all admitted students for Fall 2020.
- IAIA Informational Sessions- will be scheduled every 3rd Thursday of the month at 5 pm.
- IAIA Freshmen & Transfer Admissions Videos- are being created and added to our website.
- IAIA Virtual Open House- We will be an active participant in the virtual open house scheduled for November 16-20, 2020.
- We are working to identify webinar sessions we can host or partner with other schools to host to begin recruitment for Spring/Fall 2021.
- We created an in-house virtual tour of campus to provide to incoming students and prospective students. Phase I has been posted to the website and we are working on Phase II.
- Creating an Admissions Brochure to provide information on orientation, housing, ADA, technology, financial aid and more. This will eliminate the numerous papers mailed in the packet to allow for one condensed handout.

Other: Table 1. below lists the number of accepted students for the Spring 2021 semester and Fall 2021 as of 10/19/2020.

<u>Table 1.</u>	Spring 2021	Fall 2021
New Freshmen	13	3
Transfer	0	1
Readmit	2	0
Certificate	3	0
Non-Degree	1	0
Total	19 (18 SP20)	4 (8 -FA20)

Table 2. Lists the recruitment events in June

<u>Table 2.</u>	EVENT
8/14/20-8/19/20	New Mexico Virtual College Fair
8/21/20-8/25/20	Montana Virtual College Fair- High Schools
10/6/20	Ukiah High School, Online presentation
10/9/20	Native American Virtual College Fair
10/20/20	Navajo Technical University College/Career Virtual Fair
11/4/20-11/6/20	New Mexico Association of Museums Annual Conference Virtual Booth

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

9/7/20-TCU Scholarship Webinar with AICF

9/7/20-Project Success Update with the Department of Education

10/6/20-Title IX and Sexual Harassment for Employees online certification

Karen Gomez, Internship and Career Director

8/5/20 – NM Workforce Solutions Town Hall, Zoom

8/26/20 –Racial Disparity and It's Impact on Student Loan Borrowing, Webinar

9/3/20 –Work-Based Learning Project (LANL) Partner Meeting, Zoom

9/15/20 –Applying for Federal Employment, Webinar

9/29/20 –National Association of Colleges & Employers: Town Hall Webinar

10/13/20-Designing with Purpose, Creating Strong Career Services Center at MSI's, Ascendium, Zoom

10/13/20 –Work-Based Learning Project, Stakeholder Engagement Session, Zoom

10/22/20 –New Mexico Film Office, New Film Industry Information Series, Zoom

10/27/20 –National Association of Colleges & Employers: Impact: Successes/Challenges During Covid-19

Veronica Bustamante, Admissions Specialist

9/22/20- Title IX Sexual Harassment, Online, IAIA

Warrior Brown, Admissions Counselor

9/22/20- Title IX Sexual Harassment, Online

9/14/20- Visit Days Virtual Booth Set Up Training

9/21/20- New Mexico DWI Awareness Training to obtain NM driver's license

9/25/20- Title IX Sexual Harassment Training, Online, IAIA

10/08/20- Prezi Virtual Booth Set up Training

10/13/20- Coronavirus: Managing Stress and Anxiety Webinar

Mary Silentwalker, Director

8/5/20- Enrollment Leaders Talk Admissions Processes in Light of COVID-19, College Board

8/20/20- Empower Application Training, Webinar

9/14/20- Advertise like a Pro with Canva, Continuing Ed Webinar

9/14/20- Visit-Days Virtual Booth Set Up Training

Scott Whitaker, Director of Financial Aid and Student Accounts

9/4/20-COVID best practices conference call with VP Pence and ED Secretary, Betsy DeVos

9/7/20-TCU Scholarship Webinar with AICF

9/7/20-Project Success Update with the Department of Education

10/6/20-Title IX and Sexual Harassment for Employees online certification

Leah Boss, Financial Aid and Scholarship Advisor

9/9/20-AICF Webinar: Scholarship Overview and Changes

9/9/20-AICF Webinar: Reporting and Selecting a Replacement

10/5/20-IAIA Webinar: Title IX and Sexual Harassment Prevention for Employees

Other: Fall 2020 Enrollment Report

The Enrollment Report lists student registration data, sorted by category of admittance for the semester. Due to the Covid-19 pandemic enrollment data has changed considerably compared to Fall 2019. The **FTE (full-time enrollment)** has decreased by 5% from 507 (Fall 2019) to 480 (Fall 2020). **On-campus FTE** enrollment changed from 392 (Fall 2019) to 154 (Fall 2020) representing a 61% decrease. **Enrollment Location** has also changed with online enrollment increasing from 26 students (Fall 2019) to 189 students (Fall 2020). **Enrollment Headcount** has increased by 32% from 609 students (Fall 2019) to 801 students

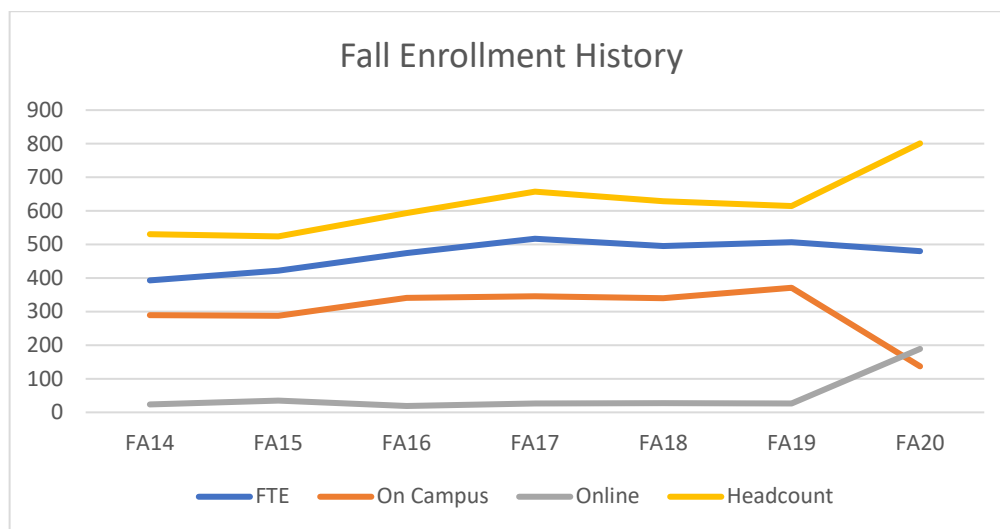
(Fall 2020) and is the largest headcount in IAIA history. Both the Dual Credit Program and the Continuing Education Program helped to increase headcount by 192 students.

Full-Time Enrollment (FTE)		Enrollment Location		Enrollment Headcount	
Undergraduate-On-campus (8 week & hybrid)	154	Undergraduate -On-Campus (8 week & hybrid)	137	Continuing-Undergraduate	216
Undergraduate Online Only	181	Undergraduate -Online Only	189	New Freshmen	48
Graduate	55	MFA-Online	44	Transfer	42
Dual Credit	85	Dual Credit	323	Graduate	44
Continuing Education	5	Continuing Ed.	107	Readmit	10
Total FTE	480	Total	801	Non-Degree	11
				Dual Credit	323
				Continuing Ed.	107
Total Credits	5587			Total	801

The chart below lists the headcount by fulltime & part-time status and student type.

	Undergraduate	Graduate	Non-Degree	IAIA Employees	Dual Credit	Continuing Education	Total
Fulltime	258	41	0	0	0	0	
Part-time	57	3	4	8	323	107	
Total	315	44	4	8	323	107	801

The graph below shows the history of IAIA's enrollment by FTE; On-Campus; Online and Headcount. The column on the left-hand side indicates the number of students and the bottom lists the Fall semesters. As noted, the Covid-19 Pandemic has changed On-campus and Online enrollment considerably.



The chart below lists the IAIA students by Class, FTE, Headcount and total credits enrolled.

Class	Headcount	Credit Hours	FTE
Freshmen	85	1139	95
Sophomore	82	1058	88
Junior	57	794	66
Senior	61	717	60
Certificate	31	270	23
Graduate	44	498	55
Non-Degree	12	37	3
Dual Credit	323	1018	85
Continuing Education	107	57	5
Total	801	5587	480

The chart below lists the number of students in a major field of student including certificate, associate, baccalaureate and graduate programs. Studio Arts is the largest with a total of 137 students.

Major Field of Study	Certificate	AA/AFA	BA/BFA	Graduate	Total
Museum Studies	19	3	28		50
Native American Art History	12				12
Creative Writing		4	24	44	72
Studio Arts		25	112		137
Cinematic Arts/Technology		8	41		49
Native American Studies		5			5
Indigenous Liberal Studies			21		21
Performing Arts		2	8		10
Business/Entrepreneurship w/ a major	3 11				3
Total Degree seeking					359

The chart below lists the IAIA student population according to state. IAIA has representation from 35 states and 4 foreign countries this semester with New Mexico (534), Arizona (37), California (36), Oklahoma (19), Texas & Washington (12) being the top 6 represented states.

State/Country	#	State/Country	#	State/Country	#
AK	11	KY	1	OR	7
AR	1	MA	1	PA	1
AZ	37	MD	2	SD	11
CA	36	MI	2	TX	12
CO	17	MN	9	UT	6
CT	1	MT	10	VA	5
DC	2	NC	5	WA	12
FL	4	ND	4	WI	8
GA	2	NE	5	WY	3
HI	3	NM	534		
ID	7	NV	3	Japan	1
IL	1	NY	8	Canada	4
KS	3	OH	1	Taiwan	1
		OK	19	Columbia	1

The chart below lists the tribes represented by the IAIA student body with a total of 99 tribes. The Navajo Nation (59) is the largest, followed by Alaskan Native (6); Cheyenne River Sioux Tribe (6).

<u>Tribe</u>	<u>#</u>	<u>Tribe</u>	<u>#</u>
Alaskan Native	6	Peepeekisis Cree 1st Nation	1
Assiniboine & Sioux Tribes of Fort Peck Indian Res.	5	Pinoleville Pomo Nation	1
Big Pine Paiute Tribe of the Owens Valley	1	Ponca Tribe of Nebraska	1
Big Sandy Rancheria of Western Mono Indians (CA)	1	Ponca Tribe of Oklahoma	1
Bishop Paiute Tribe	2	Prairie Band Potawatomi Nation	3
Blackfeet Tribe of Montana	1	Pueblo of Acoma	3
Bois Forte Band of Chippewa	1	Pueblo of Cochiti	2
Caddo Nation of Oklahoma	1	Pueblo of Isleta	1
Central Council Tlingit- Haida	2	Pueblo of Jemez	3
Chemehuevi Indian Tribe of the Chemehuevi Res.	1	Pueblo of Laguna	3
Cherokee Nation	2	Pueblo of San Felipe	2
Cheyenne & Arapaho Tribes, Oklahoma	1	Pueblo of San Ildefonso	1
Cheyenne River Sioux Tribe of Cheyenne River Res.	6	Pueblo of Santa Ana	1
Chippewa Cree Indians of Rocky Boy's Reservation	2	Pueblo of Santa Clara	2
Choctaw Nation of Oklahoma	4	Pueblo of Taos	2
Citizen Potawatomi Nation	1	Pueblo of Zuni	4
Colorado River Indian Tribes	1	Pyramid Lake Paiute Tribe of Pyramid Lake Reservation	1
Comanche Nation	1	Quechan Tribe of Fort Yuma Indian Reservation	1
Confederate Tribes of the Coos	1	Quinalt Indian Nation	1
Confederated Salish & Kootenai	2	Reno-Sparks Indian Colony	1
Confederated Tribes of the Colville Reservation	1	Rosebud Sioux Tribe of Rosebud Indian Reservation	3
Crow Creek Sioux Tribe of Crow Creek Reservation	1	Sac & Fox Nation of the Mississippi in Iowa	1
Crow Tribe of Montana	1	Sac & Fox Nation, Oklahoma	1
Eastern Band of the Cherokee Indians	2	Saint Regis Mohawk Tribe	2
Eastern Shoshone Tribe of Wind River Reservation	1	Salt River Pima-Maricopa Indian Community	2
Gila River Indian Community of Gila Indian Res.	4	San Carlos Apache Tribe of San Carlos Reservation	2
Ho-Chunk Nation of Wisconsin	2	Sault Ste. Marie Tribe of Chippewa Indians	1
Hopi Tribe of Arizona	3	Seminole Tribe of Florida	2
Hualapai Indian Tribe of Hualapai Indian Reservation	1	Shoalwater Bay Indian Tribe	1
Jicarilla Apache Nation	5	Shoshone-Bannock Tribes of Fort Hall Reservation	4
Kasigluk Traditional Elders Council	1	Shoshone-Paiute Tribes of the Duck Valley Reservation	1
Kewa Pueblo	2	Sisseton-Wahpeton Oyate of Lake Traverse Reservation	1
Kickapoo Traditional Tribe of Texas	1	Standing Rock Sioux Tribe of North & South Dakota	2
Kiowa Tribe of Oklahoma	4	Susanville Indian Rancheria	1
Lac Courte Oreilles Band of Lake Superior Chippewa	2	Swinomish Indian Tribal Community	1
Little River Band of Ottawa Indians	1	Tachi Yokut Tribe	1
Little Salmon Carmacks First Nation	1	The Chickasaw Nation	5
Menominee Indian Tribe of Wisconsin	3	The Muscogee (Creek) Nation	2
Mescalero Apache Tribe of Mescalero Reservation	1	The Osage Nation	1
Navajo Nation	59	Three Affiliated Tribes of Fort Berthold Reservation	2
Nez Perce Tribe	1	Tohono O'odham Nation of Arizona	2

<u>Tribe</u>	<u>#</u>	<u>Tribe</u>	<u>#</u>
Northern Arapaho Tribe	3	Turtle Mountain Band of Chippewa Indians ND	1
Northern Cheyenne Tribe of Northern Cheyenne	1	Twenty-Nine Palms Band of Mission Indians of CA	1
Oglala Sioux Tribe	5	Ute Mountain Ute Tribe	4
Ohkay Owingeh	2	Walker River Paiute Tribe of Walker River Reservation	1
Oneida Indian Nation	1	Wichita & Affiliated Tribes	1
Oneida Nation	1	Winnebago Tribe of Nebraska	3
Otoe-Missouria Tribe of Indians	2	Yakutat Tlingit Tribe	2
Ottawa Tribe of Oklahoma	1	Yurok Tribe of Yurok Reservation	1
Pascua Yaqui Tribe of Arizona	2		

To: Dr. Robert Martin
From: Lawrence T. Mirabal, CFO
Date: 10.20.20
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 – After developing the series structure, the CFO collaborated with ASG leadership to hold the first learning session in the Student Union space, on Nov. 22nd, 2019. There was hope that the series could be continued when students returned to campus. However, with the ongoing pandemic and continued restrictions on gathering, there is very little hope of continuation. This project has now been canceled.

This project will end at 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 all of the security cameras on campus, as well as augmenting the DVR capabilities for reviewing camera footage. 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 has recently completed a project to replace all front windows in the casitas, which are old and dangerous.

This project is 100% 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 has made 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 continues to work with the Facilities dept. and external contractors to complete Phase II of the HVAC replacement project at the academic building.
- The Controller played an integral role in assisting the stores with their yearly inventory counts.
- The Controller continues to guide the Finance team through the year-end process, in preparation for the yearly audit.
- The CFO has recently begun a new role, overseeing the Research Center capital projects. This is a role that he is co-leading with Dr. Lara Evans.

HR:

- A Wellness Flu-shot campaign was conducted and turned out to be very successful.
- 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 for the reporting period of **September 2020- November 2020**
 - 2 Staff members left IAIA voluntarily.
 - The Retention Director left for personal reasons.
 - The Advancement Services Manager left for personal reasons.
 - On the promotion and recruitment side, the following 5 positions were filled during this reporting period:
 - A Gardener in the Land Grant program was promoted to Program Associate, Native
 - A Maintenance Technician and non-Native
 - A Public and Technical Services Librarian and non-Native
 - An Extension Educator and non-Native
 - A Museum Collections Registrar and non-Native
 - A Housing Area Coordinator and Native

Facilities:

- Completed replacement of front windows in all family housing units.
- Through an RFP process, a vendor has been selected to complete a parking lot ADA accessibility project.
- A backup generator for the IT vault has been installed, tested, and is fully operational.
- Phase II of the academic building HVAC project is 60% complete, with full completion expected by mid-November.
- A new Maintenance Technician has been hired to replace Larry Samuel. His name is Richard Rael and he began work at the college on 10/19/20.

IT:

- Network Replacement Projects:
 - Core Switch and edge switch replacement: — IT created and sent out an RFB to 3 vendors for replacement of the network core switch, endpoint switches across campus, and Wi-Fi infrastructure. On 10/16/20, Ardham Technologies was selected as the prevailing vendor to provide the equipment.
- Fiber Cable Replacement for CLE Dorms, Acad. Building, LTC, and Facilities Building:
 - Old fiber cabling in the above buildings was 1gb fiber. After engaging in an RFP process and selecting a contractor, new 10gb fiber was installed and tested, completing the project.
- Backup Generator:
 - A vendor was selected to provide a natural gas generator for IAIA Data Center. The backup power generator has been fully installed and tested, completing the project.
- Covid-19:
 - 80 new laptops have been received from Dell and will be loaned out to students as necessary.
- Support Tickets:

Approximately 800 support tickets were closed from June 2020 thru Sept. 2020.

IAIA Museum Store:**MUSEUM STORE HIGHLIGHTS (Q4)**

- The Museum has reopened to the public! MoCNA was able to reopen at 25% capacity (40 guests every hour) and has received a very positive response from guests. The Store has implemented optional Contact Tracing when guests sign in and staff are diligent in enforcing CDC guidelines and safety practices.
- Online Tickets can now be purchased from the Online Store, in addition to tickets purchased at MoCNA. Online Ticketing allows for the Stores to control the flow of guests, present information before they arrive, and keep track of guest information for Contact Tracing.
- The official IAIA Custom Robe Blanket has arrived! The Stores currently have a limited supply located at MoCNA and will be adding the Blanket to the Online Store as a focal point for Fall.

UPCOMING MUSEUM STORE HAPPENINGS (ONGOING)

- *Color Play: Terran Last Gun* (in the Lloyd Kiva New Gallery) continues to 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 Store will be hosting a week-long event with Terran during his closing, following all CDC health and safety guidelines.

- The Store now has monitors, located above the Museum entrance, that display information to guests. The monitors will be used to highlight products, events, artists, and will act as a bridge to Campus. The monitors can also be used in conjunction with social media, to continue to raise awareness about the reopening.

IAIA MUSEUM STORE FOUR YEAR SALES HISTORY (Q4 - 07/01/2020 - 09/30/20*)

*Note: Last day of business for Museum Store Q2FY20 was March 16th, 2020, due to COVID-19. The Store resumed operations 7/8/20, MoCNA resumed operations on a limited basis 9/16/20.

QUARTER	TOTAL SALES	TOTAL PROFIT	PROFIT MARGIN	MERCHANDISE SALES	ADMISSION SALES
Q4 FY20	\$11,882.88	\$5,195.44	43.72%	\$10,137.88	\$1,745.00*
Q4 FY19	\$121,495.70	\$71,503.12	58.85%	\$90,514.95	\$30,980.75
Q4 FY18	\$124,739.79	\$73,168.84	58.66%	\$92,677.79	\$32,062.00
Q4 FY17	\$121,205.30	\$72,213.69	59.58%	\$89,935.30	\$31,270.00

Sales data obtained from Counterpoint Management History Summary Report.

*Note: Ticket sales do not reflect Online Ticket Sales. Please see the Online Store Data Report.

RESPONSE TO Q4 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, Q4FY20 had the potential for 1500+ customers and \$100,000 - \$110,000 in total sales.
- The Store plans to take advantage of the holiday season to push inventory and sales. Sales will be held both in-store and online, with a heavier focus on dates like Cyber Monday and Boxing Day. The Store also plans for a textile exhibit in the Lloyd Kiva New Gallery, working with the cold weather to generate sales. New products will continue to filter in, based on appropriateness.

IAIA CAMPUS BOOKSTORE:

CAMPUS BOOKSTORE HIGHLIGHTS (Q4)

- The Stores team hosted the first “socially distanced” textbook pickup for students. Through the combined efforts of Stores, Academics, and the eCampus team, textbook distribution to students for textbooks was incredibly successful. 894 textbooks were delivered to students at their homes, and less than 20 students did not pick up books that arrived on campus for them.
- The Bookstore has installed safety guards and implemented new CDC-approved cleaning procedures, to support the health and safety of our campus community. Overall, students, faculty, and staff have been very cooperative with the new guidelines.

ADDITIONAL CAMPUS BOOKSTORE NEWS/FUTURE HAPPENINGS

- The Campus Bookstore will continue to be operational during the Fall semester, following CDC-recommended measures. The same practices we have developed will return for the Spring semester. The Bookstore will also be launching more official IAIA logo gear items, including face masks/coverings.
- The Bookstore continues to work to recover the losses due to Covid-19. The loss of on-campus traffic has reduced sales, though the Bookstore is seeing promising numbers in art supplies, and apparel.

IAIA CAMPUS BOOKSTORE TWO YEAR SALES HISTORY (Q4 - 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
Q4 FY20	\$9,878.24	65.00% (-)	33.57%	919
Q4 FY19	\$28,221.70	N/A	33.41%	3,131

Sales data obtained from Counterpoint Management History Summary Report.

RESPONSE TO Q4 FY20 SALES FIGURES

- The Campus Bookstore will continue to assist students, staff, and faculty as it always has. While sales numbers are still far below previous years, they are starting to recover. The Bookstore will continue to work closely with the Online Store, to provide products and possibly facilitate online student events.

IAIA ONLINE STORE:

ONLINE STORE HIGHLIGHTS (Q4)

- The Online Store launched the first round of IAIA Thunderbird Face Masks, to great success. More masks, including those that say "IAIA" and "MoCNA" will be arriving for Fall/Winter.
- The Online Store hosted a 4th of July Sale, and Back to School Sale, both helping to increase sales over the previous quarter.

UPCOMING ONLINE STORE HAPPENINGS (ON-GOING)

- The Online Store will be holding a large Cyber Monday sale, in addition to various holiday sales, with the intent to clear out items in inventory that are high-cost or have been in inventory for over a year. The aim is to reach customers unable to travel, unwilling to travel, or who have not visited MoCNA in some time.
- The Online Store is continuing to improve the Online Ticketing system, to gain more visitors. Social media and word-of-mouth will continue to draw interest in purchasing tickets online.
- 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 (Q4 2020)

QUARTER	GROSS SALES	NET SALES	ITEMS SOLD	ORDERS PLACED	SHIPPING CHARGES	ONLINE TICKETS	TICKET SALES
Q4 2020	\$9,861.00	\$9,248.00	465	266	\$613.00	72	\$825.00
Q3 2020	\$5,965.00	\$5,503.00	154	112	\$462.00	N/A	N/A

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

ONLINE STORE ACTION PLAN

- The online store will add additional publications related to IAIA and the launch of MFA author's works. This is an on-going effort, as Books/Publications continue to be the highest-selling, and fastest-growing, category.
- Additional items will be released each month, with a focus on holiday shoppers. The Store is planning to run a large Cyber Monday sale, to encourage safe shopping and is also looking to launch a Book Club in partnership with artists featured at MoCNA.

**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 August, 30**

BUDGET TO ACTUAL - SUMMARIZED
IAIA & AUXILIARY
For the Eleven Month Period Ending August 31, 2020

	<u>TOTAL BUDGET</u>	<u>TOTAL ACTUAL EXPENDITURES</u>	<u>TOTAL BUDGET REMAINING</u>	<u>% REMAINING</u>
EXPENDITURES BY CATEGORY				
COST OF SALES	\$ 216,480	\$ 205,834	\$ 10,646	5%
SALARIES & FRINGE BENEFITS	8,666,614	7,221,077	1,445,537	17%
OPERATING EXPENSES	1,232,158	899,249	244,933	21%
FOOD & CATERING	800,900	549,488	251,412	31%
PROFESSIONAL SERVICES	896,061	640,882	255,179	28%
SCHOLARSHIPS & FELLOWSHIPS	13,243	3,810	9,433	71%
M&R, UTILITIES & OTHER	1,495,596	1,286,194	209,402	14%
TRAVEL	275,518	114,633	160,885	58%
TRAINING	54,686	21,475	33,211	61%
VEHICLES	52,150	35,037	17,113	33%
TOTAL EXPENDITURES	<u>\$ 13,703,406</u>	<u>\$ 10,977,078</u>	<u>\$ 2,638,352</u>	<u>19%</u>
EXPENDITURES BY DEPARTMENTS				
BOARD OF TRUSTEES	\$ 76,028	\$ 37,645	\$ 38,383	50%
OFFICE OF THE PRESIDENT	943,579	727,103	216,476	23%
INSTITUTIONAL RESEARCH	315,523	238,557	76,966	24%
INSTITUTIONAL ADVANCEMENT	400,230	267,708	132,522	33%
FINANCIAL SERVICES	730,782	649,508	81,274	11%
INFORMATION TECHNOLOGY	478,662	431,063	47,599	10%
CENTER FOR STUDENT LIFE	497,646	382,325	115,321	23%
ADMISSIONS & RECRUITMENT	317,371	271,118	46,253	15%
FACILITIES MANAGEMENT	1,502,157	1,422,105	80,052	5%
MUSEUM	1,040,178	848,859	191,319	18%
ACADEMIC DIVISION	3,284,781	2,794,339	490,442	15%
STUDENT SUCCESS CENTER	909,542	633,228	276,314	30%
LIBRARY	438,117	344,938	93,179	21%
MFA CREATIVE WRITING PROGRAM	706,360	492,754	213,606	30%
MUSEUM SHOP	321,961	251,917	70,044	22%
CAMPUS BOOKSTORE	178,553	204,793	-26,240	-15%
STUDENT HOUSING	1,099,489	777,481	322,008	29%
CONFERENCE SERVICES	110,559	67,766	42,793	39%
STRATEGIC PRIORITIES PROJECTS	351,888	134,473	129,439	49%
TOTAL EXPENDITURES BY DEPARTMENTS	<u>\$ 13,703,406</u>	<u>\$ 10,977,078</u>	<u>\$ 2,638,352</u>	<u>19%</u>
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			
	<u>\$ 14,473,073</u>			

STATEMENT OF REVENUES - COMPARATIVE

IAIA & AUXILIARY

Fourth Quarter Comparison - FY20 & FY19

	FY20			FY19	Variance Between FY20 & FY19 YTD Actual Positive/(Negative)
	Projected Annual Revenues	Actual 11 Months To 8/31/2020	% of Projected Achieved YTD	11 Months Ending 8/31/2019	
REVENUES					
Federal Appropriation	\$ 10,210,000	\$ 10,458,000	102.4%	\$ 9,960,000	\$ 498,000
<i>Forward funding received prior year</i>		<i>7,377,000</i>		<i>7,377,000</i>	
<i>Annual funding received current year</i>		<i>3,081,000</i>		<i>2,583,000</i>	
<i>Forward funding received current year</i>		<i>7,377,000</i>		<i>7,377,000</i>	
Tuition & fees	\$ 1,299,054	\$ 1,510,459	116.3%	\$ 1,428,890	\$ 81,569
Distance Learning/Academic Tech.	133,455	121,760	91.2%	110,864	10,896
MFA Creative Writing Program	636,000	486,050	76.4%	511,580	(25,530)
Student Fitness Center	15,000	16,096	107.3%	22,196	(6,100)
Residence Hall	569,876	445,825	78.2%	498,201	(52,376)
Family Housing Rentals	191,280	190,937	99.8%	205,352	(14,415)
Meal Plan	539,371	542,585	100.6%	584,342	(41,758)
Conference Services	130,000	40,700	31.3%	222,894	(182,194)
Museum Admissions	97,848	51,456	52.6%	115,255	(63,799)
Museum Shop Sales	237,035	98,350	41.5%	208,473	(110,122)
Campus bookstore sales	157,797	138,409	87.7%	165,706	(27,296)
Museum memberships	42,000	29,627	70.5%	37,685	(8,058)
Museum Contributions (temp restricted)	5,000	36,610	732.2%	23,437	13,173
General Contributions (unrestricted)	180,000	290,507	161.4%	49,612	240,895
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)
Misc Income/Indirect Revenue/COVID-19 Aid	75,000	1,636,365	2181.8%	77,628	1,558,736
REVENUES EXCLUDING FEDERAL APPROPRIATION	\$ 4,793,716	\$ 6,313,089	131.7%	\$ 4,960,976	\$ 1,352,113
Estimated reduction for:					
Uncollectible Student Accounts	(130,643)				
Excess Institutional Scholarships	(400,000)				
Museum Gift Shop	(321,961)				
Campus Bookstore	(178,553)				
TOTAL REVENUES	\$ 13,972,559	\$ 16,771,089	120.0%	\$ 14,920,976	\$ 1,850,113

SCHEDULE OF REVENUES AND EXPENDITURES
IAIA & AUXILIARY
11 Months Comparison - FY20 & FY19

	FY20 Unaudited 11 Months Ending August 31, 2020	FY19 Audited 11 Months Ending August 31, 2019	Variance Favorable or (Unfavorable)
REVENUES			
Federal Appropriation	\$ 10,458,000	\$ 9,960,000	\$ 498,000
Tuition & Fees	\$ 2,134,365	\$ 2,073,530	60,835
Residence Hall/Family Housing	636,762	703,553	(66,791)
Meal Plan	542,585	584,342	(41,758)
Museum Shop	98,350	208,473	(110,122)
Campus Bookstore Sales	138,409	165,706	(27,296)
Conference Services	40,700	222,894	(182,194)
Unrestricted Contributions	371,590	202,552	169,038
Temporarily Restricted Contributions	576,587	547,768	28,819
Trust Endowment Draw	137,376	174,530	(37,154)
Misc Income/Indirect Revenue/COVID-19 Aid	1,636,365	77,628	1,558,736
TOTAL REVENUES	\$ 16,771,089	\$ 14,920,976	\$ 1,850,113
EXPENDITURES			
Cost of Sales	\$ 205,834	\$ 298,607	\$ 92,773
Salaries & Fringe Benefits	7,221,077	7,299,122	78,045
Operating Expenses	899,249	972,834	73,585
Food & Catering	549,488	738,828	189,341
Professional Services	640,882	564,165	(76,718)
Scholarships & Fellowships	3,810	5,740	1,930
M&R, Utilities & Other	1,286,194	1,364,811	78,617
Travel	114,633	222,510	107,877
Training	21,475	40,342	18,867
Vehicles	35,037	54,826	\$ 19,789
TOTAL EXPENDITURES	\$ 10,977,078	\$ 11,560,870	\$ 583,792
NET INCOME/(LOSS)	\$ 5,794,011	\$ 3,360,105	\$ 2,433,905

SCHEDULE OF REVENUE AND EXPENDITURES
INSTITUTIONAL ADVANCEMENT
11 month Comparison - FY20 & FY19

	FY20 Unaudited 11 Months Ending August 31, 2020	FY19 Audited 11 Months Ending August 31, 2019	Favorable or (Unfavorable) Change
REVENUES			
Donations:			
Endowed Scholarship Donations	\$ 17,528	\$ 408,658	\$ (391,130)
Permanent/Chair Endowment Donation	1,438	3,142	(1,703)
General Donations	290,507	49,612	240,895
Scholarships Donations	539,977	524,331	15,646
TOTAL REVENUES	\$ 849,450	\$ 985,743	\$ (136,293)
EXPENDITURES			
Personnel			
Salaries - staff	\$ 184,170	\$ 204,844	\$ 20,673
Student Workers - temporary, non-Wo	1,266	2,668	1,402
Social security	13,898	15,485	1,587
Retirement savings benefit	7,837	9,772	1,934
Insurance benefit	24,923	28,536	3,612
Nontaxable Fringe Benefits (Fitness)	-	150	150
Total Personnel Expenditures	\$ 232,096	\$ 261,454	\$ 29,359
Operating Expenditures			
Advertising - promotional	\$ 5,293	\$ 485	\$ (4,807)
Contributions, gifts & awards	329	328	(2)
Dues & Memberships	409	28	(381)
Food & catering	87	1,069	982
Meeting Costs	68	5,444	5,376
Office supplies	1,531	1,704	173
Personnel search - advertising	603	213	(390)
Postage, freight & delivery	61	434	372
Printing	(139)	3,960	4,099
Receptions & shows	248	74	(175)
Solicitation & Cultivation	71	1,094	1,022
Stipends & honoraria	200	(200)	(400)
Subscriptions & Publications	780	140	(640)
Computer equip & software under \$5,0	6,761	0	(6,761)
Equipment & Furniture under \$5,000	0	200	200
Maintenance - equipment & software	12,762	7,513	(5,249)
Consultants/Professional Services	853	1,940	1,087
Training - fees & materials	0	2	2
Travel - accomodation & meals	3,265	1,286	(1,979)
Travel - mileage	0	63	63
Travel - transportation	1,727	2,848	1,121
Utilities - telephone	706	969	263
Total Operating Expenditures	\$ 35,613	\$ 29,591	\$ (6,022)
TOTAL EXPENDITURES	\$ 267,708	\$ 291,045	\$ 23,337
NET INCOME/(LOSS)	\$ 581,742	\$ 694,698	\$ (112,957)

SCHEDULE OF REVENUE AND EXPENDITURES
MUSEUM SHOP
11 Month Comparison - FY20 & FY19

	FY20	FY19	Favorable or
	Unaudited	Audited	(Unfavorable)
	11 Months Ended	11 Months Ended	Change
	<u>August 31, 2020</u>	<u>August 31, 2019</u>	
SALES			
Sales less Discounts	\$ 98,334	\$ 208,293	\$ (109,959)
Shipping & Packing	262	995	(733)
Refunds	(245)	(815)	569
	<u>\$ 98,350</u>	<u>\$ 208,473</u>	<u>\$ (110,123)</u>
Cost of Goods Sold			
Cost of Sales	\$ 61,406	\$ 121,884	\$ 60,478
Gross Profit on Sales	\$ 36,945	\$ 86,589	\$ (49,644)
GP %	37.56%	41.53%	-3.97%
OTHER INCOME			
Admissions	\$ 51,456	\$ 115,255	\$ (63,799)
INCOME BEFORE OPERATIONAL EXPENSES	\$ 88,401	\$ 201,843	\$ (113,442)
EXPENDITURES			
Personnel			
Salaries	\$ 127,794	\$ 125,392	\$ (2,402)
Payroll Taxes	9,617	9,452	(165)
Savings Plan	4,360	5,010	650
Insurance	18,891	22,236	3,345
Total Personnel Expenditures	<u>\$ 160,662</u>	<u>\$ 162,089</u>	<u>\$ 1,427</u>
Personnel costs as % of sales + admissions	107.25%	50.07%	-57.18%
Operating Expenditures			
Advertising - promotional	\$ 3,431	\$ 1,998	\$ (1,433)
Bad debts	-	1,017	1,017
Bank charges	4,402	8,451	4,049
Cash (over)/short	3	70	67
Contributions, gifts & awards	-	65	65
Dues & Memberships	14	418	404
Exhibit costs	907	217	(690)
Food & catering	80	570	491
Licenses & permits	1,225	195	(1,030)
Meeting Costs	114	156	42
Office supplies	5,409	4,173	(1,236)
Personnel search - advertising	-	139	139
Postage, freight & delivery	2,944	2,208	(736)
Printing	63	-	(63)
Receptions & shows	408	155	(253)
Stipends & honoraria	50	750	700
Visiting artists/lecturers - fees/honoraria	-	350	350
Computer equip & software under \$5,000	4,538	100	(4,438)
Equipment & Furniture under \$5,000	2,869	2,894	24
Leasing - equipment	1,413	1,474	61
Maintenance - equipment & software	1,392	2,088	696
Maintenance - facilities	-	877	877
Consultants/Professional Services	-	535	535
Travel - transportation	587	1,383	796
Utilities - telephone	-	475	475
Total Operating Expenditures	<u>\$ 29,849</u>	<u>\$ 30,758</u>	<u>\$ 909</u>
TOTAL EXPENDITURES	\$ 190,511	\$ 192,848	\$ 2,336
INCOME/(LOSS) Before Notional Rent	\$ (102,111)	\$ 8,995	\$ (111,106)
Notional Rent	41,067	41,067	-
NET INCOME/(LOSS)	\$ (143,177)	\$ (32,071)	\$ (111,106)

SCHEDULE OF REVENUE AND EXPENDITURES
CAMPUS BOOKSTORE
11 Month Comparison - FY20 & FY19

	FY20 Unaudited 11 Months Ended August 31, 2020	FY19 Audited 11 Months Ended August 31, 2019	Favorable or (Unfavorable) Change
SALES			
Sales less Discounts	\$ 138,787	\$ 166,928	\$ (28,140)
Sales Returns & Refunds	(378)	(1,222)	844
	<u>\$ 138,409</u>	<u>\$ 165,706</u>	<u>\$ (27,296)</u>
Cost of Goods Sold			
Cost of Sales includes Textbooks	\$ 144,428	\$ 176,723	\$ 32,295
Gross Profit on Sales	\$ (6,019)	\$ (11,018)	\$ 4,999
GP %	\$ (0)	\$ (0)	\$ 0
INCOME BEFORE OPERATIONAL EXPENSES	<u>\$ (6,019)</u>	<u>\$ (11,018)</u>	<u>\$ 4,999</u>
EXPENDITURES			
Personnel			
Salaries - staff	\$ 35,403	\$ 35,625	\$ 222
Student Workers - temporary, non-WorkSt	3,674	5,780	2,106
Social security	2,637	2,657	20
Retirement savings benefit	1,416	1,425	9
Insurance benefit	8,195	8,335	139
	<u>51,325</u>	<u>53,821</u>	<u>2,496</u>
Personnel costs as % of sales	25.58%	21.50%	4.08%
Advertising - promotional	\$ 19	\$ -	\$ (19)
Bank charges	2,815	3,747	932
Cash (over)/short	(2)	(106)	(104)
Dues & Memberships	83	-	(83)
Food & catering	42	113	71
Meeting costs	-	124	124
Office supplies	278	275	(3)
Postage, freight & delivery	2,269	542	(1,727)
Printing	124	-	(124)
Computer equip & software under \$5,000	1,193	330	(863)
Equipment & Furniture under \$5,000	-	(825)	(825)
Maintenance - equipment & software	696	1,044	348
Training - fees & materials	249	-	(249)
Travel - accomodation & meals	859	-	(859)
Travel - transportation	414	-	(414)
Total Operating Expenditures	<u>\$ 60,365</u>	<u>\$ 59,066</u>	<u>\$ (1,299)</u>
TOTAL EXPENDITURES	<u>\$ 204,793</u>	<u>\$ 235,789</u>	<u>\$ 1,197</u>
NET INCOME/(LOSS)	<u>\$ (66,384)</u>	<u>\$ (70,083)</u>	<u>\$ 3,700</u>

SCHEDULE OF REVENUE AND EXPENDITURES
CONFERENCE SERVICES
11 Month Comparison - FY20 & FY19

	FY20 Unaudited 11 Months Ended August 31, 2020	FY19 Audited 11 Months Ended August 31, 2019	Favorable or (Unfavorable) Change
REVENUE			
Facilities Rentals	\$ 40,700	\$ 222,894	\$ (182,194)
Catering Revenue	-	-	-
INCOME BEFORE OPERATIONAL EXPENSE:	\$ 40,700	\$ 222,894	\$ (182,194)
EXPENDITURES			
Personnel			
Salaries	\$ 45,358	\$ 50,157	\$ 4,798
Payroll Taxes	3,402	3,306	(97)
Savings Plan	2,134	3,009	876
Insurance	7,881	8,544	664
	\$ 58,775	\$ 65,016	\$ 6,241
Personnel costs as % of Revenue	144%	29%	-115%
Operating Expenditures			
Bank charges	\$ 175	\$ 131	\$ (44)
Dues & Memberships	14	28	14
Food & catering	8,090	96,290	88,201
Office supplies	-	1,017	1,017
Stipends & honoraria	-	8,000	8,000
Equipment & Furniture under \$5,000	-	597	597
Janitorial services & supplies	-	4,723	4,723
Maintenance - supplies	-	455	455
Utilities - telephone	713	562	(151)
Vehicles - leasing	-	1,579	1,579
TOTAL EXPENDITURES	\$ 67,766	\$ 178,399	\$ 110,633
NET INCOME/(LOSS)	\$ (27,066)	\$ 44,495	\$ (71,560)

PERMANENT ENDOWMENTS
Eleven Months Ending August 31, 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) -16.52%
Dividend & Interest		8,399 0.33%		7,278 0.33%		5,219 0.33%		4,456 0.32%
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) -16.30%
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%		12,837 0.56%		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%	\$	304,605 13.38%	\$	215,434 13.41%	\$	185,983 13.89%
Average Monthly Account Balance	\$	2,582,756	\$	2,276,333	\$	1,606,006	\$	1,338,946
July & August Fiscal Year 2020								
Equities Gain / (Loss)	\$	212,798.03 7.73%	\$	193,338.35 7.81%	\$	136,296.73 7.79%	\$	113,125.95 7.89%
Dividend & Interest		2,063 0.07%	\$	1,800 0.07%		1,269 0.07%		1,096 0.08%
Fees		(1,645) -0.06%		(1,479) -0.06%		(1,045) -0.06%		(874) -0.06%
July & August Fiscal Year 2020	\$	213,217 7.75%	\$	193,660 7.82%	\$	136,521 7.81%	\$	113,348 7.90%
Average Monthly Account Balance	\$	2,751,243	\$	2,475,241	\$	1,749,047	\$	1,434,604
ASSET GRAND TOTAL	\$	8,610,862						

To: Dr. Robert Martin
From: Danyelle Means
Date: October 2020
Subj: Office of Institutional Advancement Report / 4th Quarter Report
(July 1, 2020, through September 30, 2020)

Mission Objective 1: Improve Student Success

1.A. Increase Resources for students

1.1. Project: Grow Funds for Student Financial Need

- 1st Quarter Income – October 1, 2019 – December 31, 2019 - \$246,955.65
- 2nd Quarter Income – January 1, 2020 – March 31, 2020 - \$226,362.35
- 3rd Quarter Income – April 1, 2020 – June 30, 2020 - \$177,497.66
- 4th Quarter Income – July 1, 2020 – September 30, 2020 - \$271,000.71
- Total income FY20 -- \$879,348.64
- **The IAIA 2020 Virtual Scholarship Event—*Scholarships Shape Futures*** received \$306,369 in donations—exceeding our \$300,000 goal! Our expenses were half of what they are normally, and we paid over \$6500 to our donating artists as a way to give back in the face of the pandemic. We had 499 people registered on the OneCause gala website with many more tuning into the broadcast on our various social media platforms.

This year's effort would not be possible without the hard work of the gala Foundation Board co-chairs, Andrea Slade and Stockton Colt, Development Committee members, Gail Bernstein, Raven Davis-Mayo, and David Rettig, as well as the IAIA staff (including Marketing and Communications, Collections, the Director of the Balzer Gallery, Performing Arts, and with support from the IT Department).

- Major donor fundraising continues. We had (3) new major donors participate in this year's scholarship gala and (5) more new major donors interested in creating scholarships for students. We are excited to reengage with our current major donors, offering virtual President's Circle events in the coming months.

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

1.1. Project: IAIA Foundation Board

- The Foundation Board added a new member to the roster, Michael Pettit, an award-winning author, poet and Santa Fe local. The Board is now comprised of seventeen 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 Nominating Committee will be presenting two potential members to the Board for approval. With several members of the Board finishing

their third term at the end of the calendar year, the Nominating Committee continues to recruit new members. If you know someone who might be interested in serving on the IAIA Foundation Board, please notify OIA staff or Nominating Chair, Sheryl Kelsey, with your recommendation.

- The Development Committee of the Foundation Board decided to postpone the Mowatt Totem Pole Raising Event until May of 2021. Currently, the totem pole is being stored on campus under the overhang in the Facilities storage area. The Public Art Committee will seek the advice of a conservator to review the pole's condition. The installation of the pole and related events will coincide with the 2021 Commencement Week Ceremonies.

Mission Objective 3: Build a College Community

3.C. Strengthen alumni involvement

3.1 Project: Alumni Association and Alumni Council

Fall semester and the new Academic year is well in gears. Due to pandemic some projects had to be altered, yet we are striving to provide a community for our Alumni to call home at IAIA. These are the current projects of the Alumni Relations Office.

- COVID 19 Response
 - A list of resources for Alumni and Student for Emergency Aid was added to the IAIA Alumni webpage.
 - An updated list of resources is shared through social media and email.
- Scholarship Gala
 - Planning has begun for next year's Gala, by identifying artists who may wish to contribute.
- Holiday Market
 - In place of the in-person Holiday Market we will be switching to a Virtual Holiday Market that will initially be a directory for specifically our Students, Staff, Faculty, and Alumni Community to market their merchandise.
- Continuing Education and Alumni Relations
 - Collaborating with CE on creating a class for Web Building for those who might not have a website that they could use for the Holiday Market.
 - 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.
 - Will be working with CE also to provide webinars and CE courses that could help Alumni in their art/business
- Communication
 - Keeping an updated email list of Alumni
 - I am sending out emails about opportunities such as Grants, Events, and other opportunities to Alumni through Mail Chimp.

- I am updating Social media with information on upcoming events, and essential information regarding IAIA.
- Alumni Council
 - Creating a partnership with the Alumni Council, and functioning as a liaison with them and the Campus.

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

- The Office of Institutional Advancement will continue to work with all parties to coordinate any 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: IAIA 60th and MoCNA 50th Anniversary Celebrations

- Working in conjunction with Museum Director, Patsy Phillips, to coordinate a series of events focusing on building awareness and donor cultivation in the cities hosting the traveling exhibitions. We hope to introduce IAIA to whole new audiences of donors.

Mission Objective 6: Build Institutional Capacity for Growth

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

6.1. Project: Advancement Office Staffing

- Advancement Services Manager, Sandra Narvaez, retired on October 2, 2020. We wish Sandra all the best as she builds her dream home in Montana, just down the road from her son. We will be interviewing for the position in late October.

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

6.1. Project: Margaret A Cargill Philanthropies

- Currently, the Office of Institutional Advancement (OIA) is seeking proposals for a Fundraising Consultant to review the current Strategic Fundraising Plan and make recommendations on how the OIA can increase our donor base, in turn, increasing revenue. The consultant will be paid through the Margaret A Cargill Philanthropies grant, focused on building capacity for growth as well as accessing the viability of future campaigns and appeals.
- The Margaret A Cargill Philanthropies grant will also fund the hiring of a Special Events Manager. Interviews will take place at the end of October or early November. This position will focus on not only the annual scholarship event but will also be responsible for President's Circle and major donor cultivation events.

To: Dr. Robert Martin, IAIA President
From: Patsy Phillips, Director IAIA Museum of Contemporary Native Arts
Date: October 20, 2020
Subj: August 17 to November 15, 2020
Staff listed: Manuela Well-Off-Man, Chief Curator; Tatiana Lomahaftewa-Singer, Curator of Collections; Winoka Yepa, Museum Education; Katherine Barry, Collection's Registrar; 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

Lomahaftewa-Singer serves on various IAIA Committees including: IAIA President's Advisory Committee, Communications Committee, Staff Council, Acquisitions Committee Chair, IAIA Public Art Committee Chair, and IAIA Research Center Committee.

Lomahaftewa-Singer hired Daniel Pedroza, IAIA Museum Studies student for a fall work-study position.

Lomahaftewa-Singer has been working with the Proficio Implementation team on the conversion of the metadata for most of September-October. Test conversions began in August and continued through October. The goal to provide IAIA students and researchers access to the collections has been the department's priority led by the impact of the pandemic and urgent need for digital resources.

C. Develop student leadership skills

Phillips is mentoring IAIA student, Veronica Quiquango who takes online courses. Veronica lives in Washington, D.C. and works at the National Museum of the American Indian. Phillips has held several Zoom meetings with Veronica.

Stephanie Stewart, 2019 IAIA Graduate enrolled in a museum studies internship this fall with New Mexico State University (NMSU) in the IAIA museum collections department. Stewart will be attending NMSU in Spring 2021 to pursue a BFA in conservation.

D. Promote involvement of all stakeholders in student success

Lomahaftewa-Singer and the Museum Collections Registrar Committee conducted 9 zoom interviews in mid-August with a final decision to hire Katherine Barry for the position. Barry accepted and started the job on October 12, 2020.

II. Strengthen academic programs

D Expand interdepartmental engagement in the academic programs

All senior staff lecture in Museum Studies courses throughout the semester.

New Collections Registrar, Katherine Barry, also known as Katie, was hired in early October. She comes to IAIA from the Stark Museum of Art in Southeast Texas. In her five years at the Stark, she was responsible for tracking and caring for objects in the art collection, maintaining physical and digital records for each object, and managing loans. Originally from Pendleton, Oregon, Katie previously served as an Anne Ray Intern at the School for Advanced Research in Santa Fe, and as an analyst, archival project contractor, and research library aid for Tamástslikt Cultural Institute, Confederated Tribes of the Umatilla Indian Reservation. She holds a BA in History and Anthropology from the College of William & Mary in Williamsburg, VA.

III. Build college community

B Promote health, wellness, and safety.

Well-Off-Man worked with MoCNA graphic designer Sallie Wesaw and preparator August Walker to design and install social distancing and mask wearing signs, as well as additional wayfinding signs to prepare the museum for the reopening on September 16 and to improve wayfinding in the museum building.

Lomahaftewa-Singer created an IAIA Strategic Priority Request to address security issues in the Barbara and Robert Ells Science and Technology building. Several security companies were called to conduct site visits with Lomahaftewa-Singer to gather information for bids to upgrade cameras, alarm and access systems.

Atencio manages the museum's HVAC preventive Maintenance Services Johnson Controls and Yearout Mechanical; continues to replace Air Filters as needed on two HVAC air handlers and throughout Museum; two fan coil units replaced on 2nd and 3rd floor areas; Roof on south bell tower replaced as the area was old and weathered; all exterior water sources turned off for the winter spigots concession stand; installed two 45 inch flat screen monitors in museum store for IAIA/Museum information; new security computer purchased and installed with updated security software; janitorial and security staff continue to clean and sanitize museum; ensure all visitors and staff follow safe Covid -19 practices, including masks and 6' social distancing while on museum property; control visitor numbers in all areas, close galleries as needed as to not overcrowd areas.

IV. Advance contemporary Native arts and cultures

B. Consider developing a Native Research Center

Lomahaftewa-Singer and Well-Off-Man served as members of the Design Team for the proposed Contemporary Native Arts Research Center. The team discussed the existing spaces of the Science and Technology Building and how these spaces can be used or need.

C. Advance scholarship and dialogue on indigenous arts and culture

Eight years in the making, ***Making History: The IAIA Museum of Contemporary Native Arts*** (2020) was published and released in late October. It is the inaugural collaboration between IAIA and the University of New Mexico Press. *Making History* exposes the central role of the Institute of American Indian Arts as an epicenter of the dynamic and under-studied contemporary Native arts movement (1962 to present). This unique resource not only guides educators and the public in how to interpret key interpretative American Indian art themes such as the body, dance, and visual icons using Indigenous methodologies, it also charts contemporary Native arts origins, drawing from the wisdom of our elders, artists, poets and educators. The publication features poetry by Alex Jacobs (Mohawk) and Elizabeth Woody (Navajo/Warm Springs/Wasco/Yakama) and original essays by David Wade Chambers, Charles A. Dailey, Lara M. Evans (Cherokee), Stephen C. Fadden (Mohawk), Ryan S. Flahive, Suzanne Newman Fricke, Alex Jacobs (Mohawk), Tatiana Lomahaftewa-Singer (Hopi/Choctaw), Robert Martin (Cherokee), Nancy Marie Mithlo (Chiricahua Apache), Patsy Phillips (Cherokee), John Paul Rangel (Mestizo: Apache/Navajo/Spanish descent), Jessie Ryker-Crawford (White Earth Chippewa) and David Warren (Santa Clara Pueblo). This valuable resource contains two-hundred works of art, many that have never been photographed or circulated prior, and twenty-four archival photographs from IAIA's nearly sixty-year history.

Phillips is currently working with the staff to develop a new strategic plan 2024.

Phillips, Yepa and Well-Off-Man are collaborating with Global Affairs' Consulate General of Canada Henry Wells and Foreign Policy and Diplomacy Service Officer Amy Goudar on a web-based event MoCNA will host, featuring Canadian curators. The goal is to raise awareness of Indigenous curators and representation in Canada and to cultivate connections for Canada-U.S. creative collaborations. MoCNA's chief curator and an Indigenous curator identified by the Consulate will have a dialogue about curatorial practice and other matters. The program will be in January or February 2021.

Phillips participated in an in-person interview with a camera crew for the new museum First American Museum (FAM) opening in September 2021 in Oklahoma City. The interview was conducted by FAM and was about their importance to the field.

Phillips was invited to nominate two Indigenous artists to US Artists, an organization that selects 50 artists annually to give \$50,000 unrestricted funds.

Phillips and Well-Off-Man were invited by Jennifer Raab, Associate Professor of Art History at Yale University, to give a presentation about their professional careers, as part of Prof. Raab's series of events for graduate students called "Futures in Art History." The program focuses on discussions with museum professionals and academics.

Well-Off-Man serves on the Autry Museum's curatorial advisory committee for the Autry's 2024 exhibition *Indigenous Futures*. The committee meets regularly to discuss the concept and goals for the exhibition, narrative, potential artists, selection of artworks, catalog, layout and design, education materials, public programs, and potential venues. Among the other advisors are Jennifer Complo McNutt and Joe D. Horse Capture.

Well-Off-Man is collaborating with Art Bridges to promote MoCNA's traveling exhibition *Action/Abstraction Redefined*, featuring MoCNA's collection of Native Modernism. So far, six museum venues are confirmed for this traveling exhibition: Cahoon Museum of American Art, Cotuit MA; Museum of the Southwest, Midland TX; Colorado Springs Fines Arts Center, Colorado; Westmoreland Museum of American Art, Greensburg, PA; Schingoethe Center, Aurora University IL; and Arkansas Arts Center, Little Rock, AR. All museums that expressed interest in *Action/Abstraction Redefined* are mainstream American art museums. This shows that more and more American art museums make an effort to include Native American art in their exhibition programs.

Well-Off-Man is collaborating with international curators, authors and museums on MoCNA's traveling exhibition *Exposure: Native Art and Political Ecology* (MoCNA Aug.13, 2021 – Jan.23, 2022). *Exposure* documents international Indigenous artists' responses to the impacts of nuclear testing, nuclear accidents, and uranium mining on Indigenous peoples and the environment. The traveling exhibition and catalog give artists a voice to address the long-term effects of these man-made disasters on Indigenous communities in the United States and around the world. Indigenous artists from Australia, Canada, Greenland, Japan, Pacific Islands, and the United States utilize local and tribal knowledge, as well as Indigenous and contemporary art forms as visual strategies for their thought-provoking artworks. Among the lending institutions are Alberta Foundation for the Arts, Canada; Carleton University Art Gallery, Ottawa, Ontario; Greenland National Museum and Archives; Art Gallery of South Australia; Australian War Memorial; Art Gallery of New South Wales; and Seattle Art Museum.

The exhibition will be published by Radius Books, Santa Fe and distributed by D.A.P. Distributed Art Publishers.

MoCNA is also collaborating with other museums on the Codex Foundation's *EXTRACTION: Art on the edge of the Abyss* project <https://www.extractionart.org/home>: *Exposure* is promoted on the Codex Foundation's website <https://www.extractionart.org/mocna> and Well-Off-Man and her exhibition's co-curators submitted essays for the Codex Foundation's *EXTRACTION Magazine*: the 500+ pages book, which will be published in December, 2020.

Well-Off-Man participated in a Zoom gallery talk featuring artist Tamara Ann Burgh (Inuit). The online talk was co-hosted by Form and Concept gallery director Jordan Eddy. Burgh's artworks are currently on view in exhibitions at MoCNA and Form and Concept.

Well-Off-Man gave a Zoom curator talk about the traveling exhibition *Visual Voices: Contemporary Chickasaw Art*, hosted by the Briscoe Western Art Museum's curator of education Ryan Badger, as part of the museum's public programs.

Well-Off-Man was invited by the MacArthur Foundation to provide an evaluation for Cannupa Hanska Luger's (Mandan/Hidatsa/Arikara/Lakota, IAIA'11) MacArthur Fellowship nomination.

Well-Off-Man met with artist Melissa Melero Moose (Northern Paiute, IAIA'09) to discuss potential exhibition proposals that highlight Great Basin and IAIA artists including Jean LaMarr and Nathalie Ball among others.

Well-Off-Man and her co-curators Chelsea Herr (Choctaw) and Dr. Suzanne Fricke participated in the panel Thought Leaders: The curatorial team that co-organized the exhibition *Indigenous Futurisms: Transcending Past, Present and Future* exhibition, at the New Mexico Association of Museums' virtual conference.

Yepa was invited to present and facilitate a workshop on Indigenous art and activism for The Rezilience Organization, a non-profit that creates culturally responsive programming, events, and tools for supporting Indigenous artists and advocates in developing holistic methods for positively impacting the life and trajectory of Indigenous communities.

Yepa was invited to join GallupARTS expert peer review panel for their Gallup New Deal Art project, a digital project that will interpret Gallup's expansive collection of New Deal art. The collection includes 144 objects, from easel paintings to furniture, decorative work and wall paintings to murals to architecture. Yepa was invited to vet the website's four Special Exhibits for cultural accuracy, sensitivity and competency.

Collections inventory picked up again in July with the help of collections interns: Fabian Fuentes, Austin Big Crow, Robyn Tsinnajinnie, and Stephanie Stewart. To date, all of the sculpture and ceramics have been inventoried. Textiles and clothing will be completed by mid-November. Works on paper will be the last area that will be inventoried.

Late August and September, the collections shelving was installed. Shelf extensions were added to the ceramics and pottery shelves expanding the shelves from 8 feet to 14 feet high with a total of 50 additional shelves; clothing shelves were put onto carriages and shelf extensions were added expanding the shelves from 8 feet to 14 feet with a total of 40 new shelves. A new textile

rack was installed that provides better stability of rolled textiles longer than 6 feet. Collections interns condition reported, inventoried and placed all of the objects back onto their shelves with new locations beginning in September and will continue through November.

Lomahaftewa-Singer is working with IAIA faculty Brian Fleetwood to curate a collections jewelry exhibit for 2021. Curatorial visits began in September with a plan to finalize selection of jewelry by early 2021.

Lomahaftewa-Singer is working with Dr. Lara Evans on the Linda Lomahaftewa retrospective exhibit for 2021. Lomahaftewa-Singer had contacted all of Evans selected lenders and is working to have everything photographed for an exhibition catalog.

Lomahaftewa-Singer is working with Well-Off-Man to prepare collections works for the *Action/Abstraction Redefined* travelling exhibition. Lomahaftewa-Singer has hired a Painting Conservator to help prepare condition reports for the travelling condition book and provide learning opportunities for her student workers.

B. Increase internship and apprenticeship opportunities

Phillips met with Shaza Ishak, an Eisenhower Fellow representing Singapore in a virtual Eisenhower Fellowships for Women's Leadership Program. [Shaza is the Managing Director for Teater Ekamatra Ltd.](#), the only ethnic minority theater company in Singapore. While on fellowship, Shaza wants to establish an entity that raises funds to support ethnic minority artistic projects.

Well-Off-Man is collaborating with Santa Fe's School for Advanced Research (SAR) Curator of Education Felicia Garcia on their internship program. Since SAR is not regularly offering exhibitions and two of their interns want to gain more experience in this area, Well-Off-Man is working with SAR's interns Emily Santhanam and Hailee Brown on exhibitions related projects.

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

Phillips served on the new members committee for the International Women's Forum – NM. The committee selected 18 new members.

Phillips serves on the Lensic Community Council and attended a meeting this quarter.

Lomahaftewa-Singer and Well-Off-Man participated in the national #AsktheCurator live Facebook event.

Yepa co-developed MoCNA's virtual museum along with Lisa Hinson from Five D Media, which was officially launched on October 12th, Indigenous Peoples' Day. This 3D space is an exact replica of our physical museum and showcases

the work of our current exhibition artists. To view the virtual museum, please visit: <https://my.matterport.com/show/?m=87KgpmiBhcP>. In Summer 2021, Yepa hopes to create a second 3D space for our Exposure show.

In October, the museum kicked off MoCNA's first virtual Social Engagement Artist Residency (SEAR). Two artists, Luzene Hill (Eastern Band Cherokee) and Mercedes Dorame (Tongva Ancestry), participated in a one-month virtual residency, where they shared their social engagement work with our community and museum audience through an online platform. Each artist proposed a community engagement project that they worked on remotely and shared their projects through a series of public programs and virtual studios that can be found on the newly developed Social Engagement Artist Residency website, which was designed and developed by Senior Museum Education Manager, Winoka Yepa, who also manages the Social Engagement Artist Residency program. A second virtual residency program will occur in March of 2021 with two additional Indigenous artists. Please visit the website at: mocnaresidency.squarespace.com

Yepa is currently working on MoCNA's first mobile application with the help of Cuseum, a mobile app development company. The mobile application will include audio and video tours, image recognition software, an events calendar, membership/donation support, and in Fall of 2021, an augmented reality component. The mobile application will launch in early November.

Yepa has developed a series of public programs utilizing our social media platforms, Facebook, YouTube, and Instagram. Yepa has established a monthly Instagram takeover event for exhibition artists, in which they engage with our audience through “insta” stories and mini-artist interviews. Participating artists include Ryan Singer (Navajo), Terran Last Gun (Blackfeet-Piikani), Luzene Hill (Eastern Band Cherokee), and Mercedes Dorame (Tongva). Yepa has also established a series of Facebook live artist talks with exhibition and Social Engagement Artist Residents, including Jeffrey Veregge (Port Gamble S’Klallam), Luzene Hill (Eastern Band Cherokee), and Mercedes Dorame (Tongva).

Lomahaftewa-Singer was invited to meet with Pojoaque Pueblo Poeh Museum staff to discuss their collections expansion project and discuss ways to coordinate input with the other Tewa neighboring villages.

D. Invest in professional development for faculty and staff

Phillips attended numerous virtual programs and training including *Hearts of Our Peoples* presentations at the Philbrook Museum and Smithsonian’s Renwick Gallery; State of the Arts sponsored by the Ford Foundation and Crystal Bridges; Black/Indigenous Program organized by the Native Arts & Cultures; and Title IX training.

Wesaw participated in a series of Adobe workshops to learn about new updates for Adobe programs, such as Illustrator, InDesign, Photoshop, and Lightroom and to increase her skills in these programs.

Yepa participated in the New Mexico Association of Museums Annual Meeting from November 4th to the 6th, 2020. Yepa led a pre-conference workshop on Indigenous storywork and digital media. Yepa also co-presented along with Dr. Suzanne Fricke, Chelsea Herr (Choctaw Nation of Oklahoma), and our chief curator Dr. Manuela Well-Off-Man on the exhibition *Indigenous Futurisms: Transcending Past, Present and Future*, in which Yepa discussed the ArtSteps tour she created and the virtual reality (VR) environment that replicates the physical exhibition. Yepa also participated in the closing plenary as a panelist along with Jaclyn Roessel (Director of Decolonized Futures & Radical Dreams, U.S. Department of Arts & Culture), Mike Murawski (Co-Producer, Museums Are Not Neutral), and Elena Gonzales (curator, author of Exhibitions for Social Justice).

Yepa was invited to join the WESTAF Regional Arts Resilience Fund Advisory Panel that oversees online nominations for the WESTAF Regional Arts Resilience Fund, a funding initiative that supports organizations led by and/or predominantly serving individuals from historically marginalized communities that identify as: Black, Indigenous, and people of color (BIPOC); low-income; people with disabilities; LGBTQIA+; and organizations from Rural/remote areas (communities with fewer than 50,000 in population and isolated from metropolitan areas). Yepa was chosen based on her expertise in the field, her knowledge of the region, and her leadership in art-based organizations and within Indigenous communities.

V. Build institutional capacity for growth

A. Ensure long-term sustainability and financial security

MoCNA is one of twenty Black, Indigenous, and People of Color (BIPOC) arts organizations identified by the Ford Foundation as “America’s Cultural Treasures.” MoCNA will receive \$1.5 million over four years in addition to technical assistance services. This initiative will grant much-needed funds to organizations in response to the COVID-19 pandemic, and aims to “honor the diversity of artistic expression and excellence in America and provide critical funding to organizations that have made a significant impact on America’s cultural landscape, despite historically limited resources.” Only one other Indigenous organization was selected including Alaska Native Heritage Center. The 20 organizations are Alaska Native Heritage Center, Alvin Ailey American Dance Theater, Apollo Theater, Arab American National Museum, Ballet Hispánico, Charles H. Wright Museum, Dance Theater of Harlem, East West Players, El Museo del Barrio, IAIA Museum of Contemporary Native Arts, Japanese American National Museum, Jazz at Lincoln Center, Museo de Arte de Puerto Rico, Museum of Chinese in America, National Museum of Mexican Art, Penumbra Theatre, Project Row Houses, Studio Museum in Harlem, Urban

Bush Women, and Wing Luke Museum of the Asian Pacific American Experience.

The Ford Foundation has long supported the museum and appreciates its work. Phillips has also maintained a relationship with Ford program officers for nearly 25 years while at Atlatl, a national service organization for Native arts & cultures; the Smithsonian National Museum of the American Indian and the IAIA Museum. Before the award was announced and for the previous six months, we completed a Ford questionnaire, reviewed a Ford draft letter to Native organizations, participated in several Ford Zoom calls about the museum, submitted a questionnaire, submitted a summary of the museum's uranium project, *Exposure*, and completed a detailed survey. Phillips and Well-Off-Man met with Ford Foundation program officers Lane Harwell and Rocio Aranda-Alvarado via Zoom to discuss MoCNA's near-term challenges and longer-term developmental goals. Additionally, over the years Phillips has regularly kept Ford up to date with information about the museum, such as MoCNA's American Alliance of Museum's accreditation, and sends catalogs and general information about the museum. Ford's phone call informing us that MoCNA was selected, which was a total surprise. We never knew that the end result of all the consultations this spring and summer would be this recognition and award. The next steps are to submit a non-competitive proposal for FY21 regarding how we'll use the funds next year. Proposals and requests for funds will be submitted each year.

Phillips and Well-Off-Man visited with Romona Scholder to select one of Fritz Scholder's paintings for MoCNA's permanent collection. This is one of an ongoing series of annual donations to the museum by Fritz Scholder's widow.

The Mellon Foundation invited MoCNA to apply for a grant for up to 10% of the museum's budget (ca. \$100,000). Phillips, Yepa, and Well-Off-Man wrote the grant proposal *Inequities Amplified*, which seeks funding for artist-led initiatives, including artist collaborations and public programs for the upcoming exhibition *Exposure: Native Art and Political Ecology* and MoCNA's Social Engagement Artist Residency program.

Phillips submitted final reports, budgets, and letters to the Wend Foundation for \$150,000 Artist Emergency Fund and to Art Bridges for \$20,000 COVID-related expenses.

To: Dr. Robert Martin
 From: Paul Moore
 Date: October 20, 2020
 Subj: Quarterly Board Report

2020 Fall Semester Counseling Services – as of October 9, 2020

We are currently providing phone and video counseling during COVID-19 in line with the NM Department of Health Orders and NM Counseling Board for behavioral health and mental health providers. We have received temporary or reciprocal licensure to provide telehealth in WA, OR, SD, UT, KY working on advocating in OK. We have been able to provide telehealth services/resource support to several MFA students who have reached out during this crisis.

Academic Year Fall 2020	Total	Mila	Eliza	Madge
Number of students in Individual Counseling	53	8	32	13
Direct Hours Support Provided to Students/Staff	279	49	135	95
Reach Out from Early Alert	31	7	14	14
Number of Students/Staff/Faculty Seen in Groups	10	10	7	7
Clients with trauma	50	8	29	13
Clients with suicidal ideation (disclosed)	17	1	13	3
Substance Misuse – Working on	6	0	4	2
1 st Offence	2	0	1	1
2 nd Offence	0	0	0	0
Psychiatric hospitalizations	1	0	1	0
Mental Health ER visit	1	0	1	0
Other hospitalization visit	0	0	0	0
Inpatient substance abuse treatment assistance	0	0	0	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	36	5	29	2
Number of clients connected with Psychiatrist at IHS	2	0	2	0
Referrals to the ADA office for Accommodations	8	3	3	2
Counseling Supervision provided for intern and LMHC (non-independently licensed staff) required by Counseling Board	28	0	28	0

Counseling activities during this time period included the following:

- Engaged in therapeutic process with individual Clients
- Alcohol & Substance Use Assessments with Clients
- Increase Suicidality Protocols for therapists working with suicidal ideation with students
- IAIA Community Outreach via email, community gatherings and classroom visits.
- Collaborate on Indigenous Queer 2Spirit group with Prevention Office
- Attend weekly Behavioral Intervention Team meetings, Attend weekly Early Alert Team meetings
- Help students conceptualize and plan Final Projects, Papers & Presentations to aid in stress management and fluctuating issues arising from course load.
- Assist students through accommodation process following Americans w/ Disabilities Act (ADA)
- Consult with stressed faculty on how to support students
- Collaboration with COSAP coalition team – Focus Groups, Team Meetings, Professional Support
- Supervise PhD Expressive Arts Therapy, LMHC, weekly supervision and helping assist with learning and needs for obtaining and maintaining licensure
- Weekly Expressive Arts Group – Facilitated by Counseling Team open to whole community; Additional Weekly group facilitated by Mila for identity and coping
- Meet monthly with counseling center directors in colleges across the state of NM
- Continue to learn and follow HIPPA compliant Telehealth platform and best practices; follow licensure rules for other states
- Madge regularly attends ASG, Town Hall, & Staff Council Meetings for Counseling Team
- Attend committees - Student Life, ADA, President's Advisory Council, Safe Spaces/Safe Zones
- Create, Maintain and Add a Mental Health Resource Lib Guide for Students, Staff & Faculty
- Created first Newsletter for community
- Wrote 2 grants to benefit counseling – 1 for \$5000 and 1 for \$26000; continue to look for and write grants to benefit mental health counseling and expressive art activities for students

Training Completed

Eliza Combs, MA, LPCC, ATR

Independently Licensed Professional Clinical Counselor and Registered Art Therapist

Facilitating Supervision for the Counseling Team in line with the NM Counseling Board

9/14/20 & 9/18/20	Community Resilience Model Part 1 & 2; 6 hours; (https://www.traumaresourceinstitute.com/crm)
9/24/20	Leadership and Clinical Supervision, Serna Solutions, LPCC, LADAC, 3CEs
9/30/20	Motivational Interviewing Level 3, Brian Serna, LPCC, LADAC, 6 CEs
Additional Trainings/Workgroups	Indigenous Psychology Study Group, My Grandmother's Hands: Racialized Trauma and the Pathway to Mending Our Hearts and Bodies year study group

Madge Duus, MA, LMHC, Non-Independently Licensed Mental Health Counselor
Engaged in group and individual supervision

Trainings Attended	Help Trauma Impacted Youth, Managing Anxiety during Covid-19, Neurobiology of Trauma, Community Resiliency Model Part 1
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Mila Anguluan, PhD, Counseling Intern LMHC pending engaged in group and individual supervision, continue to work to meet requirements of NM Counseling Board

Prevention Program July 2020 thru September 2020

a) Media Flyers & Awareness

1. *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 AIAN health & wellness resources, mental health/self-care (IAIA counseling info. & external support options), available food drives/COVID-19 testing.*

a) Volunteer/Student Activity

1. *Summer student Assistant, Ohdesa Freedbird, wrapped up working on addressing items for IQ2S+ committee which include LGBTQ 101 training for our community, safe spaces training updates, and bathroom signage updates on campus. Student ordered bathroom signage and shared research items in drobox.*

b) Summer Bridge Workshops (on CANVAS)

1. Healthy Habits and Life Skills workshop: A healthy habit is any activity or behavior that can benefit your physical, mental, spiritual, & emotional well-being; Safety and wellness, Alcohol & Drug Misuse, and Life Skills to Know Before College.
2. Stress Management: types of stress, signs and symptoms, college stressors, life skills, tribal community stressors, Tribal, Cultural, & Indigenous Factor, and Student Life resources.

c) Freshmen/New Student Orientation (online pages CANVAS)

1. Prevention program introduction and campus resources also including links to social media pages. Also, policy updates, NM laws and regulations (DWI, underage drinking), life skills, and student life outreach.

d) Residential Assistants (RA) housing training (on CANVAS)

1. Alcohol and substance abuse policy training. This included alcohol 101(college drinking, binge, etc.), prescription drug 101, naloxone, suicide prevention, LGBTQ2S+ education, and student life resources.

a) Social media accounts

1. *Direct sharing of AI/AN specific health & wellness program material, health promotion, drug/alcohol safety, and promotion of alcohol and substance use policy for welcoming back month (AUGUST). This included IAIA programs as well as the WeRNative program, which promotes youth specific resources regarding topics such as anti-bullying, substance misuse/abuse, sexual health, & LGBTQ+ information; DATA and demographics shared in V. Implement a marketing and communication plan to brand and promote IAIA.*

b) Approved: OSAP Strategic Prevention Framework (SPF) Plan

1. *Prevention Program 2020-2021 management plan and financial budget shared with SL Dean, Dean's assistant, Laurie B., and Aimee B. in July.*
2. *Program evaluation plan and End of Year (EOY) report completed in September. Partnership for Success (PFS) 2015 grant came to an end Sept. 30; report completed and shared with SL Interim Dean of Students, State office (OSAP), and program consultants (PIRE, COOP consulting). New SAPT grant funding to begin October 1-June 2021.*

a) Indigenous Queer/ Two Spirit + (IQ2S+) Student Life Subcommittee

1. *Ongoing: Facilitated our monthly IQ2S+ committee meetings online through ZOOM, once a month and we are continuously building capacity. Welcome back meeting held on ZOOM August 27 from 5p-6; we had 10 total in attendance. Discussed resources available and possible online activities for the fall semester.*

Continue to refine and implement indigenous assessment

a) Assessment

1. *OSAP grant end of the year reports submitted to OSAP, COOP, and Interim Dean of Students in Sept. 2020.*

A. Strengthen the connection between the College, it's Museum, Tribes, and the Santa Fe community

a) Santa Fe Community Partners

1. *NM DOH: The NMDOH Tribal Liaison office coordinated with Ru Stempien, Assistant and Toney Johnson, IAIA prevention program coordinator, to host an alcohol mortality roundtable for tribal leaders in NM. Event was held on September 29, 2020 online using ZOOM. Tribal leaders from pueblos and nations attended. Evaluation and report being written by Ru Stempien. Will share report with SL Interim Dean of Students.*

2. *The NM Department of health (DOH) Suicide Prevention coalition meeting: The group met online through ZOOM and Tribal population sub-committees shared local and national Tribal resources and outreach. Group continues to meet every 2 months.*

a) Faculty CANVAS Pages (NEW)

1. *Prevention program hub link available with resources, education, and outreach. We are promoting our inter-Tribal community members' mental, physical, emotional, and spiritual well-being while increasing cultural competency and creating community-based prevention solutions.*
2. *Ru Stempien suggested at Staff council to perhaps create a staff hub page on CANVAS with resources, training, and other important outreach.*

b) QPR Suicide Prevention Online Training

1. *Question, Persuade, Refer (QPR): Gatekeeper online training module was purchased to train up to 200 community members. Training will be offered by Counseling team in October and November 2020. Goal is to train at least 10 students and 10 staff/faculty. Link and flyer will be shared with SL team especially housing staff by November 2020.*

a) Prevention Grant

1. *Ongoing: Partnership for Success (PFS) 2015 grant comes to **end fall semester (September 2020)**. EOY reports shared with SL Interim Dean of Students, Paul Moore. Documents included evaluation, budget, reflections, and transitions during COVID19.*
2. *OSAP offered IAIA additional **SAPT Block Grant** funding starting October 2020-June 2021; amount is \$75,000. Toney J. coordinator created a budget and management plan that was shared through DROPBOX for SL Interim Dean, Laurie B., and Aimee B. This funding is 'unlimited' as long as IAIA has an ACTIVE, compliant prevention program, SAPT funding will be available on a yearly basis to provide salary funding for coordinator and external evaluator.*

a) Online IAIA Prevention Program Platform

1. *Online website platform- Our prevention program address is www.iaia.edu/prevention. Updates include IQ2S tabs, IndigenousZ ambassador program, and other updated items. Jason Ordaz updated in September 2020.*

b) Social Media as of 10/13/2020.

1. **Prevention Instagram page** has 278 followers, 155 posts, and following 488. IQ2S+ has 65 followers, 76 posts, and following 249. This week on main prevention page we have had 227 accounts reached, over 100 interactions with our content.
2. **Prevention Facebook** has 60 followers and 50 likes. IAIA IQ2S+ Facebook page has 22 followers and 19 likes.
3. Since July, content shared has addressed our strategies, such as underage and binge drinking, DWI, promoting IAIA's ATOD policy, opioid overdose, and Suicide awareness, as well as information on COVID safety, census, voting, and promoting other indigenous organizations & resource opportunities for youth and families, as well as other IAIA programs (library, bookstore, continuing education, student activities, marketing and communication, counseling, and student success).

The pandemic has been a continued challenge for the work we conduct in our program as we have begun 'implementation' of our program strategies. Overall, our program had to find an innovative, accessible way for students, staff, and faculty to get information. This included having a program presence on CANVAS, using social media, and continuing to meet with students in any way possible (ZOOM office hours, Live CHAT, SLACK, etc.) or at least be reachable. Although, we are resigning from our positions, Ru and I hope that student life will continue holding an online space/presence to ensure our IAIA community has access to information, so they can be successful and safe. Thanks, IAIA!

Housing

- Housing has been working with the new camera system for a short period of time, and already it is receiving high praise for ease of use and speed over the old system. The difference is night and day.
- Housing has filled the staff position left open by the Retirement of Peggy Lomay after 37 years of service to IAIA. The new hire Kelly Frye is an IAIA Alumni.
- The on-campus students continue to do their part, with Housing's guidance, in keeping the campus safe. Reports from Student Staff are that the current students living on-campus have been following all COVID-19 guidelines and doing so respectfully. There have been little to no incidents this far into the semester.
- Housing has already seen a larger than normal uptick in Housing Applications for Spring 2021. We are already in the double digits as it relates to requests, which is out of the ordinary for this early in the Fall semester.

Student Activities

Date	AUGUST STUDENT ACTIVITIES	Student Participation
8/10/2020-8/14/2020	Student Activities Survey-Skull Candy Headphones Drawing	77 Entries
8/10/2020	Online Class Starter Kit Giveaway	13
8/14/2020	Bored? During Campus Quarantine	16
8/25/2020	Freshman Tuesday-Free Swag welcome pack pick-up	7
8/28/2020	Custom Sticker Contest	6 entries 36 voting participants
	AUGUST Online/On-Campus Participation totals	155
DATE	SEPTEMBER STUDENT ACTIVITIES	Attendance
9/4/2020	Keep Calm; it's Giveaway time!	38
9/4/2020	Chalk it up Near & far	2 entries for the contest 14 chalk pick-ups 23 voting participants
9/9/2020	Craft Grab N' Go Pick up	29
9/9/2020	Mask Contest (open to Staff/Faculty/Student)	3
9/10/2020	Virtual Open Mic	1 entry
9/11/2020	Virtual Paint Night with Paige (Offered twice a month)	18
9/15/2020	Grab N'Go Mask Tie-Dye Kit	55
9/17/2020	Virtual Beading Circle (offered twice a month)	12
9/18/2020	Friday Archery-On campus	5
9/21/2020	ABQ zoo tickets	10
9/24/2020	Virtual Beading Night	6
9/25/2020	Sno-cone Giveaway!	55
	SEPTEMBER Online/On-Campus Participation totals	271

June -July 2020	Student Participation	Student participation to vote
Love Make-Up Show your inspired Pride Look	6	32
Pride T-shirt Giveaway	10	N/A
Pride Giveaway	10	N/A
Art Drawing Contest	2	27
Colored Pencil Contest	4	18
Activate your fitness Giveaway	12	N/A
Photo Contest	5	30
Poetry Contest	2	21
3 Min. Video Challenge	2	23
Graphic Design Contest	5	38
Total: 10 Activities for the summer	Total:58	Total:189

Administration

The ongoing Covid-19 pandemic has altered the Student Life Department's overall programming with the absence of in-person on-campus events. The different areas have adapted well and will keep some of the online access and programming going forward. Online activities, Outreach thru social, remote counseling for students off-campus are areas that will be integrated into regular programming.

Transportation has been adapted for COVID requirements and has increased the number of trips to accommodate this new capacity.

The Nizhoni Childcare Center on campus has been closed and will stay that way until the pandemic is in a managed state; Presbyterian will continue to partner with IAIA in the future for this project.

Census and Voting outreach were promoted across all social media platforms and in-person/flyers on campus.

Prevention Program is under review after the coordinator has taken a new position with UNM Medical Center; the new coordinator's hiring process is in process.

The Activities Department will be expanded to be the Recreation and Activities Department with the addition of five sports starting with development in the spring. The areas will be Running, Golf, Disc Golf, Archery, and Basketball. The teams will be in a club format but integrated into Student Life to ensure continuity from semester to semester and participate at a recreational level or thru organizations such as NCCGA, USA Archery, and the AIHEC Basketball Tournament.